

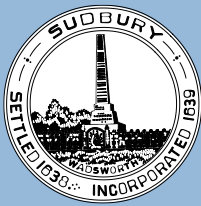
SUDBURY BOARD OF SELECTMEN  
TUESDAY JANUARY 5, 2016  
7:30 PM, TOWN HALL - LOWER LEVEL

Item #	Time	Action	Item
<b>EXECUTIVE SESSION</b>			
1.	6:30 PM	<i>VOTE</i>	Open in regular session in Flynn Building, Silva Room, and vote to immediately enter into Executive Session for the following reasons: 1.) To discuss strategy with respect to litigation (Abrams v. Conservation Commission) and collective bargaining if an open meeting may have a detrimental effect on the bargaining and litigating position of the town and the chair so declares under G.L. c. 30A, §21(a)(3); 2.) To comply with the requirements of and act under the authority of any general or special law per G.L. c. 30A, 21(a)(7) and Suffolk Construction v. DCAM, as to whether to approve that the Board of Selectmen waive the Town's attorney-client privilege with respect only to the June 17, 2015 email opinion from attorney Barbara Saint André, and publicly release it. 3.) To consider the purchase, exchange, lease or value of real property (Wayside Inn and National Development) if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body. At the conclusion of Executive Session, vote to reconvene in Open Session at Lower Town Hall, 322 Concord Road, 7:30 pm. Also, at conclusion of Open Session at Lower Town Hall, vote to reconvene in Executive Session.
	7:30 PM		CALL TO ORDER
			Opening remarks by Chairman
			Reports from Town Manager
			Reports from Selectmen
			Citizen's comments on items not on agenda
<b>TIMED ITEMS</b>			
2.	7:45 PM		Announce that the Annual Town Meeting will begin on Monday, May 2, 2016. The warrant period is now open. Articles for inclusion in the Annual Town Meeting Warrant are due to the Selectmen's Office, 278 Old Sudbury Road, and are to be stamped in no later than 5:00 pm on Monday, February 1, 2016.
3.	7:50 PM	<i>VOTE</i>	Vote to approve Warrant for Special Town Meeting, Feb. 9, 2016, which must be in the hands of residents by January 26, 2015.

*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.*

<b>Item #</b>	<b>Time</b>	<b>Action</b>	<b>Item</b>
<b>PUBLIC HEARING</b>			
4.	8:00 PM	<i>VOTE / SIGN</i>	As the Local Licensing Authority, vote on whether to approve the application of Eastbrook, Inc, d/b/a Sperry's Fine Wine & Brew (Anthony Speranzella, President), 435 Boston Post Rd., Unit 6, Sudbury, for a Package Store License for the Sale of Wines & Malt Beverages, under G. L. Ch. 138, s.15, Kevin Gelsinon, Manager.
<b>MISCELLANEOUS</b>			
5.		<i>VOTE</i>	Vote to approve an increase in the annual senior tax workoff amount from \$900 to \$1000 per year, as recommended by Debra Galloway, COA Director.
6.			Discuss transportation item with resident Zachary Shapiro.
7.			Discussion on former Police Station and potential Special Town Meeting article. Jim Kelly to attend.
8.		<i>VOTE</i>	Discussion and potential vote on Selectmen's policy on issuing proclamations.
9.			Discussion regarding resolution titled "Asking Saves Kids from Drugs." Resident Geoff Phillips to attend.
10.		<i>VOTE</i>	Discussion and possibly vote changes to the Codes of Conduct and Ethics for Town board and committee members, including Board of Selectmen
11.		<i>VOTE</i>	Discussion and possible vote regarding facilitator for joint meetings with the Budget Strategy Task Force and Finance Committee.
12.			Minuteman High School discussion
13.			Discuss upcoming agenda items
<b>CONSENT CALENDAR</b>			
14.		<i>VOTE</i>	Vote to approve the regular session minutes of Dec. 15, 2015.
15.		<i>VOTE</i>	Vote to reappoint Frank W. Riepe, 54 New Bridge Road, to the Historic District Commission, for a term ending January 1, 2021, as requested by Fred Taylor, Chairman.
16.		<i>VOTE</i>	Vote to accept, on behalf of the Town, the donation of a moderately used Foosball Table, valued at \$200, to be used at the Teen Center, from Janet Fell, 41 Rolling Lane, as requested by Mark Simmons, Youth Coordinator/Teen Center Director. Also, to send a thank-you letter to Ms. Fell for her donation to the Park and Recreation Department.
17.		<i>VOTE</i>	Vote to accept, on behalf of the Town, a \$22,623 rebate check to be deposited into the Excelon/Select Utility Gift/Donation Account, (as requested by James Kelly, Facilities Director, in a memo dated December 15, 2015), said funds to be accepted toward future energy saving opportunities, under the direction of the Energy Committee.

*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, January 5, 2016

**EXECUTIVE SESSION****1: Open Executive Session**REQUESTOR SECTION

Date of request:

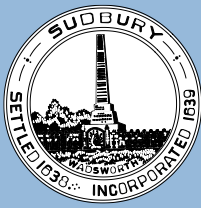
Requestor: Chairman Brown

Formal Title: Open in regular session in Flynn Building, Silva Room, and vote to immediately enter into Executive Session for the following reasons: 1.) To discuss strategy with respect to litigation (Abrams v. Conservation Commission) and collective bargaining if an open meeting may have a detrimental effect on the bargaining and litigating position of the town and the chair so declares under G.L. c. 30A, §21(a)(3); 2.) To comply with the requirements of and act under the authority of any general or special law per G.L. c. 30A, 21(a)(7) and Suffolk Construction v. DCAM, as to whether to approve that the Board of Selectmen waive the Town's attorney-client privilege with respect only to the June 17, 2015 email opinion from attorney Barbara Saint André, and publicly release it. 3.) To consider the purchase, exchange, lease or value of real property (Wayside Inn and National Development) if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body. At the conclusion of Executive Session, vote to reconvene in Open Session at Lower Town Hall, 322 Concord Road, 7:30 pm. Also, at conclusion of Open Session at Lower Town Hall, vote to reconvene in Executive Session.

Recommendations/Suggested Motion/Vote: Open in regular session in Flynn Building, Silva Room, and vote to immediately enter into Executive Session for the following reasons:

- 1.) To discuss strategy with respect to litigation (Abrams v. Conservation Commission) and collective bargaining if an open meeting may have a detrimental effect on the bargaining and litigating position of the town and the chair so declares under G.L. c. 30A, §21(a)(3);
- 2.) To comply with the requirements of and act under the authority of any general or special law per G.L. c. 30A, 21(a)(7) and Suffolk Construction v. DCAM, as to whether to approve that the Board of Selectmen waive the Town's attorney-client privilege with respect only to the June 17, 2015 email opinion from attorney Barbara Saint André, and publicly release it.
- 3.) To consider the purchase, exchange, lease or value of real property (Wayside Inn and National Development) if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.

At the conclusion of Executive Session, vote to reconvene in Open Session at Lower Town Hall, 322 Concord Road, 7:30 pm. Also, at conclusion of Open Session at Lower Town Hall, vote to reconvene in Executive Session.



SUDBURY BOARD OF SELECTMEN  
Tuesday, January 5, 2016

**TIMED ITEM**

**2: ATM announcement**

REQUESTOR SECTION

Date of request:

Requestor: Melissa Murphy-Rodrigues

Formal Title: Announce that the Annual Town Meeting will begin on Monday, May 2, 2016. The warrant period is now open. Articles for inclusion in the Annual Town Meeting Warrant are due to the Selectmen's Office, 278 Old Sudbury Road, and are to be stamped in no later than 5:00 pm on Monday, February 1, 2016.

Recommendations/Suggested Motion/Vote: Announce that the Annual Town Meeting will begin on Monday, May 2, 2016. The warrant period is now open. Articles for inclusion in the Annual Town Meeting Warrant are due to the Selectmen's Office, 278 Old Sudbury Road, and are to be stamped in no later than 5:00 pm on Monday, February 1, 2016.

Background Information:

Financial impact expected:n/a

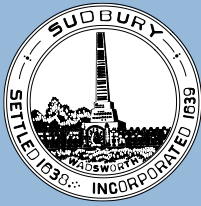
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

01/05/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN  
Tuesday, January 5, 2016

**TIMED ITEM**

**3: Vote to approve Warrant for STM**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to approve Warrant for Special Town Meeting, Feb. 9, 2016, which must be in the hands of residents by January 26, 2015.

Recommendations/Suggested Motion/Vote: Vote to approve Warrant for Special Town Meeting, Feb. 9, 2016, which must be in the hands of residents by January 26, 2015.

Background Information:

Financial impact expected:

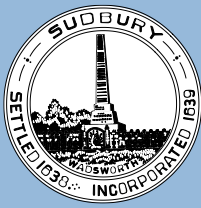
Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

01/05/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN  
Tuesday, January 5, 2016

**PUBLIC HEARING**

**4: Sperry's Fine Wine & Brew W&M Beverages Package Store License**

REQUESTOR SECTION

Date of request:

Requestor: Eastbrook, Inc. d/b/a Sperry's Fine Wine & Brew

Formal Title: As the Local Licensing Authority, vote on whether to approve the application of Eastbrook, Inc, d/b/a Sperry’s Fine Wine & Brew (Anthony Speranzella, President), 435 Boston Post Rd., Unit 6, Sudbury, for a Package Store License for the Sale of Wines & Malt Beverages, under G. L. Ch. 138, s.15, Kevin Gelsinon, Manager.

Recommendations/Suggested Motion/Vote: As the Local Licensing Authority, vote on whether to approve the application of Eastbrook, Inc, d/b/a Sperry’s Fine Wine & Brew (Anthony Speranzella, President), 435 Boston Post Rd., Unit 6, Sudbury, for a Package Store License for the Sale of Wines & Malt Beverages, under G. L. Ch. 138, s.15, Kevin Gelsinon, Manager. The premises proposed to be licensed (i.e., 435 Boston Post Road, Unit 6) are described as follows: 3,000 sq. ft., one floor, 2 exits, 1 cooler with 10 doors, 1 wine cabinet, 1 cigar case, 2 Gondolas, 1 front cooler, 12 wine racks, 1 wall rack.

Background Information:  
Please see application attached.

Financial impact expected:\$1650 Application Fee

Approximate agenda time requested: 15 minutes

Representative(s) expected to attend meeting: Anthony Speranzella

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

01/05/2016 7:30 PM

## APPLICATION FOR RETAIL ALCOHOLIC BEVERAGE LICENSE

City/Town

Sudbury

RECEIVED  
BOARD OF SELECTION  
SUDBURY, MA

## 1. LICENSEE INFORMATION:

A. Legal Name/Entity of Applicant:(Corporation, LLC or Individual) Eastbrook, Inc.

2015 DEC -8 A 11:42

B. Business Name (if different) : Sperry's Fine Wine &amp; Brew

C. Manager of Record: Kevin Gelsinon

D. ABCC License Number (for existing licenses only) :

E. Address of Licensed Premises: 435 Boston Post Road, Unit 6

City/Town: Sudbury

State: MA

Zip: 01776

F. Business Phone: (508) 485-1594

G. Cell Phone:

H. Email:

I. Website: none

J. Mailing address (if different from E.): 7 Eastbrook Farm Lane

City/Town: Southborough

State: MA

Zip: 01772

## 2. TRANSACTION:

- New License   
  New Officer/Director   
  Transfer of Stock   
  Issuance of Stock   
  Pledge of Stock  
 Transfer of License   
  New Stockholder   
  Management/Operating Agreement   
  Pledge of License

The following transactions must be processed as new licenses:

- Seasonal to Annual   
  (6) Day to (7)-Day License   
  Wine & Malt to All Alcohol

IMPORTANT ATTACHMENTS (1): The applicant must attach a vote of the entity authorizing all requested transactions, including the appointment of a Manager of Record or principal representative.

## 3. TYPE OF LICENSE:

- \$12 Restaurant   
  \$12 Hotel   
  \$12 Club   
  \$12 Veterans Club   
  \$12 Continuing Care Retirement Community  
 \$12 General On-Premises   
  \$12 Tavern (No Sundays)   
 \$15 Package Store

## 4. LICENSE CATEGORY:

- All Alcoholic Beverages   
 Wines & Malt Beverages   
 Wines   
 Malt  
 Wine & Malt Beverages with Cordials/Liqueurs Permit

## 5. LICENSE CLASS:

- Annual   
 Seasonal



## 6. CONTACT PERSON CONCERNING THIS APPLICATION (ATTORNEY IF APPLICABLE)

NAME: Anthony Speranzella

ADDRESS: 7 Eastbrook Farm Lane

CITY/TOWN: Southborough STATE: MA ZIP CODE: 01772

CONTACT PHONE NUMBER: [REDACTED] FAX NUMBER: [REDACTED]

EMAIL: [REDACTED]

## 7. DESCRIPTION OF PREMISES:

Please provide a complete description of the premises. Please note that this must be identical to the description on the Form 43. **Your description MUST include: number of floors, number of rooms on each floor, any outdoor areas to be included in licensed area, and total square footage.** i.e.: "Three story building, first floor to be licensed, 3 rooms, 1 entrance 2 exits (3200 sq ft); outdoor patio (1200 sq ft); Basement for storage (1200 sq ft). Total sq ft = 5600."

3,000 sq. ft., one floor, 1 big room, 2 bathrooms, 2 exits, 1 cooler with 10 doors, 1 wine cabinet, 1 cigar case, 2 Gondolas, 1 front counter, 14 wine racks, 1 wall rack

Total Square Footage: 3,000 Number of Entrances: 2 Number of Exits: 2

Occupancy Number: [REDACTED] Seating Capacity: [REDACTED]

IMPORTANT ATTACHMENTS (2): The applicant must attach a floor plan with dimensions and square footage for each floor & room.

## 8. OCCUPANCY OF PREMISES:

By what right does the applicant have possession and/or legal occupancy of the premises? Final Lease

IMPORTANT ATTACHMENTS (3): The applicant must submit a copy of the final lease or documents evidencing a legal right to occupy the premises.

Other: [REDACTED]

Landlord is a(n): Please Select Other: Limited Partnership

Name: Sudbury Crossing Limited Partnership Phone: (508) 481-2368

Address: 637 Washington St., Suite 200 City/Town: Brookline State: MA Zip: 02446

Initial Lease Term: Beginning Date 05/01/2016 Ending Date 05/01/2021

Renewal Term: [REDACTED] Options/Extensions at: 2 ext. 5 Years Each

Rent: \$54,000.00 Per Year Rent: \$4,500.00 Per Month

Do the terms of the lease or other arrangement require payments to the Landlord based on a percentage of the alcohol sales?  
Yes  No

If Yes, Landlord Entity must be listed in Question # 10 of this application.

If the principals of the applicant corporation or LLC have created a separate corporation or LLC to hold the real estate, the applicant must still provide a lease between the two entities.



4.a

Packet Pg. 11

The Applicant is a(n):  Other :

If the applicant is a Corporation or LLC, complete the following:

Date of Incorporation/Organization:

State of Incorporation/Organization:

Is the Corporation publicly traded? Yes  No

**10. INTERESTS IN THIS LICENSE:**

List all individuals involved in the entity (e.g. corporate stockholders, directors, officers and LLC members and managers) and any person or entity with a direct or indirect, beneficial or financial interest in this license.

**IMPORTANT ATTACHMENTS (4):**

- A. All individuals or entities listed below are required to complete a Personal Information Form.
- B. All shareholders, LLC members or other individuals with any ownership in this license must complete a CORI Release Form (unless they are a landlord entity)

Name	All Titles and Positions	Specific % Owned	Other Beneficial Interest
Anthony Speranzella	President, Treasurer, Clerk Director	100 %	
Kevin R. Gelson	Manager	none	none

\*If additional space is needed, please use last page.

**11. EXISTING INTEREST IN OTHER LICENSES:**

Does any individual listed in §10 have any direct or indirect, beneficial or financial interest in any other license to sell alcoholic beverages? Yes  No  **If yes, list said interest below:**

Name	License Type	Licensee Name & Address
Anthony Speranzella	<input type="text" value="\$15 Package Store"/>	Eastbrook, Inc., 10 Technology Drive, Hudson, MA 01749
Anthony Speranzella	<input type="text" value="\$15 Package Store"/>	Eastbrook, Inc., 17 East Main St., Marlborough, MA 01752
Anthony Speranzella	<input type="text" value="\$15 Package Store"/>	Eastbrook, Inc., 531 Lincoln St., Marlborough, MA 01752
Anthony Speranzella	<input type="text" value="\$15 Package Store"/>	Eastbrook, Inc., 87 Andrews Avenue, Wayland, MA 01778
Anthony Speranzella	<input type="text" value="\$15 Package Store"/>	Eastbrook, Inc., 205 Turnpike Rd., Southborough, MA 01772
	<input type="text" value="Please Select"/>	

\*If additional space is needed, please use last page.

**12. PREVIOUSLY HELD INTERESTS IN OTHER LICENSES:**

Has any individual listed in §10 who has a direct or indirect beneficial interest in this license ever held a direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages, which is not presently held? Yes  No  If yes, list said interest below:

Name	Licensee Name & Address	Date	Reason Terminated
			Please Select
			Please Select
			Please Select

**13. DISCLOSURE OF LICENSE DISCIPLINARY ACTION:**

Have any of the disclosed licenses to sell alcoholic beverages listed in §11 and/or §12 ever been suspended, revoked or cancelled? Yes  No  If yes, list said interest below:

Date	License	Reason of Suspension, Revocation or Cancellation

**14. CITIZENSHIP AND RESIDENCY REQUIREMENTS FOR A (§15) PACKAGE STORE LICENSE ONLY :**

**A.) For Individual(s):**

- 1. Are you a U.S. Citizen? Yes  No
- 2. Are you a Massachusetts Residents? Yes  No

**B.) For Corporation(s) and LLC(s) :**

- 1. Are all Directors/LLC Managers U.S. Citizens? Yes  No
- 2. Are a majority of Directors/LLC Managers Massachusetts Residents? Yes  No
- 3. Is the License Manager a U.S. Citizen? Yes  No

**C.) For Individual(s), Shareholder(s), Member(s), Director(s) and Officer(s):**

- 1.. Are all Individual(s), Shareholders, Members, Directors, LLC Managers and Officers involved at least twenty-one (21) years old? Yes  No

**15. CITIZENSHIP AND RESIDENCY REQUIREMENTS FOR (§12) RESTAURANT, HOTEL, CLUB, GENERAL ON PREMISE, TAVERN, VETERANS CLUB LICENSE ONLY:**

**A.) For Individual(s):**

- 1. Are you a U.S. Citizen? Yes  No

**B.) For Corporation(s) and LLC(s) :**

- 1. Are a majority of Directors/LLC Managers **NOT** U.S. Citizen(s)? Yes  No
- 2. Is the License Manager or Principal Representative a U.S. Citizen? Yes  No

**C.) For Individual(s), Shareholder(s), Member(s), Director(s) and Officer(s):**

- 1.. Are all Individual(s), Shareholders, Members, Directors, LLC Managers and Officers involved at least twenty-one (21) years old? Yes  No

Attachment 4.a: Sperry's Fine Wine & Brew W&M Beverages Package Store License

**16. COSTS ASSOCIATED WITH LICENSE TRANSACTION:**

A. Purchase Price for Real Property:	\$0.00
B. Purchase Price for Business Assets:	\$0.00
C. Costs of Renovations/Construction:	\$0.00
D. Initial Start-Up Costs:	\$100,000.00
E. Purchase Price for Inventory:	\$0.00
F. Other: (Specify)	\$0.00
<b>G: TOTAL COST</b>	\$100,000.00
<b>H. TOTAL CASH</b>	\$100,000.00
<b>I. TOTAL AMOUNT FINANCED</b>	\$0.00

**IMPORTANT ATTACHMENTS (5):** Any individual, LLC, corporate entity, etc. providing funds of \$50,000 or greater towards this transaction, must provide proof of the source of said funds. Proof may consist of three consecutive months of bank statements with a minimum balance of the amount described, a letter from your financial institution stating there are sufficient funds to cover the amount described, loan documentation, or other documentation.

