

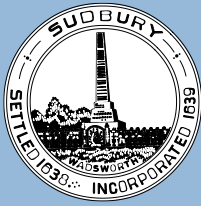
SUDBURY BOARD OF SELECTMEN
TUESDAY FEBRUARY 10, 2015
7:30 PM, TOWN HALL - LOWER LEVEL

Item #	Time	Action	Item
	7:30 PM		CALL TO ORDER
	7:30 PM		Opening remarks by Chairman
	7:35 PM		Reports from Town Manager
	7:40 PM		Reports from Selectmen
	7:50 PM		Citizen's comments on items not on agenda
MISCELLANEOUS			
1.		<i>VOTE</i>	Meeting with Town Counsel to discuss and vote on draft policy for accessing Town Counsel services
2.			Discussion with Town Counsel re: OML Training for all Town Boards & Committees
3.		<i>VOTE</i>	Discuss and vote on the request from Don Chauls regarding political signs on Town property
4.		<i>VOTE</i>	Vote to approve an increase in the annual senior tax workoff amount from \$800 to \$900 per year, and to also approve moving 10 slots from the Veterans Tax Workoff program to the Senior Tax Workoff program, as recommended by Debra Galloway, COA Director
5.		<i>VOTE</i>	Vote to approve a temporary increase in the FY15 Council on Aging Revolving Funds Account from \$35,000 to \$50,000, due to new classes being offered at the Senior Center, as requested in a memo dated January 5, 2015, by Debra Galloway, COA Director.
6.		<i>VOTE</i>	Vote to accept, on behalf of the Town, a new wheelchair-accessible van, applied for by MetroWest Regional Transit Authority, and purchased by Mass. Dept. Of Transportation, as requested by Debra Galloway, Council on Aging Director in a memo dated January 20, 2015.
7.			FY16 Town Budget presentation by the Town Manager
8.			Presentation of FY16 Capital Budget and Articles by 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.

Item #	Time	Action	Item
9.		<i>VOTE</i>	Vote to accept Annual Town Meeting Articles submitted by 2/2/15, and to refer any Zoning Bylaw amendments and street acceptance articles to the Planning Board
10.			Discuss Town Meeting/Town Election Warrant Schedule as prepared by staff.
11.		<i>VOTE</i>	Discussion and possibly vote on the timing of a special election for the capital exclusions
12.		<i>VOTE</i>	Question of appointment of Maryanne Bilodeau as Interim Town Manager, subject to the negotiation of a contract
13.			Question of appointment of a subcommittee to negotiate a contract with the Interim Town Manager
14.			Preliminary discussion on Town Manager search process
CONSENT CALENDAR			
15.		<i>VOTE</i>	Vote to appoint Carole Bauer, 35 Blacksmith Dr, to the Sudbury Cultural Council for a term to expire October 30, 2018, as requested by Ellen Gitelman, chairman.
16.		<i>VOTE</i>	Vote to approve the minutes of the 1/22/15 Rails to Trails Forum.
EXECUTIVE SESSION			
17.		<i>VOTE</i>	Vote to enter Executive Session to conduct strategy session in preparation for negotiations with nonunion personnel (Interim Town Manager) and not to return to Open Session but to adjourn in Executive Session. Chair must state that having the discussion in open session would have a detrimental effect on the public body's negotiating position.

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.

**SUDBURY BOARD OF SELECTMEN**

Tuesday, February 10, 2015

MISCELLANEOUS (UNTIMED)**1: Town Counsel Priorities and Communications****REQUESTOR SECTION**

Date of request: February 3, 2015

Requestor: Chairman Woodard

Formal Title: Meeting with Town Counsel to discuss and vote on draft policy for accessing Town Counsel services

Recommendations/Suggested Motion/Vote: Meeting with Town Counsel to discuss and vote on draft policy for accessing Town Counsel services

Background Information:

Financial impact expected:n/a

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting: Barbara Saint Andre, Town Counsel

Review:

Patty Golden	Pending
Maureen G. Valente	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

02/10/2015 7:30 PM

MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:



Policy on Access to Town Counsel and Confidentiality of Attorney-Client Communications

It is the intent of this policy to set forth the expectations on the accessibility of Town Counsel by Town employees, boards, commissions and committees, consistent with the Town of Sudbury general bylaws, Town charter (the Board of Selectmen-Town Manager Act) and state law. It is not the intent of this policy to explicitly or implicitly deny anyone access to Town Counsel; rather, to control and monitor accessibility to Town Counsel, thereby understanding and controlling the cost of legal services.

I. Procedure

Accessibility to Town Counsel will be governed by the following parameters:

1. Chairs of all boards, commissions or committees within the Town, including the Board of Selectmen, shall have direct access to Town Counsel to request a written opinion or request Town Counsel to attend a meeting of such board, committee or commission, provided that said chair obtains a majority vote of said board, committee or commission at a public meeting authorizing the request of such opinion or meeting attendance. After obtaining a majority vote as set forth in the preceding sentence, said request shall be submitted to Town Counsel with a copy to the Town Manager for notification purposes. Boards which meet infrequently may vote a standing policy that the Chair may request a written opinion or request Town Counsel to attend a meeting. Such a vote must be filed with the Town Counsel and Town Manager's office.
2. Town Counsel will refer all requests for opinions received from individual members of boards, commissions or committee to the Chair of said committee, who will schedule the request for a vote of the Board, commission or committee on the matter of approving such a request. Town Counsel will copy the Town Manager on all such requests.
3. Boards, commissions or committees may vote to authorize one member of the Board, commission or committee to communicate directly with Town Counsel on a specific matter under consideration by that Board. Such vote of the board, commission, or committee must clearly reflect an authorization for the Town Counsel to speak directly with less than a quorum of the board, commission or committee on the specific matter. Such a vote must be filed with the Town Counsel and the Town Manager.
4. The Town Manager shall have direct access to Town Counsel at all times in relation to her/his duties as Town Manager.

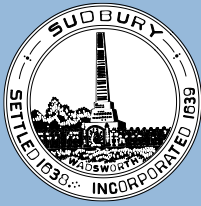
5. Department heads and division heads are encouraged to set up meetings with Town Counsel during regularly established Town Counsel office hours, via an email to Town Counsel with a cc to the Town Manager.
6. Department heads, division heads and other employees shall have email or phone access to Town Counsel as needed for general advice on issues concerning the operation of their offices, but must copy the Town Manager on the request to Town Counsel. If the request involves creation of a written opinion from Town Counsel, Town Manager shall be notified of that request before the opinion is written.
7. Warrant articles for the Annual Town Meeting or Special Town Meetings sponsored by Town boards, committees, commissions or employees shall be drafted by the Town Counsel's office. Sponsors of warrant article(s), excluding petition articles, shall submit draft wording for articles or general background information that Town Counsel will use to write the article, and send it back to the sponsor for signature before submission to the Board of Selectmen's Office.
8. Sponsors of petition articles for Annual or Special Town Meeting may submit draft articles to Town Counsel for legal review and assistance, provided the articles are submitted to the Town Counsel's office at least five days before the due date for article submission to the Board of Selectmen's office. Town Counsel will not draft articles for petitioners, but will be available for legal review and guidance.
9. Town Counsel's office will write all motions for Annual or Special Town Meeting, working with the sponsors of all articles as needed in the judgment of Town Counsel.
10. Employees of the Town requesting **Ethics Opinions** (Conflict of Interest Law) shall have direct access to Town Counsel. They do not need to cc the Town Manager on such inquiries.
11. The chairs or vice-chairs of boards, committees or commission with the Town shall have direct access to Town Counsel to request opinions or information concerning the **Open Meeting Law** codified at G.L. c. 39, section 23B or to receive guidance with respect to the rules government responses to public records requests. They do not need to cc: the Town Manager on such inquiries.

