

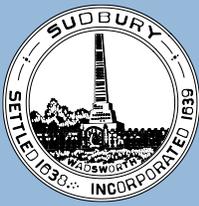
SUDBURY BOARD OF SELECTMEN
TUESDAY JULY 28, 2015
7:30 PM, TOWN HALL - LOWER LEVEL

Item #	Time	Action	Item
	7:30 PM		CALL TO ORDER
	7:30 PM		Opening remarks by Chairman
	7:35 PM		Reports from Interim Town Manager
	7:40 PM		Reports from Selectmen
	7:55 PM		Citizen's comments on items not on agenda
MISCELLANEOUS			
1.		<i>VOTE</i>	Discussion and vote whether to reschedule the Sept. 29 Board meeting to Sept. 21 or Sept. 24, or an alternate date.
2.			Discussion of timing and format for fall Town Forum and report on Lincoln State of the Town Meeting format
3.		<i>VOTE</i>	Discussion and update concerning the Minuteman Vocational High School Building Project and the proposed District-wide election. Discuss and potentially vote on other actions regarding the building project and the Minuteman District.
4.		<i>VOTE</i>	Discussion and possible vote to disband and archive inactive Town committees
5.		<i>VOTE</i>	Discussion/vote whether to request Senator Eldridge's support for funding for the Loring Parsonage before the Senate Ways & Means Committee
6.			Discuss future agenda items
CONSENT CALENDAR			
7.		<i>VOTE</i>	Review current list of liaison assignments, and possibly vote to approve list.
8.		<i>VOTE</i>	Vote to update the mission statements for the Fairbank Community Center Study Task Force, and the Strategic Financial Planning Committee for Capital Funding, to accurately reflect the appointment expirations of 5/31/16.
9.		<i>VOTE</i>	Vote to approve the regular session minutes of 6/23, 6/29 and 7/14.

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
10.		<i>VOTE</i>	Vote to accept the resignation of Memorial Day Committee member Peter Harvell and to send him a letter of appreciation for his service to the Town.
EXECUTIVE SESSION			
11.		<i>VOTE</i>	At the conclusion of Open Session, vote to enter Executive Session to discuss the purchase, exchange, lease or value of real property, specifically the Wayland-Sudbury Septage Facility, if such discussion may have a detrimental effect on the negotiating position of the government body (exception 6) Also vote to approve Executive Session minutes of 4/14, 6/23, 7/14, and Executive session minutes of joint meeting with Conservation Commission on 6/9/15. Also vote to approve and release Executive Session minutes pertaining to the Johnson Farm purchase: 6/17/14, 9/10/14, 9/19/14, 9/23/14. Vote to adjourn at the conclusion of Executive Session.

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, July 28, 2015

MISCELLANEOUS (UNTIMED)

1: Reschedule September Meeting

REQUESTOR SECTION

Date of request:

Requestor: Chairman Brown

Formal Title: Discussion and vote whether to reschedule the Sept. 29 Board meeting to Sept. 21 or Sept. 24, or an alternate date.

Recommendations/Suggested Motion/Vote: Discussion and vote whether to reschedule the Sept. 29 Board meeting to Sept. 21 or Sept. 24, or an alternate date.

Background Information:
none

Financial impact expected:n/a

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

07/28/2015 7:30 PM

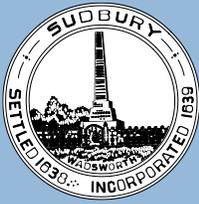
MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:



SUDBURY BOARD OF SELECTMEN
Tuesday, July 28, 2015

MISCELLANEOUS (UNTIMED)

2: Town Forum

REQUESTOR SECTION

Date of request:

Requestor: Vice-chairman Iuliano

Formal Title: Discussion of timing and format for fall Town Forum and report on Lincoln State of the Town Meeting format

Recommendations/Suggested Motion/Vote: Discussion of timing and format for fall Town Forum and report on Lincoln State of the Town Meeting format

Background Information:
See attached documents provided by Vice-chairman Iuliano

Financial impact expected:n/a

Approximate agenda time requested: 30 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

07/28/2015 7:30 PM

MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:

To: Board of Selectmen
 Cc: Maryanne Bilodeau
 From: Susan Iuliano
 Date: July 22, 2015
 Re: Town Forum Discussion

During our July 28 meeting, we will have a preliminary discussion concerning the fall town forum. I am interested in your general input and hope to discuss the following questions. I also will report briefly on how Lincoln conducts its “State of the Town” forum.

Purpose/Focus

- How do we best encourage resident engagement?
- How should we balance the goals of updating the community about initiatives with providing ample opportunity for resident input? (How much time should be allotted to presentations?)
- How important is it to be able to answer questions raised during the forum? How do we follow up with unanswered questions?

Timing

- Should we schedule for a weekday evening or a Saturday morning?
- Should we schedule for late October or early November?

Format

- How many topics should we address?
- How should we decide the topics? (Selectmen input, preliminary survey, etc.?)
- Should we offer an open forum for general comments and questions outside the topics?
- Should we try a feedback exercise? (This would likely depend on the topic.)

Lincoln “State of the Town” Meeting

- Saturday, 9:00 or 9:30-3:30; early/mid-November (between sports seasons)
- Selectmen set agenda, but other boards/committees often present depending on the topics
- Use of feedback exercises: straw poll, non-binding, weighted voting with stickers or use of sticky notes to collect comments/questions
 - 2010: BOS chose 8 topics, sticker voting narrowed to 3 for focus of discussion (since then, BOS has identified fewer topics for the agenda, often building projects)
 - 2013: 3 topics (Community Center, Lincoln Station commercial center, potential municipal electric utility)
 - 2014: 2 topics (School building project/sticker voting on building options, Community Center/sticker voting on location)
- Minimal presentations; significant meeting handouts or reports provided prior to meeting
- Open forum session for general questions and comments outside of agenda topics
- Good attendance: about 150 in 2013, 350 in 2014

Attached are a few sample documents concerning the Lincoln State of the Town Meeting.