The amounts listed in subsections (H) and (I) must total the amount reflected in (G).

**17. PROVIDE A DETAILED EXPLANATION OF THE FORM(S) AND SOURCE(S) OF FUNDING FOR THE COSTS IDENTIFIED ABOVE (INCLUDE LOANS, MORTGAGES, LINES OF CREDIT, NOTES, PERSONAL FUNDS, GIFTS):**

Personal Funds: Bank account - Marlboro Savings Bank, Acct. #: 889008967

\*If additional space is needed, please use last page.

**18. LIST EACH LENDER AND LOAN AMOUNT(S) FROM WHICH "TOTAL AMOUNT FINANCED" NOTED IN SUB-SECTIONS 16(I) WILL DERIVE:**

A.

Name	Dollar Amount	Type of Financing

\*If additional space is needed, please use last page.

B. Does any individual or entity listed in §17 or §18 as a source of financing have a direct or indirect, beneficial or financial interest in this license or any other license(s) granted under Chapter 138? Yes  No

If yes, please describe:

**19. PLEDGE: (i.e. COLLATERAL FOR A LOAN)**A.) Is the applicant seeking approval to pledge the license?  Yes  No

1. If yes, to whom:

2. Amount of Loan:

3. Interest Rate:

4. Length of Note:

5. Terms of Loan :

B.) If a corporation, is the applicant seeking approval to pledge any of the corporate stock?  Yes  No

1. If yes, to whom:

2. Number of Shares:

C.) Is the applicant pledging the inventory?  Yes  No

If yes, to whom:

IMPORTANT ATTACHMENTS (6): If you are applying for a pledge, submit the pledge agreement, the promissory note and a vote of the Corporation/LLC approving the pledge.

**20. CONSTRUCTION OF PREMISES:**Are the premises being remodeled, redecorated or constructed in any way? If YES, please provide a description of the work being performed on the premises:  Yes  No

- 1) new floors
- 2) new cooler
- 3) new counter
- 4) hand assembled wine racks
- 5) new shelves
- 6) cigar fixture
- 7) wine cabinet
- 8) ice machine
- 9) cheese cooler

21. ANTICIPATED OPENING DATE: 

IF ALL OF THE INFORMATION AND  
ATTACHMENTS ARE NOT COMPLETE  
THE APPLICATION WILL BE  
**RETURNED**



APPLICANT'S STATEMENT

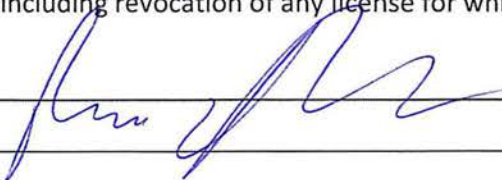
I, Anthony Speranzella the:  sole proprietor;  partner;  corporate principal;  LLC/LLP member  
Authorized Signatory

of Eastbrook, Inc., hereby submit this application for Beer and Wine  
Name of the Entity/Corporation Transaction(s) you are applying for

(hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (t "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in Application, and as such affirm that all statement and representations therein are true to the best of my knowledge and bel I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanyin documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises does not violate any requirement of the ABCC or other state law or local ordinances;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result ir disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the Application information as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitte
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, includin but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of, the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approv of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.

Signature: 

Date: 11-27-15

Title: Owner

Attachment 4.a: Sperry's Fine Wine & Brew BOS (1604 : Sperry's Fine Wine & Brew W&M Beverages Package Store License)

D

The Commonwealth of Massachusetts

WILLIAM FRANCIS GALVIN

Secretary of the Commonwealth

One Ashburton Place, Boston, Massachusetts 02108-1512

ARTICLES OF ORGANIZATION

(Under G.L. Ch. 156B)

ARTICLE I

The name of the corporation is:

Eastbrook, Inc

ARTICLE II

The purpose of the corporation is to engage in the following business activities:

To engage in and carry on the business of buying and selling at retail, package goods all alcoholic and other related items and as necessary for the above purposes; to employ persons and agents as well as to buy, sell or lease real estate in connection with said business; to acquire assets, good will, rights, property and all other things necessary for said purposes; to accumulate cash, stock securities and to incur obligations for the corporation as well as to borrow and lend money with or without security for the purposes of the business and all other things permissible under Massachusetts General Laws Chapter 156B as amended.

96263010

- C
- P
- M
- R.A.

P.C. *6*

Note: If the space provided under any article or item on this form is insufficient, additions shall be set forth on separate 8 1/2 x 11 sheets of paper with a left margin of at least 1 inch. Additions to more than one article may be made on a single sheet so long as each article requiring each addition is clearly indicated.

Attachment4.a: Sperry's Fine Wine & Brew\_BOS (1604 : Sperry's Fine Wine & Brew W&M Beverages Package Store License)



**ARTICLE III**

The types and classes of stock and the total number of shares and par value, if any, of each type and class of stock which the corporation is authorized to issue is as follows:

WITHOUT PAR VALUE STOCKS		WITH PAR VALUE STOCKS		
TYPE	NUMBER OF SHARES	TYPE	NUMBER OF SHARES	PAR VALUE
COMMON:	20,000	COMMON:	0	
PREFERRED:	0	PREFERRED:	0	

**ARTICLE IV**

If more than one class of stock is authorized, state a distinguishing designation for each class. Prior to the issuance of any shares of a class, if shares of another class are outstanding, the corporation must provide a description of the preferences, voting powers, qualifications, and special or relative rights or privileges of that class and of each other class of which shares are outstanding and of each series then established within any class.

None

**ARTICLE V**

The restrictions, if any, imposed by the Articles of Organization upon the transfer of shares of stock of any class are:

See attached sheet 5A

**ARTICLE VI**

Other lawful provisions, if any, for the conduct and regulation of the business and affairs of the corporation, for its voluntary dissolution, or for limiting, defining, or regulating the powers of the corporation, or of its directors or stockholders, or of any class of stockholders:  
(If there are no provisions state "None".)

See attached sheet 6A

Note: The preceding six (6) articles are considered to be permanent and may ONLY be changed by filing appropriate Articles of Amendment.

## 5A

Any stockholder, including the heirs, assigns, executors or administrators of a deceased stockholder, desiring to sell or transfer such stock owned by him or them, shall first offer it to the Corporation through the Board of Directors, in the following manner:

He shall notify the Directors of his desire to sell or transfer by notice in writing, which notice shall contain the price at which he is willing to sell or transfer and the name of one arbitrator. The Directors shall, within thirty (30) days thereafter, either accept the offer, or by notice to him in writing, name a second arbitrator; and, these two shall name a third. It shall then be the duty of the arbitrator to ascertain the value of the stock and, if any arbitrator shall neglect or refuse to appear at any meeting appointed by the arbitrators, a majority may act in the absence of such arbitrator.

After the acceptance of the offer, or the report of the arbitrators as to the value of the stock, the Directors shall have thirty (30) days within which to purchase the same at such valuation, but if at the end of thirty (30) days the Corporation shall not have exercised the right to so purchase, the owner of the stock shall be at liberty to dispose of the same in any manner he may see fit.

No shares of stock shall be sold or transferred on the books of the Corporation until these provisions have been complied with, but the Board of Directors may, in any particular instance, waive the requirement.

## 6A

(A) The Directors may make, amend or repeal the by-laws in whole or in part, except with respect to any provision thereof which by-law or by-laws requires action by the stockholders.

(B) Meetings of the stockholders may be held anywhere in the United States.

(C) The Corporation may be a partner in any business enterprise it would have power to conduct by itself.

(D) The Directors shall have the power to fix, from time to time, their compensation. No person shall be disqualified from holding office by reason of any interests. In the absence of fraud, any Director, officer or stockholder of this Corporation individually, or any individual having any interest in any concern in which any such Directors, officers, stockholders or individuals have any interest, may be a party to, or may be pecuniarily or otherwise interested in any contract, transaction or other act of this Corporation; and,

- (1) such contract, transaction or act shall not be invalidated or otherwise affected by that fact;
- (2) no such Director, officer, stockholder or individual shall be liable to account to this Corporation for any profit or benefit realized through any such contract, transaction or act; and,
- (3) any such Director of this Corporation may be counted in determining the existence of a quorum at any meeting of the Directors or of any committee thereof which shall authorize any such contract, transaction or act, and may vote to authorize the same;

the term "interest" including personal interest and interest as a Director, officer, stockholder, shareholder, trustee, member or beneficiary of any concern; and,

the term "concern" meaning any corporation, association, trust, partnership, firm, person or other entity other than this Corporation.



**ARTICLE VII**

The effective date of organization of the corporation shall be the date approved and filed by the Secretary of the Commonwealth. If a later EFFECTIVE DATE is desired, specify such date which shall not be more than *thirty days* after the date of filing.

The information contained in ARTICLE VIII is NOT a PERMANENT part of the Articles of Organization and may be changed ONLY by filing the appropriate form provided therefor.

**ARTICLE VIII**

a. The street address of the corporation IN MASSACHUSETTS is: (post office boxes are not acceptable)

6 Eastbrook Farm Lane, Southborough, 01772

b. The name, residence and post office address (if different) of the directors and officers of the corporation are:

	NAME	RESIDENCE	POST OFFICE ADDRESS
President:	Anthony Speranzella	6 Eastbrook Farm Ln,	Southborough, Ma. 01772
Treasurer:	same as above		
Clerk:	same as above		
Directors:	same as above		

c. The fiscal year (i.e., tax year) of the corporation shall end on the last day of the month of:

December

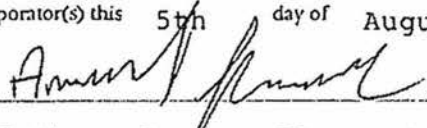
d. The name and BUSINESS address of the RESIDENT AGENT of the corporation, if any, is:

n/a

**ARTICLE IX**

By-laws of the corporation have been duly adopted and the president, treasurer, clerk and directors whose names are set forth above, have been duly elected.

IN WITNESS WHEREOF and under the pains and penalties of perjury, I/WE, whose signature(s) appear below as incorporator(s) and whose names and business or residential address(es) ARE CLEARLY TYPED OR PRINTED beneath each signature do hereby associate with the intention of forming this corporation under the provisions of General Laws Chapter 156B and do hereby sign these Articles of Organization as incorporator(s) this 5th day of August 196.

  
 Anthony Speranzella 6 Eastbrook Farm Lane, Southborough, Ma. 01772

Note: If an existing corporation is acting as incorporator, type in the exact name of the corporation, the state or other jurisdiction where it was incorporated, the name of the person signing on behalf of said corporation and the title he/she holds or other authority by which such action is taken.

549603

THE COMMONWEALTH OF MASSACHUSETTS

SECRETARY OF THE COMMONWEALTH

ARTICLES OF ORGANIZATION

96 SEP 19 AM 9:49

GENERAL LAWS, CHAPTER 156B, SECTION 12

CORPORATION DIVISION

I hereby certify that, upon examination of these articles of organization, duly submitted to me, it appears that the provisions of the General Laws relative to the organization of corporations have been complied with, and I hereby approve said articles; and the filing fee in the amount of \$200 having been paid, said articles are deemed to have been filed with me this 19th day of SEPTEMBER 1996

Effective date

*William Francis Galvin*

WILLIAM FRANCIS GALVIN  
Secretary of the Commonwealth

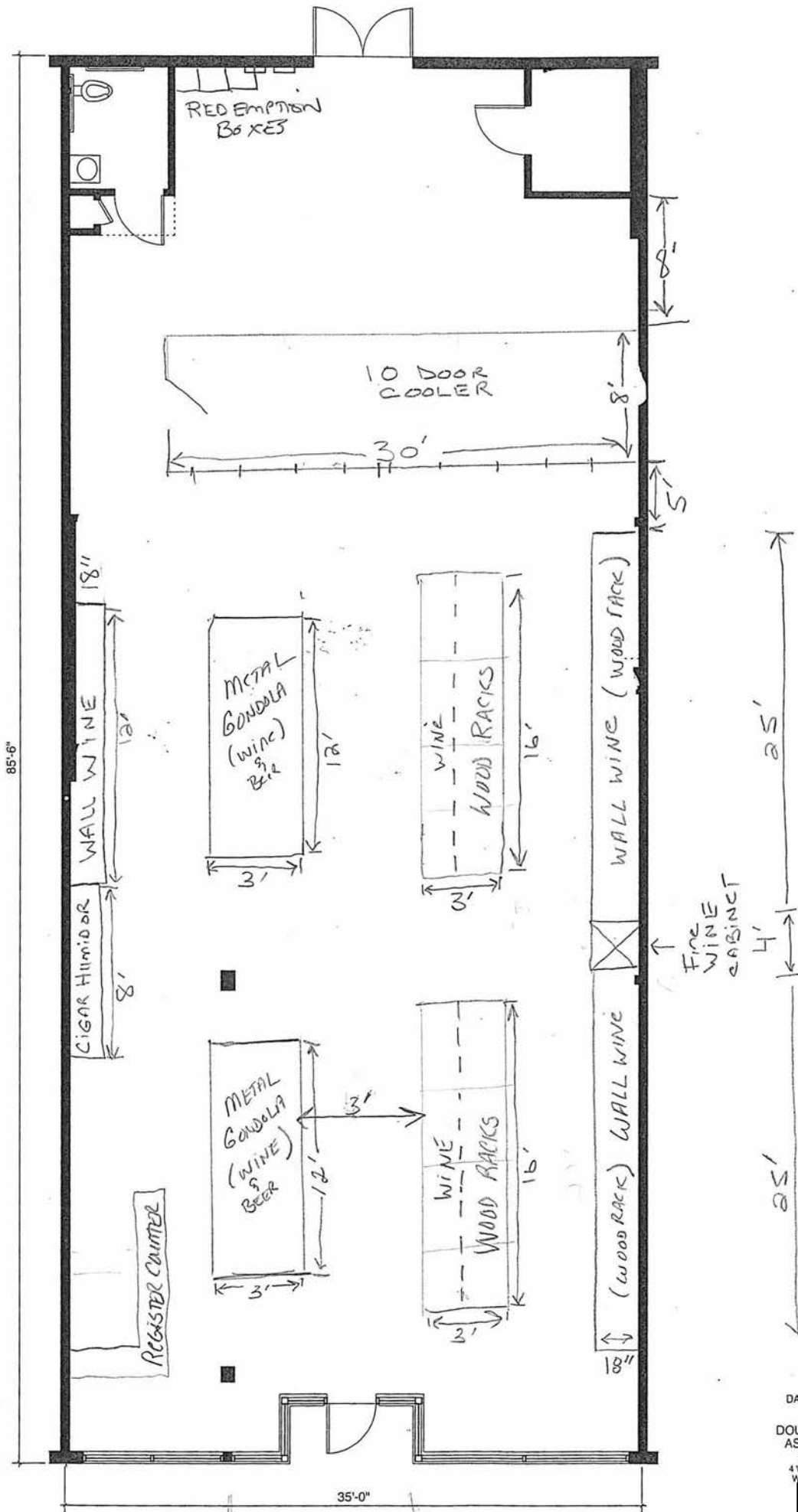
FILING FEE: One tenth of one percent of the total authorized capital stock, but not less than \$200.00. For the purpose of filing, shares of stock with a par value less than one dollar, or no par stock, shall be deemed to have a par value of one dollar per share.

PHOTOCOPY OF ARTICLES OF ORGANIZATION TO BE SENT TO:

Atty. James W. Agoritsas  
32 Hosmer Street  
Marlborough, Ma. 01752

Telephone: 508-485-6160

Attachment4.a: Sperry's Fine Wine & Brew\_BOS (1604 : Sperry's Fine Wine & Brew W&M Beverages Package Store License)



DATE: SEPT. 8, 2015

DOUGLAS SANFORD ASSOCIATES INC. ARCHITECTS  
4 WINTERBERRY LANE WAREHAM, MA 02571

Attachment 4.a: Sperry's Fine Wine & Brew\_BOS (1604 : Sperry's Fine Wine & Brew W&M Beverages Package Store License)



LEASE

LANDLORD: Sudbury Crossing  
 Limited Partnership

TENANT: Eastbrook, Inc., a Massachusetts corporation

SHOPPING CENTER: Sudbury Crossing  
 Sudbury, Massachusetts

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Attachment4.a: Sperry's Fine Wine & Brew\_BOS (1604 : Sperry's Fine Wine & Brew W&M Beverages Package Store License)

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Exhibit A (Site Plan)

Exhibit A-1 (Legal Description)

Exhibit B (Tenant’s and Landlord’s Work)

Attachment4.a: Sperry's Fine Wine & Brew\_WOS (1604 : Sperry's Fine Wine & Brew W&M Beverages Package Store License)

## Lease Information Page

Date of Lease: November 18, 2015

Landlord: Sudbury Crossing Limited Partnership, a Massachusetts Limited Partnership

Tenant: Eastbrook, Inc., a Massachusetts corporation

Tenant's Address: c/o Anthony Speranzella, 7 Eastbrook Farm Lane, Southborough, MA 01772

Tenant's Tradename: Sperry's Fine Wine and Brew

Demised Premises: The ground floor store containing approximately 3,000 square feet of floor area, which premises are located in a shopping center now known as Sudbury Crossing in Sudbury, Massachusetts. The demised premises are within the area outlined in red upon Exhibit A.

Term: The period commencing on the first to occur of: (i) the completion of Tenant's Work following the Occupancy Date (defined below); or (ii) April 30, 2016, provided Tenant has obtained all required permits as set forth in Section (B) of Article 7 below (the "Commencement Date"), and ending on the last day of the month in which the fifth (5<sup>th</sup>) anniversary of the Commencement Date shall occur; provided, however, that if the demised premises shall be opened for business prior to the Commencement Date, the original term of this lease shall commence upon such earlier date on which the demised premises shall be opened for business. The term Occupancy Date shall mean the date on which Tenant provides written notice to Landlord that all Tenant's required permits, approvals, and licenses (including, without limitation, permits and licenses required for Tenant's sale of alcoholic beverages in the demised premises) have been fully obtained, after which notice Tenant shall diligently complete Tenant's Work as set forth in this lease.