II. Confidentiality of Attorney-Client Communications

The attorney-client privilege shields from the view of third parties all confidential communications between a client and its attorney undertaken for the purpose of obtaining legal advice. As a matter of policy, the Board of Selectmen hereby requires that the confidentiality of communications between town officials, departments, boards, and committees, and Town Counsel and Special Town Counsel be maintained and preserved. The scope of privileged communications includes communications from Town officials, departments, boards or employees seeking legal advice, as well as opinions and advice received from Town Counsel or Special Town Counsel, whether in formal written opinions, email, in person, or by telephone.

The attorney-client privilege belongs to the Town of Sudbury, acting through its Board of Selectmen. The Board of Selectmen is the chief policy making body of the Town and is responsible, in conjunction with Town Counsel, for managing the legal affairs of the Town. Accordingly, only the Board of Selectmen, acting as a Board at a duly noticed meeting, is authorized to waive the attorney-client privilege on behalf of the Town. Should any town official, department, board, or committee believe that it is in the best interests of the Town to waive the attorney-client privilege with respect to any privileged attorney-client communication received from Town Counsel or Special Town Counsel, they should request to discuss the matter with the Board of Selectmen in executive session to obtain a vote by the Board of Selectmen as to whether or not said privileged communication may be released. No town official, department, board or committee is permitted on his or her or its own volition to release any confidential attorney-client communications to third parties or otherwise purport to waive the Town's attorney-client privilege.

Adopted by the Board of Selectmen February 10, 2015



SUDBURY BOARD OF SELECTMEN

Tuesday, February 10, 2015

MISCELLANEOUS (UNTIMED)**2: Discussion with Town Counsel re: OML Training**REQUESTOR SECTION

Date of request: February 3, 2015

Requestor: Chairman Woodard

Formal Title: Discussion with Town Counsel re: OML Training for all Town Boards & Committees

Recommendations/Suggested Motion/Vote: Discussion with Town Counsel re: OML Training for all Town Boards & Committees

Background Information:

Financial impact expected:n/a

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maureen G. Valente	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

02/10/2015 7:30 PM

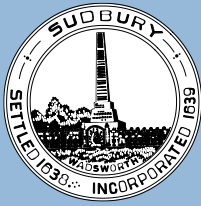
MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:



SUDBURY BOARD OF SELECTMEN

Tuesday, February 10, 2015

MISCELLANEOUS (UNTIMED)**3: Chauls letter**REQUESTOR SECTION

Date of request:

Requestor: Chairman Woodard

Formal Title: Discuss and vote on the request from Don Chauls regarding political signs on Town property

Recommendations/Suggested Motion/Vote: Discuss and vote on the request from Don Chauls regarding political signs on Town property

Background Information:

Financial impact expected:

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maureen G. Valente	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

02/10/2015 7:30 PM

MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:



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: February 6, 2015
To: Board of Selectmen
From: Maureen G. Valente, Town Manager *Maureen*
Subject: Town Counsel's opinion on Request regarding Political Signs on Town Property

Attached are two items: a request from Mr. Don Chauls of Blueberry Hill Lane requesting that political signs be allowed on Town owned property. The Town's long standing policy has been that no political signs are allowed on Town owned land, such as the traffic islands, on the Town owned recreation or conservation property, or on the right of ways of our roads. They may be placed on private property with the consent of the owner. Mr. Chauls has suggested that this policy be changed.

I told Mr. Chauls that I would ask our new Town Counsel to look into this and provide a response for the Selectmen when she arrived, and this she has done. That opinion is attached but at this time is confidential opinion from your Counsel. If you would like to release this publicly so that you can discuss it publicly, that would be your first vote. Mr. Chauls noted that he is away at the current time and cannot join you for this meeting.

Please advise if you have questions or other actions you would like to take in this matter.

RECEIVED
BOARD OF SELECTMEN
SUDBURY, MA

2014 OCT 21 A 11: 50

92 Blueberry Hill Ln
Sudbury, MA 01776
October 2014

Dear Mr. Woodard:

I would like to request the Town of Sudbury to alter its rules concerning the lawn signs that endorse people running for political offices.

Currently, as you wander around town, you see signs for all kinds of events and non-profit organizations – ranging from scouts to 375 activities to tryouts for sports teams. Some of these are placed on private property, but most are not. Whether they are there legally or not, it appears to be acceptable for these non-profit organizations and sponsors of events to place their signs on public property. This is perfectly reasonable, since they are trying to encourage members of our community to participate in organizations and events that they perceive to be for the good of the community.

Somehow, political campaigns have been placed in a different category; their signs must be placed only on private property. This distinction between political campaigns and non-profit organizations/events is detrimental to our democracy. When people run for public office – from School Board Member or President of the US – they do so because they believe that their election will be beneficial to the community. The Town should not denigrate their proposed service by implying that it is less valuable than encouraging people to try out for a ball team.

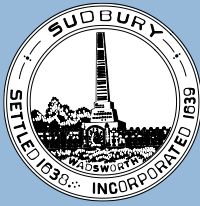
I think it would be perfectly sensible for the Town to place some restrictions on the duration that signs may be allowed to remain and upon the locations where they may be placed. But the rules for Cub Scouts and for 5K races and for concerts should be identical to the rules for folks running for Governor – or for Selectman.

Please institute this change.

Thank you;



Don Chauls

**SUDBURY BOARD OF SELECTMEN**

Tuesday, February 10, 2015

MISCELLANEOUS (UNTIMED)**4: Senior/Veterans Tax Work-off Program****REQUESTOR SECTION**

Date of request:

Requestor: Deb Galloway, COA director

Formal Title: Vote to approve an increase in the annual senior tax workoff amount from \$800 to \$900 per year, and to also approve moving 10 slots from the Veterans Tax Workoff program to the Senior Tax Workoff program, as recommended by Debra Galloway, COA Director

Recommendations/Suggested Motion/Vote: Vote to approve an increase in the annual senior tax workoff amount from \$800 to \$900 per year, and to also approve moving 10 slots from the Veterans Tax Workoff program to the Senior Tax Workoff program, as recommended by Debra Galloway, COA Director.

Background Information:

(See attached memo)

On December 2, 2014 the Council on Aging voted to approve a change to the maximum amount of the tax abatement available to participants in the Property Tax Work-off Program from \$800 per year to \$900 per year, as well as request to move 10 slots from the Veterans Tax Work-off program to the Senior Tax Work-off program. The COA requests that the Board of Selectmen approve the transfer of 10 work slots from the Veterans Tax Work-off program and make them available to seniors in the Senior Tax Work-off program. Only two veterans utilized the 18 slots in the Veterans Tax Work-off program this calendar year.

Financial impact expected:N/A

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maureen G. Valente	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

02/10/2015 7:30 PM

MEETING NOTES SECTION

Board's action taken:



SUDBURY SENIOR CENTER

COUNCIL ON AGING

Town of Sudbury, Massachusetts

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

MEMORANDUM

TO: Town of Sudbury Selectmen
 Sudbury Board of Assessors

FROM: Sudbury Council on Aging

DATE: December 15, 2014

RE: Sudbury Property Tax Work-off Program

At the Sudbury Council on Aging meeting on December 2, 2014 at the Sudbury Senior Center, the Council on Aging Board voted unanimously to approve a change to the maximum amount of the tax abatement available to participants in the Property Tax Work-off Program from \$800 per year to \$900 per year, as well as request to move 10 slots from the Veterans Tax Work-off program to the Senior Tax Work-off program; and to authorize Debra Galloway, Director of the Sudbury Senior Center, to submit this memo to the Town of Sudbury Selectmen's Office.