TOWN OF LINCOLN

LINCOLN TOWN OFFICES
PO BOX 6353
LINCOLN, MA 01773
Phone 781 259-2600
FAX 781 259-8735



BOARD OF SELECTMEN

Peter Braun, Chairman
Renel Fredriksen
D. Noah Eckhouse

TO: All Boards & Committees
FR: Renel Fredriksen, Selectman
For the Board
DT: September 11, 2013
RE: **November 9th State of the Town Meeting**
* **Written Reports**

Based on feedback from you all, we've decided to make a change to the so-called "Report Card" feature of the State of the Town Meeting (SOTT). Historically, we've asked you to provide a written report on the status of your progress against last year's goals and objectives and to identify new goals and objectives for the coming year. We've heard from several of you that this adds a substantial burden, over and above your weekly/monthly duties, and that your report cards simply end up duplicating most of what you provide in your Annual Reports for the Town Report. We want to keep the SOTT relevant, and believe that information from our policy boards helps to prime the pump for discussion; however, we want to try to make the process of preparing for the meeting as efficient as possible.

This year we're inviting those who would like to participate, to prepare brief (1/2 page maximum) summaries of any new or important issues that you would like to bring to the town's attention. We will compile the summaries into one report that will be distributed town-wide; we're still mulling the production and delivery methods.

Those who are making presentations during the SOTT (i.e., COA, Parks & Recreation, and Planning) will be asked to provide summaries/previews of their presentations - in addition to any new/important issue summaries they may choose to submit.

If you would like to include a brief report within our SOTT mailing, please submit via e-mail to Debra Parkhurst our Administrative Assistant at parkhurstd@lincolntown.org, **not later than close of business Monday, October 14th**, using our standard document formatting **

Thank you for helping us carry on the SOTT tradition; we continue to hear that our boards find it a useful way to stay attuned to the townspeople.

(SOTT Report Format)

****HEADER I (Arial 12, ALL CAPS BOLD CENTERED)**
Header II (Arial 12, Bold, Title Case, Centered)

Normal Text, Arial 12, Single Space
• Bulleted Text, Single Space

Attachment: Written Report Instructions_201309121153260160 (1420 : Town Forum)

**School Building Advisory Committee
State of the Town, November 15, 2014
Community Feedback Activity**

- Today you will see the outlines of 3 “families” of school renovation projects.
- As we think about refining our choices, the School Committee and SBAC need your guidance!
- We know that everyone comes to this exercise with a different level of information — it is a lot to process in a short period of time, so we welcome “gut reactions” as well as detailed analysis.
- **We are asking you for two (2) types of feedback:**
 1. As of today, *if Lincoln had to fully fund renovations*, towards which renovation family would you lean? (1 Green Dot)
 2. What are your comments/questions? (Green, Orange, and Pink sticky notes)

Directions:

1. Place your **1 GREEN DOT** on the renovation family you would choose if Lincoln had to fully fund a project. (For now, assume that there is no State contribution: The decision about whether to apply will be discussed later this winter and at Town Meeting.)
2. Give us your comments — You may use as many/few notes as you like, and can put them on multiple renovation families.



I like the inclusion of multi-purpose spaces

I Like

“I LIKE” — Use the **GREEN STICKY NOTES** to tell us what you like about the choices. (i.e. I like the idea of having a cafeteria that the community can use after school.)

I wish we included more areas for the arts; even those that could be used by the wider community

I Wish

“I WISH” — Use the **ORANGE STICKY NOTES** to tell us what’s missing or unclear. (i.e. I wish we included more areas for the arts; even those that could be used by the wider community.)

I wonder if we could add photovoltaic panels to any of these proposals?

I Wonder

“I WONDER” — Use the **PINK STICKY NOTES** to wonder about anything. (i.e. I wonder if we could add photovoltaic panels to any of these options.)

The SBAC will compile all of the feedback and report it back out to the community at **Public Forum #3 on December 2nd, 2014 (7:00pm, Location TBD). Thank you!!!**



THE SELECTMEN'S NEWSLETTER

VOLUME 3, ISSUE 2

NOVEMBER 3, 2014



STATE OF THE TOWN MEETING

SATURDAY, NOVEMBER 15, 2014
9:00 A.M. TO 12:30 P.M.
BROOKS AUDITORIUM



*HEAR ABOUT PLANS FOR YOUR TOWN'S FUTURE
ADD YOUR VOICE TO THE DISCUSSION
PRESENTATIONS WILL BE KEPT TO A MINIMUM*

COMMUNITY CENTER

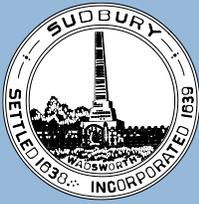
- ◆ How are the current spaces?
- ◆ What's the vision?
- ◆ Combine Parks & Rec. and COA?
- ◆ What are the options?
- ◆ What are the costs?

SCHOOL FACILITIES

- ◆ What are the existing conditions?
- ◆ What's the vision?
- ◆ What are the options?
- ◆ What are the costs?
- ◆ Synergy with community center?

OPEN FORUM

The floor is yours!
No town-related topic is off limit!
We want plenty of time to hear from you!



SUDBURY BOARD OF SELECTMEN

Tuesday, July 28, 2015

MISCELLANEOUS (UNTIMED)

3: Minuteman update

REQUESTOR SECTION

Date of request:

Requestor: Chairman Brown

Formal Title: Discussion and update concerning the Minuteman Vocational High School Building Project and the proposed District-wide election. Discuss and potentially vote on other actions regarding the building project and the Minuteman District.

Recommendations/Suggested Motion/Vote: Discussion and update concerning the Minuteman Vocational High School Building Project and the proposed District-wide election. Discuss and potentially vote on other actions regarding the building project and the Minuteman District.

Background Information:

See attached documents

- 1) Resolution as approved on July 14
- 2) FAQ concerning the Minuteman Building Project
- 3) Len Simon correspondence re: Minuteman meeting Aug. 3

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

07/28/2015 7:30 PM

MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:

Frequently Asked Questions
District-Wide Balloting
Updated June 26, 2015

1. **Is a district-wide ballot legal?** Yes. State law provides the Minuteman school district with two (2) ways to borrow money for capital projects (construction projects). Both of these options are outlined in Massachusetts General Laws Chapter 71, Section 16. Subsection (d) allows the district to borrow with approval from the Town Meetings in its member towns. Subsection (n) allows the district to borrow with approval by a district-wide ballot.
2. **Why haven't I heard about district-wide balloting before?** Good question. Regional vocational school districts have generally gone the "traditional" route to borrow for large capital projects, by securing approval from each of their member towns at Town Meetings. But Subsection (n) – a district-wide ballot -- is also an option available in state law.
3. **Has this been done before?** Yes. Bay Path Regional Vocational Technical High School in Charlton secured approval for a \$73.8 million renovation project through a district-wide ballot in October of 2012. Franklin County Technical School in Turners Falls secured approval for \$2.456 million in renovations through district-wide balloting on June 23, 2015.
4. **What does Minuteman have in common with Bay Path and Franklin County Tech?** All three are regional vocational technical schools. Like the other two, Minuteman has a sprawling district, with multiple member communities. Bay Path has 10 member towns. Franklin County has 19. Minuteman has 16.
5. **So what's the process?** The first step would be for the Minuteman School Committee to vote to incur the debt and to hold a district-wide ballot. A simple majority vote is required in both cases. The next step would be to set a date and hold the election.
6. **What quantum of votes is required for the School Committee to issue debt?** A simple majority vote is required.
7. **What quantum of votes is required for the School Committee to call for a district-wide ballot?** A simple majority vote is required.
8. **The election must cost money to run. Who pays for it?** The school district pays for it. In this case, Minuteman would pay for the printing of ballots, poll workers, police officers, constables, and other expenses related to the election.