Option: Two (2) options to extend the original term of this lease for additional periods of five (5) years each, as set forth in Section (C) of Article 2 below.

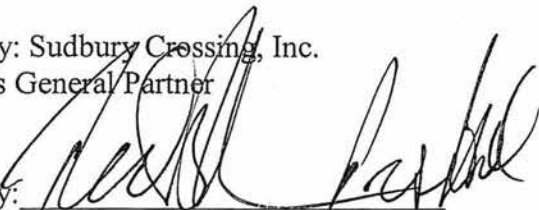
Rent Commencement Date: The ninety-first (91<sup>st</sup>) day after the Commencement Date.

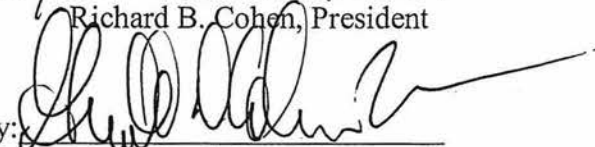
IN WITNESS WHEREOF, Landlord and Tenant have caused this lease to be executed as a sealed instrument as of the day and year first above written.

LANDLORD:

SUDBURY CROSSING ASSOCIATES  
LIMITED PARTNERSHIP

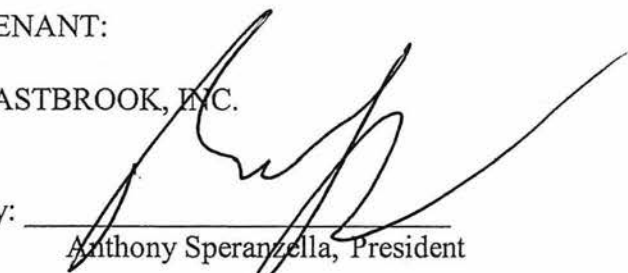
By: Sudbury Crossing, Inc.  
Its General Partner

By:   
Richard B. Cohen, President

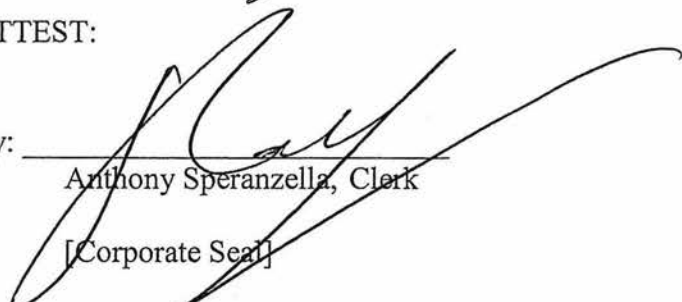
By:   
Gerald D. Cohen, Treasurer

TENANT:

EASTBROOK, INC.

By:   
Anthony Speranzella, President

ATTEST:

By:   
Anthony Speranzella, Clerk  
[Corporate Seal]

A.S





The Commonwealth of Massachusetts  
Alcoholic Beverages Control Commission  
239 Causeway Street  
Boston, MA 02114  
[www.mass.gov/abcc](http://www.mass.gov/abcc)

### MANAGER APPLICATION

All proposed managers are required to complete a Personal Information Form, and attach a copy of the corporate vote authorizing this action and appointing a manager.

#### 1. LICENSEE INFORMATION:

Legal Name of Licensee:	Eastbrook, Inc.	Business Name (dba):	Sperry's Fine Wine & Brew
Address:	205 Turnpike Rd.		
City/Town:	Southborough	State:	MA Zip Code: 01772
ABCC License Number: (If existing licensee)		Phone Number of Premise:	(508) 485-1594

#### 2. MANAGER INFORMATION:

A. Name:	Kevin Gelson	B. Cell Phone Number:	[REDACTED]
C. List the number of hours per week you will spend on the licensed premises:	Approximately 40		

#### 3. CITIZENSHIP INFORMATION:

A. Are you a U.S. Citizen:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	B. Date of Naturalization:	07/23/1977	C. Court of Naturalization:	
----------------------------	---------------------------------------------------------------------	----------------------------	------------	-----------------------------	--

(Submit proof of citizenship and/or naturalization such as Voter's Certificate, Birth Certificate or Naturalization Papers)

#### 4. BACKGROUND INFORMATION:

A. Do you now, or have you ever, held any direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages? Yes  No

If yes, please describe: \_\_\_\_\_

B. Have you ever been the Manager of Record of a license to sell alcoholic beverages that has been suspended, revoked or cancelled? Yes  No

If yes, please describe: \_\_\_\_\_

C. Have you ever been the Manager of Record of a license that was issued by this Commission? Yes  No

If yes, please describe: \_\_\_\_\_

D. Please list your employment for the past ten years (Dates, Position, Employer, Address and Telephone):

Atlas Distributing	3/2005 - 8/2007	Merchandiser	44 Southbridge St, Auburn, Ma	508 791-622
Bacon's Spirits	3/2008 - 7/2014	Beer Manager	234 Washington St, Hudson, Ma.	978 562-6
Sperry's Fine Wine, Brew and Cigars	7/2014 - present	Store Manager	87 Andrew Ave, Weyland Ma.	508 358-777

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature Y. Gelson Date 11/18/15

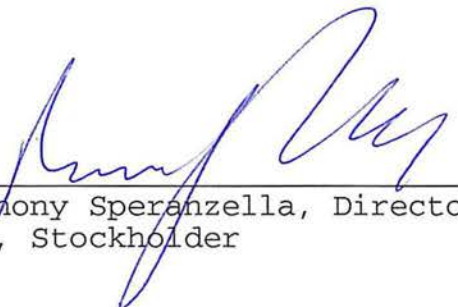
Consent Vote of  
Shareholders and Directors of  
Eastbrook, Inc.

I, Anthony Speranzella, sole shareholder and director of Eastbrook, Inc., consent to the following action taken and votes adopted.

- VOTED: To authorize the President of the Corporation to apply for beer and wine license from the Town of Sudbury for premises at Sudbury Crossing Shopping Center, 435 Boston Post Road, Unit 6, Sudbury, Massachusetts.
- VOTED: To identify the name of the store at 435 Boston Post Road, Unit 6, Sudbury, Massachusetts as Sperry's Fine Wine & Brew.
- VOTED: to ratify and confirm the appointment of Kevin Gelsinon as Manager for the beer and wine license at 435 Boston Post Road, Unit 6, Sudbury, Massachusetts.
- VOTED: To approve the expenditure of money from corporate accounts to pay for the necessary costs and renovations to open the store at said location.

I hereby direct the Clerk of the Corporation upon execution of this consent to insert this document in the minute book of the Corporation.

Dated: November 24 2015

  
\_\_\_\_\_  
Anthony Speranzella, Director  
and, Stockholder



## Sperry Fine Wines & Brew – Wine & Malt Package Store Department Feedback

### Fire Department Approval:

From: Whalen, John

Sent: Monday, December 21, 2015 8:24 AM

Subject: RE: Sperry's Fine Wine & Brew W & M Package Store License Application

Hello Leila,

The Fire Department has **NO ISSUES** with this application.

Thank you,

John M. Whalen

Assistant Fire Chief

---

### Board of Health Feedback:

From: Murphy, Bill

Sent: Wednesday, December 09, 2015 3:18 PM

Subject: RE: Craft Beer Cellar Sudbury Alcohol License Application

I worked with the owners of Sperry's in Wayland. They operate many stores and fully understand compliance with all health regulation. I have **NO ISSUES**.

Bill

---

### Building Department Approval:

From: Herweck, Mark

Sent: Thursday, December 17, 2015 7:52 AM

Subject: Re: Sperry's Fine Wine & Brew W & M Package Store License Application

Hi Leila, **NO ISSUES**.

---

### Police Department Approval:

From: Nix, Scott

Sent: Wednesday, December 09, 2015 2:51 PM

Subject: RE: Sperry's Fine Wine & Brew W & M Package Store License Application

Leila,

The police department has **NO ISSUES** with the application.

Respectfully,

Scott Nix

Chief of Police

# Sudbury Alcohol License Quota & Availability

## ABCC QUOTA of Licenses: 32 Total

Section 12: Restaurant All Alcohol: 18      Restaurant Wine & Malt: 5  
 Section 15: Package Store All Alcohol: 4      Package Store Wine & Malt: 5



### Licenses ISSUED:

Restaurant All Alcohol: 13      Restaurant Wine & Malt: 5  
 Package Store All Alcohol: 4      Package Store Wine & Malt: 3

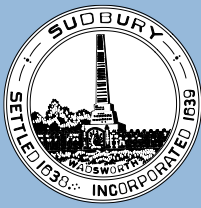
### Licenses AVAILABLE:

Restaurant All Alcohol: 5	Restaurant Wine & Malt: 0
Package Store All Alcohol: 0	Package Store Wine & Malt: 2

## ALCOHOL LICENSEES

RESTAURANT/CLUB (Section 12)		PACKAGE STORE (Section 15)	
			
<b>All Alcohol</b>	<b>Wine &amp; Malt</b>	<b>All Alcohol</b>	<b>Wine &amp; Malt</b>
Acapulcos	Chili Basil <b>PENDING</b>	Duck Soup	Craft Beer Cellar <b>PENDING</b>
American Legion Post #191	Franco's Trattoria	Kappy's	Sperry's Wine <b>PENDING</b>
Bosse Sports & Health Club	Oishii Too Sushi Bar	Stony Brook	Sudbury Farms
Bullfinch's	Paani-Pure Indian Cuisine	Sudbury Wines, Spirits	<b>1- Available</b>
Conrad's	Rossini's	<b>None Available</b>	<b>2- Available</b>
El Basha <b>PENDING</b>	<b>None Available</b>		
Fugakyu Café			
Lavender Asian Cuisine			
Longfellow's Wayside Inn			
Lotus Blossom			
No. 29 Sudbury			
Soul of India			
Victory Cigar Bar			
<b>1- Available</b>			
<b>2- Available</b>			
<b>3- Available</b>			
<b>4- Available</b>			
<b>5- Available</b>			
<b>Quota:</b>	18      5	4	5
<b>Total Issued:</b>	13      5	4	3
<b>Available:</b>	5      0	0	2

Attachment 4.c: Alcohol License Quotas\_12.30.15 (1604 : Sperry's Fine Wine & Brew W&M Beverages Package Store License)



SUDBURY BOARD OF SELECTMEN  
Tuesday, January 5, 2016

**MISCELLANEOUS (UNTIMED)**

**5: 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 \$900 to \$1000 per year, as recommended by Debra Galloway, COA Director.

Recommendations/Suggested Motion/Vote: Vote to approve an increase in the annual senior tax workoff amount from \$900 to \$1000 per year, as recommended by Debra Galloway, COA Director.

Background Information:

(See attached memo)

Financial impact expected:N/A

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

01/05/2016 7:30 PM



# SUDBURY SENIOR CENTER

## COUNCIL ON AGING

### Town of Sudbury, Massachusetts

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

#### MEMORANDUM

TO: Town of Sudbury Selectmen  
 Sudbury Board of Assessors

FROM: Sudbury Council on Aging

DATE: December 10, 2015

RE: Sudbury Property Tax Work-off Program

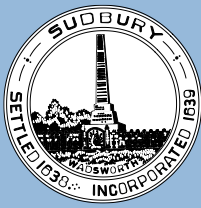
At the Sudbury Council on Aging meeting on December 10, 2015 at the Sudbury Senior Center, the Council on Aging Board voted unanimously to approve a change to the maximum amount of the tax abatement available to participants in the Property Tax Work-off Program from \$900 per year to \$1000 per year; 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 \$1000 which will accommodate 100 work hours at new State minimum wage rate of \$10.00 per hour (as of January 1, 2016). 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 Account<sup>1</sup>. The current program allocation is \$54,000 for 60 slots for seniors and \$7,200 for 8 slots for veterans (2016) and would, with approval of the requested increase be raised to \$60,000 for seniors and \$8,000 for veterans in 2016.

<sup>1</sup> 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 BOARD OF SELECTMEN  
Tuesday, January 5, 2016

**MISCELLANEOUS (UNTIMED)**

**6: Transportation item**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discuss transportation item with resident Zachary Shapiro.

Recommendations/Suggested Motion/Vote: Discuss transportation item with resident Zachary Shapiro.

Background Information:

Please refer to the links below:

Google Slides Presentation:

[https://docs.google.com/presentation/d/1Nm4I8PZs\\_HJ5ljsu3mUKfKGOQsm4bhKr6eZlmgqf-Ag/edit?usp=sharing](https://docs.google.com/presentation/d/1Nm4I8PZs_HJ5ljsu3mUKfKGOQsm4bhKr6eZlmgqf-Ag/edit?usp=sharing)

Speech to Council of Aging/Background Information:

<https://docs.google.com/document/d/15tGxHs1MDCPCK6vTbeUJiooS0ZKsfN3DIN7d5KY8xh4/edit?usp=sharing>

Information from Deb Galloway (Google Sheets):

<https://docs.google.com/spreadsheets/d/1x6ACtqvYuriunVuH0K2YWv4Dpr4IifT4dUxi6nEAf0c/edit?usp=sharing>

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting: Deb Galloway, Council on Aging Director and Zach Shapiro, Resident

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

01/05/2016 7:30 PM

**Frank, Leila**

---

**From:** Zack Shapiro  
**Sent:** Tuesday, December 01, 2015 6:05 PM  
**To:** Pat Brown  
**Cc:** Susan Iuliano; Selectmen; Rodrigues, Melissa; Galloway, Debra  
**Subject:** Re: ADA Transportation Compliance in Sudbury

Hi Pat,

Thank you for your response. Susan Iuliano is correct that I have absolutely no plans to pursue litigation against the Town, or to appear as a litigant regarding this issue. My comments about the Town not being compliant with the Americans with Disabilities Act (ADA) have since been retracted, as I have since become more knowledgeable on the subject of the laws regarding accessible transportation. I'm sorry if the words in my first email to the Board of Selectmen have caused any confusion.

---

Without fully reiterating what I have emailed the Board of Selectmen about previously, I believe that this issue needs immediate attention from Town officials. My immediate "asks" consist of the following:

I would like to be heard by the Board of Selectmen as a representative of my Mom, Faith Shapiro, who is a handicapped resident of Sudbury, but cannot appear before the Board because of aforementioned accessible transportation issues in the afternoons and early evenings.

First, I would like the Board to consider the institution of at least one fixed-route bus service in the Town of Sudbury (perhaps along Rt. 20). This funding would also go towards supplying ADA-supplemental ride services (also known as The RIDE). Both services would be provided to the Town by the MetroWest Regional Transit Authority (MWRTA) for those who are in need of public transportation and/or expanded curb-to-curb services. Please note that a fixed-route of transportation (bus) is needed to receive the ADA-supplemental ride services.

Second, I would like the Board to actively pursue and open up negotiations with the MWRTA for these aforementioned services for budgetary and logistical purposes. The MWRTA will not negotiate with those who are not official Town representatives (myself included). I would also like the Board to talk to the MWRTA about the current funding that the Town of Sudbury receives, and if there are other sources of funding that could be utilized from outside of the Town (State, Federal, an increase in MWRTA funding, etc).

Third, based off the recommendations of the Board, I would like to have this issue voted on at this spring's Town Meeting for appropriation of necessary funds. If there is another option (reallocation of funding, another way that I am unaware of), I would also consider those methods of implementation as well. The appropriate amount of funding needed would be finalized after negotiations between the Town of Sudbury and the MWRTA are completed, and all other sources of funds are taken into account.

These asks, would be talked about in more detail at an upcoming Board of Selectmen's meeting.

---

On a side note, I have also heard from Deb Galloway that the Town of Sudbury has apparently been paying the MBTA for years for some reason. Neither Deb or I was sure of the amount that the Town is paying to the MBTA, or why that is the case, but Deb has relayed to me that this has been going on for many years. If the

Board could recommend a contact who we could talk to in the Town about this allocation of funds, or if the Board is aware of why this is possibly the case, that would also be extremely helpful.

Once again, I appreciate the Board's help with this process. I am happy to help in any way I can.

Please feel free to reach out to me if you have any questions.

Thank you,  
Zack Shapiro

On Tue, Dec 1, 2015 at 5:10 PM, Pat Brown wrote:

Hi, Zack.

Selectwoman Susan Iuliano, who has been following up on this issue on your behalf, asked that I respond to you as chair of the Board of Selectmen.

My first concern was to verify with Town Counsel whether you were approaching us as a potential litigant or as a petitioner. My understanding at this time is that there is no litigation in contemplation.

If you have an action you want the Board to take and would like to present this to the Board, we can attempt to schedule time as our commitments permit. Please let us know specifically what you are asking us to do, and why you believe the Board is the body to act.

We will discuss this as a future agenda item this evening.

Pat Brown  
Chair  
Sudbury Board of Selectmen

On Oct 28, 2015, at 5:03 PM, Zack Shapiro wrote:

Hi,

Thank you for your quick and thorough response to this issue. I'm glad that the Board of Selectmen and other town officials are now more aware of the extent of this problem, and I look forward to actively being involved with all of you regarding this issue.

I've talked to many resources on this issue over the past 24 hours, including the MWRTA, the MA Office of Disability, Baypath Elder Services, and the MA Executive Office of Elder Affairs, and the response I received was firstly, one of bewilderment that this issue hasn't been directly addressed yet by the Town, and secondly, and more specifically, that the MWRTA is seemingly ready for a partnership with the Town to extend the RIDE services into Sudbury, but they need the *Town administration's* full cooperation and support to quickly and effectively implement these services.

In my various discussions, the solution may even be as simple as having one single bus from MWRTA come into Town once a month (as a minimum), make one single stop in Sudbury to also qualify for unlimited ADA-supplemental based rides in the form of curb-to-curb service

within the entire RIDE region. I would like to talk about this idea (and other ideas) further with all of you as a short term remedy while working towards a long-term solution to this problem.

It is easy for those of us who work in the City government to say that there will be action and work towards long-term goals - it is another, more difficult and time-intensive process to come up with short-term solutions that will provide expanded services for those in need. This is an important issue that will not go away, and it applies not only to the current residents of the Town who are in need of this expanded transportation (including those who are disabled, and, more broadly, those who simply cannot drive anymore), but also for those who will be moving into the Town into one of the new large developments that are being built and/or considered.

Let's all work together to fix this problem and better the lives of the residents of Sudbury who are in need.

I am happy to speak with any of you over the phone, email, or in person to discuss any of these points in further detail.

In addition, I would like to directly present this issue to the Board of Selectmen and other residents at the next Town Meeting or meeting of the Board of Selectmen. When is the next meeting where I could present this information, and how do I submit an article to get onto the agenda?

In the meantime, I will be talking to the State representatives and senators in Boston about this over the next few days, as well as continuing my discussions with the agencies and departments listed above. I will keep you posted with any additional information I have for all of you. I hope that all of you will not stand idly by, and will continue to work towards the ultimate goal of having proper transportation for all the residents of Sudbury.

Thank you again for your time,

Zack Shapiro

On Wed, Oct 28, 2015 at 2:45 PM, Susan Iuliano wrote:

Hi Zack,

Thank you for your thoughtful email about this important issue. I asked our Chair to allow me to respond since I had some background concerning these questions. Although I have spoken with you and your mother Faith by phone, I am responding here, in part, to highlight some of this information for the other Selectmen.