The Sudbury Property Tax Work-off Program offers residents 60 years of age and older, as well as veterans of any age, an opportunity to apply to work for Sudbury Town Departments during the calendar year and to receive a credit on their property taxes for that work in the following year. The Council on Aging asks that the Board of Selectmen increase the annual maximum abatement allowance to \$900 which will accommodate 100 work hours at new State minimum wage rate of \$9.00 per hour (as of January 1, 2015). This request is made subject to the Board of Assessors estimation that there is sufficient funding in the overlay account for your consideration of our request.

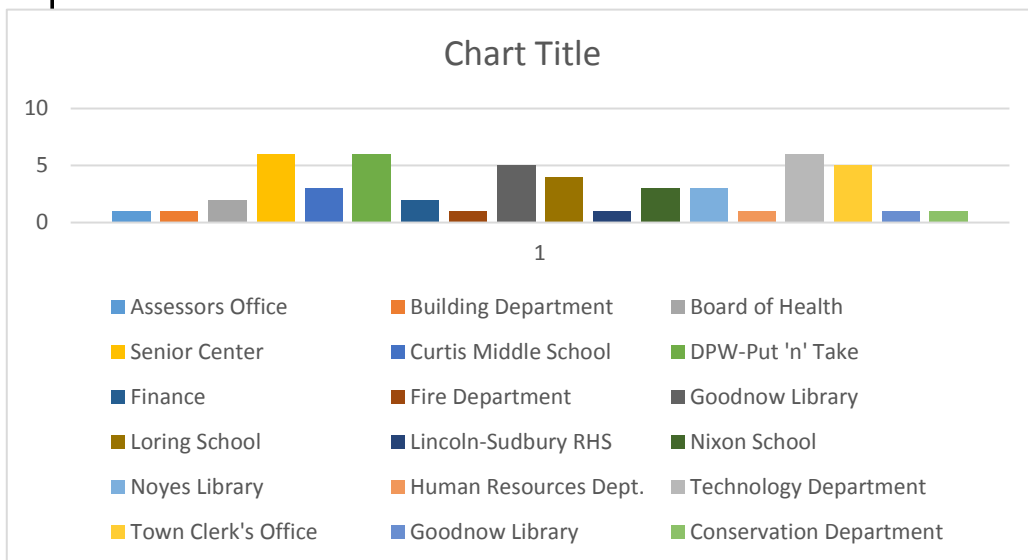
The funding for the property tax credit generated by this local option abatement program is budgeted and paid for through the Town's Abatement/Exemption Overlay Account¹. The current program allocation is \$40,000 for 50 slots for seniors and \$14,400 for 18 slots for veterans (FY 2014) and would, with approval of the requested increase be raised to \$45,000 for seniors and \$16,200 for veterans in FY 2015.

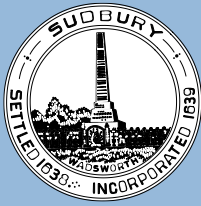
In addition, to the request to increase the tax credit amount for this program, the Sudbury COA requests that the Board of Selectmen transfer 10 work slots from the Veterans Tax Work-off program and make them available to seniors in the Senior Tax Work-off program. There were only two veterans utilizing the 18 slots in the Veterans Tax Work-off program this calendar year.

¹ The Town also pays for mandated OBRA and FICA amounts for each participant; these costs are recorded elsewhere as operating expenditures rather than reductions (write-offs) to tax revenues.

Sudbury Property Tax Work-off Placements for 2015		
	Department	# of Workers
SENIORS		
	Assessors Office	1
	Building Department	1
	Board of Health	2
	Senior Center	6
	Curtis Middle School	3
	DPW-Put 'n' Take	6
	Finance	2
	Fire Department	1
	Goodnow Library	5
	Loring School	4
	Lincoln-Sudbury RHS	1
	Nixon School	3
	Noyes Library	3
	Human Resources Dept.	1
	Technology Department	6
	Town Clerk's Office	5
VETERANS	Goodnow Library	1
	Conservation Department	1
	TOTAL	52

Attachment: chart on tax wkoff placements (1151 : Senior/Veterans Tax Work-off Program)





SUDBURY BOARD OF SELECTMEN

Tuesday, February 10, 2015

MISCELLANEOUS (UNTIMED)**5: FY15 COA Revolving Account - temporary increase**REQUESTOR SECTION

Date of request:

Requestor: Debra Galloway, COA director

Formal Title: Vote to approve a temporary increase in the FY15 Council on Aging Revolving Funds Account from \$35,000 to \$50,000, due to new classes being offered at the Senior Center, as requested in a memo dated January 5, 2015, by Debra Galloway, COA Director.

Recommendations/Suggested Motion/Vote: Vote to approve a temporary increase in the FY15 Council on Aging Revolving Funds Account from \$35,000 to \$50,000, due to new classes being offered at the Senior Center, as requested in a memo dated January 5, 2015, by Debra Galloway, COA Director.

Background Information:

See attached memo and spreadsheet from Debra Galloway, COA Director

Financial impact expected: The expectation is that these programs will increase activity in the account by approximately \$22,125

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maureen G. Valente	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

02/10/2015 7:30 PM

MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:

COA Revolving Account Expenditures - FY 14 and Projected FY 15								
]		Actual FY14		Cost/class	Projected need FY15		Net Cost Comparison	
Class	Approximate # of times offered/week	# of Classes/Y ear	Instuctor Cost/class	# of times offered/ week	Classes Offered/ Year	Expenditure for FY 14	Projected FY 15	Increase in Use of Rev. Fund
Fit for the Future	3	136	\$40.00	3	136	\$5,440.00	\$5,440.00	
Yoga	2	96	\$95.00	2	96	\$9,120.00	\$9,120.00	
Better Bones	2	55	\$95.00	2	86	\$5,225.00	\$8,170.00	
Tap Dance	1	30	\$40.00	1	24	\$1,200.00	\$960.00	
Watercolors	1	45	\$100.00	2	96	\$4,500.00	\$9,600.00	
Zumba	1	38	\$40.00	1	46	\$1,520.00	\$1,840.00	
Drawing	1	40	\$50.00	1	43	\$2,000.00	\$2,150.00	
Poetry/English classes/Performances	*	*	\$150.00	*	10	-	\$1,500.00	
Sage Educational Services	**	**	\$225.00	**	30	-	\$6,750.00	
One time entertainers	*	*	\$300.00	*	12		\$3,600.00	
Total:	11			12		\$27,005.00	\$49,130.00	\$22,125.00

* Poetry/English classes, etc. are offered on a variable basis

** Sage instructors provide classes on a variable basis during the year, 18 classes is an estimate.

Note: Some classes will be offered for more weeks in FY 15.

All classes are funded for by fees paid by the participants in each class. We do not use money from our budget to fund these classes so there would be no impact on the tax levy.



Sudbury Senior Center

Council on Aging

Town of Sudbury, Massachusetts

MEMORANDUM

TO: Board of Selectmen; Maureen Valente, Town Manager

FROM: Debra Galloway, Director, Sudbury Senior Center

DATE: Monday, January 05, 2015

RE: COA Revolving Account Temporary Increase

The Council on Aging (COA) Revolving Account is utilized to hold funds that participants pay to take various classes at the Sudbury Senior Center. Due to the addition of some new classes to the Revolving Account, the Council on Aging/Senior Center would like to request a temporary increase to the COA Program Revolving Account for FY 2015 from \$35,000 to \$50,000.