Attachment: DistrictElection_FAQ (1416 : Minuteman update)

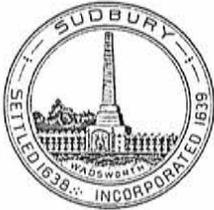
9. **How much money are we talking about?** Franklin County expected to pay about \$60,000 for the district-wide ballot in its 19 member towns. Bay Path paid approximately \$48,000 for the district-wide ballot in its 10 member towns. We expect that Minuteman would pay \$55,000-65,000 for the district-wide ballot in its 16 member towns.
10. **Where's the money coming from?** If the Minuteman district decides to hold a district-wide ballot, it will transfer funds from within its existing \$19.8 million budget to pay for the election. The district won't ask to increase its budget to pay for the district-wide ballot. A district-wide ballot will not increase assessments.
11. **Has this been cleared by district counsel?** Yes. Murphy, Hesse, Toomey & Lehane, LLP, Minuteman's counsel, has carefully reviewed the statute and is advising the school on the process that must be followed. We have also consulted with Atty. Rick Manley, Minuteman's bond counsel, and Atty. Thomas Kiley of Cosgrove, Eisenberg, & Kiley, P.C.
12. **Who picks the date for the district-wide ballot?** The Minuteman School Committee has the ultimate say, but will work with town clerks to select a date that is best for the most communities.
13. **Who writes the ballot question?** The actual wording will be drafted by Minuteman's bond counsel.
14. **How long is the election?** That's up to Minuteman. The law says that the election must be held on the same date, with uniform voting hours. The polls must be open for at least four (4) hours and no more than eight (8) hours. Again, the decision is made by Minuteman.
15. **Where do people vote?** That's up to Minuteman. The number and location of the polling place or polling places in each town are determined by the district School Committee after consultation with the selectmen. With their input, we would select a single location in each town.
16. **How are the votes counted? And how do you decide which side wins?** Election officials count and certify the votes in their individual towns. Those votes are added together. The aggregate count is what matters. The majority rules.
17. **So not every town needs to vote to approve?** No. What's important is the overall, aggregate vote total. Remember that this is a district-wide referendum to gauge the wishes of the entire Minuteman district, not just the wishes of voters in a particular town.
18. **In prior district-wide votes, have some towns voted against?** Yes. In 2012, seven (7) of the ten (10) towns in the Bay Path district in Central Massachusetts voted in favor of the

\$73.8 million renovation project. Three towns – North Brookfield, Oxford, and Paxton – voted against the ballot question by slim margins. Those three towns were still bound by the decision of the electorate to support the project.

19. **Who makes sure this is a fair election?** The Office of the Massachusetts Secretary of State, the Office of Campaign & Political Finance, the State Ethics Commission, and local election officials all will be monitoring the campaign and the outcome of the election.
20. **Can groups run organized campaigns for or against the district-wide ballot?** Yes, but they must abide by the requirements of state law.
21. **Can Minuteman employees take part in the campaign?** Yes, but only to the limited extent allowed by the Office of Campaign & Political Finance and the State Ethics Commission. Public employees cannot use their public positions or public resources to promote a ballot question. They can prepare newsletters concerning a ballot question but may not send them to the public, unsolicited. They can prepare news releases, but those releases need to be reviewed by OCPF. Public employees can inform voters about the date and place for an election but cannot make any comments on the merits of the ballot question when doing so.
22. **Does this rule apply to everyone?** As a general matter, policy makers such as members of the School Committee and Superintendent have more latitude. However, they still cannot use public funds to support or oppose a ballot question.
23. **Can Minuteman employees serve on a campaign committee?** Yes. Public employees can serve on a campaign committee, but cannot solicit money or serve as the committee's treasurer. On their own time and their own dime, they can do what other citizens do. For example, they can write a Letter to the Editor, supporting or opposing a ballot question. They can contribute money in their own name to a ballot question committee.
24. **How will Minuteman employees know what they can do – and what they cannot do?** The school administration will provide employees with written guidance from the school's lawyers. It will also make sure that the Office of Campaign & Political Finance holds a training or provides written materials for all employees.
25. **Why not just go the "traditional" route and ask Town Meetings for approval?** Good question. First, it's extremely time-consuming. The district would need to convince voters in 16 separate towns – with 16 very different constituencies – to approve the project. This will literally take months, perhaps longer. Second, the Town Meeting route requires unanimity. That is, if even one Town Meeting says "no," the project stalls. Third, there is a real sense of urgency here. Multiple engineering studies have cited serious problems with the building. The New England Association of Schools & Colleges (NEASC) has placed Minuteman on "warning" status solely due to the building.

Minuteman and the Massachusetts School Building Authority (MSBA) have been engaged in a feasibility study since 2009. This may be the longest feasibility study in MSBA history. Time is running out.

26. **What are the advantages of using a district-wide ballot instead?** There are many. It's been used before. It gives every voter in the district an opportunity to be heard. It's completed in one day. Most important, it gets us approval in a timely fashion that would secure state funding through the Massachusetts School Building Authority (MSBA).
27. **Is there a minimum number of voters – or percentage of voters -- who need to go to the polls to make a district-wide election valid?** No.
28. **What happens if the ballot question is approved?** The project moves ahead. Assessments to pay the debt move ahead consistent with the terms of the Regional Agreement.
29. **What happens if the ballot question is not approved?** A couple of options are available. The district could submit it to Town Meeting. The district could try another district-wide ballot. All options would need to occur within the MSBA deadline of June 30, 2016.