As you know, the MBTA operates ride programs that assist persons with disabilities, including a service called "THE RIDE," which is a paratransit service providing door-to-door, shared-ride transportation to eligible people who cannot use fixed-route transit. The MBTA provides THE RIDE in about 60 communities, either directly or through regional transit authorities, to allow access where they provide fixed transportation routes. THE RIDE is a door-to-door service that generally operates every day of the week. THE RIDE is part of the system that makes the fixed routes accessible and ADA-compliant.



You are correct that Sudbury falls in a “black hole” in this system. Many surrounding communities receive THE RIDE services through a regional transit authority, either because they have fixed routes or for other historical reasons. For instance, residents of Concord, Lincoln, and Weston are eligible for THE RIDE through their regional transit authority (Veterans Transportation).

Sudbury participates in the MetroWest Regional Transit Authority for certain services, but does not have a fixed route (e.g., a regular bus) within its system. With support from the MWRTA (essentially through a credit offsetting the town’s MBTA assessment), the town provides van transportation through the COA/Senior Center. We have two accessible vans, which operate M-F, 8:30-3:30, and are limited to transport within Sudbury and a few fixed points outside the borders (as you know well). Within the last year, this service has become more directly incorporated into the MWRTA Dial-a-Ride program; Sudbury residents call the MWRTA to schedule rides in our local vans and pay modest fees through the MWRTA system.

The MWTRA provides THE RIDE services in Framingham and Marlborough where they have fixed routes. Any person certified as eligible, including Sudbury residents, can use THE RIDE in those cities, but first must get to that city. Our vans do make connections at designated spots just inside Framingham and Marlborough. But, as you have noted, our vans are limited and there is little assistance with the transfer.

Debra Galloway, our Senior Center Director, has built on this program during her tenure, bringing us up to our current service level, and is an advocate for expanding our services. She receives many inquiries like yours from people who need transportation beyond what we can provide. She has been very helpful to me as I have researched these issues. And the MWTRA administrators have been quite helpful and seek to assist us where they can within their limitations (legal and financial).

As we discussed, I will continue to pursue questions about potential expansion of our van hours or other potential ways to connect to the MWRTA system. Nonetheless, for Sudbury to feasibly provide evening or weekend transportation services, we would need to participate in one of the regional programs such as the MWRTA, which provide support/dispatch services to drivers at various hours. Individual towns do not tend to provide such services.

The Board of Selectmen cannot discuss policy or funding issues by email due to the Open Meeting Law (I express no opinions here). But, I will update the board as I learn more and bring forth any options that might involve Selectmen consideration at the meeting level.

And, I will be in touch with you and Faith concerning the various issues we have discussed. Thanks again for your efforts and your compelling description of a situation that is challenging and highly frustrating for many people in our town.

Susan Iuliano

On Mon, Oct 26, 2015 at 5:47 PM, Zack Shapiro wrote:

To Whom It May Concern,

My name is Zachary Shapiro, and my Mom, Faith, has been a resident of the Town of Sudbury for almost 40 years. Additionally, my Mom worked for the Town of Sudbury for many years in the Conservation Office.

I would like to bring an ongoing issue to the attention of the Board of Selectman, one which I find to be a crucial town issue. My Mom has the progressive form of Multiple Sclerosis, which has drastically limited her mobility over the course of many years, and she is now dependent on a power wheelchair to get around. This disease greatly hinders my Mom's ability to leave her apartment, and to live her life.

We have been looking into transportation for my Mom because she cannot get into a regular car anymore. This makes it difficult for her to get around town and especially out of town, because she now requires a handicapped van to get around. In our experience, we have found that Sudbury is a relative black-hole in terms of transportation for handicapped and disabled residents. The only sort of transportation that Sudbury offers is an in-town service, which is limited in terms of time (morning to early afternoon), and is not available on the weekends. Simply put, as a handicapped resident of Sudbury, my Mom is not able to get anywhere and is usually restricted to her apartment and the surrounding grounds.

The impetus for this letter is that I thought it would be a nice idea to have my Mom come into Boston (where I now live and work) for a fancy dinner and a show downtown, something which she has not done for many years. I thought it would boost her spirits, get her mind away from her troubles, and give her a feeling of independence and a greater sense of well-being. Unfortunately, the transportation resources available have made this impossible.

Many of the towns around Sudbury (Lincoln, Concord, Weston, Framingham, Natick, Marlborough, Stow, Hudson, to name a few) either offer handicapped transportation services via a regional transit authority or the MBTA RIDE. However, Sudbury is noticeably absent from this list. The MBTA will not come out to Sudbury, the Metrowest Regional Transit Authority, despite their website saying differently, does not service Sudbury, and there are no cab companies in Sudbury or in the surrounding area which can provide handicapped van service from Sudbury. As you are well aware, there is no bus service in Sudbury, no train, no commuter rail of any sort; in essence, my Mom is stranded without any options. It is our belief that the Town's lack of proper handicapped accessible transportation to neighboring cities and towns is in directly violation of the Americans with Disabilities Act (ADA).

It is unfortunate and baffling that the town of Sudbury, an affluent town by all standards, has refused to acknowledge this problem head-on, and instead has decided to ignore/discriminate against its handicapped residents by not being involved in any sort of handicapped transportation program such as the RIDE or with the Regional Transit Authority, and therefore, not complying with the ADA.

I consider myself lucky to have grown up in a town as well-off as Sudbury (I even went to school with some of your kids!/LS Class of 2009), but, I am extremely disappointed in the non-action that the Town has taken regarding this problem over the years. I am asking the Board of Selectman and the Town of Sudbury to help my Mom so that she can live her life to the fullest despite her condition.

Thank you. Please reach out to me as soon as possible so we can work on remedying this issue.

Zack and Faith Shapiro

**Sudbury Senior Center - Sudbury Connection Vans**

**Transportation Ridership**

<b>FY 2015</b>	July 2104-June 2015				
	# rides*	cost/ride	# individual riders		
60+ riders	2066		66	FY 2015	
<60 riders	1433		11	mileage for van transportation:	20,986
<b>Total</b>	<b>3499</b>	<b>\$19.68</b>	<b>77</b>		

\* The total number of rides may be undercounted due to the nature of some rides (riders who go to multiple locations during one trip). We expect the number of rides to increase to about 5,000 in FY 2016.

**Transportation Expenses**

FY 2015	\$68,843.00 estimate	includes drivers (and substitute driver), benefits and gas
FY 2016	\$107,629.00 estimate	includes drivers (and substitute driver), benefits and gas

**Town Transportation Assessments#**

**FY 2015**

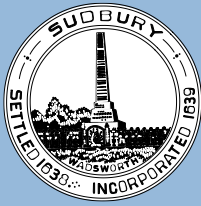
to MBTA	\$92,227.00
to MWRTA	\$25,941.00
	<u>\$118,168.00</u>

**FY 2016**

to MBTA	\$93,287.00
to MWRTA	\$27,122.00
	<u>\$120,409.00</u>

# from Cherry Sheets





SUDBURY BOARD OF SELECTMEN  
Tuesday, January 5, 2016

**MISCELLANEOUS (UNTIMED)**

**7: Former Police Station - Special Town Meeting Article**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion on former Police Station and potential Special Town Meeting article. Jim Kelly to attend.

Recommendations/Suggested Motion/Vote: Discussion on former Police Station and potential Special Town Meeting article. Jim Kelly to attend.

Background Information:

Appraisal of former police station headquarters property can be viewed at: <https://s3-us-west-2.amazonaws.com/cdn.sudbury.ma.us/wp-content/uploads/sites/290/2015/11/SUDBURY-APPRAISAL-415-BOSTON-POST-ROAD.pdf?version=473486ed37dafb9980a4d004455e9dd5>

Financial impact expected:see link

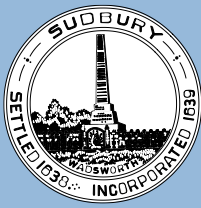
Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting: Jim Kelly, Combined Facilities Director

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

01/05/2016 7:30 PM



**MISCELLANEOUS (UNTIMED)**

**8: Policy on issuing proclamations**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion and potential vote on Selectmen's policy on issuing proclamations.

Recommendations/Suggested Motion/Vote: Discussion and potential vote on Selectmen's policy on issuing proclamations.

Background Information:  
Attached draft policy provided by Chairman Brown

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:  
Patty Golden                      Pending  
Melissa Murphy-Rodrigues      Pending  
Barbara Saint Andre              Pending  
Patricia A. Brown                 Pending  
Board of Selectmen                Pending

01/05/2016 7:30 PM

## CITATIONS AND PROCLAMATIONS

a) Citations - Any member of the Board of Selectmen shall have a citation issued as a congratulatory message to any person or business in Sudbury upon request to the support staff. Citations will be signed by the member requesting the citation or by the Chairman upon request of the member.

b) Proclamations may be made on behalf of the Town of Sudbury by majority vote of the Board of Selectman in accordance with the following guidelines:

Proclamations are ceremonial documents signed by the Board of Selectman and issued for:

- Public awareness
- Charitable fundraising campaigns
- Arts and cultural celebrations
- Special honors

Proclamations will not be issued for:

- Matters of political controversy, ideological or religious beliefs, or individual conviction
- Events or organizations with no direct relationship to the Town of Sudbury

Other: The Board of Selectmen reserves the right to modify or deny any proclamation request. More than one cause can be proclaimed simultaneously. A person/organization does not have exclusive rights to the day, week or month of their proclamation. A citation is an alternative where proclamation criteria are not met.

Who can make a proclamation request?

- Request must be made by a Town of Sudbury resident to the Office of the Board of Selectmen.

How should a proclamation request be made?

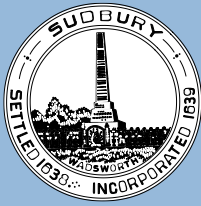
- All requests must be made in writing. Requests can be mailed, faxed, or hand-delivered or e-mailed. If mailed or faxed, please call to verify receipt by our office.
- Requests should be made at least thirty days in advance of the date the document is needed. Exceptions to this rule may be made as required.

What must the request include?

- Contact person's first and last name, address, and telephone number
- A brief summary and/or background of the event or organization
- The name and date(s) of the day, week, month, or event to be proclaimed
- Draft text for the proclamation, including 4-6 "whereas" clauses

- An indication of whether the proclamation should be mailed or will be picked up and the date
- A date when the proclamation is needed (should be at least 45 days after the date of the request.)





SUDBURY BOARD OF SELECTMEN  
Tuesday, January 5, 2016

**MISCELLANEOUS (UNTIMED)**

**9: Asking Saves Kids from Drugs - Discussion with Geoff Phillips**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion regarding resolution titled "Asking Saves Kids from Drugs." Resident Geoff Phillips to attend.

Recommendations/Suggested Motion/Vote: Discussion regarding resolution titled "Asking Saves Kids from Drugs." Resident Geoff Phillips to attend.

Background Information:

Financial impact expected:

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

01/05/2016 7:30 PM



# Asking Saves Kids from Drugs

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scheduled for presentation  
to  
Sudbury Board of Selectmen  
on  
5 January 2016

*Presenter:* Geoff Phillips



# Executive Summary

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- Drugs are the number one destroyer of our children - and the situation is getting worse
- The drugs that destroy our children include both illegal drugs and other controlled substances (e.g. prescription drugs)
- Since the citizens of Sudbury (to include the Board of Selectmen) are concerned about the safety of the children of Sudbury we should do everything that we can to protect them
- To that end it is prudent for the BOS to issue a resolution supporting parental actions that would protect our children from the life-destroying danger of drugs

# Drugs Kill at an Alarming Rate (CDC 2013 Data)

Cause of death (Data from 2013 unless otherwise noted)	Number
All Causes	2,596,993
Major Cardiovascular Diseases [MCD]	796,494
Cerebrovascular Diseases [subset of MCD]	128,978
Essential Hypertension and Hypertensive Renal Disease [subset of MCD]	30,770
Malignant Neoplasms [Cancer]	584,881
Chronic Lower Respiratory Diseases	149,205
Accidents (Unintentional Injuries) [Total]	130,557
Motor Vehicle Accidents [subset of Total Accidents]	35,369
Alzheimer's Disease	84,767
Diabetes Mellitus	75,578
Influenza and Pneumonia	56,979
Nephritis, Nephrotic Syndrome and Nephrosis	47,112
<b>Drug-Induced Deaths<sup>1</sup></b>	<b>46,471</b>
Intentional Self-Harm (Suicide)	41,149
Septicemia	38,156
Chronic Liver Disease and Cirrhosis	36,427
Alcoholic Liver Disease [subset of Chronic Liver Disease]	18,146
Injury by Firearms	33,636
Alcohol-Induced Deaths	29,001
Parkinson's Disease	25,196
Pneumonitis Due to Solids and Liquids	18,579
Homicide	16,121
Viral Hepatitis	8,157
Human Immunodeficiency Virus (HIV) Disease	6,955
<b>All Illicit Drugs Combined (2000)<sup>2</sup></b>	<b>17,000<sup>2</sup></b>
Cannabis (Marijuana) <sup>3</sup>	0
<b>2014 Data Detailing Drug-Induced Deaths, Breaking Out Specific Data for Prescription Analgesics and Heroin, as Reported by the CDC<sup>4</sup></b>	
Drug Overdose Total	47,055
Prescription Analgesics Total	18,893
Heroin Overdose Total	10,574
<b>2010 Drug Overdose Mortality Data In Detail, Reported By Paulozzi et al.<sup>5</sup></b>	
Drug Overdose Total	38,329
Pharmaceutical Drugs	22,134
Pharmaceutical Opioid Analgesics	16,651



# There is a Drug-induced Death in the US Every 13 minutes

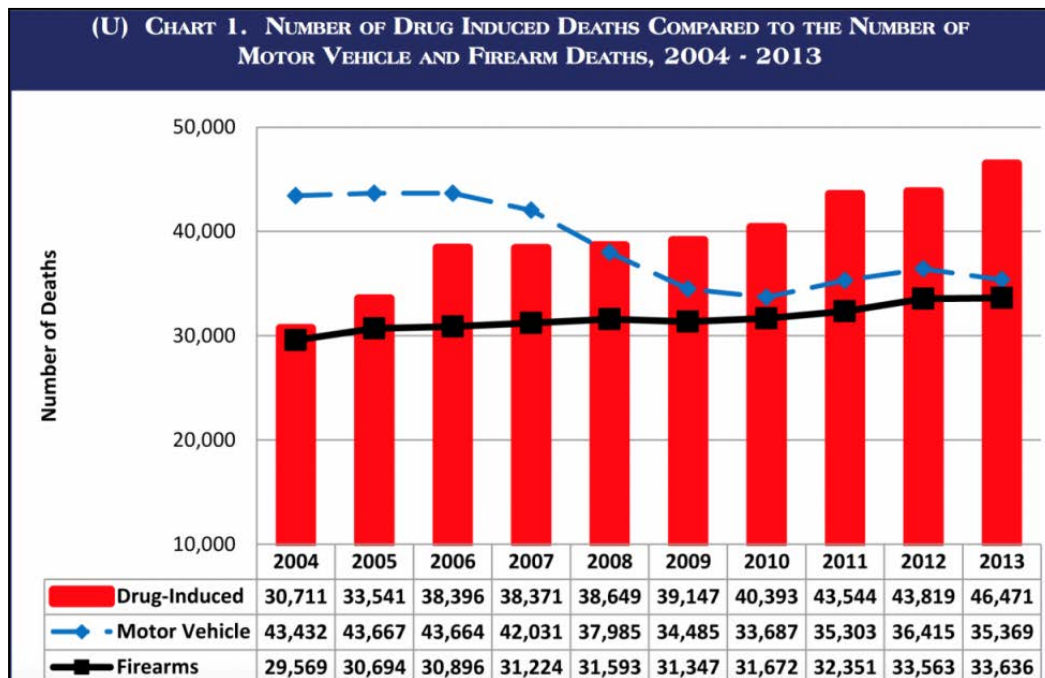
(April 2014 - Whitehouse.gov)

- According to the Centers for Disease Control and Prevention 40,393 people died of drug-induced causes in 2010
  - The number of drug-induced deaths has grown from 19,128 in 1999, or from 6.8 deaths per 100,000 population to 12.9 in 2010
    - These include causes directly involving drugs, such as accidental poisoning or overdoses, but do not include accidents, homicides, AIDS, and other causes indirectly related to drugs
- Compared to other causes of preventable deaths, drug-induced causes exceeded the:
  - 31,328 deaths due to firearms – *both intentional and accidental*
  - 25,692 alcohol-induced deaths
  - In the same year, 38,364 deaths were classified as suicides and 16,259 deaths as homicides
    - (based on the 2010 data used for this 2014 report)

# Drugs Kill More than Cars and Guns

(2015 National Drug Threat Assessment Summary – Nov 2015)

- In 2013, more than 46,000 people in the United States died from a drug overdose and more than half of those were caused by prescription painkillers and heroin
  - "Sadly this report confirms what we've known for some time: drug abuse is ending too many lives too soon and destroying families and communities," Chuck Rosenberg, the Acting Administrator of the Drug Enforcement Administration (DEA) said. "We must reach young people at an even earlier age and teach them about its many dangers and horrors."