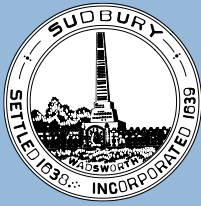
Due to popular demand, the Senior Center added a second Watercolors class to the schedule. The Senior Center also added an instructor as a new employee, to teach English and poetry as well as offer character portrayals of famous literary figures. In addition, we added programs provided by Sage Educational Services, which offers a variety of lifelong learning classes and entertainment programs. And lastly, we have many one-time entertainers who come to the Senior Center.

The expectation is that these programs will increase activity in the COA Program Revolving Account by approximately \$22,125 (see attached spreadsheet).

The COA will be requesting a formal change to the COA Revolving Account limit from Town Meeting in the spring of 2015.

Thank you for your consideration of this temporary increase.

Attachment: memo to selectman revolv acct fy 015 (1168 : FY15 COA Revolving Account - temporary increase)



SUDBURY BOARD OF SELECTMEN

Tuesday, February 10, 2015

MISCELLANEOUS (UNTIMED)**6: MWRTA Van**REQUESTOR SECTION

Date of request: February 6, 2015

Requestor: Deb Galloway, COA Director

Formal Title: Vote to accept, on behalf of the Town, a new wheelchair-accessible van, applied for by MetroWest Regional Transit Authority, and purchased by Mass. Dept. Of Transportation, as requested by Debra Galloway, Council on Aging Director in a memo dated January 20, 2015.

Recommendations/Suggested Motion/Vote: Vote to accept, on behalf of the Town, a new wheelchair-accessible van, applied for by MetroWest Regional Transit Authority, and purchased by Mass. Dept. Of Transportation, as requested by Debra Galloway, Council on Aging Director in a memo dated January 20, 2015.

Background Information:

See attached memo from Deb Galloway, COA Director

Financial impact expected:n/a

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maureen G. Valente	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

02/10/2015 7:30 PM

MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:



Sudbury Senior Center

Council on Aging

Town of Sudbury, Massachusetts

MEMORANDUM

TO: Board of Selectmen

FROM: Debra Galloway, Director, Sudbury Senior Center/Council on Aging

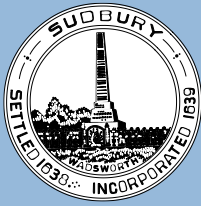
DATE: Tuesday, January 20, 2015

RE: New Sudbury Van

The Town of Sudbury is getting a new wheelchair accessible van. This new van, applied for by the MetroWest Regional Transit Authority, was purchased by the Mass. Department of Transportation with help from the Mobility Assistance Program. Funding was allocated through the Federal Transit Administration. The van can hold up to 3 persons in wheelchairs at a time, or 12 passengers without wheelchairs or a combination. The van is scheduled to be delivered in March. We plan to hold a ribbon cutting for the new van on Wednesday, March 25 at 11:30 AM. The van is valued at \$60,000. The Sudbury Council on Aging would like to request the Board of Selectmen formally accept this new van.

The new van will take the place of our 2007 van that has reached the end of its useful life. The new van will be used to provide transportation services to the seniors (aged 60 and over) and persons with a disability who reside in Sudbury.

Attachment: memo to selectmen new van accept (1157 : MWRTA Van)



MISCELLANEOUS (UNTIMED)

7: Town Budget presentation by theTown Manager

REQUESTOR SECTION

Date of request: February 3, 2015

Requestor: Chairman Woodard

Formal Title: FY16 Town Budget presentation by the Town Manager

Recommendations/Suggested Motion/Vote: FY16 Budget presentation by Town Manager

Background Information:

Attached memo and slides

Financial impact expected:see attached

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maureen G. Valente	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

02/10/2015 7:30 PM

MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:



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: February 6, 2015
To: Board of Selectmen
From: Maureen G. Valente, Town Manager
Subject: FY16 Budget Proposal

Attached are the slides from the Budget Hearing with the FinCom on Thursday Feb 5. I would suggest that you also bring the budget book that you received last week – it is the spiral bound book titled FY16 Preliminary budget and Financing Plan.

Thank you



Town Manager's FY16 Proposed Budget


Finance Committee Hearing, Feb. 5, 2015

2/6/2015 FY16 Town Budget Request 1



Three Levels of Budget:
2.5%, Level Services, 2.0% Budget Request


2/6/2015 FY16 Town Budget Request 2



Fiscal Sustainability

- Address areas where demand and need are growing
- Maintain an efficient workforce minimize legacy costs
- Continue protecting and investing in our physical assets
- Maintain AAA Credit Rating
- Work within recurring revenue to fund services
- Address the goals of the Board of Selectmen

2/6/2015 FY16 Town Budget Request 3



Measuring Progress

- Health Insurance Reform
- Combined Dispatch/Emergency Medical Dispatch Requirements
- Combined Facilities Department
- Police Vehicles Replacement and Type Upgraded
- Advanced Life Support Successfully Launched
- Budget for DPW Tree removal restored
- Energy Savings Programs with related payback
- Growth in senior population, decline in student enrollment

2/6/2015 FY16 Town Budget Request 4

Today's Challenges



- Facilities – Maintain, repair and replace
- DPW vehicles – Maintain, repair, replace
- Aging infrastructure – failing culverts
- Sustainability and energy costs
- Responding to our senior residents
- Stormwater permit requirements
- New police station to open in FY16 – maintenance & utilities

2/6/2015

FY16 Town Budget Request

5

Future of Sudbury



- Growth in services desired, demanded and required – Goodnow Library, information services, recreation, walkways, rail trails, senior services
- Changes coming at Raytheon site
- Rail trail design and development
- Recreation field and amenities expansion

2/6/2015

FY16 Town Budget Request

6

FY16 2.5% Budget Request

The 2.5% Budget Request is the “Sustainable” Budget Level. Does NOT keep services in some departments at an ability to meet demands for services at the same level as past years. But keeps within a level of growth year over year that is generally possible without an override.

2/6/2015

FY16 Town Budget Request

7

FY16 2.5% Budget Request

	FY15	2.5% over FY15	Delta
General Government	2,629,972	2,700,944	70,972
Public Safety	7,125,079	7,216,761	91,682
Public Works	4,981,982	5,106,348	124,366
Human Services	656,715	659,188	2,473
Culture & Recreation	1,150,691	1,209,674	58,983
Unclassified & Transfer	456,902	454,580	(2,322)
Town Emp Benefits	4,378,611	4,566,368	187,757
Subtotal	21,379,952	21,913,863	533,911
			2.50%

2/6/2015

FY16 Town Budget Request

8

FY16 2.5% Budget Request

	FY15 Appropriated	FY16 2.50%	Chg
Town Personal Service	11,842,213	12,141,168	298,955
Town Benefits	4,378,611	4,566,368	187,757
Town Expenses	4,028,048	4,099,300	71,252
Town Capital	426,540	402,487	(24,053)
Town Snow & Ice	424,750	424,750	-
Town Reserve	279,790	279,790	-
Total	21,379,952	21,913,863	533,911

2/6/2015

FY16 Town Budget Request

9

FY16 Level Services Budget Request

The Level Services Budget is not, in fact, a budget that would bring all Town departments to keeping up with demands and reasonable requests for resources to do their jobs in this fast changing environment. But it targets a few area where the need is, in the judgment of the Town Manager, most critical and avoids requesting a huge increase in resources in one fiscal year.