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

July 16, 2015

To: Minuteman Regional Vocational Technical High School Administration
Minuteman Regional Vocational Technical High School Committee
Minuteman Regional Vocational Technical High School Building Committee
Massachusetts School Building Authority (MSBA)
Sudbury's Legislators: Senator Mike Barrett, Representative Carmine Gentile,
Senator James Eldridge
Minuteman Member Towns' Boards of Selectmen

From: Sudbury Board of Selectmen

The Sudbury Board of Selectmen adopt the following positions in response to the proposed Minuteman Regional Vocational High School building project, and the district-wide election to approve this capital project under consideration by the Minuteman School Committee.

Sudbury's Board of Selectmen is committed to providing each of Sudbury's children with the opportunity for a high-quality vocational education. We recognize the unique value of vocational education and understand that it provides an environment in which children who might otherwise be discouraged in a traditional educational setting can develop and thrive. Our opposition to the Minuteman Building project does not reflect a failure by the Selectmen to value vocational education nor does it indicate that we are ignorant of the well-documented deficiencies of the Minuteman school facility.

1) The Minuteman School Building Committee has embarked upon obtaining approval of a 628-student school project from the Massachusetts School Building Authority without demonstrating to the member towns that a school of this size is warranted. Using MSBA predictions, the projected enrollment for this school from within the Minuteman District does not warrant this size facility.

The Sudbury Board of Selectmen oppose the proposed Minuteman school building project, pending an acceptable explanation of how this size can be justified and how many students from within the Minuteman District are expected to attend. These explanations are due both to local officials including the Board of Selectmen and the Finance Committee and to the citizens of Sudbury.

2) The Minuteman School Committee is considering a district-wide election to win approval of funding for the Minuteman building project described above, rather than presenting the project to the Town Meetings of the Minuteman member towns. Such an election would entirely by-pass the need to justify the building project to the Sudbury Finance Committee and the Board of Selectmen. It would deprive citizens of the opportunity to have their questions addressed on the floor of Town Meeting and to hear the considerations brought forth by their local elected and appointed officials. Instead, the single-question election called by the Minuteman School District with restricted hours and polling sites will elicit minimal public interest and involvement rather than the informed decision desirable for such a project.

The Sudbury Board of Selectmen oppose the district-wide election proposed by the Minuteman District, believing it does not provide an opportunity for informed decision making by the electorate.

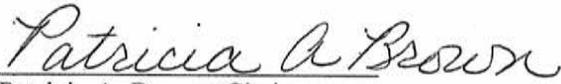
The Sudbury Board of Selectmen remains committed to offering our students the opportunity to experience an exceptional vocational education. The Board is not convinced that this project, nor the district-wide vote to obtain funding, are in the best interests of our town or of the Minuteman District.

In summary:

- 1. The Sudbury Board of Selectmen opposes Minuteman’s proposed 628-student building project.
- 2. The Sudbury Board of Selectmen opposes the district-wide election proposed by the Minuteman School Committee and the Minuteman School Building Committee.

Respectfully submitted

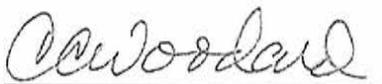
SUDBURY BOARD OF SELECTMEN


 Patricia A. Brown, Chairman


 Susan N. Iuliano, Vice-Chairman

Robert C. Haarde, Selectman


 Leonard A. Simon, Selectman


 Charles C. Woodard, Selectman



TOWN OF SUDBURY

Office of Selectmen

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Flynn Building
278 Old Sudbury Rd
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978-639-3381
Fax: 978-443-0756

Email: selectmen@sudbury.ma.us

July 20, 2015

Dear Boards of Selectmen,

As you know, the Minuteman Regional Vocational Technical High School is moving ahead with plans for a new 628-student building and a district-wide vote to finance the new building.

In addition, Minuteman is applying to the Massachusetts School Building Authority (MSBA) for funding for the new building. MSBA will be discussing funding a new school on August 6, and will be able to distribute written comments received by July 30 to the members for consideration during this discussion.

The Minuteman School Committee will discuss and possibly vote on the district wide election at a special meeting on September 8, 2015.

Several towns in the Minuteman District have already voiced their opposition, in various forms, to both the 628-student school and the district wide vote. By my count, there are at least six such towns, including Sudbury.

On July 14, 2015, the Sudbury Board of Selectmen voted a position including these two summary points:

- The Sudbury Board of Selectmen opposes Minuteman's proposed 628-student building project.
- The Sudbury Board of Selectmen opposes the district-wide election proposed by the Minuteman School Committee and the Minuteman School Building Committee.

You should have received a copy of this position or will receive it shortly.

At our July 14 meeting the Sudbury Board of Selectmen felt it would be persuasive for those Boards of Selectmen in the Minuteman District that are opposed to the 628-student school and the district wide election to deliver a unified message conveying that opposition to the Minuteman Administration, the Minuteman School Committee, and the MSBA. We believe a single document, signed by the district town's Boards of Selectmen, would be more persuasive than separate documents and would demonstrate a unified position and common concern. Such a document could not easily be ignored by Minuteman, or the MSBA, and could serve as a valuable reference point in future discussions and meetings.

Time is of the essence.

Sudbury is offering to host a meeting of representatives of the several Boards of Selectmen to discuss positions upon which we can agree concerning the building size, the district wide elections and other related Minuteman issues on Monday, August 3, at 7:30 PM at our Town Hall. Sudbury will be represented by one or two of our five selectmen at the meeting.

Please address any questions and concerns to: boardofselectmen@sudbury.ma.us

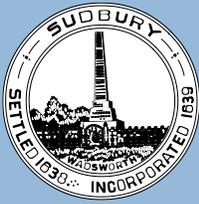
The contact selectman for Sudbury's Board of Selectmen for this meeting is Len Simon. Phone- 978-443-4206.

Thank you for your attention to the above.

Very truly yours,

A handwritten signature in black ink, appearing to read "Len Simon". The signature is written in a cursive style with a large initial "L" and "S".