## Drugs Are Prevalent in People's Homes

- Annual averages for 2002 to 2007 indicate that over 8.3 million youth under 18 years of age, or almost one in eight youth (11.9%), lived with at least one parent who was dependent on alcohol or an illicit drug in the past year
  - Of these, ~2.1 million youth lived with a parent who was dependent on or abused illicit drugs, and almost 7.3 million lived with a parent who was dependent on or abused alcohol
- In 2012, 23.1 million persons aged 12 or older needed treatment for an illicit drug or alcohol use problem (8.9% of persons in that age group)
  - Of these, 8.0 million persons (or 3.1%) needed treatment for illicit drug problems, with or without alcohol



# Drugs Destroy People's Health and Future

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- In 2011 an estimated 2.5 million visits to emergency departments in US hospitals were associated with drug misuse or abuse, including over 1.3 million (1,252,500) visits involving an illicit drug
- The percentage of booked arrestees testing positive for at least one illicit drug ranged from 63% to 83%
  - The most common substances present during tests, in descending order, are:
    - Marijuana
    - Cocaine
    - Opiates (primarily metabolites of heroin or morphine)
    - Methamphetamine

# Controlled Substances Kill More Every Year

- The United States is in the midst of a prescription painkiller overdose epidemic
- Since 1999 the amount of prescription painkillers prescribed and sold in the U.S. has nearly quadrupled
- The most common drugs involved in prescription overdose deaths include:
  - Hydrocodone (e.g., Vicodin)
  - Oxycodone (e.g., OxyContin)
  - Oxymorphone (e.g., Opana)
  - Methadone (especially when prescribed for pain)
- Nearly two million Americans, aged 12 or older, either abused or were dependent on opioids in 2013

<http://www.cdc.gov/drugoverdose/>

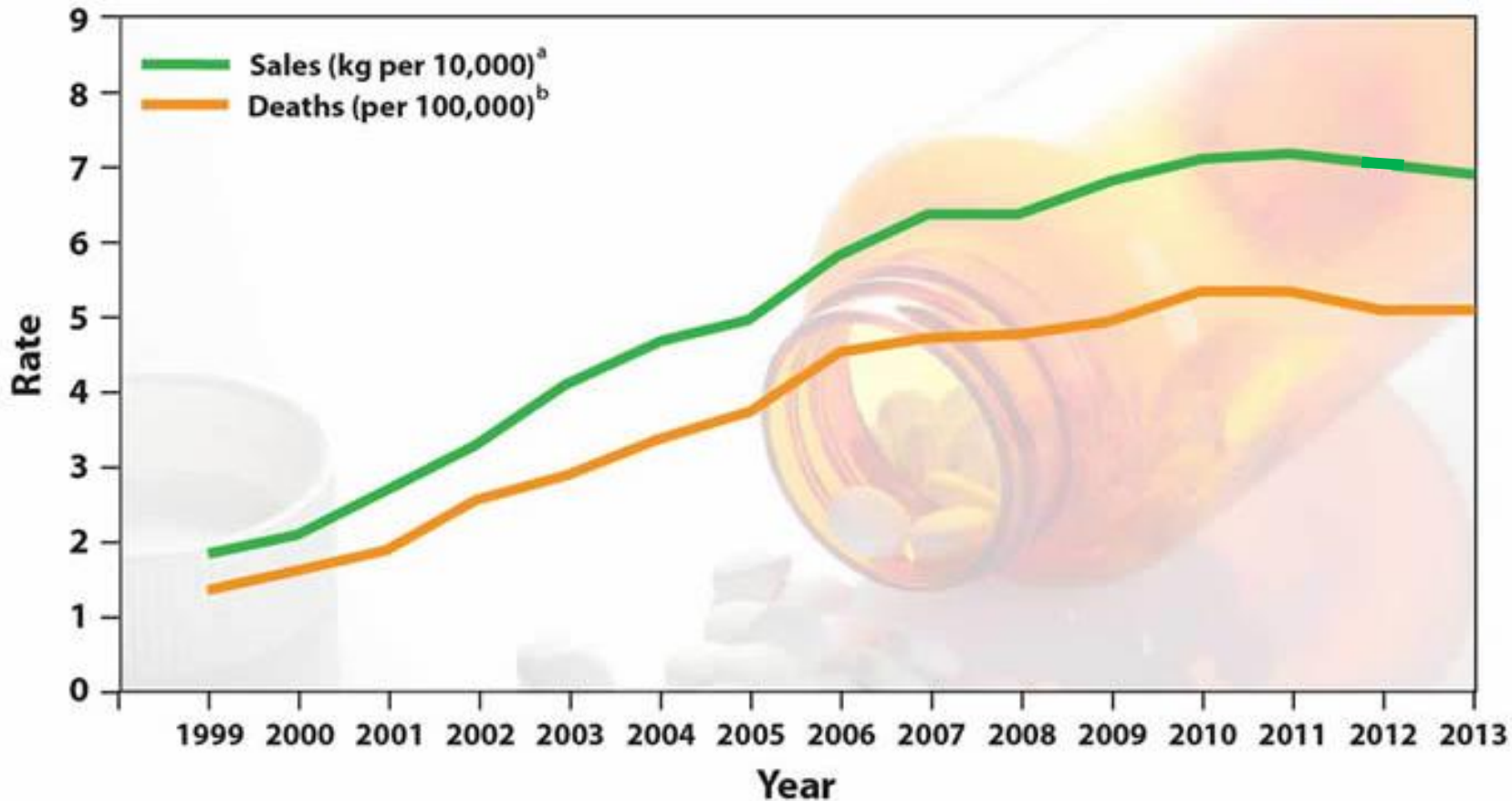
<http://www.cdc.gov/drugoverdose/epidemic/index.html>

<http://www.cdc.gov/drugoverdose/data/index.html>

<http://www.drugabuse.gov/related-topics/trends-statistics/overdose-death-rates>



# Painkiller Sales and Deaths are Increasing



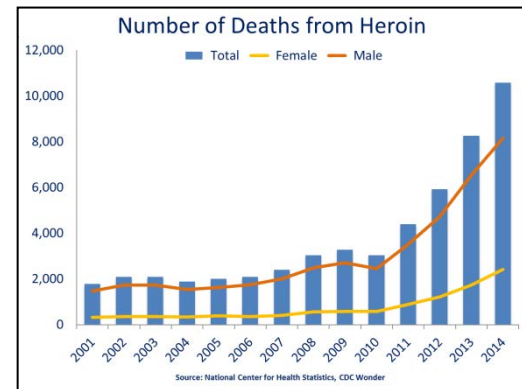
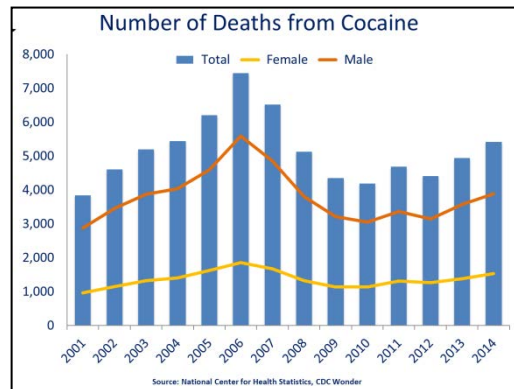
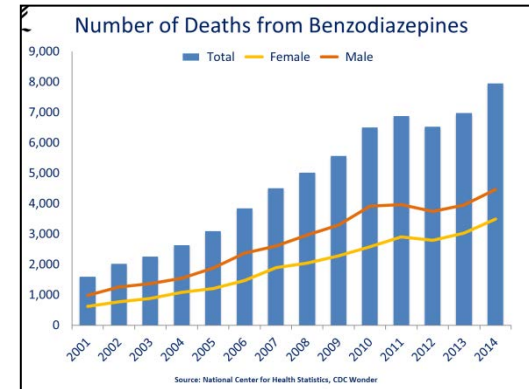
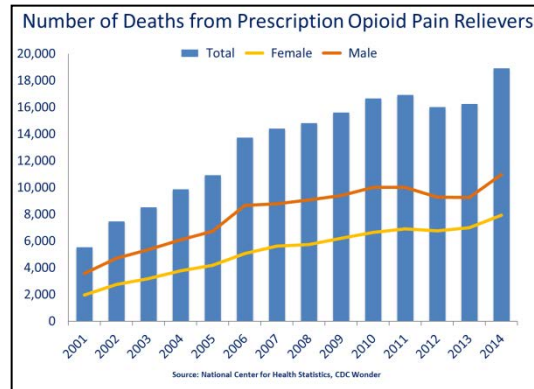
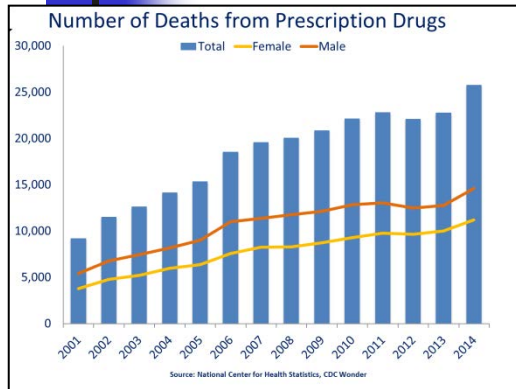
Sources:

<sup>a</sup>Automation of Reports and Consolidated Orders System (ARCOS) of the Drug Enforcement Administration (DEA), 2012 data not available.

<sup>b</sup>Centers for Disease Control and Prevention. National Vital Statistics System mortality data. (2015) Available from URL:

<http://www.cdc.gov/nchs/deaths.htm>.

# Detailed Data on Prescription Drug Deaths



These charts show the number of U.S. overdose deaths involving prescription drugs, opioid analgesics, benzodiazepines, cocaine, or heroin from 2001 to 2014. The highest rise was seen for deaths involving heroin with a 6-fold increase from 2001 to 2014. This was followed by deaths involving benzodiazepines with a 5-fold increase and deaths involving prescription opioid pain relievers showing a 3.4-fold increase. Cocaine deaths increased by 42 percent over the same period.

# Drug Use by Children Continues Unabated

- 35.6% of all 8<sup>th</sup>, 10<sup>th</sup> and 12<sup>th</sup> grade children used some illicit drug in 2014
  - The percentage of usage significantly rises with age

Trends in Lifetime Prevalence of Use of Various Drugs for 8th, 10th, and 12th Graders in the US (Entries are in Percentages)															
	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
<b>Any Illicit Drugs</b>															
8th Grade	26.8	26.8	24.5	22.8	21.5	21.4	20.9	19.0	19.6	19.9	21.4	20.1	18.5	21.1	20.3
10th Grade	45.6	45.6	44.6	41.4	39.8	38.2	36.1	35.6	34.1	36.0	37.0	37.7	36.8	39.1	37.4
12th Grade	54.0	53.9	53.0	51.1	51.1	50.4	48.2	46.8	47.4	46.7	48.2	49.9	49.1	49.8	49.1
<b>Any Illicit Drug Other Than Marijuana</b>															
8th Grade	15.8	17.0	13.7	13.6	12.2	12.1	12.2	11.1	11.2	10.4	10.6	9.8	8.7	10.4	10.0
10th Grade	23.1	23.6	22.1	19.7	18.8	18.0	17.5	18.2	15.9	16.7	16.8	15.6	14.9	16.4	15.9
12th Grade	29.0	30.7	29.5	27.7	28.7	27.4	26.9	25.5	24.9	24.0	24.7	24.9	24.1	24.8	22.6
<b>Marijuana</b>															
8th Grade	20.3	20.4	19.2	17.5	16.3	16.5	15.7	14.2	14.6	15.7	17.3	16.4	15.2	16.5	15.6
10th Grade	40.3	40.1	38.7	36.4	35.1	34.1	31.8	31.0	29.9	32.3	33.4	34.5	33.8	35.8	33.7
12th Grade	48.8	49.0	47.8	46.1	45.7	44.8	42.3	41.8	42.6	42.0	43.8	45.5	45.2	45.5	44.4

# Drug Use by Children is Frequent

- Every 30 days 16.5% of all 8–12 Grade Children used some illicit drug in 2014

**Estimated 30-Day Prevalence of Use of Various Drugs for Grades 8, 10, and 12 Combined in the US, 1998-2014**  
(Entries are Percentages)

Year:	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Any Illicit Drug	19.5	19.5	19.2	19.4	18.2	17.3	16.2	15.8	14.9	14.8	14.6	15.8	16.7	17.0	16.8	17.3	16.5
Marijuana/Hashish	16.9	16.9	16.3	16.6	15.3	14.8	13.6	13.4	12.5	12.4	12.5	13.8	14.8	15.2	15.1	15.6	16.5
Cocaine	1.9	1.9	1.7	1.5	1.6	1.4	1.6	1.6	1.6	1.4	1.3	1.0	0.9	0.8	0.8	0.8	0.8
Crack	1.0	0.9	0.9	0.9	1.0	0.8	0.8	0.8	0.7	0.7	0.6	0.5	0.5	0.5	0.4	0.4	0.4
Heroin	0.6	0.6	0.6	0.4	0.5	0.4	0.5	0.5	0.4	0.4	0.4	0.4	0.4	0.4	0.3	0.3	0.3
Hallucinogens	2.8	2.5	2.0	2.3	1.7	1.5	1.5	1.5	1.3	1.4	1.4	1.3	1.4	1.3	1.1	1.1	1.1
Ecstasy	1.2	1.6	2.4	2.4	1.8	1.0	0.9	0.9	1.0	1.1	1.1	1.2	1.5	1.4	0.8	1.0	1.0
Tranquilizers	1.9	1.9	2.1	2.3	2.4	2.2	2.1	2.1	2.1	2.0	1.9	1.9	1.9	1.7	1.5	1.5	1.5
Amphetamines	4.3	4.2	4.5	4.7	4.4	3.9	3.6	3.3	3.0	3.2	2.6	2.7	2.7	2.8	2.5	3.2	3.2
Methamphetamine	-	1.5	1.5	1.4	1.5	1.4	1.1	0.9	0.7	0.5	0.7	0.5	0.6	0.5	0.5	0.4	0.4
Any Illicit Drug Other Than Marijuana	8.2	7.9	8.0	8.2	7.7	7.1	7.0	6.7	6.4	6.4	5.9	5.7	5.7	5.7	5.2	5.4	5.4
Alcohol	37.4	37.2	36.6	35.5	33.3	33.2	32.9	31.4	31.0	30.1	28.1	28.4	26.8	25.5	25.9	24.3	24.3
Been Drunk	20.4	20.6	20.3	19.7	17.4	17.7	18.1	17.0	17.4	16.5	14.9	15.2	14.6	13.5	14.7	13.5	13.5
Cigarettes	27.0	25.2	22.6	20.2	17.7	16.6	16.1	15.3	14.4	13.6	12.6	12.7	12.8	11.7	10.6	9.6	9.6
E-Cigarettes																	
Inhalants	3.4	3.3	3.2	2.8	2.7	2.7	2.9	2.9	2.7	2.6	2.6	2.5	2.4	2.1	1.7	1.5	1.5

<http://www.drugwarfacts.org/cms/Adolescents#sthash.HtubwMOB.dpbs>  
<http://monitoringthefuture.org//pubs/monographs/mtf-overview2014.pdf#sthash.HtubwMOB.dpuf>



# Drugs Are Devastating to Our Children

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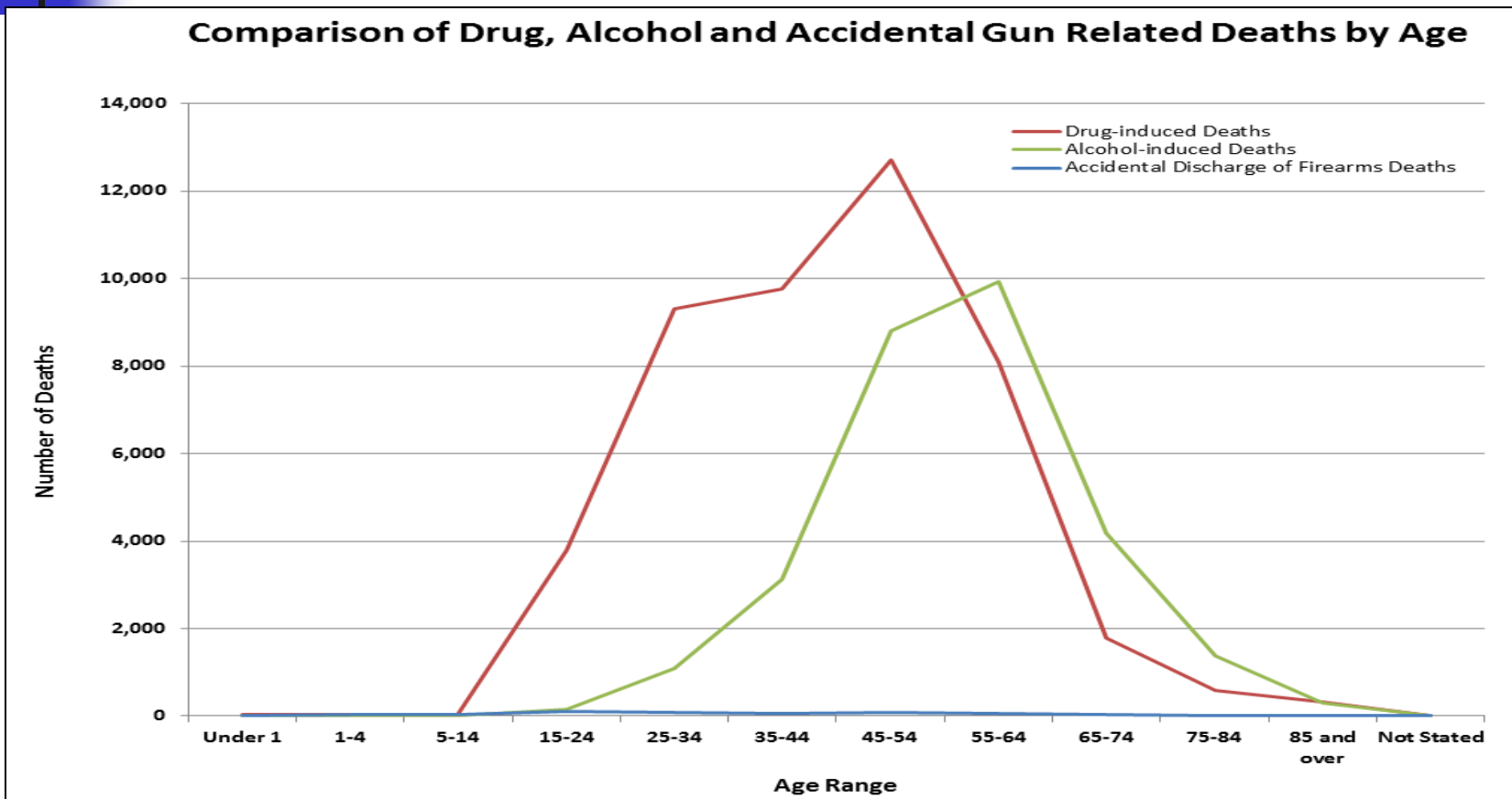
- Numerous physical problems are associated with illicit drug use, depending on the type of drug used
  - These problems can include, in the short term, lung failure, heart attack, and heart failure, and in the long term, obesity, lung and cardiovascular disease, stroke, and cancer
  - Illicit drug use also increases the risk of contracting HIV, hepatitis, and other diseases
- Adolescents who use illicit drugs have higher death rates than do their peers, because of increased risk of injuries (such as those resulting from car crashes), suicide, homicide, and illness
- Many mental health disorders are also linked to illicit drug use, including depression, anxiety, paranoia, hallucinations, developmental delays, delusions, and mood disturbances



## Even Marijuana is Destructive to Our Children

- Among high school seniors in 2013, one in 9 (11.7%) reported that in the two weeks prior to their interview, they had driven a vehicle after smoking marijuana
- Among youth in school who reported an average grade of “D” or worse, one in four were current marijuana users
  - Fewer than one in ten (9.1%) of those who reported an average grade better than “D” were current marijuana users
- College students who use prescription stimulant medications non-medically typically have lower grade point averages, are more likely to be heavy drinkers and users of other illicit drugs, and are more likely to meet diagnostic criteria for dependence on alcohol and marijuana, skip class more frequently, and spend less time studying

# Drugs Kill Significantly More Children than Alcohol and Unlocked Gun Shootings Combined



Cause of Death	Age Group												All Ages	%
	Under 1	1-4	5-14	15-24	25-34	35-44	45-54	55-64	65-74	75-84	85 and over	Not Stated		
Drug-induced Deaths	30	43	33	3,796	9,317	9,750	12,696	8,094	1,796	591	319	6	46,471	61%
Alcohol-induced Deaths	0	2	3	149	1,091	3,131	8,814	9,934	4,185	1,389	299	4	29,001	38%
Accidental Discharge of Firearms Deaths	3	27	39	107	82	48	80	59	35	18	7	0	505	1%

[http://www.cdc.gov/nchs/data\\_access/Vitalstatsonline.htm](http://www.cdc.gov/nchs/data_access/Vitalstatsonline.htm)  
[http://www.cdc.gov/nchs/data/nvsr/nvsr61/nvsr61\\_04.pdf](http://www.cdc.gov/nchs/data/nvsr/nvsr61/nvsr61_04.pdf)

Attachment9.a: Asking Saves Kids from Drugs 29\_Dec\_15 (1625 : Asking Saves Kids from



## How Can We Help Solve This Problem?

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- As cited by Chuck Rosenberg, the Acting Administrator of the Drug Enforcement Administration (DEA), one step that we can take is to increase our awareness of the drugs around us
  
- Similar to asking about unlocked guns, asking one simple question of our neighbors about drugs before we send our children over to play could help save the lives of Sudbury children:
  - “Are there any illegal drugs or other controlled prescription drugs in your house?”