2/6/2015

FY16 Town Budget Request

10

FY16 Level Services Budget Request

	FY15	Level Services over FY15	Delta
General Government	2,629,972	2,719,850	89,878
Public Safety	7,125,079	7,218,029	92,950
Public Works	4,981,982	5,152,060	170,078
Human Services	656,715	659,188	2,473
Culture & Recreation	1,150,691	1,233,397	82,706
Unclassified & Transfer	456,902	454,580	(2,322)
Town Emp Benefits	4,378,611	4,566,368	187,757
Subtotal	21,379,952	22,003,472	623,520
			2.92%

2/6/2015

FY16 Town Budget Request

11

FY16 Level Services Growth Budget Request

	FY15 Appropriated	FY16 Level Svcs	Chg
Town Personal Service	11,842,213	12,173,891	331,678
Town Benefits	4,378,611	4,566,368	187,757
Town Expenses	4,028,048	4,156,186	128,138
Town Capital	426,540	402,487	(24,053)
Town Snow & Ice	424,750	424,750	-
Town Reserve	279,790	279,790	-
Total	21,379,952	22,003,472	623,520

2/6/2015

FY16 Town Budget Request

12

What Level Services Are Added

Level Services Increment over 2.5% growth budget	
21,000	Library
37,000	Streets and Road
8,000	Combined Facilities
10,000	Conservation
13,609	All other
89,609	

2/6/2015

FY16 Town Budget Request

13

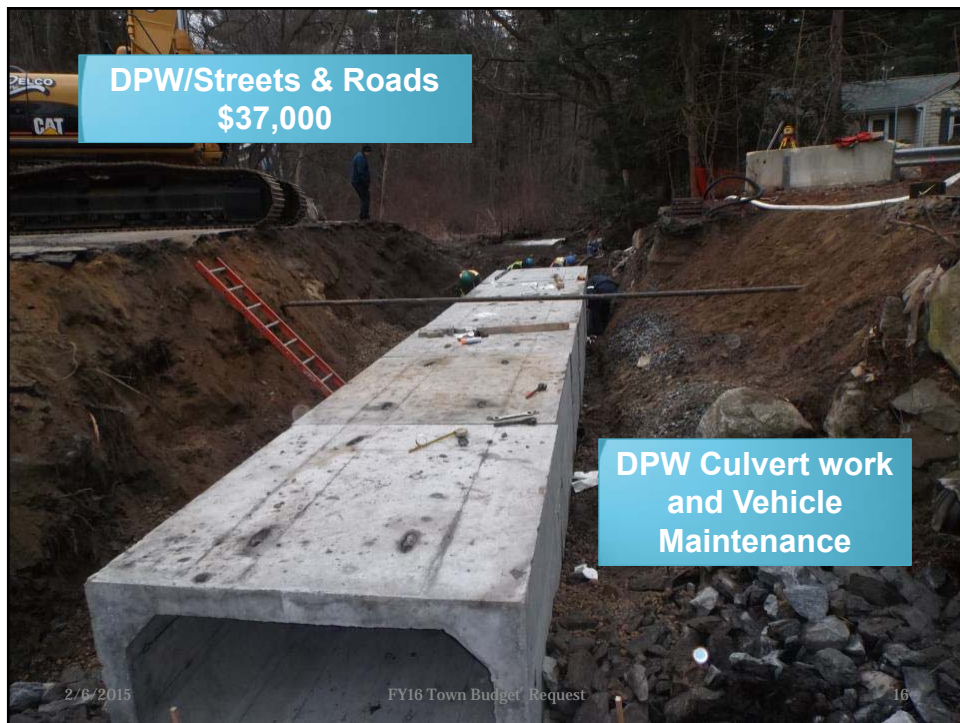
Argument for Level Service Budget




2/6/2015

FY16 Town Budget Request

14



Police Headquarters Groundbreaking



Please join the Board of Selectmen
and the
Permanent Building Committee
as we celebrate the groundbreaking of the new
Police Headquarters to be located at
75 Hudson Road, Sudbury

Friday, October 31, 2014
(exact date to be determined)

Facilities - \$8,000

We will have a new Police Station to maintain by end of 2015, and choices to make on future of the Old Police Station on Route 20.


2/6/2015
FY16 Town Budget Request
17

Conservation - \$10,000



Newly Acquired Johnson Farm Property

2/6/2015
FY16 Town Budget Request
18



**Newly Acquired
Johnson Farm
Property**

2/6/2015 FY16 Town Budget Request 19

FY16 2.0% Budget Request

	FY15	2.0% over FY15	Delta
General Government	2,629,972	2,698,030	68,059
Public Safety	7,125,079	7,175,590	50,511
Public Works	4,981,982	5,045,334	63,352
Human Services	656,715	659,188	2,473
Culture & Recreation	1,150,691	1,209,617	58,926
Unclassified & Transfer	456,902	453,557	(3,345)
Town Emp Benefits	4,378,611	4,566,368	187,757
Subtotal	21,379,952	21,807,684	427,732
			2.00%

2/6/2015 FY16 Town Budget Request 20

FY16 2.0% Budget Request

	FY15 Appropriated	FY16 2.00%	Chg
Town Personal Service	11,842,213	12,095,172	252,959
Town Benefits	4,378,611	4,566,368	187,757
Town Expenses	4,028,048	4,039,117	11,069
Town Capital	426,540	402,487	(24,053)
Town Snow & Ice	424,750	424,750	-
Town Reserve	279,790	279,790	-
Total	21,379,952	21,807,684	427,732

2/6/2015

FY16 Town Budget Request

21

Impact of the 2% budget

Reductions in 2.0% from 2.5% growth budget	
22,588	Police
17,106	Fire
45,000	Street and Road
14,505	Combined Facilities
6,980	All other
106,179	

2/6/2015

FY16 Town Budget Request

22



Town Staffing Levels

	FY13	FY14	FY15	FY16
Town/non-enterprise	159.57	160.63	161.01	162.88
Increase over 4 years				2.07%

In FY15, the following changes

1. Program Coordinator at the Senior Center
2. Public health nurse 1.0 FTE but offset with .5% of assistant + contract hours
3. Added .43 for Social Workers but ended the contract so nets out
4. Removed Town Counsel for .50 FTE
5. Increased Financial Analyst to Full-time .43 FTE

FY16, we propose:

1. Electrician in Facilities Department 1/3 .33 FTE – but reduce expenses
2. Increase YA Librarian - .46 FTE
3. Add Conservation hours - .22 FTE

These are not your grandparents services



2/6/2015

FY16 Town Budget Request

25



2/6/2015

FY16 Town Budget Request

26

Values remain
the same
*“Protecting
Public Safety,
Public Health,
Public Assets,
and a Special
Quality of Life
in Sudbury”*

2/6/2015

FY16 Town Budget Request



These are huge expectations that we deal with every day. Town employees serve with dedication, integrity, courage and compassion balancing many competing priorities and resource limitations.

We appreciate the support of the residents and their partnership with us in protecting and maintaining high quality municipal services here in Sudbury. We know it is their tax dollars and their desire for a high quality of life that drives the work we do.