Len Simon
Sudbury Board of Selectmen



SUDBURY BOARD OF SELECTMEN
Tuesday, July 28, 2015

MISCELLANEOUS (UNTIMED)

4: Disband and archive inactive Town committees

REQUESTOR SECTION

Date of request:

Requestor: Chairman Brown

Formal Title: Discussion and possible vote to disband and archive inactive Town committees

Recommendations/Suggested Motion/Vote: Discussion and possible vote to disband and archive inactive Town committees

Background Information:
See attached list

Financial impact expected:n/a

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

07/28/2015 7:30 PM

MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:

Inactive Committees

Committee Name	Status	Established
Rail Trail Conversion Advisory Committee	Last Meeting: 10/24/2013	9/7/2004
Sewer Assessment Technical Committee	Last Meeting: 5/25/2011	7/26/1999

Attachment: BOS Inactive Committee Review_3 (1417 : Disband and archive inactive Town committees)

Rail Trail Conversion Advisory Committee



THE RAIL TRAIL CONVERSION ADVISORY COMMITTEE TOWN OF SUDBURY (Voted to establish September 7, 2004 by Sudbury Board of Selectmen)

Mission Statement

It is the intention of the Selectmen, in creating a Rail Trail Conversion Advisory Committee (RTCAC), to provide a mechanism for the Town to examine the conversion of an existing unused rail line in Sudbury to a recreational path and alternative transportation corridor. The Selectmen are committed to developing an overall project and vision for this rail trail conversion that can be supported by the entire community and are looking to this committee to help identify and address the many questions and concerns that residents of Sudbury may have about this project, as well as support the efforts of Town staff as they begin the technical process of studying the feasibility of such a rail trail conversion.

At this time, the Town of Sudbury is examining the conversion of both the Lowell-Sudbury rail line, owned and controlled by the state Executive Office of Transportation and Construction (EOTC) and the CSX owned rail line that runs south from the Lowell-Sudbury trail line into Framingham. These lines are continuous, even though each segment is owned by a different entity. This new Committee will not have any responsibility at this time for looking at another potential rail trail conversion in Sudbury, the so-called Wayside Trail on the MBTA-owned rail line but may be asked to work on conversion of this line at a later date.

Background

EOTC owned rail line: The portion of rail line in Sudbury that is to be addressed by this committee is part of a larger 22-mile unused railroad right-of-way that was purchased by the EOTC in 1982, which will continue to own the land even after the entire length of the rail line has been converted. Planning has been underway for a number of years to create a recreational path on the entire 22-mile length of the rail line, which has been named the Bruce N. Freeman Memorial Rail Trail, after a late state representative from Chelmsford, who was an ardent supporter for the creation of a bicycle path along this rail line and was key to getting State legislative endorsement of the project in 1987. The trail conversion will occur in two phases.

- Phase 1 begins in Lowell and goes through the towns of Chelmsford and Westford. This phase has been designed, permitted and received funding from state and federal sources. The project is currently out to bid, with construction likely to begin in the spring of 2005 and take two years to complete.
- Phase 2 would continue the path south from Route 225 in Westford, continue for a mile in Carlisle, and then travel through Acton, Concord and Sudbury, ending just short of Route 20. Phase 2 has not been designed, permitted, or funded, but the towns involved in Phase 2 are all involved in some level of study and planning activity for the potential of the rail line within their borders and trying to determine future actions that best meets the needs and desires of each town.

CSX owned rail line: This portion of the rail line has been taken out of active use and CSX had been discussing with Sudbury and Framingham officials their interest in converting this unused rail line into a recreational path. Framingham has set up a committee which has produced a draft feasibility study.

In order for Sudbury to pursue plans to convert the railroad right-of-way to a recreational path within our borders, the Town must conduct feasibility studies and develop proposed uses and plans to submit to the owners of the lines. If the plans are acceptable to the line's owners, we believe they will grant Sudbury permission to develop the recreational trails.

The Board of Selectmen has voted to take two crucial steps that will allow Sudbury to move forward on this project:

- The Town Manager has been directed to identify alternatives for obtaining the estimated \$25,000 funding necessary for undertaking a feasibility study, including applying for grants and/or funding from the Community Preservation Act.
- The Town Manager has been directed to create this committee, which will work with Town staff under the direction of the Town Manager, to begin serious planning and discussions on how Sudbury should be developing the section of the rail that is located in Sudbury.

Responsibilities and Functions

There are a number of issues on which the Town must come to a consensus that will affect how the rail trail conversions will proceed. These issues include, but are not limited to:

- Conceptual design of the path, including dimensions of the path and materials used to construct the path,
- Financial resources to design and construct the path,
- Environmental issues,
- Impact on and concerns of abutters to the rail line,
- Engineering and safety concerns, including street crossings and bridges,
- Parking and other amenities needed to support a recreational rail path
- On-going maintenance and other costs the Town must consider
- How Sudbury will coordinate with the five others towns involved in Phase 2 development activities.

The Committee will work with Town staff to develop a process for addressing all these issues and concerns, through the commission of a formal study to be conducted by an engineering firm specializing in rail trail conversions, and through other meetings and public hearings.

Membership and Officers

The RTCAC shall have 9 members - all at-large. (Amended 9/21/11) All appointments shall be indefinite, until the Board of Selectmen feels the mission of the Committee has been accomplished, or that membership needs to be changed in order to keep the work progressing. The Town Manager or her designee shall chair the Committee until a Chair has been elected from the membership of the Committee. A clerk of the Committee shall also be elected to ensure that all meetings are properly posted and that minutes of each meeting are kept. Minutes of the Committee's work shall be prepared and made public by the Committee promptly, with copies filed with the Town Clerk and sent to the Board of Selectmen on a regular basis.

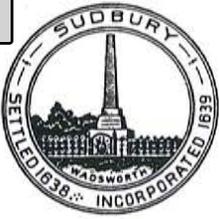
Compliance with State and Local Law

The Rail Trail Conversion Advisory Committee 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.

9-24-04

Rev. 3-07-07, 6-10-09, 9-21-11

TOWN OF SUDBURY
Office of the Town Manager



Steven L. Ledoux
Town Manager

288 Old Sudbury Road
Sudbury, Massachusetts 01776-1843
Tel: (978) 443-8891, x382
Fax: (978) 443-0756
E-mail: LedouxS@Town.Sudbury.MA.US

TO: Board of Selectmen
FROM: Steven L. Ledoux *SLL*
SUBJECT: Sewer Assessment Study
DATE: May 21, 1999

Since funding has been approved to perform Sewer Assessment Study for the business district, we now need to structure how the process and its oversight will work.

In the publication, "A Massachusetts Guide to Needs Assessment and Evaluation of Decentralized Wastewater Treatment Alternatives," by Arenovski and Shephard, a process is suggested for undertaking the study. (See attached Sections 1.3.2; 1.3.2.1; and 1.3.2.2.)

I believe that a two-pronged approach as suggested in this publication is warranted.