# Proposed Resolution Text

## TOWN OF SUDBURY

Office of Selectmen  
[www.sudbury.ma.us](http://www.sudbury.ma.us)

Flynn Building  
 278 Old Sudbury Rd  
 Sudbury, MA 01776-1843  
 978-639-3381  
 Fax: 978-443-0756  
 Email: [selectmen@sudbury.ma.us](mailto:selectmen@sudbury.ma.us)

### *Resolution*

**WHEREAS:** Many homes have illegal drugs and other controlled prescription drugs that may be accessible to children; and

**WHEREAS:** Illegal drugs and other controlled prescription drugs in the home have killed or injured many children and adults; and

**WHEREAS:** The Asking Saves Kids from Drugs (ASKD) campaign encourages parents to ask "Are there any illegal drugs or other controlled prescription drugs in your house?" before allowing their child to visit other homes because this simple question can help save a child's life; and

**WHEREAS:** It is the ASKD campaign's aim to make "asking" a universal health and safety measure that all families can adopt to protect their children from injury and death.

#### ***NOW, THEREFORE, BE IT RESOLVED:***

The Sudbury Board of Selectmen, offer our strong support of the ASK campaign and encourage the parents of Sudbury to "ASK".

Signed this XXth day of January in the year two thousand and sixteen.

#### **BOARD OF SELECTMEN**

Patricia A. Brown, Chairman

Susan N. Iuliano, Vice-Chairman

Charles C. Woodard

Robert C. Haarde

Leonard A. Simon

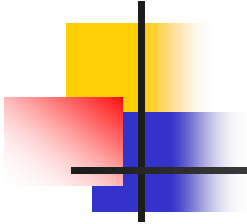


# Recommendation

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- I strongly recommend that the Sudbury BOS pass the “Asking Saves Kids from Drugs” resolution





# Questions and Answers

# TOWN OF SUDBURY

Office of Selectmen

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

Flynn Building  
278 Old Sudbury Rd  
Sudbury, MA 01776-1843  
978-639-3381  
Fax: 978-443-0756  
Email: [selectmen@sudbury.ma.us](mailto:selectmen@sudbury.ma.us)

## *Resolution*

**WHEREAS:** Many homes have illegal drugs and other controlled prescription drugs that may be accessible to children; and

**WHEREAS:** Illegal drugs and other controlled prescription drugs in the home have killed or injured many children and adults; and

**WHEREAS:** The Asking Saves Kids from Drugs (ASKD) campaign encourages parents to ask “Are there any illegal drugs or other controlled prescription drugs in your house?” before allowing their child to visit other homes because this simple question can help save a child’s life; and

**WHEREAS:** It is the ASKD campaign’s aim to make “asking” a universal health and safety measure that all families can adopt to protect their children from injury and death.

***NOW, THEREFORE, BE IT RESOLVED:***

The Sudbury Board of Selectmen, offer our strong support of the ASK campaign and encourage the parents of Sudbury to “ASK”.

Signed this 5th day of January in the year two thousand and sixteen.

**BOARD OF SELECTMEN**

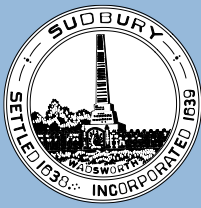
Patricia A. Brown, Chairman

Susan N. Iuliano, Vice-Chairman

Robert C. Haarde

Leonard A. Simon

Charles C. Woodard



SUDBURY BOARD OF SELECTMEN  
Tuesday, January 5, 2016

**MISCELLANEOUS (UNTIMED)**

**10: Code of Ethics Discussion/vote**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion and possibly vote changes to the Codes of Conduct and Ethics for Town board and committee members, including Board of Selectmen

Recommendations/Suggested Motion/Vote: Discussion and possibly vote changes to the Codes of Conduct and Ethics for Town board and committee members, including Board of Selectmen

Background Information:

Attached redline copies synthesize changes submitted by individual Board members

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

01/05/2016 7:30 PM

To: Board of Selectmen  
 Cc: Melissa Murphy-Rodrigues, Town Manager  
 From: Susan Iuliano  
 Re: Code of Conduct for Board of Selectmen/Appointed Committees  
 Date: December 27, 2015

---

Attached please find proposed revisions of the Code of Conduct of the Board of Selectmen and the Code of Conduct for Town of Sudbury Committees Whose Members Are Appointed by the Board of Selectmen or the Sudbury Town Manager. These drafts reflect an attempt to incorporate the revisions suggested by each of the selectmen into a coherent proposal. Listed below (by reference to the new, proposed numbering) are primary areas where different approaches may require some discussion.

These two codes are very similar as to conduct but with some differences concerning the specific role of the Selectmen. We talked about merging these into one Code, but this is challenging given some of the specifics. I have tried to make them more consistent, based on the reasoning shared by several members that we should not hold others to any standard higher than we would hold ourselves.

### **Code of Conduct of the Board of Selectmen**

**1.a.** As some members suggested changes to the current wording about the basic policy function of the Board, I have suggested an alternative that might be more acceptable, adding “strategic direction” to policy. (Former 1.a now split into 1.a and 1.b.)

**1.b.** Proposed revisions attempt to address the tension between implementing Board decisions and retaining the right to express an individual view. This draft attempts to clarify that distinction, noting that an individual may disagree with a board decision while implementing that decision. In the public sphere, each member should make clear when expressing an individual (vs. Board) perspective.

Please note that the AG’s office has made clear that speaking as an “individual” does *not* protect one from an OML violation for matters within a board’s jurisdiction. For example, we cannot share our “individual” opinions by email to other members without an OML problem.

**2.e. and 4.b.** This wording is intended to balance the need to request information from staff without burdening town staff and allowing the Town Manager to monitor such contact. (Former 2.d now split into 2.d and 2.e.; former 4.b and 4.d now combined into 4.b.) Also, this revision removes the requirement that all information received from staff goes to all members of the Board (given that a member may conduct broader research then summarized for the Board).

**4.c.** This revision changes the wording about employee concerns to clarify that performance issues should be discussed directly with the Town Manager. Matters of policy and direction can be addressed in a public meeting.

### **Code of Conduct for Appointed Committees**

The substance of this revision is not that different from the current version, but some re-wording and re-ordering is needed to align the two Codes.



Draft for 1.5.16 meeting



### Code of Conduct for Town of Sudbury Committees Whose Members are appointed by the Sudbury Board of Selectmen or the Sudbury Town Manager

A member of any Committee who has accepted appointment by the Board of Selectmen or the Town Manager to a Committee position is expected to comply with the following code of conduct. Failure to adhere to this code will be considered by the Board and Town Manager when making re-appointment decisions.

1. Establish policy and strategic direction in the best interests of the town as a whole.
2. Abide by and carry out all decisions made by the Committee as a whole.
3. Retain the right to express his or her opinion to the public, whether or not in agreement with Committee decisions, while distinguishing when speaking as an individual or representing a position of the Committee.
4. Be well informed concerning the duties and responsibilities of the Committee.
5. Remember that he or she represents the entire community at all times.
6. Serve the community unselfishly, not to benefit personally or politically from his or her Committee activities.
7. Abide by the ethics guidelines established by the State and not use the position to obtain inside information on matters that may benefit someone personally.
8. Abide by all policies established by the Board of Selectmen.
9. Request assistance from Town staff only through the staff person assigned to the Committee.
10. Not make statements or promises of how he or she will vote on matters that will come before the Committee until he or she has had an opportunity to evaluate the evidence and opinions presented to the Committee.
11. Uphold the intent of executive session and respect the privileged communication that exists in executive session.
12. Communicate the Committee's positions to reporters, state and federal officials, or other or other persons or bodies only as authorized by the Committee.
13. Treat with respect and courtesy all members of the Committee despite differences of opinion.
14. Treat with respect and courtesy any member of the public, including those brought to represent any member of the public before the Committee.
15. Treat with respect and courtesy all Town staff, in private, in Committee meetings, and in all public communications. Concerns about staff performance should only be made to the Town Manager through private conversation.
16. If circumstances change so that meeting attendance on a regular basis becomes difficult, the Committee member will offer his or her resignation to the Board, so that someone who can regularly attend meetings can be selected by the Board.

Adopted by the Board of Selectmen July 11, 2006; revised September 8, 2009, and January \_\_, 2016.

Please note: This code of conduct was originally developed based on similar codes used by other elected boards and Committees in other communities.

C:\Users\Susan\Documents\BOS 2015\Code of Conduct for Committees draft for 1.6.16 meeting.doc

- Deleted:** Realize that your function is to follow the missi statement of the Committee.
- Deleted:** ¶ Accept the role of a Committee member is a means of unse service.
- Deleted:** <#>Conflicts of interest: Refrain from participa either a member of the Committee or as a member ¶ of the public in Committee matters in which you have a pe interest.¶
- Deleted:** , PARTICULARLY the email communications
- Deleted:** <#>Realize that you are one of a team and shou by all decisions of the Committee once they are made.¶ <#>Be well informed concerning the duties and responsibi the Committee.¶ <#>Remember that you represent the entire community at :
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- Deleted:** for any reason, but particularly in matters relat regulatory issues
- Deleted:** Never publicly criticize an employee of the
- Deleted:** ¶ <#>Insure that any materials or information provided to a Committee member from Town staff should be made avail Committee members.¶
- Deleted:** G:\Code of Conduct for Committees 8-09.doc

Attachment 10.b: Code of Conduct for Committees draft for 1.5.16 meeting (1602 : Code of Ethics Discussion/vote)



## Code of Conduct for Town of Sudbury Committees Whose Members are appointed by the Sudbury Board of Selectmen or the Sudbury Town Manager

**A member of any Committee who has accepted appointment by the Board of Selectmen or the Town Manager to a Committee position is expected to comply with the following code of conduct. Failure to adhere to this code will be considered by the Board and Town Manager when making re-appointment decisions.**

1. Realize that your function is to follow the mission statement of the Committee.
2. Accept the role of a Committee member is a means of unselfish service, not to benefit personally or politically from his or her Committee activities.
3. Abide by the ethics guidelines established by the State.
4. Conflicts of interest: Refrain from participating as either a member of the Committee or as a member of the public in Committee matters in which you have a personal interest.
5. Abide by all policies established by the Board of Selectmen, PARTICULARLY the email communications policy.
6. Realize that you are one of a team and should abide by all decisions of the Committee once they are made.
7. Be well informed concerning the duties and responsibilities of the Committee.
8. Remember that you represent the entire community at all times.
9. Request assistance from Town staff only through the staff person assigned to the Committee.
10. Not make statements or promises of how you will vote on matters that will come before the Committee until you have had an opportunity to hear the pros and cons of the issue during a public meeting of the Committee.
11. Make decisions only after all facts on a question have been presented and discussed.
12. Refrain from communicating the position of the Committee to reporters or state officials unless the full Committee has previously agreed on both the position and the language of the statement conveying the statement.
13. Treat with respect and courtesy all members of the Committee despite differences of opinion.
14. Treat with respect and courtesy any member of the public, including anyone they have brought to represent them, who comes before the Committee for any reason, but particularly in matters related to regulatory issues.
15. Never publicly criticize an employee of the Town. Concerns about staff performance should only be made to the Town Manager through private conversation.
16. Insure that any materials or information provided to a Committee member from Town staff should be made available to all Committee members.
17. If circumstances change so that meeting attendance on a regular basis becomes difficult, the Committee member will offer his or her resignation to the Board, so that someone who can regularly attend meetings can be selected by the Board.

Adopted by the Board of Selectmen July 11, 2006; revised September 8, 2009.

*Please note: This code of conduct was originally developed based on similar codes used by other elected boards and Committees in other communities.*

Draft for 1.5.16 meeting

Town of Sudbury



Code of Conduct of the Board of Selectmen

1. A member of the Board of Selectmen, in relation to his or her community should:

- a. Establish policy and strategic direction in the best interests of the town as a whole.
- b. Abide by and carry out all decisions made by the Board as a whole.
- c. Retain the right to express his or her opinion to the public, whether or not in agreement with Board decisions, while distinguishing when speaking as an individual or representing a position of the Board.
- d. Be well informed concerning the duties of a Board member on both local and state levels.
- e. Remember that he or she represents the entire community at all times.
- f. Serve the community unselfishly, not to benefit personally or politically from his or her Board activities.
- g. Abide by the ethics guidelines established by the State and not use the position of Selectmen to obtain inside information on matters that may benefit someone personally.
- h. Treat with respect and courtesy any member of the public, including those brought to represent any member of the public before the Board.

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2. A member of the Board of Selectmen, in his or her relations with the Town Manager, should:

- a. Endeavor to establish sound, clearly defined policies for the benefit of the community that will direct and support the administration.
- b. Delegate administration to the Town Manager, according to the latitude to implement policy through effective management practices and to contribute to the strategic direction of the town.
- c. Recognize and support the administrative chain of command and refuse to act on complaints as an individual outside the administration.
- d. Not give instructions to Town staff, but rather channel all such activities through the Town Manager.
- e. Request information from Town staff as necessary, recognizing they may have other priorities, and with notice to the Town Manager.

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3. A member of the Board of Selectmen, in his or her relations with fellow Board members, should:

- a. Recognize that action at official legal meetings of the Board is binding on the Board and the Town and that he or she alone cannot bind the Board outside of such meetings without its prior consent.
- b. Not make statements or promises of how he or she will vote on matters that will come before the Board until he or she has had an opportunity to evaluate the evidence and opinions presented to the Board.

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Draft for 1.5.16 meeting

Town of Sudbury



- c. Uphold the intent of executive session and respect the privileged communication that exists in executive session.
- d. Communicate the Board's positions with reporters, state or federal officials, or other persons or bodies only as authorized by the Board.
- e. Treat with respect and courtesy all members of the Board despite differences of opinion.

4. A member of the Board of Selectmen, in his or her relations with Town staff, should:

- a. Treat all staff as professionals, with clear, honest communication that respects the abilities, experience, and dignity of each individual.
- b. Limit requests for staff support, contacting specific Town staff as suggested by the Town Manager and with notice to the Town Manager.
- c. Treat with respect and courtesy all Town staff, in private, in Board meetings, and in all public communications. Concerns about staff performance should only be made to the Town Manager through private conversation.

First adopted by the Board of Selectmen May 10, 2000; revised January \_\_, 2016.

Please note: This code of conduct was originally developed based on similar codes used by other elected boards and committees in other communities. It has subsequently been adapted and updated by the Sudbury Board of Selectmen.

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Attachment10.d: Code of Conduct - Board of Selectmen draft for 1.5.16 meeting (1602 : Code of Ethics Discussion/vote)

## Town of Sudbury



### Code of Conduct of the Board of Selectmen

1. **A member of the Board of Selectmen, in relation to his or her community should:**
  - a. Realize that his or her basic function is to make policy, with administration delegated to the Town Manager.
  - b. Realize that he or she is one of a team and should abide by, and carry out, all Board decisions once they are made.
  - c. Be well informed concerning the duties of a Board member on both local and state levels.
  - d. Remember that he or she represents the entire community at all times.
  - e. Accept the role of a member is a means of unselfish service, not to benefit personally or politically from his or her Board activities.
  - f. Abide by the ethics guidelines established by the State and not use the position of Selectmen to obtain inside information on matters that may benefit someone personally.
  
2. **A member of the Board of Selectmen, in his or her relations with the Town Manager, should:**
  - a. Endeavor to establish sound, clearly defined policies that will direct and support the administration of or the benefit of the staff and residents of the community.
  - b. Recognize and support the administrative chain of command and refuse to act on complaints as an individual outside the administration.
  - c. Give the Town Manager full responsibility for discharging his or her disposition and solution.
  - d. Not give instructions to or request assistance from Town department heads, but rather channel all such activities through the full Board and the Town Manager.
  
3. **A member of the Board of Selectmen, in his or her relations with fellow Board members, should:**
  - a. Recognize that action at official legal meetings is binding and that he or she alone cannot bind the Board outside of such meetings.
  - b. Not make statements or promises of how he or she will vote on matters that will come before the Board until he or she has had an opportunity to hear the pros and cons of the issue during a Board meeting.
  - c. Uphold the intent of executive session and respect the privileged communication that exists in executive session.
  - d. Make decisions only after all facts on a question have been presented and discussed.
  - e. Refrain from communicating the position of the Board of Selectmen to such entities as reporters or state officials unless the full Board has previously agreed on both the position and the language of the statement conveying the statement.
  - f. Treat with respect the rights of all members of the Board despite differences of opinion.

## Town of Sudbury

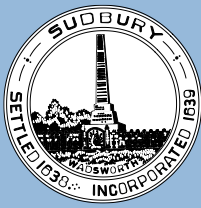


- 4. A member of the Board of Selectmen, in his or her relations with Town staff, should:**
- a. Treat all staff as professionals, with clear, honest communication that respects the abilities, experience, and dignity of each individual.
  - b. Limit contact to specific Town staff. Questions of Town staff and/or requests for additional background information should be directed only to the Town Manager, Town Counsel, Assistant Town Manager, Administrative Assistant to the Board of Selectmen, or Department heads. The office of the Town Manager should be copied on all requests or correspondence.
  - c. Never publicly criticize an individual employee. Concerns about staff performance should only be made to the Town Manager through private conversation.
  - d. Limit requests for staff support, and insure that all requests go through the Town Manager's office.
  - e. Insure that any materials or information provided to a Selectmen from a staff member be made available to all Selectmen.

*First adopted by the Board of Selectmen May 10, 2000*

*Please note: This code of conduct was originally developed based on similar codes used by other elected boards and committees in other communities. It has subsequently been adapted and updated by the Sudbury Board of Selectmen.*





SUDBURY BOARD OF SELECTMEN  
Tuesday, January 5, 2016

**MISCELLANEOUS (UNTIMED)**

**11: Facilitator for BSTF/Fincom mtgs**

REQUESTOR SECTION

Date of request:

Requestor: Chairman Brown

Formal Title: Discussion and possible vote regarding facilitator for joint meetings with the Budget Strategy Task Force and Finance Committee.

Recommendations/Suggested Motion/Vote: Discussion and possible vote regarding facilitator for joint meetings with the Budget Strategy Task Force and Finance Committee.

Background Information:  
See attached email

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

01/05/2016 7:30 PM

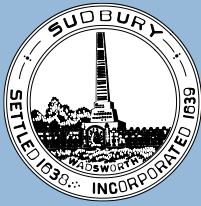
**From:** Susan Berry <[namaberry@gmail.com](mailto:namaberry@gmail.com)>  
**Subject:** Joint FinCom/BSTF Meeting Facilitator  
**Date:** December 21, 2015 at 6:28:46 AM EST  
**To:** Pat Brown <[patbrownian@me.com](mailto:patbrownian@me.com)>, Scott Nassa <[scott\\_nassa@sudbury.k12.ma.us](mailto:scott_nassa@sudbury.k12.ma.us)>, Elena Kleifges <[ekleifges@verizon.net](mailto:ekleifges@verizon.net)>  
**Cc:** "Rodrigues, Melissa" <[RodriguesM@sudbury.ma.us](mailto:RodriguesM@sudbury.ma.us)>, Anne Wilson <[anne\\_wilson@sudbury.k12.ma.us](mailto:anne_wilson@sudbury.k12.ma.us)>, Bella Wong <[bella\\_wong@lsrhs.net](mailto:bella_wong@lsrhs.net)>

Now that the BoS has cleared the way for possible joint meetings of the Finance Committee and the Budget Strategies Task Force, I am working on a facilitator for those meetings. The facilitator that Acton has used is not available for the times we have scheduled. However, one of the FinCom members suggested Mike Fee. I have been in touch with him and he is available and willing to serve as facilitator as long as all the committees are comfortable with his filling that role.

At the last FinCom meeting, we unanimously agreed that Mike would be a good choice as facilitator.

I am now asking each of you as chair of one of the other committees involved to check with your committee about Mike filling the facilitator role. Please let me know if you have questions about this.

Thanks,  
Susan



SUDBURY BOARD OF SELECTMEN  
Tuesday, January 5, 2016

**MISCELLANEOUS (UNTIMED)**

**12: Minuteman discussion**

REQUESTOR SECTION

Date of request:

Requestor: Chairman Brown

Formal Title: Minuteman High School discussion

Recommendations/Suggested Motion/Vote:

Background Information:

Attached agreement dated 12.21.15

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

01/05/2016 7:30 PM

**Amended: 1973, 1979, 1980, 2013**

**DRAFT 12/21/15**

## **REGIONAL AGREEMENT**

This Agreement is entered into pursuant to Chapter 71 of the General Laws of Massachusetts, as amended, among the towns of Acton, Arlington, Belmont, Boxborough, Carlisle, Concord, Lexington, Lincoln, Stow, Sudbury, Wayland, Weston, Bolton, Dover, Lancaster, and Needham, hereinafter sometimes referred to as member towns. In consideration of the mutual promises herein contained, it is hereby agreed as follows:

### **SECTION I: THE REGIONAL DISTRICT SCHOOL COMMITTEE**

#### **(A) Composition**

The Regional School Committee, hereinafter sometimes referred to as "the Committee," shall consist of one member from each member city or town (the term "city" and the term "town" will hereinafter be referred to jointly as "community"). The members of the Committee shall be appointed as hereinafter provided. All members will serve until their respective successors are appointed and qualified.

#### **(B) Staggering of Terms**

The terms of office shall begin on July 1 and shall be for three years. In order to have approximately one third of the terms of office expire at the end of each year, the initial term of office of a Committee member representing a newly admitted community may be for shorter than three years, said determination to be made by vote of the Committee (or by lot, if there is more than one community being newly admitted at the same time).

#### **(C) Appointing Authority**

Members who have been appointed to the School Committee by their respective Town Moderators prior to the July 1 date on which this amended language becomes effective shall serve out the remaining one, two or three years of their term. Beginning on the July 1 when this amended language becomes effective, each member shall thereafter be appointed by vote of the Board of Selectmen of that town (or by the Mayor in the case of a city), except that in the case of a town, the town may by bylaw or charter provide for appointment of that community's member by the Moderator. The language of the preceding sentence will also apply to any community newly admitted to the District whose membership in the District commences on or after the July 1 effective date of this amended language.

#### **(D) Subsequent Terms of Office**

Just prior to the conclusion of the initial terms spoken of in the subsection (B) above, the Appointing Authority of the member community will appoint a member of the Regional School Committee to serve a three year term beginning on July 1.

#### **(E) Vacancies**

Should a vacancy occur on the Regional School Committee for any reason, the unexpired term will be filled within sixty (60) days by the Appointing Authority of the community having the vacancy.

#### **(F) Organization**

At the first meeting of the Regional School Committee held after July 1, the Committee shall

organize and choose a Chairman and a Vice-Chairman from among its membership and will choose a Secretary, who may or may not be from among its membership.

**(G) Power and Duties**

The Committee shall have all the powers and duties conferred and imposed upon school committees by law and conferred and imposed upon it by this Agreement, and such other additional powers and duties as are specified in Section 16 to 16I, inclusive, of Chapter 71 of the General Laws and any amendments or additions thereto now or hereafter enacted, or as may be specified in any other applicable general or special law.

**(H) Weighted Voting**

Each member of the Regional School Committee will exercise a weighted vote, rounded to the nearest hundredth of a percent, which will be calculated and established as of July 1 of each year as follows. The first half of the weighted vote for all of the member communities will be the same. (For example, if hypothetically there were 16 member communities, then the first half of each member's weighted vote will be 1/16 of 50%, which would be 3.125%). The second half of each member community's weighted vote will be computed as follows. Based on the official October 1 student enrollment figures as determined by the Department of Elementary and Secondary Education ("DESE"), or its successor agency, a four year "rolling average" of the school's enrollment from member communities, using the most recent year's October 1 enrollment figures and those from the three preceding years, will be established. Using the same methodology, each member community's average percentage of student enrollment from all of the member communities for that period, rounded to the nearest hundredth of a percent, will be established and will be used as the second half of that member community's weighted vote to become effective on the following July 1. (For example, if over the four year period a member community supplied an average of 8.67% of the school's enrollment from all of the member communities, then, beginning on the following July 1 and extending for the next year, the second half of that member community's weighted vote would be 8.67% of 50%, which would be 4.335%). The two halves will then be added together, and rounded to the nearest hundredth of a percent, to establish that community's total weighted vote. (For example, using the hypotheticals expressed above in this paragraph, the hypothetical community's total weighted vote as of the July 1 in question would be 3.125% plus 4.335%, which would add to 7.46%). Assuming that a quorum as defined in subsection (I) below is present, and except for a vote to approve the annual budget, to incur debt, or to approve an amendment to this Agreement, a combined total of weighted votes amounting to over 50% of the weighted votes present shall constitute majority approval.

In order to approve the District's annual budget, a combined total of weighted votes equal to or exceeding 66.67% of the weighted vote of the entire Committee (i.e., not merely two thirds of the weighted vote of those present) shall be required.

In order to incur debt, a two-thirds (2/3) vote of all of the members of the Regional School Committee, without regard for the weight of the vote, shall be required. In order to approve an amendment to this Agreement, a three-fourths (3/4) vote of all of the members of the Regional School Committee, without regard for the weight of the votes, shall be required.

**(I) Quorum**

A majority of the total number of members of the Regional School Committee (regardless of the weighted votes) shall constitute a quorum. A quorum is necessary for the transaction of business, but an assemblage less than a quorum may adjourn a meeting.

## **SECTION II TYPE OF REGIONAL SCHOOL DISTRICT**

The regional district school shall be a technical and vocational high school consisting of grades nine through twelve, inclusive. The Committee is also hereby authorized to establish and maintain such kinds of education, acting as trustees therefore, as may be provided by communities under the provisions of Chapter 74 of the General Laws and acts amendatory thereof, in addition thereto or dependent thereon, including courses beyond the secondary school level in accordance with the provisions of Section 37A of said Chapter 74.

## **SECTION III LOCATION OF THE REGIONAL DISTRICT SCHOOL**

The regional district school shall be located within the geographical limits of the District, or within a radius of 5 miles from the intersection of Route 2 and Bedford Road, which intersection is in the town of Lincoln, provided that if a community where the school is located ceases to be a district member, the school may continue to be located in that community.

## **SECTION IV APPORTIONMENT AND PAYMENT OF COSTS**

### **(A) Classification of Costs**

For the purpose of apportioning assessments levied by the District against the member communities, costs shall be divided into two categories: capital costs and operating costs.

### **(B) Capital Costs**

Capital costs shall include all expenses in the nature of capital outlay such as the cost of acquiring land, the cost of constructing, reconstructing, or adding to a school building or buildings, the cost of remodeling or making extraordinary repairs to a school building or buildings, the cost of constructing sewerage systems and sewerage treatment and disposal facilities or the cost of the purchase or use of such systems with a municipality, and any other item of capital outlay for which a regional school district may be authorized to borrow, or which could be categorized as a capital expense in conformance with applicable law and regulation, including without limitation the cost of original equipment and furnishings for such school buildings or additions, plans, architects' and consultants' fees, grading and other costs incidental to placing school buildings and additions, sewerage systems and sewerage treatment and disposal facilities, and any premises related to the foregoing in operating condition. Capital costs shall also include payment of principal of and interest on bonds, notes and other obligations issued by the District to finance capital costs.

### **(C) Operating Costs**

Operating costs shall include all costs not included in capital costs as defined in subsection IV (B), but including interest on temporary notes issued by the District in anticipation of revenue.

### **(D) Apportionment of Capital Costs**

1. The following method will be used for apportioning capital costs incurred prior to July 1,



2016:

After first deducting any other sources of revenue that are appropriately applied against capital costs, capital costs shall be annually apportioned to the towns which were members of the District as of June 30, 2016 for the ensuing fiscal year in the following manner. Each member town's share of capital costs for each fiscal year shall be determined by computing the ratio which the town's pupil enrollment in the regional district school on October 1 of the fiscal year next preceding the fiscal year for which the apportionment is determined bears to the total pupil enrollment from all the member towns on the said date, except that if there is an enrollment of fewer than five pupils from any member town in the regional district school on said date, such member town shall be deemed to have an enrollment of five pupils in the regional district school. For the purpose of this subsection, in computing this apportionment the persons enrolled in courses or programs referred to in subsection IV (F) shall not be included.

2. The following method will be used for apportioning capital costs incurred on or after July 1, 2016:

After first deducting any other sources of revenue that are appropriately applied against capital costs, capital costs which are incurred on or after July 1, 2016 shall be apportioned to the member communities annually for the ensuing fiscal year in the following manner (for illustration purposes only, examples of these calculations appear in Appendix A.)

a. Fifty percent (50%) of the capital costs will be apportioned to each of the member communities by computing the ratio which that community's pupil enrollment in the regional district school, using a rolling average based on the four (4) most recent annual October 1 enrollment figures, bears to total pupil enrollment in the regional district school from member communities, using a rolling average based on the four (4) most recent annual October 1 enrollment figures, except that if there were an enrollment of fewer than one (1) pupil from any member community in the regional district school on any of the four (4) most recent October 1 dates, such member community will be deemed to have had an enrollment of one (1) pupil in the regional district school on said date.

b. An additional one percent (1%) of these costs will be apportioned to each of the member communities regardless of student enrollment.

c. The balance of these costs will be apportioned by applying DESE's combined effort yield (a measure of a community's ability to pay for education using property values and household incomes) to the percentage of each community's students (as defined by foundation enrollment) that are enrolled at Minuteman. The specific calculation is as follows:

- Each member community's pupil enrollment in the regional district school, using a rolling average based on the four (4) most recent annual October 1 enrollment figures, including the one (1) pupil minimum spoken of in 2,a above, will be identified.
- This average regional enrollment figure for each member community will be compared to that community's most recent October 1 "foundation enrollment" figure (determined by DESE), and the percentage of that community's most recent foundation enrollment figure which is comprised of that town's average regional enrollment figure will be computed.
- This percentage amount will be multiplied by the lesser of the "combined effort yield" or 100% of the "foundation budget" (using the most recent "final" numbers determined by DESE) for that community, resulting in a number to be called "combined effort yield at Minuteman".

- The numbers representing each community's "combined effort yield at Minuteman" will be totaled, and each community's percentage of that total (this percentage to be called "combined effort capital assessment share") will be computed.
- Each community's "combined effort capital assessment share" will be used to calculate the apportionment of the capital costs under this paragraph. (An example of the calculations described in this paragraph is found in the chart headed "Calculation Factor – Ch. 70 Combined Effort Capital Allocation" appearing on page 2 of Appendix A.)

In the event that changes occur at the state level in either the terminology or the calculation formulas that lie behind the terms used in this paragraph, the Committee will use a calculation approach which replicates the apportionment outcomes that would result from this paragraph if the terms of this paragraph were applied as of the effective date of this Regional Agreement.

#### **(E) Apportionment of Operating Costs**

The District will utilize the statutory method in the apportionment of operating costs. Pursuant to this method, the District will deduct from operating costs the total of any revenue from Chapter 70 state aid, Chapter 71 Regional Transportation Reimbursement, and any other revenue as determined by the Regional School Committee. The balance of all operating costs, except those described in subsection IV,F below, shall be apportioned to each member community as follows. Each member community's share of operating costs will be the sum of the following: (a) the member's required local contribution to the District as determined by the Commissioner of Elementary and Secondary Education (hereinafter "the Commissioner"); (b) the member's share of that portion of the District's net school spending, as defined by G.L. chapter 70, section 2, that exceeds the total of the required local contributions for all of the members; and (c) the member's share of costs for transportation and all other expenditures (exclusive of capital costs as defined in subsection IV,(B) above) that are not included in the District's net school spending. A member's share of (b) and (c) above will be calculated by computing the ratio which that member's pupil enrollment in the regional district school, using a rolling average based on the four (4) most recent annual October 1 enrollment figures, bears to the total pupil enrollment in the regional district school from member communities, using a rolling average based on the four (4) most recent annual October 1 enrollment figures.

#### **(F) Special Operating Costs**

The Committee shall determine the operating costs for each fiscal year for any courses or programs which are offered by the District to persons other than secondary students attending the regular day regional vocational school. Each member community's share of such special operating costs shall be apportioned by identifying each member community's enrollment and/or participation rate in said courses or programs as compared to the overall enrollment and/or participation rate in said courses or programs. Normally said share shall be paid by the members as a special assessment in the fiscal year following the year of the course or program offering, although exceptions may be made whereby the payment will be made during the fiscal year of the course or program offering.

#### **(G) Times of Payment of Apportioned Costs**

Each member shall pay to the District in each fiscal year its proportionate share, certified as provided in subsection V(B), of the capital and operating costs. The annual share of each member community shall be paid in such amounts and at such times that at least the following percentages of such annual share shall be paid on or before the dates indicated, respectively:

September 1	25%
December 1	60%
March 1	75%
May 1	100%

**(H) Apportionment of Costs to New Members**

1. The share of operating costs which will be paid by a new member community will be determined consistent with subsection IV(E) except that, for purposes of calculating that community's four (4) year rolling average of pupil enrollment, the number of "out of district" students from that community which were enrolled in the regional district school during each of the applicable four (4) years will be regarded as that community's "pupil enrollment" during those years for purposes of this calculation.

2. The Regional School Committee, prior to the admittance of a new member community, will have the option of negotiating a phase in of the amount of capital costs which will be assessed to that new member community during the first three years of membership in the District. Beginning no later than the fourth year of membership and thereafter, however, the new member community will be assessed the full capital cost apportionment that will result from an application of subsection IV(D).

**(I) Incurring of Debt**

Other than short-term borrowing for cash-flow purposes, the incurring of debt for purposes expressed in G.L. Chapter 71, section 16(d), will require at least a two-thirds (2/3) vote of all of the members of the Regional School Committee, without regard for the weight of the votes. If such a margin exists, the Committee must seek authorization for incurring debt by following the approach set out in G.L. Chapter 71, section 16, subsection (d). If one or more member communities vote disapproval of the debt, the Committee, by a majority of the weighted vote, may then seek authorization for the debt via Chapter 71, section 16, subsection (n). If and when subsection (n) is utilized, and if the incurring of debt is approved via subsection (n), the following option will be open to a member community if a majority of the registered voters voting on the question from that community voted to disapprove the incurring of debt in the subsection (n) election. Said community may seek to withdraw from the District consistent with the procedure in Section IX, and, if the notice of withdrawal is sent consistent with Section IX within sixty (60) days of the subsection (n) election, that community will not be responsible for a share of the debt service attributable to this new debt even if that community's withdrawal from the District is not approved by a majority of the member communities as required by Section IX, or even if the withdrawal of said community is disapproved by the Commissioner. Communities whose resident voters disapprove the incurring of the debt in the subsection (n) election but which do not give a notice of withdrawal consistent with Section IX will remain members of the District and will share in the debt service for the new debt consistent with the apportionment process in this Section IV.

**SECTION V BUDGET**

**(A) Tentative Operating and Maintenance Budget**

The Committee shall annually prepare a tentative operating and maintenance budget for the ensuing fiscal year, attaching thereto provision for any installment of principal or interest to

become due in such fiscal year on any bonds or other evidence of indebtedness of the District and any other capital costs to be apportioned to the member communities. The said Committee shall mail a copy to the chairman of the Board of Selectmen and the Finance or Advisory Committee, if any, of each member town at least fifteen days prior to the date on which the final operating and maintenance budget is adopted by the Committee, said copy to be itemized in a fashion consistent with DESE's chart of accounts.

**(B) Final Operating and Maintenance Budget**

After conducting a public hearing consistent with G.L. Chapter 71, section 38M, the Committee shall adopt an annual operating and maintenance budget for the ensuing fiscal year not later than forty-five days prior to the earliest date on which the business session of the annual town meeting of any member town is to be held, but in no event later than March 31, provided that said budget need not be adopted earlier than February 1. Said adoption of the budget will require a combined total of weighted votes equal to or exceeding 66.7% of the weighted vote of the entire Regional School Committee (i.e., not merely two-thirds of the weighted vote of those present at the meeting). Said annual operating and maintenance budget shall include debt and interest charges and any other current capital costs as separate items, and the said Committee shall apportion the amounts necessary to be raised in order to meet the said budget in accordance with the provisions of Section IV. The amounts so apportioned to each member community shall be certified by the district treasurer to the treasurer of such member community within thirty days from the dates on which the annual operating and maintenance budget is adopted by the Committee, and each such community shall, at the next annual town meeting or meeting of the city council, appropriate the amounts so certified. The annual Regional School District budget shall require approval by the local appropriating authorities of at least two-thirds (2/3) of the member communities consistent with G.L. Chapter 71, section 16B.

**SECTION VI TRANSPORTATION**

School transportation shall be provided by the regional school district and the cost thereof shall be apportioned to the member communities as an operating cost.

**SECTION VII AMENDMENTS**

**(A) Limitation**

This Agreement may be amended from time to time in the manner hereinafter provided, but no such amendment shall be made which shall substantially impair the rights of the holders of any bonds or notes or other evidences of indebtedness of the District then outstanding, or the right of the District to procure the means for payment thereof, provided that nothing in the section shall prevent the admission of new communities to the District and the reapportionment accordingly of capital costs of the District represented by bonds or notes of the District then outstanding and of interest thereon.

**(B) Procedure**

Any proposal for amendment, except a proposal for amendment providing for the withdrawal of a member community (which shall be acted upon as provided in Section IX), may be initiated

by a vote of at least three-fourths (3/4) of all of the members of the Regional School Committee, without regard for the weight of the votes, so long as the proposed amendment was discussed as an agenda item at no less than one prior Committee meeting. Alternatively, a proposal for amendment may be initiated by a petition signed by at least 10 per cent of the registered voters of any one of the member communities. In the latter case, said petition shall contain at the end thereof a certification by the Municipal Clerk of such member community as to the number of registered voters in said community according to the most recent voting list and the number of signatures on the petition which appear to be the names of registered voters of said community and said petition shall be presented to the secretary of the Committee. In either case, the Secretary of the Committee shall mail or deliver a notice in writing to the Board of Selectmen, or City Council, of each of the member communities that a proposal to amend this Agreement has been made and shall enclose a copy of such proposal (without the signatures in the case of a proposal by petition). The Selectmen of each member town shall include in the warrant for the next annual or a special town meeting called for the purpose an article stating the proposal or the substance thereof, and the City Council in each member city shall vote on said proposed amendment within two months of its submittal by the Committee. Such amendment shall take effect upon its acceptance by all of the member communities, acceptance by each community to be by a majority vote at a town meeting in the case of a town, or by majority vote of the City Council in the case of a city, and after approval by the Commissioner.

**(C) Approval by Commissioner**

All amendments to this Agreement are subject to the approval of the Commissioner.

**SECTION VIII ADMISSION OF NEW COMMUNITIES**

By an amendment of this Agreement adopted under and in accordance with Section VII above, any other community or communities may be admitted to the regional school district. The effective date for the admission of each such new member shall be the July 1 following the adoption by the District of such an amendment, the acceptance by all of the existing members, and the approval by the Commissioner. All of the above approvals must be completed by December 31 for the new member to be admitted on the following July 1. Such admission also shall be subject to compliance with such provisions of law as may be applicable and such terms as may be set forth in such amendment.

**SECTION IX WITHDRAWAL**

**(A) Procedure**

Consistent with 603 CMR 41.03(2) the withdrawal of a member community can occur only as of July 1 of a given fiscal year. A notice of desire to withdraw must be initiated by a two-thirds (2/3) vote of the legislative body of the member community, which must occur no less than three (3) years prior to the desired July 1 withdrawal date. The Municipal Clerk of the community seeking to withdraw must notify the Regional School Committee in writing within seven (7) days of the vote of the legislative body that the two-thirds (2/3) vote has occurred, and the receipt of the notice of withdrawal will be acknowledged in the minutes at a Regional School Committee meeting. Within seven (7) days of its receipt, the District's Clerk will notify in writing the Municipal Clerks of all of the member communities that a notice of withdrawal has been received. Once this notice of withdrawal is given, it may not be rescinded without the unanimous consent of the members of the Regional School Committee. The withdrawal of a community will be allowed

only if it is approved by a majority of the other member communities. A failure of the legislative body of a member community to vote disapproval of a requested withdrawal within sixty (60) days of the notice of withdrawal being submitted to the Regional School Committee will constitute approval. During this three (3) year notice period, the departing member will continue to be responsible for the following:

1. Payment of its share of operating costs apportioned by way of subsection IV(E).
2. Payment of its share of capital costs apportioned by way of subsection IV(D), except that no apportionment for a withdrawing member will be made for a share of debt that was disapproved by the voters of said withdrawing member in a G.L. Chapter 71, subsection 16(n) election and after said disapproval a notice of withdrawal was sent by said member consistent with the terms of subsection IV(I). Similarly, no apportionment for a withdrawing member will be made for a share of any debt incurred after the member has given a notice of withdrawal.
3. The withdrawing community shall continue to have a right to appoint and be represented by its member on the School Committee with full voting authority until the date of final withdrawal, on which date the withdrawing community member's term shall end.

**(B) Continuing Obligations After Withdrawal**

A departing member shall have no right or claim to the assets of the District, and a departing member shall continue to be responsible, after withdrawal, for the following:

1. Payment of its share of capital costs incurred prior to withdrawal apportioned by way of subsection IV(D), provided that for purposes of this apportionment the withdrawn community's enrollment shall be deemed to be its enrollment determined pursuant to subsection IV(D) immediately prior to the date of its notice of intent to withdraw, except that:
  - a. no apportionment for a withdrawing member will be made for a share of debt that was disapproved by the voters of said withdrawing member in a G.L. Chapter 71, subsection 16(n) election and after which disapproval a notice of withdrawal was sent by said member consistent with the terms of subsection IV(I); and,
  - b. no apportionment for a withdrawing member will be made for a share of debt that was incurred by the District following receipt of the withdrawing member's notice of intent to withdraw, such notice having not been rescinded.

**(C) Commissioner's Approval**

Consistent with 603 CMR 41.03(2) the withdrawal of any member requires the approval of the Commissioner of Education, and all requisite approvals must be obtained no later than the December 31 preceding the July 1 effective date of withdrawal.

**(D) Amendment to Agreement**

The withdrawal of a member which occurs consistent with this Section will, upon its completion, constitute an amendment to the Regional Agreement, regardless of the fact that said amendment was not processed via the procedure contained in Article VII.

**(E) Initial Procedure for Withdrawal**

Consistent with 603 CMR 41.03(2), the communities of Boxborough, Carlisle, Dover, Lincoln, Sudbury, Wayland, and Weston may withdraw from the District effective on the first July 1 after the first December 1 following the Commissioner of Education's approval of the 2016 Amended



Regional Agreement, all of the following requirements having been met by each departing member:

- (a) On or before March 1, 2016, voted by simple majority of its legislative body to confirm its commitment to withdraw from the District;
- (b) On or before March 1, 2016, voted to approve the 2016 Amended Regional Agreement;
- (c) Approval of the 2016 Amended Regional Agreement by the Commissioner of Education.

A vote by any member to adopt the 2016 Amended Regional Agreement shall also constitute approval of the withdrawal of any or all of the communities of Boxborough, Carlisle, Dover, Lincoln, Sudbury, Wayland, and Weston from the District pursuant to the Initial Procedure for Withdrawal.

The terms of School Committee members representing communities which withdraw under this Initial Procedure for Withdrawal shall end on the withdrawal date of the community which the member represents. No such community shall have any right or claim onto the assets of the District. Such communities shall continue to be responsible for their respective shares of the District's indebtedness as of the withdrawal date, except that no community withdrawing under this Initial Procedure for Withdrawal shall be responsible for District debt incurred after December 10, 2015.

## **SECTION X TUITION STUDENTS**

### **(A)**

The Committee may accept for enrollment in the regional district school pupils from communities other than member communities on a tuition basis. Income received by the District from tuition pupils and not previously deducted from operating costs shall be deducted from the total operating costs in the next annual budget to be prepared after the receipt thereof, prior to apportionment under Section IV to the member communities, provided that income identified as a contribution to capital costs shall be applied to the capital budget.

### **(B)**

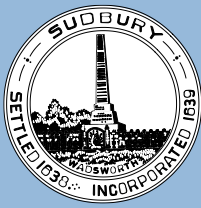
Subject to state law, and applicable regulations, effective June 30, 2018, it shall be the policy of the District to admit out-of-district students only based on tuitions and charges equal or greater than the District's similarly-calculated average per pupil cost for in-district communities as determined by the Committee. Exceptions to this policy may only be made by two-thirds weighted vote of the Committee. The provisions of this paragraph (B) shall not apply to incoming school choice students under M.G.L. c. 76, § 12B.

## **SECTION XI FISCAL YEAR**

The fiscal year for the district shall run from July 1 to June 30.

## **SECTION XII SUBMISSION FOR APPROVAL**

This Agreement shall be submitted for approval pursuant to the applicable provisions of Chapter 71 of the General Laws.



SUDBURY BOARD OF SELECTMEN  
Tuesday, January 5, 2016

**MISCELLANEOUS (UNTIMED)**  
**13: Discuss upcoming agenda items**

REQUESTOR SECTION

Date of request:

Requestor: Chairman Brown

Formal Title: Discuss upcoming agenda items

Recommendations/Suggested Motion/Vote: Discuss upcoming agenda items

Background Information:

Financial impact expected:

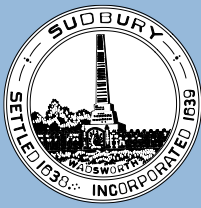
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

01/05/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN  
Tuesday, January 5, 2016

**CONSENT CALENDAR ITEM**

**14: Minutes approval**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to approve the regular session minutes of Dec. 15, 2015.

Recommendations/Suggested Motion/Vote: Vote to approve the regular session minutes of Dec. 15, 2015.

Background Information:

Attached draft

Financial impact expected:

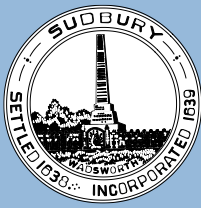
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

01/05/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN  
Tuesday, January 5, 2016

**CONSENT CALENDAR ITEM**

**15: HDC reappointment**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to reappoint Frank W. Riepe, 54 New Bridge Road, to the Historic District Commission, for a term ending January 1, 2021, as requested by Fred Taylor, Chairman.

Recommendations/Suggested Motion/Vote: Vote to reappoint Frank W. Riepe, 54 New Bridge Road, to the Historic District Commission, for a term ending January 1, 2021, as requested by Fred Taylor, Chairman.

Background Information:

Financial impact expected:n/a

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

01/05/2016 7:30 PM

**From:** Frank Riepe [<mailto:frank@fwrba.com>]  
**Sent:** Friday, December 18, 2015 9:46 AM  
**To:** Fred Taylor <[fmrdm@comcast.net](mailto:fmrdm@comcast.net)>  
**Cc:** Vert, Lillian <[VertL@sudbury.ma.us](mailto:VertL@sudbury.ma.us)>  
**Subject:** Re: Historic Districts Commission - reappointment

Yes, I would like to continue on the HDC.

Frank

On Dec 18, 2015, at 9:28 AM, Fred <[fmrdm@comcast.net](mailto:fmrdm@comcast.net)> wrote:

Frank, please let us know. Fred

Sent from my iPad



# Historic Districts Commission

Sudbury, MA

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## Members

Members					
Name	Position	Address	Term	End Date	Appointed By
Frederick E. Taylor	Chairman	38 Cider Mill Rd	5	01/01/2018	Selectmen
William S. Andreas	Member	29 King Philip Rd	5	01/01/2017	Selectmen
Linda G. Hawes	Member	38 King Philip Road	5	01/01/2019	Selectmen
Frank W. Riepe	Member	54 New Bridge Road	5	01/01/2016	Selectmen
Lee F. Swanson	Member	55 Hudson Rd	5	01/01/2020	Selectmen

## Historic Districts Commission

Interested in serving on this committee?

[Appointment Application](#)

The purpose of the Historic Districts Commission is to preserve and protect buildings, places and other areas of historic or architectural significance. The [four historic districts](#) currently in existence - The Town Center, The Wayside Inn District, the King Philip District and the George Pitts Tavern District - are subject to restrictions and controls under Chapter 40 of the Acts of 1963 administered by the Historic Districts Commission.

These [restrictions](#) include exterior architectural and color features of building, landscaping, stone walls, signs, etc., located within an historic district.

The Historic Districts Commission consists of five members who are appointed by the Board of Selectmen:

- 1 registered architect (if none available, a person the Selectmen deem qualified)
- 3 registered voters living in the a Historic District (if possible)
- 1 (of two nominees) by the Historical Commission

### Related Departments

- [Informational - Historic Articles](#)
- [Historical Commission](#)
- [Town Historian](#)

### Recent News

[Historic Districts Commission 2016 Meeting Schedule](#) November 10, 2015

[Monument Restoration Project to Begin](#) June 15, 2015

### Search the entire Sudbury site

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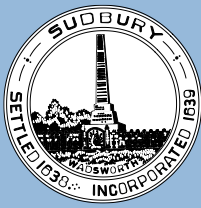
### Contact

**Email:** [HistoricDistricts@sudbury.ma.us](mailto:HistoricDistricts@sudbury.ma.us)  
**Phone:** (978) 639 - 3389  
**Building:** [Flynn Building](#)  
 278 Old Sudbury Road  
 Sudbury, MA 01776



Attachment15.b: https://sudbury.ma\_HDC\_members (1622 : HDC reappointment)





SUDBURY BOARD OF SELECTMEN  
Tuesday, January 5, 2016

**CONSENT CALENDAR ITEM**

**16: Foosball table donation**

REQUESTOR SECTION

Date of request:

Requestor: Mark Simmons, Youth Coordinator/Teen Center Director

Formal Title: Vote to accept, on behalf of the Town, the donation of a moderately used Foosball Table, valued at \$200, to be used at the Teen Center, from Janet Fell, 41 Rolling Lane, as requested by Mark Simmons, Youth Coordinator/Teen Center Director. Also, to send a thank-you letter to Ms. Fell for her donation to the Park and Recreation Department.

Recommendations/Suggested Motion/Vote: Vote to accept, on behalf of the Town, the donation of a moderately used Foosball Table, valued at \$200, to be used at the Teen Center, from Janet Fell, 41 Rolling Lane, as requested by Mark Simmons, Youth Coordinator/Teen Center Director. Also, to send a thank-you letter to Ms. Fell for her donation to the Park and Recreation Department.

Background Information:

Attached memo

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Town Counsel	Pending
Barbara Saint Andre	Pending
Patricia A. Brown	Pending
Board of Selectmen	Pending

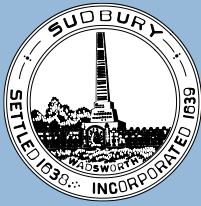
01/05/2016 7:30 PM

Dear Board of Selectmen,

The Sudbury Park and Recreation Department has received a donation from Janet Fell of 41 Rolling Lane. Ms. Fell has donated to the Jean Lind Teen Center a moderately used Carrom Burr Oak Foosball Table. I have valued the donation at \$200. New Carrom Burr Oak Foosball tables can be purchased for over \$500. The foosball table has little damage and will be a great replacement for the broken foosball table the Teen Center currently has.

Thank You,  
Mark Simmons  
Youth Coordinator/  
Teen Center Director

RECEIVED  
BOARD OF SELECTMEN  
SUDBURY, MA  
2015 DEC 16 P 2:48



SUDBURY BOARD OF SELECTMEN  
Tuesday, January 5, 2016

**CONSENT CALENDAR ITEM**

**17: Nstar Electric/Eversource Energy Rebate**

REQUESTOR SECTION

Date of request:

Requestor: James Kelly, Facilities Director

Formal Title: Vote to accept, on behalf of the Town, a \$22,623 rebate check to be deposited into the Excelon/Select Utility Gift/Donation Account, (as requested by James Kelly, Facilities Director, in a memo dated December 15, 2015), said funds to be accepted toward future energy saving opportunities, under the direction of the Energy Committee.

Recommendations/Suggested Motion/Vote: Vote to accept, on behalf of the Town, a \$22,623 rebate check to be deposited into the Excelon/Select Utility Gift/Donation Account, (as requested by James Kelly, Facilities Director, in a memo dated December 15, 2015), said funds to be accepted toward future energy saving opportunities, under the direction of the Energy Committee.

Background Information:

Attached memo

Financial impact expected:

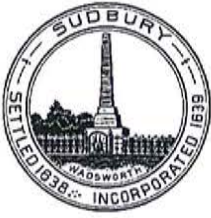
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

- Patty Golden Pending
- Melissa Murphy-Rodrigues Pending
- Town Counsel Pending
- Barbara Saint Andre Pending
- Patricia A. Brown Pending
- Board of Selectmen Pending

01/05/2016 7:30 PM



# Town of Sudbury

## Facilities Department

275 Old Lancaster Road  
Sudbury, MA 01776  
978-440-5466; Fax 978-440-5404  
facilities@sudbury.ma.us

James F. Kelly, Facilities Director

TO: Melissa Murphy-Rodrigues  
FROM: James Kelly, Facilities Director  
RE: Nstar Electric (Eversource) Energy Incentive Rebate  
DATE: December 15, 2015

2015 DEC 22 A 8:56

RECEIVED  
BOARD OF SELECTMEN  
SUDBURY, MA

I would like to request the Selectmen accept a check from Nstar Electric Company, dba Eversource Energy, in the amount of \$22,623. This check is for incentives earned during the construction of the new police station. Sudbury's Energy Committee recommended that the new building exceed the standard stretch energy code and meet the Advanced Buildings Core Performance, a more efficient code.

The purpose of the Advanced Buildings process is to improve the indoor environment and reduce the building energy consumption by implementing cost effective design alternatives. Design consultants engaged by the Owner evaluated options and enhancements to the proposed police station building design following the Advanced Buildings Core Performance guidelines in order to identify improved system operating efficiencies that also improve the indoor environment of the completed building.

In following past practice, I am requesting that this incentive be accepted for future energy initiatives selected by the Energy Committee. The rebate check will be accepted as a gift and deposited into an account titled "Excelon/Select Utility Gift/Donation." The purpose of this account is to insure rebates are available to be used for future energy savings opportunities for the town.





# Construction Solutions

## Memorandum of Understanding Regarding Advanced Buildings™ Projects

NSTAR Electric ("the Company") understands that the following utility customer ("the Owner"):

TOWN of SUDBURY, MA 01776

has undertaken the following construction project that will follow Advanced Buildings Core Performance:

NEW POLICE STATION

This Project is being designed by the following design professionals (the Design Team"):

The Carell Group, Inc Greg Carell ("Architect")

RDK Engineers, Andover MA ("Electrical Engineer")

RDK Engineers, Andover MA ("Mechanical Engineer")

The purpose of the Advanced Buildings process is to improve the indoor environment and reduce building energy consumption by implementing cost effective design alternatives. Advanced Buildings is an integrated design process that offers customers the opportunity to maximize electrical and thermal energy efficiency in their new construction project by following a set of defined design guidelines. Design consultants engaged by the Owner evaluate options and enhancements to the proposed building design following the Advanced Buildings Core Performance guidelines in order to identify improved system operating efficiencies that also improve the indoor environment of the completed building.

Advanced Buildings Core Performance outlines the design criteria and building elements that must be implemented in order for the completed project to be considered an Advanced Building. The Owner hereby agrees to make all reasonable efforts to incorporate these Advanced Buildings criteria into this project. In return, NSTAR agrees to provide technical support services related to the Advanced Buildings process, and to offer incentives or rebates for the incorporated Criteria as applicable. NSTAR will provide the Owner with written pre-approval of any incentives, rebates, or services prior to the Owner incurring costs for same.

This Agreement is the entire agreement between the parties concerning the Design Team's participation in the Advanced Buildings process. The Company is not responsible for the payment of any taxes assessed by federal, state or local governments on either benefits conferred on the Owner by the Company or design incentives paid to Design Team. No party shall be liable to the others for any indirect, incidental or consequential damages under this Memorandum of Understanding.

Customer (Owner) Signature James F. Kelly Date 12.18.13

Architect Signature [Signature] Date 12/18/13

Company Authorization \_\_\_\_\_ Date \_\_\_\_\_