2/6/2015

FY16 Town Budget Request

28

Supplemental Budget Request - OPEB

- OPEB Normal Costs
- Recommendations of the Strategic Planning Committee for OPEB
- See page 9 of OPEB report
- See page 6 of budget document
- Overall, for SPS, L-S and Town, would be approximately \$496,800 in FY16
- \$675 per benefit eligible employee
- For the Town, would be an additional \$114,750

2/6/2015

FY16 Town Budget Request

29

Supplemental Budget Request – OPEB

	# of eligible employees	Normal costs as of 7.1.13	Supplemental Budget Request at 675/eligible
Town	170	179,559	114,750
SPS	359	291,477	242,325
L-S	207	358,707	139,725
Subtotal	736	829,743	496,800

2/6/2015

FY16 Town Budget Request

30

This is my 16th annual budget and my last. My thanks to all residents who serve on Town committees, to all Town employees, department heads, senior staff but Andrea Terkelsen and Maryanne Bilodeau in particular.

And thanks to Finance Committee for your hard work, now and over the past 18 years.

2/6/2015

FY16 Town Budget Request

31

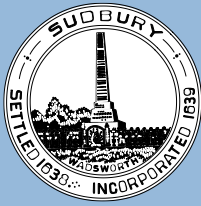


THANK YOU
DISCUSSION AND QUESTIONS

2/6/2015

FY16 Town Budget Request

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**SUDBURY BOARD OF SELECTMEN**

Tuesday, February 10, 2015

MISCELLANEOUS (UNTIMED)**8: Presentation of Capital Articles****REQUESTOR SECTION**

Date of request: February 3, 2015

Requestor: Chairman Woodard

Formal Title: Presentation of FY16 Capital Budget and Articles by the Town Manager

Recommendations/Suggested Motion/Vote: Presentation of FY16 Capital Budget and Articles by the Town Manager

Background Information:

Financial impact expected:n/a

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maureen G. Valente	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

02/10/2015 7:30 PM

MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:



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>

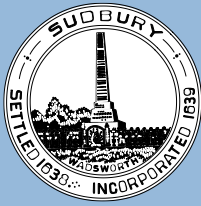
Date: February 6, 2015
To: Board of Selectmen
From: Maureen G. Valente, Town Manager
Subject: FY16 Capital budget and capital articles

As background materials for the capital budget I will be referring to the materials in the Budget book you were given last week. The memo to you on the operating ^{Capital} budget begins on page 62 of that document. The chart on page 64, which summarized ALL the capital projects submitted for consideration at the 2015 Annual Town Meeting, is not very clear in the budget book, so I have reprinted it and attached it here.

Thank you

			Town Manager's Operating Capital Budget	Capital Improvement Advisory Reviewed Projects					
Area	Project	FY 16 Capital Requests		CPA, Grant, Lincoln share or Enterprise Funded	Special Energy Stabilization Fund	Capital Exclusion or Free Cash	Total Recommended by CIAC as of 1/30/15	Projects CIAC recommends to not approve for FY16	Projects CIAC is still deliberating on as of 1/30/15
Facilities/All Buildings									
Facilities/Town/SPS	Carpet Replacement	108,000				108,000	108,000		
Facilities/SPS	Curtis Door Replacement and Repairs	40,000	40,000						
Facilities/SPS	Energy Improvements LED Lighting	50,000	-		50,000		50,000		
Facilities/SPS	Haynes School and Curtis School Septic	40,000	40,000						
Facilities/SPS	Nixon Hot Water Heater Replacement	25,000	25,000						
Facilities/SPS	Noyes Phone System	25,000	25,000						
Facilities/SPS	School Flooring Replacement	100,000				100,000	100,000		
Facilities/SPS	School Rooftop HVAC Unit (Noyes or Loring)	75,000				75,000	75,000		
Facilities/SPS	School Security and Access Controls	220,000				220,000	220,000		
Facilities/Town/SPS	Town & School Parking Lot	200,000				200,000	200,000		
Facilities/Town	Various Building Improvements	50,000	50,000						
LSRHS	Fire Alarm System Upgrading/ split with Lincoln	125,000	-	18,400	-	106,600	125,000		
	Subtotal	1,058,000	180,000	18,400	50,000	809,600	878,000	-	-
Rolling Stock									
DPW	6 Wheel Dump Truck (Unit #9)	136,500	-			136,500	136,500		
DPW	1 Ton Pick-Up (Unit #PR-4)	42,000	42,000						
DPW	10 Wheel Dump Truck (Unit #34)	174,800				174,800	174,800		
DPW	10 Wheel Roll-Off (Transfer Stn) (Unit #L-1)	184,800		184,800			184,800		
DPW	1 Ton Pick-Up (Unit #PR-11)	48,000	48,000	-	-	-	-	-	-
	Subtotal	586,100	90,000	184,800	-	311,300	496,100		
Technology/Equipment									
Finance	MUNIS Software-Employee Self-Service	10,425	10,425						
Finance	Munis Software-Tyler Reporting Services	22,325	22,325						
Fire	Cardiac Monitor Replacement	96,000	-			96,000	96,000		
Fire	Radio Box Upgrades	50,000	50,000	-	-	-	-	-	-
	Subtotal	178,750	82,750			96,000	96,000		
Other Municipal									
DPW	Fuel Storage Replacement	250,000						250,000	-
DPW	Town-Wide Walkways	100,000	-	100,000	-	-	100,000	-	-
	Subtotal	350,000	-	100,000	-	-	100,000	250,000	-
Recreation & Open Space									
Recreation	Feeley Tennis Courts	40,000	40,000						
Recreation	Lighting Cutting Field	300,000						-	300,000
Recreation	Davis Field Development	1,200,000		-	-		-		1,200,000
Recreation	Atkinson Pool Roof and Envelope	380,000						380,000	-
Planning	Mass Central Rail Trail Phase 1	110,000	-	-	-	-	-	110,000	-
	Subtotal	2,030,000	40,000	-	-	-	-	490,000	1,500,000
Grand Total		4,202,850	392,750	303,200	50,000	1,216,900	1,570,100	740,000	1,500,000

NOTE: The CIAC does not study or take a position on the Town Manager's Operating Capital Budget, as the bylaw specifically states that the Town Manager shall submit this budget directly to the Finance Committee

**SUDBURY BOARD OF SELECTMEN**

Tuesday, February 10, 2015

MISCELLANEOUS (UNTIMED)**9: Accept ATM articles submitted by 2/3/15****REQUESTOR SECTION**

Date of request:

Requestor: Chairman Woodard

Formal Title: Vote to accept Annual Town Meeting Articles submitted by 2/2/15, and to refer any Zoning Bylaw amendments and street acceptance articles to the Planning Board

Recommendations/Suggested Motion/Vote: Vote to accept Annual Town Meeting Articles submitted by 2/2/15, and to refer any zoning bylaw amendments and street acceptance articles to the Planning Board

Background Information:

Attached list

Financial impact expected:

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maureen G. Valente	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

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MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

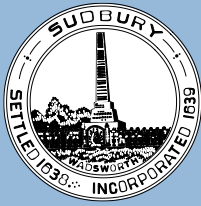
Future agenda date:

#	Article Title	Sponsor	Status	Amount	Required Vote	Consent Calendar
1	Hear Reports	BOS	submitted		Majority	
2	FY15 Budget Adjustments	BOS	submitted		Majority	
3	Stabilization Fund	BOS	submitted		Two-thirds	
4	FY16 Budget	FinCom	submitted		Majority	
5	FY16 Transfer Station Enterprise Fund Budget	FinCom	submitted			
6	FY16 Pool Enterprise Fund Budget	FinCom	submitted			
7	FY16 Recreation Field Maintenance Enterprise Fund Budget	FinCom	submitted			
8	Unpaid Bills	Town Accountant	submitted		Four-fifths	
9	Chapter 90 Highway Funding	DPW Director	submitted		Majority	
10	Real Estate Exemption	Bd of Assessors	submitted		Majority	Y
11	Town School Revolving Funds	Finance Director	submitted		Majority	Y
12	Establish Public Health Vaccinations Revolving Fund	Board of Health	submitted			
13	Establish Special Stabilization Fund - Former Melone Property	BOS	submitted		Two-thirds	
14	Rolling Stock Stabilization Fund	BOS	submitted		Two-thirds	
15	Funding of the Energy Savings Program Stabilization Fund	Energy Committee	submitted		Two-thirds	
16	Use of Energy Savings Programs Stabilization Fund	Energy Committee	submitted		Two-thirds	
17	Establish Special Revolving Fund - Town-owned Synthetic Turf Fields	Park & Rec Commission	submitted		Two-thirds	
18	FY16 Operating Capital Budget	Town Manager	submitted		Two-thirds	
19	Cardiac Monitor Replacements	Fire Chief	submitted			
20	Carpet Replacement - Schools & Library	Facilities Director	submitted			
21	Natatorium Roofing	Facilities Director	submitted			
22	Fire Alarm System Upgrade - LSRHS	LS SC	submitted			
23	Town and Schools Parking Lots, and Sidewalks Improvements	Facilities Director	submitted			
24	School Security & Access Controls	Facilities Director	submitted			
25	School Classroom Flooring Replacement	Facilities Director	submitted			
26	School Rooftop HVAC Unit Replacement	Facilities Director	submitted			
27	DPW Rolling Stock Replacement	DPW Dir.	submitted			

Attachment: ATM 2015 DRAFT ARTICLES (1172 : Accept ATM articles submitted by 2/3/15)

#	Article Title	Sponsor	Status	Amount	Required Vote	Consent Calendar
28	Cutting Athletic Field Lighting	Park & Rec Commission	submitted			
29	Capital Account	Permanent Building Committee	submitted			
30	Re-purpose School Capital Articles	Finance Director	submitted			
31	Re-purpose Non-CPA Capital Articles.	Finance Director	submitted			
32	Adopt M.G.L. 32B, Section 20 Other Post-Employment Benefits (OPEB) Liability Trust Fund	BOS	submitted			
33	Post Employment Health Insurance Trust Funding	BOS	submitted			
34	Special Act - Dedication of Local Meals Tax Revenue to other Post Employment Benefits (OPEB)	BOS	submitted		Majority	
35	Special Act - Extension of Means Tested Senior Tax Exemption Program	BOS	submitted			
36	Town of Sudbury Bylaws - Art. V.3, Regulation of Dogs	BOS	submitted			
37	Disposition of Existing Police Station, 415 Boston Post Road	BOS	submitted			
38	Amendments to the Regional School District Agreement of the Minuteman Regional Vocational School District	MMRVTS	submitted			
39	Minuteman Regional Vocational Technical High School - Accept Amendments	BOS	submitted			
40	MMRVTHS	BOS	submitted			
41	MMRVTHS - Withdrawal	BOS	submitted			
42	Town-Wide Electric Aggregation	Energy Com	submitted			
43	Amend Zoning Bylaw, Article IX - Site Plan Authority Change from BoS to Planning Board	BOS	submitted			
44	Grant of Perpetual Restrictions - CPA Land Purchases	Town Manager	submitted			

#	Article Title	Sponsor	Status	Amount	Required Vote	Consent Calendar
	<u>CPC Articles:</u>					
45	Weed Removal	CPC	submitted			
46	SH Tr Allocation	CPC	submitted			
47	Town-wide Walkways	CPC	submitted			
48	Historic Projects	CPC	submitted			
49	Davis Field Improvements	CPC	submitted			
50	Town Center Landscaping	CPC	submitted			
50	Amend 26/ATM12 Historic Projects	CPC	submitted			
51	FY16 CPC Budget	CPC	submitted			
	<u>Petition Articles:</u>					
52	Walkways (Resolution)	DePompeii	Submitted			
53	Greenway Rail Trails (2)	Sullivan				



SUDBURY BOARD OF SELECTMEN

Tuesday, February 10, 2015

MISCELLANEOUS (UNTIMED)**10: Warrant Schedule**REQUESTOR SECTION

Date of request: February 3, 2015

Requestor: Chairman Woodard

Formal Title: Discuss Town Meeting/Town Election Warrant Schedule as prepared by staff.

Recommendations/Suggested Motion/Vote: Discuss Town Meeting/Town Election Warrant Schedule as prepared by staff.

Background Information:
attached

Financial impact expected:n/a

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maureen G. Valente	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

02/10/2015 7:30 PM

MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:

2015 Warrant Schedule

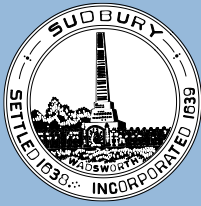
February							Election warrant	Annual Town Meeting warrant	Bylaw
S	M	T	W	T	F	S	Determine ballot questions for Annual Town Election and submit wording to Town Clerk 35 days prior to Election – Feb. 23rd	Feb. 2: ATM Warrant Closing date for all articles	Article II, Sec. I
					Jan 30	31		Feb. 4-26: Public Hearings on budget requests held by FinCom	
1	2	3	4	5	6	7		Feb. 10: BOS accept articles and order ATM warrant; BOS also votes on ATE ballot question wording	
8	9	10	11	12	13	14		Feb 13: BOS send copies of all articles to FinCom, Town Clerk, Finance Dir., Town Counsel, Asst. Town Mgr.	Article IV, Sec. 5
15	16	17	18	19	20	21		Feb 16: BOS refer zoning bylaw amendment(s) and any street acceptance articles to Planning Board	MGL C40A, Sect. 5
22	23	24	25	26	27	28		Feb 24: Joint meeting with BOS and FinCom	Article I, Sec. 3 & 4

March									
S	M	T	W	T	F	S			
1	2	3	4	5	6	7	Feb. 10-24: Prepare Election Warrant for BOS signing Feb. 24 and send to printer Feb. 26	Feb 23-March 22: FinCom deliberations	
8	9	10	11	12	13	14	March 13: Election Warrant delivered to PO for mailing and balance to BOS office for posting, etc.		
15	16	17	18	19	20	21	March 23: Receipt of Election Warrant by households; Deadline ATE Warrant posted by constable		Article I, Sec. 1
22	23	24	25	26	27	28	(Deadline is 7 days prior to March 31 Election)	March 16-April 3: Period available to fine-tune and prepare ATM warrant	
29	30	31					March 30: Annual Town Election	March 25: FinCom reports and all warrant material to Town Mgr.	Article IV, Sec. 4 & 5

April									
S	M	T	W	T	F	S			
			1	2	3	4		April 7: BOS sign ATM Warrant	
5	6	7	8	9	10	11		April 14: Submit ATM Warrant to printer	
12	13	14	15	16	17	18			
19	20	21	22	23	24	25		April 22-24: Printer delivers ATM Warrant to PO & BOS office	
26	27	28	29	30				April 27: Deadline of ATM Warrant posting and delivery to residents (7 days prior to ATM)	

May									
S	M	T	W	T	F	S			
					1	2			
3	4	5	6	7	8	9		May 4: Start of Annual Town Meeting	Article I, Sec. 2
10	11	12	13	14	15	16			
17	18	19	20	21	22	23			
24	25	26	27	28	29	30			

Attachment: Warrant schedule feb-may_2015 (1188 : Warrant Schedule)