Firstly, a Technical Committee should be established to draft the RFP, review proposals, recommend award, and award the project. I suggest the following makeup:

- A member of the Board of Selectmen
- A member of the Planning Board
- A member of the Conservation Commission
- Director of Health
- A Water District Board Member
- A citizen at large with technical expertise

SLL
In addition, a Citizen's Advisory Committee should be established to assist in the planning effort. The Advisory Committee should consist of:

- A representative of SUASCO
- A representative of the Earth Decade Committee
- Citizens at large
- Representative of the Business District

If the Board so approves, we will begin recruiting these positions.

VOTED: To appoint the following individuals to the Steering Committee on Sudbury Centre Traffic Improvements, for an indefinite term:

First Parish Church	Deborah Kruskal, 136 Lincoln Road
Permanent Landscape Committee	June E. Allen, 515 Concord Road
Sudbury Historical Commission	Muriel C. Plonko, 69 Puritan Lane
Historic Districts Commission	Alexander S. Frisch, 308 Concord Road
Planning Board	Jody Kablack, Town Planner
Dept. of Public Works	I. William Place, Director
Town Manager	Steven L. Ledoux

Appointments – Sewer Assessment Study Technical Advisory Committee

Pursuant to a previous communication, dated May 21, 1999, from the Town Manager, proposing both a Technical Committee and a Citizens Advisory Committee be established for the purpose of developing a Sewer Assessment Study, it was on motion unanimously

It was on motion unanimously

VOTED: To appoint the following individuals to the Sewer Assessment Study Technical Advisory Committee, for an indefinite term:

Planning Board	Elizabeth D. Eggleston, 55 Old Coach Road
Conservation Commission	Parker L. Coddington, 29 Plympton Road
Sudbury Water District	William J. Cossart, 419 Concord Road
Citizen-at-Large	Edward (Ted) W. Pickering, 17 Peakham Circle
Board of Health	Robert C. Leupold, Director
Dept. of Public Works	I. William Place, Director

Appointments – Economic Development Committee

Selectman Roopenian stated that she, Mr. Ledoux and Martha Landrigan met to discuss the charge, first meeting and getting people together. She stated that Ron Stephan of the Chamber of Commerce has agreed to serve as the Chamber representative. She stated further that Ms. Landrigan will be sending an informational packet for all committee members and that the first meeting will be sometime in September.

It was on motion unanimously

VOTED: To appoint the following individuals to the Economic Development Committee, each for a term to expire on April 30, 2002:

John P. Barry, 56 Briant Drive
 David R. Kerrigan, 40 Wagonwheel Road
 Albert J. Cappelloni, Jr., 161 Peakham Road
 David C. Chenok, 30 Saddle Ridge Road
 Bryan J. Koop, 9 Briant Drive
 Peter S. Joseph, 135 Plympton Road
 Jodi A. Raphael, 82 Washington Drive

Board of Selectmen Appointments

Boards/Committees

Aging, Council on
 Agricultural Commission
 Board of Appeals
 Budget Strategies Task Force
 Capital Improvement Advisory Committee
 Cemetery Commission
 Community Preservation Committee
 Earth Removal Board
 Energy & Sustainability Committee
 Fairbank Study Committee
 Historic Districts Commission
 Land Acquisition Review Committee
 Local Emergency Planning Committee
 Memorial Day Committee
 Permanent Building Committee
 Ponds and Waterways Committee
 Preservation & Manatement of Town Documents, Committee for the
 Rail Trail Conversion Advisory Committee
 Registrars, Board of
 Route 20 Sewer Citizens Advisory Committee
 Route 20 Sewer Steering Committee
 Sept. 11th Memorial Garden Oversight Committee
 Sewer Assessment Technical Committee
 Strategic Financial Planning for Capital Funding Committee
 Sudbury Access Corporation
 Sudbury Centre Improvement Advisory Committee
 Sudbury Cultural Council
 Sudbury Employees Group Insurance Advisory Committee
 Sudbury Housing Trust
 Sudbury Water Dist. Water Resource Protection Committee
 Town Hall Blue Ribbon Committee
 Traffic Safety Coordinating Committee
 Vocational Education Options Committee

From: Kablack, Jody
Sent: Friday, July 24, 2015 9:55 AM
To: Golden, Patricia <GoldenP@sudbury.ma.us>
Subject: RE: Inactive Town Committees

Patty,

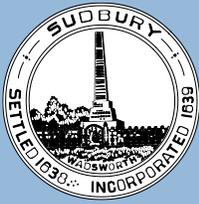
The Sewer Technical Advisory Committee has not met since 2011. The only current member is Lisa Eggleston. Other committee members have moved out of Sudbury over the last 10 years. The newer CAC and Sewer Steering Committee (formed in 2011) have basically taken over for the Technical Committee. Lisa is a member of the Steering Committee.

The Sudbury Water District Water Resource Protection Committee is not a Town committee, it is a Water District Committee. No action needed.

Pat Brown can respond for the RTCAC.

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

Attachment: JKablackCommitteeComments (1417 : Disband and archive inactive Town committees)



SUDBURY BOARD OF SELECTMEN
Tuesday, July 28, 2015

MISCELLANEOUS (UNTIMED)

5: Loring Parsonage Funding

REQUESTOR SECTION

Date of request:

Requestor: Chairman Brown

Formal Title: Discussion/vote whether to request Senator Eldridge's support for funding for the Loring Parsonage before the Senate Ways & Means Committee

Recommendations/Suggested Motion/Vote: Discussion/vote whether to request Senator Eldridge's support for funding for the Loring Parsonage before the Senate Ways & Means Committee

Background Information:
Attached Town Crier Article

Financial impact expected:n/a

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

07/28/2015 7:30 PM

MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:

May 28, 2015

ing families who are struggling to tax. A "No" vote is against repeal states that does not offer state tax breaks for these accounts. They maintaining a current edition over purchasing the most recent House 11:02 a.m. to 11:00 a.m. No Senate session

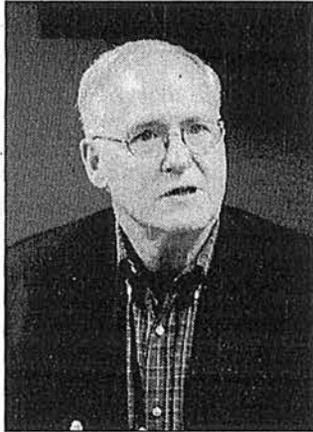
STATE GOVERNMENT

Senate adds funds for Loring Parsonage improvements

The Massachusetts Senate's recently passed state budget includes several items of specific interest to Sudbury — \$290,000 in funds to restore and repurpose the historic Loring Parsonage in Sudbury and money to test the water quality of local rivers, including the Sudbury River.

The Loring Parsonage was built by a minister more than 300 years ago. Over three centuries, it's been used as a residence, tavern and office building.

The Sudbury Historical Society has been pursuing plans to revitalize the building, with the goal of turning it into a museum to display the town's amazing history. To do so, the interior would need to undergo a restoration. One priority is to make it accessible for people with



State Sen. Michael Barrett, D-Lexington. FILE PHOTO

disabilities.

The Historical Society also hopes to have an addition built for use as a meeting space and visitor center. All told, the plans would cost roughly \$2 million. Sen. Michael Barrett's successful amendment, if included in the final state budget, would

help the effort.

The state Senate also added funds to test the water quality of three local rivers — the Assabet, Sudbury and Concord. Barrett, D-Lexington, sponsored the successful \$25,000 amendment, backed by state Sen. Jamie Eldridge, D-Acton. Currently the waterways fail to meet certain quality benchmarks set by state and federal law.

"These rivers are treasures — hot spots for local recreation and storied settings in Massachusetts history," Barrett said. "They run through Minute Man National Historical Park and two federal wild life refuges." Barrett directed praise at OARS, a local non-profit that would be expected to do the water quality testing.

On a matter of statewide interest, Sen. Barrett pushed

successfully for the Secure Jobs Initiative, a statewide program geared towards assisting low-income parents. Barrett's amendment increased funding for the initiative by 25 percent. The program helps parents in temporary living situations get connected with job training services and find employment.

"When you're in very tough financial shape, you and your kids likely need both a roof over your heads and help finding work," Barrett said. "But the state seldom brings together housing and job training for the same person. Secure jobs is that rare coordinated approach."

Barrett backed other successful efforts, including additional funds for the Massachusetts Cultural Council, the agency that

promotes the arts across the state and gives grants to local cultural groups. In addition, Barrett pushed for an increase to legal aid for low-income people. The money helps with assistance on non-criminal problems like evictions and heating shutoffs. During floor debate the Senate boosted funding for legal aid by \$2.1 million.

Other major budget items included:

- \$4.51B for Chapter 70 education aid, allowing for a minimum increase of \$25 per pupil.
- \$271.6M to fully fund the Special Education Circuit Breaker for the 4th straight year.
- \$59M for the Regional School Transportation program, which reimburses regional school districts for the costs of

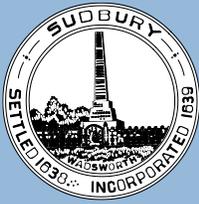
transporting students and from regional schools

- \$979.8M for Unrestricted General Government A (UGGA) for community investments in education, public safety, roads and bridges and health care
- \$10M for the Substance Abuse Trust Fund to fund a range of treatment services, including detoxification, clinic stabilization, transitional support, residential services and outpatient treatment
- \$2M for housing and supportive services for unaccompanied homeless youth.

The next step for the state budget is a conference committee, where differences between the House and Senate versions are reconciled, after which the document goes to the governor's desk.

Attachment: Town Crier Loring Parsonage (1427 : Loring Parsonage Funding)

+



SUDBURY BOARD OF SELECTMEN
Tuesday, July 28, 2015

MISCELLANEOUS (UNTIMED)

6: Discuss future agenda items

REQUESTOR SECTION

Date of request:

Requestor: Chairman Brown

Formal Title: Discuss future agenda items

Recommendations/Suggested Motion/Vote: Discuss future agenda items

Background Information:

Financial impact expected:n/a

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

07/28/2015 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, July 28, 2015

CONSENT CALENDAR ITEM

7: Liaison Assignments

REQUESTOR SECTION

Date of request: July 24, 2015

Requestor: Chairman Brown

Formal Title: Review current list of liaison assignments, and possibly vote to approve list.

Recommendations/Suggested Motion/Vote: Review current list of liaison assignments, and possibly vote to approve list.

Background Information:
attached

Financial impact expected:n/a

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

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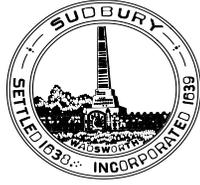
MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:



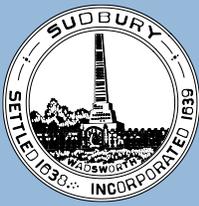
**SUDBURY BOARD OF SELECTMEN
LIAISON ASSIGNMENTS
2015 – 2016**

Chairman Brown	Vice-Chairman Iuliano	Selectman Haarde	Selectman Simon	Selectman Woodard
Lincoln Board of Selectmen	Board of Appeals/Earth Removal Board	Historical Commission	Board of Health	Finance Committee
Town Manager/Town Departments	Cultural Council	Lincoln-Sudbury Reg High School	Council on Aging	Permanent Building Committee
Conservation Commission	Lincoln-Sudbury Reg High School	Memorial Day Committee	Capital Improvement Advisory Committee	Capital Improvement Advisory Committee
Design Review Board	Permanent Building Committee	Minuteman High School	Conservation Commission	Council on Aging
Ponds & Waterways Committee	Sudbury Housing Authority	Park & Recreation Commission	Energy and Sustainability Committee	Historic Districts Commission
	Sudbury Water District	Sudbury Public Schools	Goodnow Library Trustees	Planning Board
	Commission on Disability	Town Historian	Park & Recreation Commission	
	Minuteman High School	Finance Committee	Rail Trail Conversion Advisory Com	
			Sudbury Public Schools	
			Agricultural Committee	

MEMBER OF:

Community Preservation Committee	Sudbury Housing Trust	Fairbank Community Center	Military Support Network	9/11 Memorial Garden Oversight Committee
MAGIC	Strategic Financial Planning for Capital Funding	Rte 20 Sewer Steering Committee	Fairbank Community Center	Strategic Financial Planning for Capital Funding
Vocational Education Options Committee	Strategic Financial Planning for OPEB Liabilities	Military Support Network	Route 20 Sewer Citizens Advisory Committee	Sudbury Center Improvement Advisory Committee
		Budget Strategies Task Force		Budget Strategies Task Force
		Vocational Education Options Committee		
		CERT		

Maryanne Bilodeau, Interim Town Manager



SUDBURY BOARD OF SELECTMEN
Tuesday, July 28, 2015

CONSENT CALENDAR ITEM

8: Update Mission Statements

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to update the mission statements for the Fairbank Community Center Study Task Force, and the Strategic Financial Planning Committee for Capital Funding, to accurately reflect the appointment expirations of 5/31/16.

Recommendations/Suggested Motion/Vote: [Vote to update the mission statements for the Fairbank Community Center Study Task Force, and the Strategic Financial Planning Committee for Capital Funding, to accurately reflect the appointment expirations of 5/31/16.](#)

Background Information:
Attached mission statements

Financial impact expected:n/a

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

07/28/2015 7:30 PM

MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:



**Strategic Financial Planning Committee for Capital Funding
Town of Sudbury
Voted to establish October 1, 2013 by the Sudbury Board of Selectmen
Amended May 20, 2014
Amended October 14, 2014**

Mission Statement

The Board of Selectmen is creating this committee to annually generate, evaluate and recommend financing strategies both short and long term, in connection with the Town's Capital Improvement Planning (CIP) 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 will be those submitted to the CIAC, but could also include projects brought forth by the Town, L-S or SPS even if they have not been submitted to the CIAC yet. 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 considering the financing of the projects that have been submitted.

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 June 30, 2015, but may be extended by the Board of Selectmen.

- Two members of the Board of Selectmen
- Two members of the Finance Committee
- Two members of the Sudbury Public Schools
- Two members of the Lincoln-Sudbury Regional School Committee (must be Sudbury residents)
- Two members of the Capital Improvement Advisory Committee
- Town of Sudbury Town Manager (ex officio, non-voting)
- Sudbury/SPS Facilities Director (ex officio, non-voting)

The Committee shall elect a Chair and a Clerk from among its members. They may also elect a Vice-Chair to act as Chair in the absence of the Chair. 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 Sudbury Finance Director/Treasurer-Collector shall be available to assist with the work of this committee.

Tasks

It is anticipated that the committee will meet as needed but particularly several times each fall to review the capital project requests for projects over \$50,000 that been submitted to the CIAC for review. The committee will review the financing capacity of the Town of Sudbury and make recommendations for how much capital the Town could reasonably afford to undertake for the next fiscal year, giving consideration to the impact on the tax rate of the projects, how many future projects are included on the Town's 5 year CIP, as well as other factors determined by the Committee to be important. The Committee will assist the CIAC in the development of a final capital spending recommendation, with particular attention to its tax impact, to be presented to the Finance Committee and the Board of Selectmen. As needed, the Committee will develop and recommend to the Finance Committee and Board of Selectmen special purpose funding vehicles and/or funds to support the Town's capital needs.

The Committee shall develop and submit to the Board of Selectmen prior to June 1, 2015 a report on the effectiveness of the committee in accomplishing the tasks set forth for the committee and a recommendation on the question of continuing this committee beyond June 30, 2015.

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

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
Amended May 20, 2014**

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, 2015. 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?

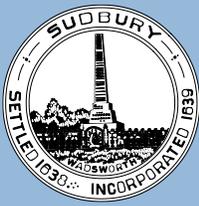
These questions are starting points in the overall goal of developing a report for the Board of Selectmen and the community on the future plans and needs desired at the Community Center. The committee will be act in an advisory role to the Permanent Building Committee during the procurement process for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



SUDBURY BOARD OF SELECTMEN
Tuesday, July 28, 2015

CONSENT CALENDAR ITEM

9: Minutes acceptance

REQUESTOR SECTION

Date of request:

Requestor: Chairman Brown

Formal Title: Vote to approve the regular session minutes of 6/23, 6/29 and 7/14.

Recommendations/Suggested Motion/Vote: Vote to approve the regular session minutes of 6/23, 6/29 and 7/14

Background Information:
See attached

Financial impact expected:n/a

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

07/28/2015 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, July 28, 2015

CONSENT CALENDAR ITEM

10: Accept resignation of Memorial Day Committee member

REQUESTOR SECTION

Date of request: July 7, 2015

Requested by: Leila S. Frank

Formal Title: Vote to accept the resignation of Memorial Day Committee member Peter Harvell and to send him a letter of appreciation for his service to the Town.

Recommendations/Suggested Motion/Vote: Vote to accept the resignation of Memorial Day Committee member Peter Harvell and to send him a letter of appreciation for his service to the Town.

Background Information:
Please see attached.

Financial impact expected:N/A

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

07/28/2015 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

Memorial Day Committee

278 Old Sudbury Road
Sudbury, MA 01776-1843
978-639-3381
Fax: 978-443-0756

memorialday@sudbury.ma.us

10 July 2015

To: Board of Selectmen,

SUBJECT: Resignation, Peter Harvell from Committee position.

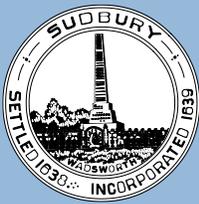
Dear Sirs,

I would like to make an official notice of my resignation from a position on the Memorial Day Committee. I have enjoyed my time of service.

Thank you for your consideration,


Peter R. Harvell

RECEIVED
BOARD OF SELECTMEN
SUDBURY, MA
2015 JUL 10 P 3:56



SUDBURY BOARD OF SELECTMEN

Tuesday, July 28, 2015

EXECUTIVE SESSION

11: Enter into Executive Session

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: At the conclusion of Open Session, vote to enter Executive Session to discuss the purchase, exchange, lease or value of real property, specifically the Wayland-Sudbury Septage Facility, if such discussion may have a detrimental effect on the negotiating position of the government body (exception 6) Also vote to approve Executive Session minutes of 4/14, 6/23, 7/14, and Executive session minutes of joint meeting with Conservation Commission on 6/9/15. Also vote to approve and release Executive Session minutes pertaining to the Johnson Farm purchase: 6/17/14, 9/10/14, 9/19/14, 9/23/14. Vote to adjourn at the conclusion of Executive Session.

Recommendations/Suggested Motion/Vote: At the conclusion of Open Session, vote to enter Executive Session to discuss the purchase, exchange, lease or value of real property, specifically the Wayland-Sudbury Septage Facility, if such discussion may have a detrimental effect on the negotiating position of the government body (exception 6) Also vote to approve Executive Session minutes of 4/14, 6/23, 7/14, and Executive session minutes of joint meeting with Conservation Commission on 6/9/15. Also vote to approve and release Executive Session minutes pertaining to the Johnson Farm purchase: 6/17/14, 9/10/14, 9/19/14, 9/23/14. Vote to adjourn at the conclusion of Executive Session.

Background Information:

Attached IMA

Attached ES Minutes

Financial impact expected:n/a

Approximate agenda time requested: 30 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

07/28/2015 7:30 PM