**SUDBURY BOARD OF SELECTMEN**

Tuesday, February 10, 2015

MISCELLANEOUS (UNTIMED)**11: Special Election for Capital Exclusions****REQUESTOR SECTION**

Date of request: February 3, 2015

Requestor: Chairman Woodard

Formal Title: Discussion and possibly vote on the timing of a special election for the capital exclusions

Recommendations/Suggested Motion/Vote: Discussion and possibly vote on the timing of a special election for the capital exclusions

Background Information:

Financial impact expected: see att

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maureen G. Valente	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

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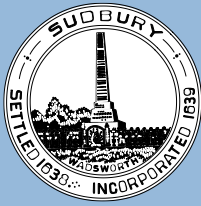
MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:



SUDBURY BOARD OF SELECTMEN

Tuesday, February 10, 2015

MISCELLANEOUS (UNTIMED)**12: Possible Appt Interim Town Manager**REQUESTOR SECTION

Date of request: February 3, 2015

Requestor: Chairman Woodard

Formal Title: Question of appointment of Maryanne Bilodeau as Interim Town Manager, subject to the negotiation of a contract

Recommendations/Suggested Motion/Vote: Question of appointment of Maryanne Bilodeau as Interim Town Manager, subject to the negotiation of a contract

Background Information:

Financial impact expected:n/a

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maureen G. Valente	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

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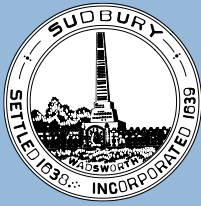
MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:



SUDBURY BOARD OF SELECTMEN

Tuesday, February 10, 2015

MISCELLANEOUS (UNTIMED)**13: Subcommittee to negotiate contract with interim TM**REQUESTOR SECTION

Date of request: February 3, 2015

Requestor: Chairman Woodard

Formal Title: Question of appointment of a subcommittee to negotiate a contract with the Interim Town Manager

Recommendations/Suggested Motion/Vote: Question of appointment of a subcommittee to negotiate a contract with the Interim Town Manager

Background Information:

Financial impact expected:n/a

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maureen G. Valente	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

02/10/2015 7:30 PM

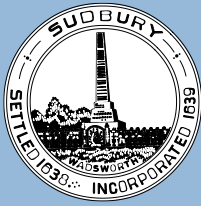
MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:



SUDBURY BOARD OF SELECTMEN

Tuesday, February 10, 2015

MISCELLANEOUS (UNTIMED)**14: Discussion on Town Manager search process**REQUESTOR SECTION

Date of request: February 3, 2015

Requestor: Chairman Woodard

Formal Title: Preliminary discussion on Town Manager search process

Recommendations/Suggested Motion/Vote: Preliminary discussion on Town Manager search process

Background Information:

Financial impact expected:n/a

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maureen G. Valente	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

02/10/2015 7:30 PM

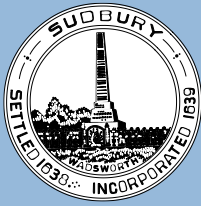
MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:



SUDBURY BOARD OF SELECTMEN

Tuesday, February 10, 2015

CONSENT CALENDAR ITEM**15: Sudbury Cultural Council Appointment: Carole Bauer**REQUESTOR SECTION

Date of request: January 30, 2015

Requested by: Leila S. Frank

Formal Title: Vote to appoint Carole Bauer, 35 Blacksmith Dr, to the Sudbury Cultural Council for a term to expire October 30, 2018, as requested by Ellen Gitelman, chairman.

Recommendations/Suggested Motion/Vote: Vote to appoint Carole Bauer, 35 Blacksmith Drive, to the Sudbury Cultural Council for a term to expire October 30, 2018, as requested by Ellen Gitelman, chairman.

Background Information:

Please see application attached

Financial impact expected:N/A

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Town Counsel	Pending
Maureen G. Valente	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

02/10/2015 7:30 PM

MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

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: Sudbury Cultural Council - Treasurer

Name: Carole Bauer

Address: 35 Blacksmith Dr.

Email Address: [REDACTED]

Home phone: [REDACTED]

Work or Cell phone: [REDACTED]

Years lived in Sudbury: 17

Brief resume of background and pertinent experience:

I am a CPA, and previously worked for Grant Thornton (public accounting firm) in their audit services group. I currently volunteer to prepare tax returns for elderly and low income people in the Metrowest area under the AARP Tax- Aide program at the Wayland Senior Center.

Municipal experience (if applicable):

Educational background:

B.A. Economics - Bates College
M.S. Accounting - Bentley University

Reason for your interest in serving:

I have the time, and I am interested in the Arts and in giving back to Sudbury.

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

Available days (not Tuesday or Wednesday) and evenings

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

No

CB _____ (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

Carole E. Bauer

Date

12/9/14

Attachment: Carole Bauer_SCC_rv (1037 : Sudbury Cultural Council Appointment: Carole Bauer)

Golden, Patricia

From: Ellen Gitelman <ellen.gitelman@gmail.com> on behalf of Ellen Gitelman
<elleng@americangraphiti.com>
Sent: Friday, December 05, 2014 6:09 PM
To: Golden, Patricia
Subject: New Sudbury Cultural Council member

Hi Patricia,

On Thursday, December 4, in the conference room of Goodnow Library the Sudbury Cultural Council unanimously voted in Carole Bauer as a member and treasurer of the Sudbury Cultural Council.

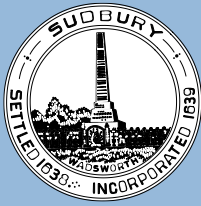
When will this come up on the board of selectmen's agenda next?

I will have her send in her application shortly.

Thanks.

Ellen

Attachment: SCC appt (1037 : Sudbury Cultural Council Appointment: Carole Bauer)



SUDBURY BOARD OF SELECTMEN

Tuesday, February 10, 2015

CONSENT CALENDAR ITEM**16: Rail Trail Forum Minutes Approval**REQUESTOR SECTION

Date of request: February 4, 2015

Requestor: James Kupfer, Assistant Planner

Formal Title: Vote to approve the minutes of the 1/22/15 Rails to Trails Forum.

Recommendations/Suggested Motion/Vote: Vote to approve the minutes of the 1/22/15 Rails to Trails Forum.

Background Information:
attached

Financial impact expected:n/a

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maureen G. Valente	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

02/10/2015 7:30 PM

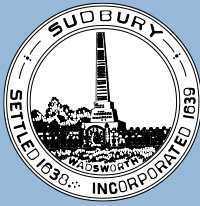
MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:

**SUDBURY BOARD OF SELECTMEN**

Tuesday, February 10, 2015

EXECUTIVE SESSION**17: Vote to Enter Executive Session****REQUESTOR SECTION**

Date of request: February 6, 2015

Requested by: Patty Golden

Formal Title: Vote to enter Executive Session to conduct strategy session in preparation for negotiations with nonunion personnel (Interim Town Manager) and not to return to Open Session but to adjourn in Executive Session. Chair must state that having the discussion in open session would have a detrimental effect on the public body's negotiating position.

Recommendations/Suggested Motion/Vote: Vote to enter Executive Session to conduct strategy session in preparation for negotiations with nonunion personnel (Interim Town Manager) and not to return to Open Session but to adjourn in Executive Session. Chair must state that having the discussion in open session would have a detrimental effect on the public body's negotiating position. Chair asks for a roll call vote.

Background Information:

Financial impact expected:n/a

Approximate agenda time requested: 30 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maureen G. Valente	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

02/10/2015 7:30 PM

MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen: