

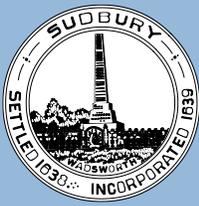
SUDBURY BOARD OF SELECTMEN  
TUESDAY FEBRUARY 23, 2016  
7:30 PM, TOWN HALL - LOWER LEVEL

Item #	Time	Action	Item
	7:30 PM		CALL TO ORDER
			Opening remarks by Chairman
			Reports from Town Manager
			Selectmen Announcements
			Citizen's comments on items not on agenda
<b>TIMED ITEMS</b>			
1.	7:45 PM	<i>VOTE / SIGN</i>	Vote whether or not to sign STARS proclamation, as requested by resident Geoff Phillips
2.	7:50 PM		Joint meeting with Finance Committee to consider 2016 Town Meeting Articles. Jim Kelly, Combined Facilities Director, to present articles 16, 17, 18, 19, 21, 22, 23. Fire Chief Bill Miles to present article 14, and Town Manager Melissa Rodrigues to present article 13.
3.	8:20 PM		Discussion of FY17 budget with Finance Committee
4.	8:50 PM	<i>VOTE</i>	Vote to accept the audited financial statements for the Town of Sudbury for the fiscal year ending June 30, 2015. Said statements include Sudbury's Comprehensive Annual Financial Report (CAFR), Management Letter, and GAO and OMB A-133 (single audit) reports. Andrew Vanni, Finance Director, and Dan Sullivan, CPA, Principal, CliftonLarsenAllen, will attend.
5.	9:20 PM	<i>VOTE / SIGN</i>	Vote to sign the Town Election Warrant which must be in hands of residents by Monday, March 21, 2016.
6.	9:25 PM		Discussion of Presentation of Town Meeting warrant articles. Schedule presenters, etc.
<b>MISCELLANEOUS</b>			
7.		<i>VOTE</i>	Vote to release the previously approved Executive Session minutes of Jan. 27, 2011 and Feb. 15, 2011
8.			Continuation of Citizen's Comments, as needed

*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>
9.			Discuss and identify next steps regarding the Sudbury Station Comprehensive Permit
10.			Discuss upcoming agenda items
<b>CONSENT CALENDAR</b>			
11.		<i>VOTE</i>	Vote to Grant a Special Permit to the National Brain Tumor Society, to hold the “Boston Brain Tumor Ride” on Sunday, May 15, 2016, from 7:45 A.M. through approximately 2:45 P.M., subject to compliance with conditions outlined by the Police and Fire Departments, DPW and Park and Recreation, subject to receipt of a certificate of liability.
12.		<i>VOTE</i>	Vote to accept the resignation of Peter Abair, 14 Dawson Drive, from the Sudbury Housing Trust and to send a letter of thanks for his service to the Town.
13.		<i>VOTE</i>	Vote to approve the regular session minutes of Feb. 2, 2016.
14.		<i>VOTE / SIGN</i>	Vote to grant a 1-day Wine & Malt license to William E. Kneeland, Jr, to accommodate a Knights of Columbus fundraiser on Saturday, March 12, 2016 from 6:30 PM to 10:30 PM at Our Lady of Fatima Parish Hall, 160 Concord Road, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.
15.		<i>VOTE</i>	Vote to grant a Special Permit to Joyce Endee Productions to hold an Autumn Arts & Crafts Festival on September 10-11, 2016, from 10:00 am to 4:00 pm at the Wayside Inn, subject to conditions and permits required by the Fire, Police, Health and Building Departments.
16.		<i>VOTE</i>	Vote to grant a Special Permit to the National Multiple Sclerosis Society, to Hold the “Bike MS Minuteman Ride” on Saturday, July 16, 2016, from 9:00 A.M. through approximately 3:00 P.M., subject to Police Department safety requirements, Proof of Insurance Coverage and the assurance that any litter will be removed at the race’s conclusion.
17.		<i>VOTE</i>	Vote to appoint Sudbury registered voter, Susan Rushfirth, Democrat, of 48 Harvard Drive, as an Election Officer for a term to expire on August 14, 2016, as recommended by the Town Clerk.
18.		<i>VOTE</i>	Vote to authorize Chairman Pat Brown to sign a letter to our state legislators regarding pending legislation proposing divestment of state retirement funds from fossil fuel companies.
19.		<i>VOTE / SIGN</i>	Vote to authorize the Town Manager to approve the renewal of the current contract with Blackboard Connect, Inc. For Emergency Notification services at a cost of \$34,500 for three years (\$11,500/year) as recommended by Mark Thompson, Technology Administrator.

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



SUDBURY BOARD OF SELECTMEN  
Tuesday, February 23, 2016

**TIMED ITEM**

**1: STARS proclamation**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote whether or not to sign STARS proclamation, as requested by resident Geoff Phillips

Recommendations/Suggested Motion/Vote: Vote whether or not to sign STARS proclamation, as requested by resident Geoff Phillips

Background Information:  
attached

Financial impact expected:N/A

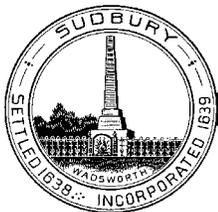
Approximate agenda time requested:

Representative(s) expected to attend meeting: Geoff Philips, resident

Review:

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

02/23/2016 7:30 PM



## TOWN OF SUDBURY

*Office of Selectmen*

*www.sudbury.ma.us*

Flynn Building  
278 Old Sudbury Rd  
Sudbury, MA 01776-1843  
978-639-3381  
Fax: 978-443-0756

### Proclamation February 23, 2016

Whereas our children today face challenges that we did not, including more potent illegal drugs, more prevalent prescription narcotics, digital safety, using the Web, and using smart devices, along with challenges we did face such as alcohol and drug abuse; and

Whereas learning to understand challenges and make good decisions is an important part of childhood development and well-being; and

Whereas, the partnership between the Sudbury Public Schools and the Sudbury Police Department to support our youth has led to the assignment of a police resource officer to the schools to encourage the development of a positive relationship between our children and the public safety personnel who are there to support them; and

Whereas, that partnership created the Students Thinking and Acting Responsibly in Sudbury program (“STARS”) to educate and motivate students to behave in ways that promote well-being, both for themselves and others, and to develop skills and individual responsibility for one’s health; and

Now, therefore, we, the Sudbury Board of Selectmen, offer our strong support of the STARS program and encourage all Sudbury parents to learn about it, talk about it, and support it.

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Patricia A. Brown, Chair

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Robert C. Haarde, Selectman

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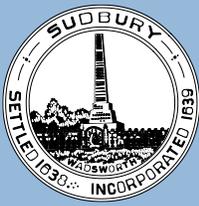
Susan N. Iuliano, Vice-Chair

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Leonard A. Simon, Selectman

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Charles C. Woodard, Selectman



SUDBURY BOARD OF SELECTMEN  
Tuesday, February 23, 2016

**MISCELLANEOUS (UNTIMED)**

**2: Town meeting articles - presentations**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Joint meeting with Finance Committee to consider 2016 Town Meeting Articles. Jim Kelly, Combined Facilities Director, to present articles 16, 17, 18, 19, 21, 22, 23. Fire Chief Bill Miles to present article 14, and Town Manager Melissa Rodrigues to present article 13.

Recommendations/Suggested Motion/Vote: Joint meeting with Finance Committee to consider 2016 Town Meeting Articles. Jim Kelly, Combined Facilities Director, to present articles 16, 17, 18, 19, 21, 22, 23. Fire Chief Bill Miles to present article 14, and Town Manager Melissa Rodrigues to present article 13.

Background Information:  
Attached copies of articles

Financial impact expected:

Approximate agenda time requested: 30 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

02/23/2016 7:30 PM



## FY17 Town Manager's Capital Operating Budget

Joint Meeting of the Finance  
Committee and Board of Selectmen

February 23, 2016

## FY17 Capital Expenditures Budget

- Developed and recommended to Town Manager by staff
- Projects may include items from all three cost centers
- Budget increasing by \$11,250 or almost 3%
- Items that are less than \$50,000 in one year or less than \$100,000 over multiple years

## Capital by Department

	FY16 Appropriated	FY17 Recommended
<b>OPERATING CAPITAL ARTICLE BY DEPARTMENT</b>		
DPW/Highway	90,000	81,000
DPW/Parks & Grounds		
Facilities/SPS	130,000	102,000
Facilities/Town	50,000	125,000
Fire	50,000	96,000
IT/General	32,750	-
Police		-
Recreation	40,000	-
<b>Total</b>	<b>392,750</b>	<b>404,000</b>

## FY17 TM Capital Budget Requests

Department	Project	Cost
Facilities Department	Town Various Building Improvements	\$50,000
Facilities Department	School Floor Replacement	\$50,000
Facilities Department/ SPS	Haynes Phone System	\$27,000
Facilities Department	Town Carpet Replacement	\$50,000
Facilities Department	Fire Station Tight Tank	\$50,000
DPW	Bobcat loader	\$50,000
DPW	Roller for Sidewalk Paving	\$31,000
Fire Department	Car 3 Replacement	\$46,000
Fire Department	Radio Box Upgrades	\$50,000
Total:		\$404,000

### Capital Request: Various Building Improvements

- Description: Yearly expenditure as part of long term plan to include a standard amount of funding each year for building improvements and maintenance.
- Cost: \$50,000

### Capital Request: School Floor Replacement

- Description: Replace existing worn classroom carpet and cracked tiles in select rooms with vinyl composition tile and area rugs.
- Has not been replaced in 10-15 years
- Cost: \$50,000

## Examples of replacement



2013- 14 floors completed

- 6 at Nixon
- 8 at Noyes

2014- 12 floors completed

- 8 at Noyes with moisture mitigation
- 4 at Nixon
- Noyes Kitchen floor

2015 –11 floor completed

- 4 at Nixon
- 7 at Noyes

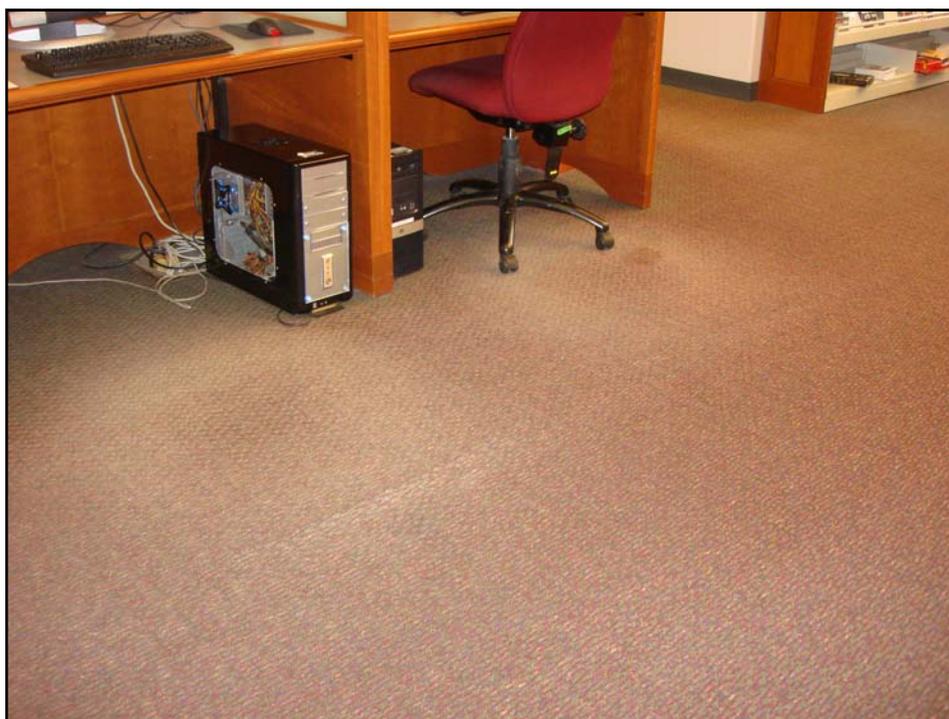


## Capital Request: Haynes Phone System

- Description: Upgrade existing phone system, which has been failing due to aging hardware. Other schools in district have already seen replacement. (Loring, Nixon, and Curtis)
- It is an aging system that cannot be repaired and is not reliable.
- Cost: \$27,000

## Capital Request: Carpet Replacement

- Description: Replace worn selected carpet in Goodnow Library and other buildings as needed. This is a continuation of a project from last year (\$108,000)
- Carpet was last replaced in 1998
- Cost: \$50,000



## Capital Request: Fire Station Tight Tank

- Description: Installation of a tight tank, which collects the drainage from the floor inside the Fire Station apparatus garage
- Wasn't required when built, but is currently DEP standard
- Cost: \$50,000



## Capital Request: Replacement Bobcat Loader

- Description: Replace 2003 Bobcat
- This is a multi-use, multi-functional piece of equipment used year round
- Last year we spent over \$1200 on repairs. This machine does not allow for necessary attachments, has broken fuel gauge, heat, etc.
- Cost: \$50,000



## Capital Request: Sidewalk Roller

- Description: Replace sidewalk paving roller machine, which is used to build, repair, and maintain sidewalks and roads.
- Current machine was purchased in 2005 and has chronic issues with a cable. Last year we spent almost \$2000 on this machine and additional repairs totaling \$5000 are needed.
- Cost: \$31,000



### Capital Request: Fire Car 3 Replacement

- Description: First line emergency response vehicle used by the Shift Commander. This vehicle, purchased in 2011, will now be used by a different department
- Cost: \$46,000

### Capital Request: Radio Box Upgrades

- Description: Replace 15 conventional hard wired Master Boxes with new wireless Radio Boxes in 15 town buildings
- \$50,000 was completed last year.
- Currently maintaining an expensive and cumbersome copper fire alarm cable strung throughout town on Eversource owned poles.
- New boxes more reliable and cheaper to maintain
- Cost: \$50,000



## Discussion and Questions

## 2008 Ambulance



## Newer 2015 Ambulance



1999 Ladder Truck



Proposed Ladder Truck



TOWN OF SUDBURY      WARRANT ARTICLE FORM      ARTICLE 13

Instructions:

- 1) The **ORIGINAL, TYPED** article is to be submitted to the Selectmen's Office in final form.
- 2) Articles submitted by Boards and Committees must be signed by a majority accompanied by a copy of the vote signed by its Clerk.
- 3) **WARRANT REPORT**, briefly explaining intent and scope of article must be attached.
- 4) All monied articles must specify dollar amounts requested.
- 5) Article wording must be approved and article signed by Town Counsel before submission.

ARTICLE .      FY17 CAPITAL BUDGET

To see what sum the Town will vote to raise and appropriate, or transfer from available funds, for the purchase or acquisition of capital items including but not limited to capital equipment, construction, engineering, and design, including but not limited to renovation to buildings; and to determine whether this sum shall be raised by borrowing, lease purchase, or otherwise; or act on anything relative thereto.

Submitted by the Town Manager.

(Two-thirds vote required, if borrowed)

M. Murphy Rodrigues  
Melissa Murphy Rodrigues, Town Manager

Approved by: \_\_\_\_\_  
Town Counsel

# Capital Projects and Town Meeting Articles FY 17

FY 17Capital Projects

## Final Report of the Strategic Financial Planning Committee for Capital Funding

The annual appropriation for capital spending that is paid from the tax levy (**Capital Component of Taxes**) should be no more than \$5.7 million, excluding proposed major new projects.

- The recommendations were developed after lengthy consideration of the approximately \$26.9 million in projects on the 5 year CIP to maintain the quality and integrity of our infrastructure.
- This includes \$22.9 million of small projects (defined as project expenditures of \$1 million or less), \$2.1 million to purchase replacement rolling stock, and \$1.9 million to purchase replacement public safety vehicles (fire trucks and ambulances).
- The detail includes a long list of projects to repair Town, SPS and L-S facilities and infrastructure, enhance and replace Fire/EMS equipment, purchase DPW rolling stock and equipment, provide design services on rail trail projects, provide improvements to recreational assets, enhance and upgrade Town and School technology, and improve intersections and bridges in Sudbury.

### Summary of FY17 Capital Funding Recommendations

Existing Debt Service	\$2,618,860
Capital Budget within operating budget	\$404,000
Operating Leases for Capital	\$177,040
Rolling Stock - Capital Exclusion	\$492,500
Small Project- Capital Exclusion	\$1,631,305
Small Project- Debt Exclusion (Fairbank roof)	\$120,000
Public Safety - Capital Exclusion	\$265,000
Public Safety - Debt Exclusion (ladder truck)	\$192,500
<b>Total Capital Funding</b>	<b>\$5,901,205</b>
Reduce Capital Exclusions	(\$201,205)
Free Cash	\$0
<b>Total Funding Recommendation</b>	<b>\$5,700,000</b>

FY 17Capital Projects

## Article 16

### School Rooftop HVAC Unit Replacement

This article requests \$75,000 for the replacement of a rooftop HVAC unit at either the Curtis Middle School or the Loring School. The condensing coils are starting to wear out and are leaking. These rooftop units provide the cooling systems for our school buildings and are becoming older and need to be replaced. Last year, Town Meeting approved funds to replace two units located at the Noyes School, and the intent was to submit another article this year to address additional units in need of replacement. The existing units are approximately 16/18 years old and at the end of their useful life. The units have been well maintained, however, repairs and service calls on the aging units have increased. This project would also update the refrigerant from R22 to 410A, which is required by law and is more environmentally responsible.

The plan for FY17 is to be prepared for replacement of one system, the exact unit number will be decided in the summer with replacement scheduled for the fall.

FY 17 Capital Projects

**Existing R22 Refrigerant AC Condensing Unit  
Typical for Curtis and Loring**



FY 17 Capital Projects



This is the Noyes rooftop unit replaced in 2015

**Roof top HVAC units :**

- Curtis 16 years old            8 units
- Loring 18 years old            6 units
- Haynes 17 years old            6 units
- Nixon 6 years old                4 units
- Noyes 1 to 16 years old        4 units
- Goodnow 18 years old         2 units
- DPW 12 years old                6 units
- Fairbank 1-26 years old        7 units
- Highway Offices 16 years old 2 units
- Town Hall 10 years old        1 unit



FY 17/Capital Projects

## Article 17 Town and Schools Parking Lots and Sidewalks Improvements

The driveways, sidewalks and parking lots at the Sudbury Public Schools and the Town facilities are in need of major repair. Two years ago Town Meeting approved funds to make improvements at the Nixon School and a portion of the Curtis School. Last year, the residents continued their support for these site improvements and maintenance approving \$200,000 to complete the Curtis School and Goodnow Library parking lot renovations. This year, the article requests \$200,000 to continue the improvements of the parking lots at the Sudbury Fire Station, Loring School, Noyes School, and Haynes School. These funds will allow the Towns DPW Department to continue with the site improvements and address other deteriorated areas of the parking lots at the Noyes Schools and other town buildings.

FY 17 Capital Projects

## Sudbury Fire Station Headquarters

**Sidewalks need replacement**



**Asphalt driveways are failing**



FY 17 Capital Projects

# Concrete curbing and sidewalks

**Rebar is exposed in concrete curbs**



**Concrete is deteriorating**



FY 17Capital Projects



## Article 18 Nixon School Crosswalk Traffic Light

This article requests \$25,000 to install a crosswalk traffic signal at the intersection of Concord Road/Morse Road/ and the driveway entrance to the Nixon School.

Initial request was \$85,000, however this smaller version is appropriate.

This is an awkward diagonal crossing from Morse to Nixon, the plan is to eliminate diagonal and reconfigure sidewalk along Morse

FY 17Capital Projects

## Existing conditions at Nixon crosswalk

**View of crosswalk**



**Existing signage, however could do better**



FY 17Capital Projects

## Example of possible solar powered crosswalk light



FY 17Capital Projects

## Article 19 Town and Schools Security and Access Controls

The goal of this Town Meeting request is to provide secure and safe facilities for our children, staff and residents with the installation of town and school security and access controls. Last May, the residents supported a similar article to begin the implementation of new security and access controls in the Sudbury Schools. This article request \$195,000 to be raised to continue the installation of electronic card access and exterior security cameras at the Curtis, Haynes, Noyes, Nixon and Loring Schools as well as the Flynn Building, Goodnow Library, and the Fairbank Community Center and Atkinson Pool. This year's appropriation will include door controls, warning alarms when exterior doors are forced open, and additional cameras and other safety measures to insure our kids and residents are safe. As we have learned, school and workplace violence can happen anywhere. The implementation of entry access control and the installation of security cameras, will allow the staff the ability to better control entry into the building.

There is no guarantee that our schools or town buildings will be free from violence, however, this added security feature, along with training and communication, will give the staff a valuable tool to protect our children, teachers and parents in and around our buildings.

FY 17Capital Projects



## Exterior Surveillance Cameras

Graffiti on the exterior of the buildings happens occasionally

This measure will deter such vandalism

The cameras will aid in locating the hooligans who harm our buildings



FY 17Capital Projects

## School Security and Access Controls

**Cameras are installed at Curtis**



**New card access controls for doors**



FY 17Capital Projects

## Article 21 Schools Maintenance Storage Shed Building

- This article requests \$95,000 for the construction of a new maintenance garage for the Sudbury Public School Maintenance Department
- Metal building to be installed
- Nixon property is most probable site, but is not definite
- Picture is just for an example, final design to be determined



FY 17Capital Projects

# Schools storage and work space needs

Equipment parked at Nixon....



.....and elsewhere



FY 17 Capital Projects



## Article 22 DPW Cold Storage Garage Addition

This Article requests funds to construct a shed roof addition off the back side of the DPW garage located at 275 Old Lancaster Road. The main interior garage is at over capacity for truck, trailer, and equipment storage. This open air structure will provide additional roof coverage to a dozen trucks and keep the trucks out of the weather and protect our rolling stock assets. This covered roof structure will also save man hours in the highway department eliminating the need of shuffling trucks and plows from the existing overcrowded interior garage and have vehicles ready to roll when needed.

This project was on the capital improvement plan in 2012, and has been postponed for town meeting review until this year.

FY 17Capital Projects

## Add 6370 Square feet of vehicle storage

**Trucks parked outside without cover**



**Garage is too small**



FY 17Capital Projects

# Examples of shed roofs for covering

**Old farmers did the same thing**



**Simple, easy way to add a roof**



FY 17Capital Projects



## Article 23

### DPW Underground Fuel Storage Replacement

This Article requests funds to remove the current gas and diesel underground storage tanks and replace with above ground tanks and to acquire updated fuel tracking system. The current storage tanks and fuel tracking systems are approximately 21 years old and have begun to require significant repairs. Current fuel tracking systems (GasBoy system) is very old in technical terms and will not interface with current technology. Replacement parts and service companies have been scarce and it is difficult to find repair services that work on this system. The benefit of moving to an above ground fuel tank storage is to have storage system that is more easily accessible for possible leaks and repairs. The benefit of having a new fuel tracking system is that we will be able to more easily interface with current technology and also access service and repair parts more easily.

FY 17Capital Projects

## Existing conditions

**DPW fuel filling station**



**Gas pumps, GasBoy program**



FY 17Capital Projects

# Article 23 underground fuel tank replacement

## Example of an above ground facility



## Form A

<b>Town of Sudbury Capital Improvement Budget Request FY2017 Form A</b>		<b>Department/Committee:</b> DPW
<b>Initial Year of Request:</b> FY15	<b>Estimated Total Project Cost:</b> \$250,000	<b>Item/Project Name:</b> Underground Fuel Storage Replacement and Programming
<b>Estimated Incremental Costs:</b> N/A	<b>Staffing Changes:</b> N/A	<b>Estimated Future Savings:</b> N/A
<b>Justification Code:</b> B Asset Maintenance	<b>R or NR:</b> NR	<b>Priority:</b> 1
<b>Project Description:</b> Remove current gas and diesel underground storage tanks and replace with above ground tanks. Acquire updated fuel tracking system.		
<b>Justification and Need:</b> Current storage tanks are approximately 21 years old and have begun to require significant repairs. Current fuel tracking systems (GasBoy system) is very old in technical terms and will not interface with current technology. Replacement parts and service companies have been scarce and it is difficult to find repair services that work on this system.		
<b>Benefit:</b> The benefits of moving to an above ground fuel tank storage is to have storage system that is more easily accessible for possible leaks and repairs. The benefit of having a new fuel tracking system is that we will be able to more easily interface with current technology and also access service and repair parts more easily.		
<b>Last time this was replaced (i.e., year roof was previously replaced or year vehicle):</b> The current system was installed in approximately 1995.		<b>Typical Replacement Cycle:</b> Every 15-20 years for tanks. Fuel tracking depends on how fast technology changes.
<b>Alternatives Considered/Reasons for Rejecting Alternatives:</b> We have considered replacing the current underground tanks but this raises concern over possible leaks that could lead to an underground hazmat problem. We have considered keeping the current fuel tracking system but we continue to have an increase in repair problems that no longer have parts or service personnel that handle a system this old.		

FY 17Capital Projects



THANK YOU  
DISCUSSION AND QUESTIONS

FY 17Capital Projects

<b>Town of Sudbury Capital Improvement Budget Request FY2017 Form A</b>		<b>Department/Committee:</b> Facilities – Town/SPS  <b>Item/Project Name:</b> <b>Town &amp; School Parking Lot Improvements and Repairs</b>
<b>Initial Year of Request:</b> FY14	<b>Estimated Total Project Cost:</b> \$200,000	<b>Estimated Future Savings:<sup>1</sup></b> N/A
<b>Estimated Incremental Costs:<sup>2</sup></b> none	<b>Staffing Changes:<sup>3</sup></b> none	
<b>Justification Code:</b> B	<b>R or NR:</b> R	<b>Priority:</b> 1
<b>Project Description:</b> Resurfacing and improvements in Town building parking lots, including the schools. Improvements include drainage, curbing, walkways, paving and signage.		
<b>Justification and Need:</b> Many town parking lots, these parking lots, sidewalks and curbs are deteriorated and require significant investment to maintain. Last year \$200,000 was approved to do major repairs at Curtis and Goodnow Library. This funding request will support an increase in maintenance at the sites and prevent the need for complete removal and replacement.		
<b>Benefit:</b> Improve the building safety and appearance and prolong the life of the lots and the Towns assets.		
<b>Last time this was replaced (i.e., year roof was previously replaced or year vehicle):</b> Most schools were new in the 1990's and the Library was new in 1998, the lots and sidewalks were installed at that time. The Fire Department was new in 1992 and now is 23 years old and the pavement needs to be repaired and resurfaced, along with additional drainage. Now, these sites are starting to wear out. This capital expense will ensure proper maintenance and repairs are included in the upkeep of these facilities.		<b>Typical Replacement Cycle:</b> 20-25 years
<b>Alternatives Considered/Reasons for Rejecting Alternatives:</b> If this is postponed, it will cause more costly repairs in the future		
<b>Consequences of Not Implementing/Delaying Implementation:</b> Cost of materials and labor to patch surfaces and fills holes to keep driveways and parking lots operational and safe.		
<b>Other Pertinent Background Information (e.g., Quotes, Brochures, Pictures, etc.):</b> This will be the third year for a request for funds to replace sidewalks, curbs and pavement. The Loring School, Noyes School, and the Haynes School are in need of improvements, as well as the Sudbury Fire Station.		

FY 17Capital Projects

<b>Town of Sudbury Capital Improvement Budget Request FY2017 Form A</b>		<b>Department/Committee:</b> Facilities/SPS  <b>Item/Project Name:</b> <b>Nixon Crosswalk Light</b>
<b>Initial Year of Request:</b> FY15	<b>Estimated Total Project Cost:</b> \$85,000	<b>Estimated Future Savings:<sup>1</sup></b> Safety
<b>Estimated Incremental Costs:<sup>2</sup></b> 1000 per year	<b>Staffing Changes:<sup>3</sup></b> none	
<b>Justification Code:</b> A, life safety	<b>R or NR:</b> NR	<b>Priority:</b> 1
<b>Project Description:</b> Install crosswalk light poles at Nixon School entrance, at the corner of Concord & Morse Roads, primarily for school crossing, however it is a dangerous intersection 24/7 and this crosswalk will insure the safety of all who cross Concord Road.		
<b>Justification and Need:</b> This intersection has been on the radar of the town's safety personnel for many years, and the traffic is increasing and the potential for an accident increase proportionally. The crosswalk light warns motorists that they are entering a school area with pedestrian traffic. And will stop traffic and allow safe crossing. This measure will improve safety and protect parents and children crossing the roads.		
<b>Benefit:</b> Prevent accidents, slow down traffic to allow safer crossing.		
<b>Last time this was replaced (i.e., year roof was previously replaced or year vehicle):</b> This is a New proposal, about ten years ago a flashing warning light with a speed limiting device was installed at the crossing to slow down and warn motorists. This light is good, but it doesn't stop traffic and allow crossing.		<b>Typical Replacement Cycle:</b> 25 years
<b>Alternatives Considered/Reasons for Rejecting Alternatives:</b> Add staff to cross children, however that incurs substantial operational costs and doesn't cover crosswalk all day and on weekends.		
<b>Consequences of Not Implementing/Delaying Implementation:</b> The roads continues to be a dangerous crossing, and traffic seems to be busier than ever at the location, It is particularly dangerous because of the diagonal cross from the northwest corner at Morse Road to the south east corner at Nixon driveway entrance. If we have the means to make our sidewalks and streets more safe, we should pursue that opportunity		
<b>Other Pertinent Background Information (e.g., Quotes, Brochures, Pictures, etc.):</b> The Safety Committee is reviewing this request and will have more information in October. Attached are pictures of similar devices in neighboring towns.		

FY 17Capital Projects

<b>Town of Sudbury Capital Improvement Budget Request FY2017 Form A</b>		Department/Committee: Facilities - SPS  Item/Project Name: <b>School Rooftop HVAC Unit - Loring</b>
<b>Initial Year of Request:</b> FY14	<b>Estimated Total Project Cost:</b> \$75,000	<b>Estimated Future Savings:<sup>1</sup></b> Energy improvement
<b>Estimated Incremental Costs:<sup>2</sup></b> Save Energy- cost reduction	<b>Staffing Changes:<sup>3</sup></b> None	
<b>Justification Code:</b> B	<b>R or NR:</b> R	<b>Priority:</b> 3
<b>Project Description:</b> Replace A/C condensing unit and coil on HVAC. The Loring School, as well as other public schools and town buildings have rooftop units that are getting old and need to have replacement plans for the upcoming years.		
<b>Justification and Need:</b> The existing unit is 17 years old and is very near the end of its useful life. Being proactive makes sense in order to prevent more costly emergency repairs which could disrupt school operation.		
<b>Benefit:</b> Maintain the building systems and protect asset. This project would also update refrigerant from R22 to R410A which is more environmentally responsible		
<b>Last time this was replaced (i.e., year roof was previously replaced or year vehicle):</b> 1999		<b>Typical Replacement Cycle:</b> 15 years
<b>Alternatives Considered/Reasons for Rejecting Alternatives:</b> Put off for a year and hope it does not fail.		
<b>Consequences of Not Implementing/Delaying Implementation:</b> Increasing repairs and service calls on aging units.		
<b>Other Pertinent Background Information (e.g., Quotes, Brochures, Pictures, etc.):</b> The condensing coils are starting to wear out and are leaking. The rooftop units are the heating and cooling systems for our buildings and many are becoming older and need to be replaced. This request will become more frequent in the upcoming years as many of our schools are of a similar age and these systems will need replacement. The plan for FY17 is to be prepared for replacement of one system at the Loring School, however, there are rooftop units at other buildings that could fail and if necessary, these funds could be shifted to replace some other rooftop unit in the schools.		
FY 17Capital Projects		

<b>Town of Sudbury Capital Improvement Budget Request FY2017 Form A</b>		Department/Committee: Facilities - SPS  Item/Project Name: <b>School and Town Security and Access Controls</b>
<b>Initial Year of Request:</b> FY16	<b>Estimated Total Project Cost:</b> \$195,000	<b>Estimated Future Savings:<sup>1</sup></b> Life Safety
<b>Estimated Incremental Costs:<sup>2</sup></b> \$5,000/year	<b>Staffing Changes:<sup>3</sup></b> None	
<b>Justification Code:</b> A	<b>R or NR:</b> R	<b>Priority:</b> 1
<b>Project Description:</b> Install electronic card access and exterior security cameras at the Curtis, Haynes, Noyes, Nixon and Loring schools		
<b>Justification and Need:</b> The goal of this project is to keep our youth safe and healthy while in our school buildings. As we have learned, school violence can happen anywhere. With the implementation of entry access control and the installation of security cameras, we can be better prepared to deal with and prevent school violence. There is no 100% guarantee that our schools will be free from violence and there is no easy solution. However, this investment is another step in ensuring we do all we can to protect our children, teachers and parents in our school buildings.		
<b>Benefit:</b> Provide secure and safe facilities for our children, staff and residents		
<b>Last time this was replaced (i.e., year roof was previously replaced or year vehicle):</b> In 2012, the front entry doors at the schools were locked and cameras installed to control public entry. This proposal is a continuation of the goal to ensure safety in the schools.		<b>Typical Replacement Cycle:</b> 10 years
<b>Alternatives Considered/Reasons for Rejecting Alternatives:</b> We could put it off for another year, however, security and safety is our most important goal in Sudbury		
<b>Consequences of Not Implementing/Delaying Implementation:</b> Less control for administrative staff to monitor who enters our school buildings.		
<b>Other Pertinent Background Information (e.g., Quotes, Brochures, Pictures, etc.):</b> Attached is a quote from the Vendor working with the Town on the new police station, Flynn Building, and Goodnow Library.		
FY 17Capital Projects		

<b>Town of Sudbury Capital Improvement Budget Request FY2017 Form A</b>		<b>Department/Committee:</b> DPW  <b>Item/Project Name:</b> <b>Underground Fuel Storage Replacement</b>
<b>Initial Year of Request:</b> FY15	<b>Estimated Total Project Cost:</b> \$250,000	<b>Estimated Future Savings:<sup>1</sup></b> N/A
<b>Estimated Incremental Costs:<sup>2</sup></b> N/A	<b>Staffing Changes:<sup>3</sup></b> N/A	
<b>Justification Code:</b> B, asset Maintenance	<b>R or NR:</b> NR	<b>Priority:</b> 1
<b>Project Description:</b> Remove current gas and diesel underground storage tanks and replace with above ground tanks. Acquire updated fuel tracking system.		
<b>Justification and Need:</b> Current storage tanks are approximately 20 years old and have begun to require significant repairs. Current fuel tracking systems (GasBoy system) is very old in technical terms and will not interface with current technology. Replacement parts and service companies have been scarce and it is difficult to find repair services that work on this system.		
<b>Benefit:</b> The benefit of moving to an above ground fuel tank storage is to have storage system that is more easily accessible for possible leaks and repairs. The benefit of having a new fuel tracking system is that we will be able to more easily interface with current technology and also access service and repair parts more easily.		
<b>Last time this was replaced (i.e., year roof was previously replaced or year vehicle):</b> The current system was installed in approximately 1995.		<b>Typical Replacement Cycle:</b> Every 15-20 years for tanks. Fuel tracking depends on how fast technology changes.
<b>Alternatives Considered/Reasons for Rejecting Alternatives:</b> We have considered replacing the current underground tanks but this raises concern over possible leaks that could lead to an underground hazmat problem. We have considered keeping the current fuel tracking system but we continue to have an increase in repair problems that no longer have parts or service personnel that handle a system this old.		

FY 17Capital Projects

TOWN OF SUDBURY      WARRANT ARTICLE FORM      ARTICLE 16

Instructions:

- 1) The **ORIGINAL, TYPED** article is to be submitted to the Selectmen's Office in final form.
- 2) Articles submitted by Boards and Committees must be signed by a majority accompanied by a copy of the vote signed by its Clerk.
- 3) **WARRANT REPORT**, briefly explaining intent and scope of article must be attached.
- 4) Article wording must be approved and article signed by Town Counsel before submission.

**ARTICLE                      School Rooftop HVAC Unit Replacement**

To see if the Town will vote to raise and appropriate, or transfer from available funds, \$75,000 or any other sum, to be expended under the direction of the Facilities Director for the purpose of constructing, reconstructing, or making extraordinary repairs to the Sudbury Public Schools Rooftop HVAC units; and to determine whether said sum shall be raised by borrowing or otherwise; and to determine whether such funding will be subject to a Proposition 2 ½ exclusion; or act on anything relative thereto.

Submitted by the Facilities Director.

Facilities Director's Report:

This article requests \$75,000 for the replacement of a rooftop HVAC unit at either the Curtis Middle School or the Loring School. The condensing coils are starting to wear out and are leaking. These rooftop units provide the cooling systems for our school buildings and are becoming older and need to be replaced. Last year, Town Meeting approved funds to replace two units located at the Noyes School, and the intent was to submit another article this year to address additional units in need of replacement. The existing units are approximately 16/18 years old and at the end of their useful life. The units have been well maintained, however, repairs and service calls on the aging units have increased. This project would also update the refrigerant from R22 to 410A, which is required by law and is more environmentally responsible.

The plan for FY17 is to be prepared for replacement of one system, the exact unit number will be decided in the summer with replacement scheduled for the fall.

SUBMITTED BY: James F Kelly      2.1.16  
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Approved by: \_\_\_\_\_  
Town Counsel

TOWN OF SUDBURY

WARRANT ARTICLE FORM

ARTICLE 17

Instructions:

- 1) The **ORIGINAL, TYPED** article is to be submitted to the Selectmen's Office in final form.
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- 4) Article wording must be approved and article signed by Town Counsel before submission.

**ARTICLE Town and School Parking Lots and Sidewalk Improvements**

To see if the Town will vote to raise and appropriate, or transfer from available funds, \$200,000 or any other sum, to be expended under the direction of the Facilities Director for the purpose of constructing, reconstructing, or making extraordinary repairs to the Sudbury Public Schools and Town driveways, parking lots and sidewalks; and to determine whether said sum shall be raised by borrowing or otherwise; and to determine whether such funding will be subject to a Proposition 2.1/2 exclusion; or act on anything relative thereto.

Submitted by the Facilities Director.

Facilities Director's Report:

The driveways, sidewalks and parking lots at the Sudbury Public Schools and the Town facilities are in need of major repair. Two years ago Town Meeting approved funds to make improvements at the Nixon School and a portion of the Curtis School. Last year, the residents continued their support for these site improvements and maintenance approving \$200,000 to complete the Curtis School and Goodnow Library parking lot renovations. This year, the article requests \$200,000 to continue the improvements of the parking lots at the Sudbury Fire Station, Loring School, Noyes School, and Haynes School. These funds will allow the Towns DPW Department to continue with the site improvements and address other deteriorated areas of the parking lots at the Noyes Schools and other town buildings.

SUBMITTED BY: James F. Kelly 2.1.16  
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Approved by: \_\_\_\_\_  
 Town Counsel

TOWN OF SUDBURY      WARRANT ARTICLE FORM      ARTICLE 18

Instructions:

- 1) The **ORIGINAL, TYPED** article is to be submitted to the Selectmen's Office in final form.
- 2) Articles submitted by Boards and Committees must be signed by a majority accompanied by a copy of the vote signed by its Clerk.
- 3) **WARRANT REPORT**, briefly explaining intent and scope of article must be attached.
- 4) Article wording must be approved and article signed by Town Counsel before submission.

**ARTICLE                  Nixon School Crosswalk Traffic Signal**

To see if the Town will vote to raise and appropriate, or transfer from available funds, \$35,000 or any other sum, to be expended under the direction of the Facilities Director for the purpose of constructing, reconstructing, or making extraordinary repairs to the Crosswalk at the Nixon School, specifically at the entrance to the Nixon School, 472 Concord Road; and to determine whether said sum shall be raised by borrowing or otherwise; and to determine whether such funding will be subject to a Proposition 2 ½ exclusion; or act on anything relative thereto.

Submitted by the Facilities Director.

Facilities Director's Report:

This article requests \$35,000 to install a crosswalk traffic signal at the intersection of Concord Road/Morse Road/ and the driveway entrance to the Nixon School.

SUBMITTED BY: James F. Kelly      2.10.16  
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Approved by: \_\_\_\_\_  
Town Counsel

TOWN OF SUDBURY      WARRANT ARTICLE FORM      ARTICLE 19

Instructions:

- 1) The **ORIGINAL, TYPED** article is to be submitted to the Selectmen's Office in final form.
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- 3) **WARRANT REPORT**, briefly explaining intent and scope of article must be attached.
- 4) Article wording must be approved and article signed by Town Counsel before submission.

**ARTICLE      Town and School Security and Access Controls**

To see if the Town will vote to raise and appropriate, or transfer from available funds, \$195,000 or any other sum, to be expended under the direction of the Facilities Director for the purpose of constructing, reconstructing, or making extraordinary repairs to the Sudbury Public Schools for the purpose of Building Safety, Security, and Access Controls; and to determine whether said sum shall be raised by borrowing or otherwise; and to determine whether such funding will be subject to a Proposition 2 ½ exclusion; or act on anything relative thereto. Submitted by the Facilities Director.

Submitted by the Facilities Director.

Facilities Director's Report:

The goal of this Town Meeting request is to provide secure and safe facilities for our children, staff and residents with the installation of town and school security and access controls. Last May, the residents supported a similar article to begin the implementation of new security and access controls in the Sudbury Schools. This article request \$195,000 to be raised to continue the installation of electronic card access and exterior security cameras at the Curtis, Haynes, Noyes, Nixon and Loring Schools as well as the Flynn Building, Goodnow Library, and the Fairbank Community Center and Atkinson Pool. This year's appropriation will include door controls, warning alarms when exterior doors are forced open, and additional cameras and other safety measures to insure our kids and residents are safe. As we have learned, school and workplace violence can happen anywhere. The implementation of entry access control and the installation of security cameras, will allow the staff the ability to better control entry into the building.

There is no guarantee that our schools or town buildings will be free from violence, however, this added security feature, along with training and communication, will give the staff a valuable tool to protect our children, teachers and parents in and around our buildings.

SUBMITTED BY: James J. Kelley 2.1.16

Approved by: \_\_\_\_\_  
Town Counsel

TOWN OF SUDBURY      WARRANT ARTICLE FORM      ARTICLE 21

Instructions:

- 1) The **ORIGINAL, TYPED** article is to be submitted to the Selectmen's Office in final form.
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- 4) Article wording must be approved and article signed by Town Counsel before submission.

**ARTICLE                      Schools Maintenance Garage**

To see what sum the Town will vote to raise and appropriate, or appropriate from available funds, to be expended under the direction of the Facilities Director, for the purpose of constructing a new maintenance garage and appurtenant structures on Town-owned land adjacent to the Nixon School, site development, purchasing additional equipment, landscaping, and all expenses connected therewith, including professional, engineering, and architectural services and preparation of plans, specifications and bidding documents, supervision of work, and relocation, and to determine whether said sum shall be raised by borrowing or otherwise; and to determine whether such funding will be subject to a proposition 2 ½ exclusion; or act on anything relative thereto.

Submitted by the Facilities Director.

Facilities Director's Report:

This article requests \$95,000 for the construction of a new maintenance garage for the Sudbury Public School Department.

SUBMITTED BY: James F Kelly      2.1.16

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Approved by: \_\_\_\_\_  
                     Town Counsel

TOWN OF SUDBURY      WARRANT ARTICLE FORM      ARTICLE 22

Instructions:

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**ARTICLE.      DPW COLD STORAGE GARAGE ADDITION**

To see what sum the Town will vote to raise and appropriate, or appropriate from available funds, to be expended under the direction of the Facilities Director, for the purpose of constructing an addition on the existing DPW Garage on Town-owned land located at 275 Old Lancaster Road, includes site development, and all expenses connected therewith, including professional, engineering, and architectural services and preparation of plans, specifications and bidding documents, supervision of work, and to determine whether said sum shall be raised by borrowing or otherwise; and to determine whether such funding will be subject to a proposition 2 ½ exclusion; or act on anything relative thereto.

Submitted by the Facilities Director.

Facilities Director's Report: Project Description:

This Article requests funds to construct a shed roof addition off the back side of the DPW garage located at 275 Old Lancaster Road. The main interior garage is at over capacity for truck, trailer, and equipment storage. This open air structure will provide additional roof coverage to a dozen trucks and keep the trucks out of the weather and protect our rolling stock assets. This covered roof structure will also save man hours in the highway department eliminating the need of shuffling trucks and plows from the existing overcrowded interior garage and have vehicles ready to roll when needed.

This project was on the capital improvement plan in 2012, and has been postponed for town meeting review until this year.

SUBMITTED BY: James F. Kelly 2.1.16  
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Approved by: \_\_\_\_\_  
Town Counsel

TOWN OF SUDBURY WARRANT ARTICLE FORM ARTICLE 23

Instructions:

- 1) The **ORIGINAL, TYPED** article is to be submitted to the Selectmen's Office in final form.
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- 4) Article wording must be approved and article signed by Town Counsel before submission.

**ARTICLE DPW Underground Fuel Storage replacement**

To see if the Town will vote to raise and appropriate, or transfer from available funds, \$250,000 or any other sum, to be expended under the direction of the Department of Public Works Director for the purpose of constructing, reconstructing, or making extraordinary repairs to the underground fuel storage system at the DPW Facility located at 275 Old Lancaster Road, and all other appurtenances thereto and all expenses therewith including preparation of plans, specifications and bidding documents, and to determine whether said sum shall be raised by borrowing or otherwise; and to determine whether such funding will be subject to a Proposition 2 ½ exclusion; or act on anything relative thereto.

Submitted by the Facilities Director.

Facilities Director's Report: Project Description:

This Article requests funds to remove the current gas and diesel underground storage tanks and replace with above ground tanks and to acquire updated fuel tracking system. The current storage tanks and fuel tracking systems are approximately 21 years old and have begun to require significant repairs. Current fuel tracking systems (GasBoy system) is very old in technical terms and will not interface with current technology. Replacement parts and service companies have been scarce and it is difficult to find repair services that work on this system. The benefit of moving to an above ground fuel tank storage is to have storage system that is more easily accessible for possible leaks and repairs. The benefit of having a new fuel tracking system is that we will be able to more easily interface with current technology and also access service and repair parts more easily.

SUBMITTED BY: James F. Kelly 2.1.16

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\_\_\_\_\_

Approved by: \_\_\_\_\_

Town Counsel

## Instructions:

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- 4) All monied articles must specify dollar amounts requested.
- 5) Article wording must be approved and article signed by Town Counsel before submission.

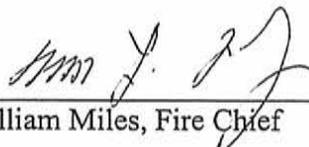
**ARTICLE XX. PURCHASE OF FIRE DEPARTMENT AMBULANCE AND LADDER TRUCK -**

To see if the Town will vote to raise and appropriate or transfer from available funds, \$1,140,000 or any other sum, for the Fiscal Year 2017 purchase or acquisition of a Type I or III Ambulance or equivalent and associated equipment and the purchase or acquisition of one Ladder Truck/Pumper combination and associated equipment, and determine whether such appropriation shall be raised by borrowing or otherwise; and to determine whether such funding will be subject to a Proposition 2 ½ exclusion; or act on anything relative thereto.

Submitted by the Fire Chief.

**FIRE CHIEF'S REPORT:** The Fire Chief is requesting funding in the amount of \$265,000 for the purchase of a new ambulance and associated equipment and funding in the amount of \$875,000 for the purchase of a new ladder truck/pumper combination and associated equipment. Our 2008 Ambulance was in front line service from 2008 until 2015, when our new ambulance was delivered. The 2008 is now in reserve service. The vehicle now has 107,000 miles and has required extensive repairs. By the time a new ambulance is delivered, the 2008 ambulance will be 9 years old. Ladder 1 is a first line piece of apparatus that serves as a ladder truck and fire pumper responding from Fire Headquarters. By the time a new ladder truck is delivered, the existing ladder truck will be 18 years old. The typical replacement cycle for our first line fire apparatus is 15 years. The Fire Department depends on reliable and well equipped ambulances and apparatus to provide emergency medical services and fire suppression throughout the Town.

Submitted by: \_\_\_\_\_

  
William Miles, Fire Chief

Approved by: \_\_\_\_\_

Town Counsel

**TOWN OF SUDBURY      WARRANT ARTICLE FORM      ARTICLE \_\_**

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- 3) **WARRANT REPORT**, briefly explaining intent and scope of article must be attached.
- 4) All monied articles must specify dollar amounts requested.
- 5) Article wording must be approved and article signed by Town Counsel before submission.

**ARTICLE 14 A.    PURCHASE OF FIRE DEPARTMENT AMBULANCE – FY 17  
CAPITAL EXCLUSION**

To see if the Town will vote to raise and appropriate or transfer from available funds, \$ 265,000 or any other sum, for the Fiscal Year 2017 purchase or acquisition of a Type I or III Ambulance or equivalent and associated equipment and determine whether such appropriation shall be subject to a capital exclusion; or act on anything relative thereto.

Submitted by the Fire Chief.

**ARTICLE 14 B.    PURCHASE OF FIRE DEPARTMENT LADDER TRUCK – FY 17  
CAPITAL EXCLUSION**

To see if the Town will vote to raise and appropriate or transfer from available funds, \$ 875,000 or any other sum, for the Fiscal Year 2017 purchase or acquisition of one Ladder Truck/Pumper combination and associated equipment, and determine whether such appropriation shall be subject to a capital exclusion; or act on anything relative thereto.

Submitted by the Fire Chief.

**FIRE CHIEF'S REPORT:** The Fire Chief is requesting funding in the amount of \$265,000 for the purchase of a new ambulance and associated equipment and funding in the amount of \$875,000 for the purchase of a new ladder truck/pumper combination and associated equipment. The cost of these capital purchases will be excluded from the Proposition 2 ½ tax levy for only the FY 17 tax levy if the ballot question passes.

The requested ambulance would replace our 2008 Ambulance which was in front line service from 2008 until 2015, when our new 2015 ambulance was delivered. The 2008 is now in reserve service, and serves as a backup to our 2015 Ambulance. The vehicle now has 107,000 miles and has required extensive repairs. By the time a new ambulance is delivered, the 2008 ambulance will be 9 years old.

The requested Ladder Truck/Pumper would replace our 1999 Ladder 1. This vehicle is a first line piece of apparatus that serves as a ladder truck and fire pumper responding from Fire Headquarters. By the time a new ladder truck is delivered, our Ladder 1 will be 18 years old. The typical replacement cycle for our first line fire apparatus is 15 years. The Fire Department depends on reliable and well equipped ambulances and fire apparatus to provide emergency medical services and fire suppression throughout the Town, and to assist other towns when called upon.

Submitted by: \_\_\_\_\_  
William Miles, Fire Chief

Approved by: \_\_\_\_\_  
Town Counsel

**TOWN OF SUDBURY      WARRANT ARTICLE FORM      ARTICLE \_\_\_**

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- 4) All monied articles must specify dollar amounts requested.
- 5) Article wording must be approved and article signed by Town Counsel before submission.

**ARTICLE 14 A.    PURCHASE OF FIRE DEPARTMENT AMBULANCE – FY 17  
CAPITAL EXCLUSION**

To see if the Town will vote to raise and appropriate or transfer from available funds, \$ 265,000 or any other sum, for the Fiscal Year 2017 purchase or acquisition of a Type I or III Ambulance or equivalent and associated equipment, and determine whether such appropriation shall be raised by borrowing or otherwise; and to determine whether such funding will be subject to a Proposition 2 ½ exclusion; or act on anything relative thereto.

Submitted by the Fire Chief.

**ARTICLE 14 B.    PURCHASE OF FIRE DEPARTMENT LADDER TRUCK – FY 17  
CAPITAL EXCLUSION**

To see if the Town will vote to raise and appropriate or transfer from available funds, \$ 875,000 or any other sum, for the Fiscal Year 2017 purchase or acquisition of one Ladder Truck/Pumper combination and associated equipment, and determine whether such appropriation shall be raised by borrowing or otherwise; and to determine whether such funding will be subject to a Proposition 2 ½ exclusion; or act on anything relative thereto.

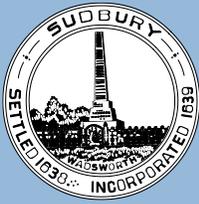
Submitted by the Fire Chief.

**FIRE CHIEF'S REPORT:**    The requested ambulance would replace our 2008 Ambulance which was in front line service from 2008 until 2015, when our new 2015 ambulance was delivered. The 2008 is now in reserve service, and serves as a backup to our 2015 Ambulance. The vehicle now has 107,000 miles and has required extensive repairs. By the time a new ambulance is delivered, the 2008 ambulance will be 9 years old.

The requested Ladder Truck/Pumper would replace our 1999 Ladder 1. This vehicle is a first line piece of apparatus that serves as a ladder truck and fire pumper responding from Fire Headquarters. By the time a new ladder truck is delivered, our Ladder 1 will be 18 years old. The typical replacement cycle for our first line fire apparatus is 15 years. The Fire Department depends on reliable and well equipped ambulances and fire apparatus to provide emergency medical services and fire suppression throughout the Town, and to assist other towns when called upon.

Revision Submitted by: \_\_\_\_\_  
William Miles, Fire Chief

Approved by: \_\_\_\_\_  
Town Counsel



SUDBURY BOARD OF SELECTMEN  
Tuesday, February 23, 2016

**TIMED ITEM**

**3: Joint meeting with Finance Committee**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion of FY17 budget with Finance Committee

Recommendations/Suggested Motion/Vote: Discussion of FY17 budget with Finance Committee

Background Information:

Financial impact expected:

Approximate agenda time requested: 30 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

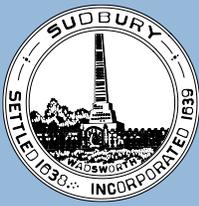
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<b>GENERAL OPERATING, CAPITAL AND AVAILABLE SOURCES/USES</b>		
	<b>FY16</b>	<b>FY17</b>
<b>USES/EXPENDITURES</b>	<b>Appropriated</b>	<b>FinCom 2.6%</b>
LSRHS Operating Assessment	21,404,879	22,083,916
LSRHS OPEB Normal Cost Assessment	64,799	203,563
<b>Total LS Operating Assessments</b>	21,469,678	22,287,479
SPS Expenses	35,744,916	37,321,927
SPS Offsets	(1,995,573)	(2,739,308)
SPS Employee Benefits & Insurances	5,934,990	6,156,384
SPS OPEB Normal Cost	131,779	194,328
SPS NET	39,816,112	40,933,331
Minuteman Regional Assessment	694,384	728,141
<b>Total: Schools</b>	61,980,174	63,948,951
General Government	2,719,850	2,825,426
Public Safety	7,218,029	7,332,129
Public Works	5,362,060	5,213,559
Human Services	659,188	713,912
Culture & Recreation	1,233,397	1,282,232
Town Employee Benefits & Insurances	4,566,368	4,779,045
OPEB Normal Cost	62,402	119,766
Other & Transfer Accounts	524,971	508,126
Subtotal, town services	22,346,265	22,774,195
Town Offsets	(625,000)	(641,912)
<b>Total: Town Departments</b>	21,721,265	22,132,283
Town Debt Service	3,719,050	3,628,425
LSRHS Debt Assessment	666,506	591,655
<b>Total: Debt Budget</b>	4,385,556	4,220,080
<b>Subtotal: Operating Budget Article</b>	88,086,995	90,301,314
Capital Expenditures	392,750	404,000
<b>Subtotal: Operating Capital Article</b>	392,750	404,000
<b>Total General Fund Operating Articles</b>	88,479,745	90,705,314
Capital by Exclusions	420,000	-
Capital by Available Funds	2,412,173	-
Stabilization Fund Contributions	141,600	-
Prior Year Articles/Recoveries	207,872	-
Other Charges to be raised	836,565	906,564
<b>Total: Other Amounts To Be Raised</b>	4,018,210	906,564
<b>Total: Uses/Expenditures</b>	92,497,955	91,611,878
	<b>FY16</b>	<b>FY17</b>
<b>SOURCES/REVENUES</b>	<b>Tax Recap</b>	<b>FinCom 2.6%</b>
State Aid	5,936,012	5,991,012
SBAB School Debt Reimbursement	1,605,768	1,605,768
Local Receipts	4,787,000	4,892,000
From Other Available Funds	3,171,645	125,000
<b>Total: State &amp; Local Receipts</b>	15,500,425	12,613,780
Property Tax Levy	76,997,530	79,022,067
<b>Total: Sources/Revenue</b>	92,497,955	91,635,847
<b>Excess Levy Capacity</b>	0	23,969

<b>EXPENDITURES</b>	<b>FY17 Recommended</b>
300: Sudbury Public Schools: Net	34,582,619
300: SPS Employee Benefits (1)	6,156,384
1000: SPS OPEB Normal Cost (2)	194,328
Sub-total SPS Net	<u>40,933,331</u>
300: LS Operating Assessment: Net	22,083,916
300: LS OPEB Normal Cost Assessment	203,563
300: LS Operating Debt Service Assessment	591,655
Sub-total LS Assessments Net	<u>22,879,134</u>
300: Minuteman Regional Assessment	728,141
<b>Total: Schools</b>	<u>64,540,606</u>
100: General Government	2,825,426
200: Public Safety (3)	7,332,129
400: Public Works	5,213,559
500: Human Services	713,912
600: Culture & Recreation	1,282,232
900: Employee Benefits	4,779,045
900: Other & Transfers	508,126
1000: OPEB Normal Cost (2)	119,766
<b>Total: Town Departments</b>	<u>22,774,195</u>
700: Town Debt Service	3,628,425
<b>TOTAL: OPERATING BUDGET</b>	<u><u>90,943,226</u></u>

(not including Capital or Enterprise Funds).

- 1 To be transferred to 900: Town Employee Benefits**
- 2 To be transferred to 1000: SPS/Town Normal Cost for OPEB**
- 3 Ambulance reserve funds to be transferred to 200: Public Safety  
(direct revenue offset)**



SUDBURY BOARD OF SELECTMEN  
Tuesday, February 23, 2016

**TIMED ITEM**

**4: Comprehensive Annual Financial Report (CAFR)**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to accept the audited financial statements for the Town of Sudbury for the fiscal year ending June 30, 2015. Said statements include Sudbury’s Comprehensive Annual Financial Report (CAFR), Management Letter, and GAO and OMB A-133 (single audit) reports. Andrew Vanni, Finance Director, and Dan Sullivan, CPA, Principal, CliftonLarsenAllen, will attend.

Recommendations/Suggested Motion/Vote: Vote to accept the audited financial statements for the Town of Sudbury for the fiscal year ending June 30, 2015. Said statements include Sudbury’s Comprehensive Annual Financial Report (CAFR), Management Letter, and GAO and OMB A-133 (single audit) reports. Andrew Vanni, Finance Director, and Dan Sullivan, CPA, Principal, CliftonLarsenAllen, will attend.

Background Information:  
3 separate bound documents provided

Link to preliminary FY17 budget document: <https://sudbury.ma.us/finance/fy17-preliminary-budget-document/>

Financial impact expected:see att

Approximate agenda time requested: 30 minutes

Representative(s) expected to attend meeting: Andrew Vanni, Finance Director; Dan Sullivan, CPA, Principal, CliftonLarsenAllen

Review:

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

02/23/2016 7:30 PM

TOWN OF SUDBURY, MASSACHUSETTS  
GAO AND OMB A-133 REPORTS  
FOR THE YEAR ENDED JUNE 30, 2015

TOWN OF SUDBURY, MASSACHUSETTS

GAO AND OMB A-133 REPORTS

FOR THE YEAR ENDED JUNE 30, 2015

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CliftonLarsonAllen LLP  
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**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Honorable Board of Selectmen  
Town of Sudbury, Massachusetts

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Sudbury, Massachusetts, as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the Town of Sudbury, Massachusetts' basic financial statements, and have issued our report thereon dated December 22, 2015.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Town of Sudbury, Massachusetts' internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Sudbury, Massachusetts' internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Sudbury, Massachusetts' internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

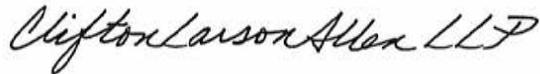
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Town of Sudbury, Massachusetts' financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



**CliftonLarsonAllen LLP**

Lexington, Massachusetts  
December 22, 2015



CliftonLarsonAllen LLP  
CLAconnect.com

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH REQUIREMENTS THAT COULD HAVE A DIRECT AND MATERIAL EFFECT ON EACH MAJOR PROGRAM, ON INTERNAL CONTROL OVER COMPLIANCE AND ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS IN ACCORDANCE WITH OMB CIRCULAR A-133**

To the Honorable Board of Selectmen  
Town of Sudbury, Massachusetts

**Report on Compliance for Each Major Federal Program**

We have audited the Town of Sudbury, Massachusetts' compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the Town of Sudbury, Massachusetts' major federal programs for the year ended June 30, 2015. The Town of Sudbury, Massachusetts' major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

**Management's Responsibility**

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

**Auditors' Responsibility**

Our responsibility is to express an opinion on compliance for each of the Town of Sudbury, Massachusetts' major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Town of Sudbury, Massachusetts' compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Town of Sudbury, Massachusetts' compliance.

### Opinion on Each Major Federal Program

In our opinion, the Town of Sudbury, Massachusetts complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2015.

### Report on Internal Control Over Compliance

Management of the Town of Sudbury, Massachusetts is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to previously. In planning and performing our audit of compliance, we considered the Town of Sudbury, Massachusetts' internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Town of Sudbury, Massachusetts' internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

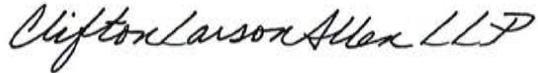
Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses or significant deficiencies.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the result of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

### Report on Schedule of Expenditures of Federal Awards Required by OMB Circular A-133

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Sudbury, Massachusetts, as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the Town of Sudbury, Massachusetts' basic financial statements. We issued our report thereon dated December 22, 2015, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from

and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.



**CliftonLarsonAllen LLP**

Lexington, Massachusetts  
December 22, 2015

TOWN OF SUDBURY, MASSACHUSETTS  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2015

<u>Federal Grantor/ Pass-Through Grantor/ Program</u>	<u>Federal CFDA Number</u>	<u>Pass-through Identifying Number</u>	<u>Federal Expenditures</u>
<b>U.S. Department of Agriculture</b>			
<u>Passed through the State Department of Elementary &amp; Secondary Education:</u>			
<i>Child Nutrition Cluster</i>			
School Breakfast Program - Cash Assistance	10.553	09-288	\$ 15,956
National School Lunch Program - Cash Assistance	10.555	09-288	103,634
National School Lunch Program - Non-Cash Assistance (Commodities)	10.555	09-288	<u>45,675</u>
Total U.S. Department of Agriculture			165,265
<b>U.S. Department of the Interior</b>			
<u>Direct Program:</u>			
National Wildlife Refuge Fund	15.659	Not Applicable	71,890
<b>U.S. Department of Education</b>			
<u>Passed through the State Department of Elementary &amp; Secondary Education:</u>			
<i>Title I, Part A Cluster</i>			
Title I Distribution (fiscal year 2014)	84.010	0305-020355-2014-0288	2,212
Title I Distribution (fiscal year 2015)	84.010	0305-043601-2015-0288	53,197
Subtotal Title I, Part A Cluster			<u>55,409</u>
<i>Special Education Cluster</i>			
SPED 94-142 Allocation (fiscal year 2014)	84.027	240-022-4-288-O	72,670
SPED 94-142 Allocation (fiscal year 2015)	84.027	240-255-5-0288-I	463,770
SPED Program Improvement (fiscal year 2014)	84.027	274-327-4-0288-O	11,558
SPED Program Improvement (fiscal year 2015)	84.027	274-304-5-0288-P	175
<u>Passed through the State Department of Early Education and Care:</u>			
<i>Special Education Cluster (continued)</i>			
SPED Early Childhood Allocation (fiscal year 2014)	84.173	26214 SudburyPublicSC	4,307
SPED Early Childhood Allocation (fiscal year 2015)	84.173	26215 SudburyPublicSC	14,251
Subtotal Special Education Cluster			<u>566,731</u>
<u>Passed through the State Department of Elementary &amp; Secondary Education:</u>			
Title IIA - Improving Teacher Quality (fiscal year 2014)	84.367	0140-030750-2014-0288	27,257
Title IIA - Improving Teacher Quality (fiscal year 2015)	84.367	0140-055872-2015-0288	20,036
<i>State Fiscal Stabilization Fund Cluster - Race to the Top Incentive Grants</i>			
ARRA - Race to the Top	84.395	201-000380-2013-0288	<u>11,727</u>
Total U.S. Department of Education			<u>681,160</u>

See Notes to Schedule of Expenditures of Federal Awards.

TOWN OF SUDBURY, MASSACHUSETTS  
 SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2015

**U.S. Department of Health and Human Services**

Passed through the State Department of Health and Human Services:

School-Based Medicaid Reimbursement Program	93,778	1952927	15,704
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**U.S. Department of Homeland Security**

Passed through the State Office of Emergency Management:

Emergency Management Performance Grants	97,042	FY15EMPG3114000SUDBU	8,343
Citizen Corps Program	97,067	FY15CCP13000000SUDBU	1,260

Passed through the State Executive Office of Public Safety and Homeland Security:

Total U.S. Department of Homeland Security	9,603
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Total	\$ 943,622
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See Notes to Schedule of Expenditures of Federal Awards.

TOWN OF SUDBURY, MASSACHUSETTS  
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
YEAR ENDED JUNE 30, 2015

**Note 1 - Basis of Presentation**

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the Town of Sudbury, Massachusetts and is presented on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

**Note 2 - U.S. Department of Agriculture**

The amount reported for the National School Lunch Program - Non-Cash Assistance (Commodities) represents non-monetary assistance and is reported in the schedule at the fair market value of the commodities received. The amounts reported for the National School Lunch Program - Cash Assistance and School Breakfast Program - Cash Assistance represent cash receipts from federal reimbursements.

**Note 3 - U.S. Department of the Interior**

The amount reported for the National Wildlife Refuge Fund Program represents federal reimbursements.

**Note 4 - U.S. Department of Health and Human Services**

The amount reported for the School-Based Medicaid Reimbursement Program represents federal reimbursements for Administrative Activity Claims.

**Note 5 - U.S. Department of Homeland Security**

The amounts reported for the Public Assistance Grants programs represent federal reimbursements.

TOWN OF SUDBURY, MASSACHUSETTS  
 SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
 YEAR ENDED JUNE 30, 2015

4.a

Packet Pg. 30

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*Section I - Summary of Auditors' Results*

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*Financial Statements*

1. Type of auditors' report issued: Unmodified
2. Internal control over financial reporting:
- Material weakness(es) identified? \_\_\_\_\_ yes        x   no
  - Significant deficiency(ies) identified that are not considered to be material weakness(es)? \_\_\_\_\_ yes        x   none reported
3. Noncompliance material to financial statements noted? \_\_\_\_\_ yes        x   no

*Federal Awards*

1. Internal control over major federal programs:
- Material weakness(es) identified? \_\_\_\_\_ yes        x   no
  - Significant deficiency(ies) identified that are not considered to be material weakness(es)? \_\_\_\_\_ yes        x   no
2. Type of auditors' report issued on compliance for major federal programs: Unmodified
3. Any audit findings disclosed that are required to be reported in accordance with section 510(a) of OMB Circular A-133? \_\_\_\_\_ yes        x   no

*Identification of Major Federal Programs*

- 84.027 & 84.173      Special Education Cluster
- Dollar threshold used to distinguish between Type A and Type B programs: \$   300,000
- Auditee qualified as low-risk auditee pursuant to OMB Circular A-133?   x   yes      \_\_\_\_\_ no

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*Section II - Financial Statement Findings*

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None.

TOWN OF SUDBURY, MASSACHUSETTS  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)  
YEAR ENDED JUNE 30, 2015

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*Section III – Findings and Questioned Costs – Major Federal Programs*

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None.

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*Section IV – Prior Year Major Federal Program Findings*

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DEPARTMENT OF EDUCATION

*Noncompliance and Significant Deficiency in Internal Control Over Major Programs*

2014-001 Special Education Cluster – CFDA No’s 84.027 and 84.173; Fiscal year ended June 30, 2014

Compliance Requirement: Cash Management

*Condition:* Our testing identified that three of four requests for funds (RF-1) were not filed in a matter that would minimize the time between the receipt and disbursement of grant funds.

*Current Status:* This finding has been resolved.

2014-002 Special Education Cluster – CFDA No’s 84.027 and 84.173; Fiscal year ended June 30, 2014

Compliance Requirement: Period of Availability

*Condition:* Our testing identified that certain costs were charged to the grant awards resulting from obligations incurred outside the funding period.

*Current Status:* This finding has been resolved.

2014-003 Special Education Cluster – CFDA No’s 84.027 and 84.173; Fiscal year ended June 30, 2014

Compliance Requirement: Reporting

*Condition:* Our testing identified that one (1) of 60 IEP’s tested did not have a current IEP assessment or "Meeting Notice Parent Response" form signed by a parent.

*Current Status:* This finding has been resolved.

2014-004 Special Education Cluster – CFDA No’s 84.027 and 84.173; Fiscal year ended June 30, 2014

Compliance Requirement: Allowable Costs/Cost Principles

*Condition:* Our testing identified that two (2) of eight (8) vendor transactions tested did not contain documented evidence of the grant director’s (or other supervisory personnel) review and approval prior to payment.

*Current Status:* This finding has been resolved.

TOWN OF SUDBURY, MASSACHUSETTS

MANAGEMENT LETTER

JUNE 30, 2015



CliftonLarsonAllen LLP  
CLAAconnect.com

To the Honorable Board of Selectmen  
Town of Sudbury, Massachusetts

In planning and performing our audit of the financial statements of the Town of Sudbury, Massachusetts (Town) as of and for the year ended June 30, 2015, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, we considered the Town's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

However, during our audit we became aware of matters that are opportunities to strengthen your internal control and improve the efficiency of your operations. Our comments and suggestions regarding those matters are summarized in the memorandum that accompanies this letter. This letter does not affect our report dated December 22, 2015, on the financial statements of the Town.

We will review the status of these comments during our next audit engagement. We have already discussed many of these comments and suggestions with various Town personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

The Town's written responses to the matters identified in our audit have not been subjected to the audit procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

This communication is intended solely for the information and use of management, the Board of Selectmen and others within the organization, and is not intended to be, and should not be, used by anyone other than these specified parties.

A handwritten signature in cursive script that reads 'CliftonLarsonAllen LLP'.

**CliftonLarsonAllen LLP**

Lexington, Massachusetts  
December 22, 2015

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TOWN OF SUDBURY, MASSACHUSETTS

MANAGEMENT LETTER

JUNE 30, 2015

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Risk Assessment and Monitoring.....	3

**Comments and Recommendations**

**Capital Assets Accounting**

Comment

During our audit procedures related to the Town's capital assets financial reporting, we noted the Town maintained a general fixed assets account group that held different balances than those present in the capital assets accounting software. Additionally, it was also noted the Town omitted significant capital additions from the capital assets reports we were provided.

Recommendation

We recommend the Town revisit its capital assets accounting procedures and document its procedures which can be followed by the accounting personnel to ensure all significant capital activity is captured and reported.

Management's Response

In accordance with the independent auditor's recommendation, management will review its capital asset accounting procedures as well document its procedures. In addition, accounting will reconcile the general fixed asset accounts group with the capital asset software reports so that no capital assets would be inadvertently omitted.

## Chapter 90 Funding

### Comment

During our audit procedures on the Town's short-term financing activities, we noted the Town issued a state anticipation note of \$1.3 million to fund Chapter 90 related activities. However, it was discovered in our other audit procedures that the projects to be funded by the note either never materialized or incurred costs which could be funded by current grant reimbursements. This resulted in the Town unnecessarily incurring \$5,000 of interest expenses as well as devoting additional efforts to the issuance of the note.

### Recommendation

We recommend the Town implement policies and procedures to ensure the issuances of such notes are properly coordinated with the timing of the project expenditures.

### Management's Response

Management borrowed these funds to help with the financing of the Sudbury Town Center, which was a Chapter 90 project. Chapter 90 is a State grant program which requires the Town to spend its own funds first and reimburse the Town upon completion of the project.

Management was fearful that the Town would not complete the project by June 30<sup>th</sup> and therefore, the State would not reimburse any expenses incurred for the project. This would cause a deficit to the capital projects fund which would lower free cash. For example, if the deficit was \$ 900,000 dollars free cash would be lowered by \$900,000.

Management will work closely with the Department of Public Works so that the timing of the borrowing falls into alignment with the timing of the Department of Public Works projects. This will ensure that this timing difference will not happen.

## Risk Assessment and Monitoring

### Comment

As identified in prior years' Management Letters, when internal controls are *initially* implemented, they are usually designed to adequately safeguard assets. However, over time, these controls can become ineffective due to changes in technology, operations, etc. In addition, changes in personnel and structure, as well as the addition of new programs and services, can add risks that previously did not exist. As a result, all municipalities must periodically perform a risk assessment to anticipate, identify, analyze and manage the risk of asset misappropriation. Risk assessment (including fraud risk assessment), is one element of internal control.

The risk assessment should be performed by management-level employees who have extensive knowledge of the Town's operations. Ordinarily, the management-level employees would conduct interviews or lead group discussions with personnel who have knowledge of the Town's operations, its environment, and its processes. The risk assessment process should consider the Town's vulnerability to misappropriation of assets. It should also address operations that involve heightened levels of risk. When conducting the assessment, the following questions should be considered:

- What assets are susceptible to misappropriation?
- What departments receive cash receipts?
- What departments have movable inventory?
- What operations are the most complex?
- How could assets be stolen?
- Are there any known internal control weaknesses that would allow misappropriation of assets to occur and remain undetected?
- How could potential misappropriation of assets be concealed?
- What prior internal control issues could still continue to be problematic?

Once the areas vulnerable to risks have been identified, a review of the Town's systems, procedures, and existing controls related to these areas should be conducted. The Town should consider what additional controls (if any) need to be implemented to reduce risk.

After risk has been assessed, periodic monitoring of the identified risk areas must be performed in order to evaluate the controls that have been implemented to mitigate the risks. Since control-related policies and procedures tend to deteriorate over time, the monitoring process ensures that controls are fully operational and effective.

During fiscal year 2012, the Town finalized an "Anti-Fraud Policies and Procedures" manual. In addition, the Town developed "Internal Controls Questionnaire" ("ICQ") forms that were distributed to various departments during fiscal year 2013. While these measures represent elements of risk assessment and monitoring, additional steps must be taken in order to fully establish a comprehensive risk assessment and monitoring program.

### Recommendation

We recommend management develop and implement a risk assessment program to periodically anticipate, identify, analyze, and manage the risk of asset misappropriation. The completed "ICQ" forms referred to previously should be used to assist in identifying potential risks. The risk assessment program should be formally documented and become part of the Town's financial policies and procedures manual.

We recommend management develop and implement a monitoring program to periodically evaluate the operational effectiveness of internal controls. The completed "ICQ" forms referred to previously should be used to assist in identifying controls to be evaluated. The monitoring process should be documented in order to facilitate the evaluation of controls and to identify improvements that need to be made.

Management's Response

Management is working towards completing the ICQ forms for all areas. The results of this process will be used to develop the initial framework for risk assessment for all areas directly under the control of the Town Manager and Board of Selectmen.

**Town of Sudbury, Massachusetts**  
**Comprehensive Annual Financial Report**



**For the Fiscal Year Ended June 30, 2015**

# *Town of Sudbury, Massachusetts*

## **Comprehensive Annual Financial Report**

*For the Fiscal Year Ended June 30, 2015*



**Sudbury**  
Massachusetts

*Prepared by the Finance Division*

**TOWN OF SUDBURY, MASSACHUSETTS**  
*COMPREHENSIVE ANNUAL FINANCIAL REPORT*  
*FOR THE FISCAL YEAR ENDED JUNE 30, 2015*

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# *Introductory Section*



# Town of Sudbury

Finance Director's Office

278 Old Sudbury Road

Sudbury, MA 01776

978-639-3376

Andrew Vanni, Finance Director

December 22, 2015

To the Honorable Board of Selectmen and Citizens of the Town of Sudbury:

I am pleased to transmit to you the Town of Sudbury's Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2015. This report has been prepared by Sudbury's Finance Division in conformity with accounting principles generally accepted in the United States of America (GAAP) as prescribed by the Government Accounting Standards Board (GASB).

The report consists of management's representations concerning the finances of the Town. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in this report. To provide a reasonable basis for making these representations, management has established a comprehensive internal control framework that is designed both to protect the assets of the Town from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the Town's financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the Town's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

The Town's financial statements have been audited by CliftonLarsonAllen LLP, a firm of licensed certified public accountants, who have been hired by and report to the Town's Board of Selectmen. The independent auditors' unmodified ("clean") opinion on the Town's financial statements for the fiscal year ended June 30, 2015, is presented as the first component of the financial section of this report on pages 12 - 14.

The independent audit of the financial statements of the Town was part of a broader, federally mandated "Single Audit" designed to meet the special needs of federal grantor agencies. The standards governing Single Audit engagements require the independent auditor to report not only on the fair presentation of the financial statements, but also on the audited government's internal controls and compliance with legal requirements, with special emphasis on internal controls and legal requirements involving the administration of federal awards. These reports are available in the Town's separately issued Reports on Internal Control Over Financial Reporting, Compliance and Federal Award Programs.

GAAP require that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement MD&A and should be read in conjunction with it. The Town's MD&A can be found immediately following the report of the independent auditors.

## **History and Profile of the Town**

The Town of Sudbury was settled in 1638 and incorporated as a Town in 1639. At that time, Sudbury boundaries included (by 1653) all what is now Wayland (which split off in 1780), and parts of Framingham, Marlborough, Stow and Maynard. Sudbury is a charming community, rooted deeply in New England's history; the Sudbury Center Historic District has changed little since 1800. The Town is located in Middlesex County along the major highways of Route 20 in the south and Route 117 in the north, and bisected by Route 27, and lies approximately twenty miles from Boston and twenty six miles from Worcester. Sudbury is bordered by Wayland on the east; Framingham on the south; Hudson, Maynard, Marlborough, and Stow on the west; Concord on the northeast; and Acton on the north. Sudbury also borders Lincoln, with which it shares a regional high school. It is situated near the junctions of Route 128, the Mass Pike and Route 495, providing an excellent location for residents, businesses and commuters.

The Town has a current population of 18,317 and occupies a land area of 24.7 square miles. Sudbury is categorized by the Metropolitan Area Planning Council (MAPC) as an Established Suburb. These residential suburbs are characterized by single-family homes on moderately-sized lots, with a relatively affluent population. Multi-unit housing and commercial developments are limited in their extent, although Sudbury does have some major employment and retail centers primarily located along the Town's Route 20 Corridor.

Sudbury is a desirable community to live and work in due to its location, excellent public school system, attractive neighborhoods, high property values, and well managed local government.

### **Organizational Structure**

The Town is governed by an open Town Meeting, an elected Board of Selectmen, and an appointed Town Manager. Local legislative decisions for the town are made by an open town meeting. The Town implemented its current charter on July 1, 1996. This charter provided for appointment of a Town Manager by the Board of Selectmen. The Town Manager has broad responsibility for day-to-day management of Town affairs, as well as preparation of annual operating and capital budgets. For budgeting purposes, the Town services are divided into six program areas, and the Town Manager has authority to move funds as needed within a program area, but not to transfer funds between these areas.

The Town provides education in grades K-8 through the Sudbury Public Schools; the Lincoln Sudbury Regional High School District (LSRHSD) provides education in grades 9 through 12. The Minuteman Regional Vocational Technical High School located in Lexington provides vocational technical education in grades 9 through 12. Capacity of the Town's schools has been significantly increased in recent years. Each District's School Committee is elected and responsible for appointing the Superintendent of Schools, who has responsibility for the daily administration of the school system.

### **Reporting Entity**

The basic financial statements along with the combining statements and schedules included in this report relate to the activities under the direction and control of the Town Manager, Board of Selectmen and School Committees, which include the activities of the Town's Community Preservation Fund and Affordable Housing Trust Fund. The activities of the Sudbury Housing Authority (local branch for Massachusetts Public Housing Programs) and Sudbury Water District are excluded from this report because it falls outside the direction and control of the Town Manager and Board of Selectmen.

### **Financial Management, Policies and Initiatives**

The Town Manager is responsible for the development of the Town's capital improvement plan, and annual capital and operating budgets. The School Committee is responsible for annually recommending capital and operating budgets for Sudbury's public school district. An appointed Finance Committee, consisting of nine members, makes recommendations to the Town Meeting on operating budgets and other financial matters.

The Town is engaged in developing a multi-year framework for three critical areas of long-term financial planning: (1) establishing and maintaining reserves, (2) addressing significant unfunded liabilities and (3) developing a funding strategy for the acquisition, replacement and enhancements of capital assets. As part of this ongoing effort two committees were formed by the Board of Selectmen: The Strategic Financial Planning Committee for Capital Funding was created to generate, evaluate and report on strategies and options, both short and long term, for ensuring adequate funding for the capital needs of the Town, the Sudbury Public Schools and LSRHSD. It is expected that this Committee will remain active indefinitely albeit in a reduced capacity to adjust capital spending thresholds as needed and to offer new or different funding options for spending. The Strategic Financial Planning Committee for OPEB Liabilities was created to generate, evaluate and report on strategies and options, both short and long term, for dealing with the unfunded OPEB liabilities facing the Town of Sudbury (including the Sudbury Public Schools) and LSRHSD. As a result, the Town transferred \$4,500,000 from the Health Claims Trust Fund to the OPEB Trust Fund to establish the Fund. While further policy development is expected to continue in the near future, long-term planning, execution and coordination particularly amongst the towns of Lincoln, Sudbury and LRSRHS will reside on a permanent basis through the development of OPEB Trusts.

## **Local Economic Condition**

Sudbury's economic base is limited but steady with approximately 8,400 individuals employed in 650 establishments within the boundaries of the Town, with an estimated annual payroll of \$0.5 billion. The majority of businesses in Sudbury are small and service oriented; retail, professional and technical services, and public administration account for 60% of all jobs. Local unemployment remains below state and national rates, and the median household effective buying income is among the highest in Massachusetts.

The town's property tax base increased slightly over the last year despite the effects of the nationwide housing market downturn. The tax base is diverse and market values remain extremely strong. Our tax base is primarily residential, at 93%, and the 10 largest taxpayers account for only 4.6% of the tax levy. Total assessed value has shown marked improvement since 2008. Per capital market value remains extremely strong which is indicative of the already strong real estate values of the town. The median home value is estimated to be roughly four times the national level.

The Town's financial outlook remains consistent and strong. Property tax collections remain stable and Sudbury has become well adept at controlling budget growth commensurate with economic conditions. Furthermore, the Town has successfully leveraged positive results from the last few years to begin addressing serious capital needs that cannot otherwise be satisfied by capital and debt exclusions alone.

## **Accounting System and Budgetary Control**

The management of the Town is responsible for establishing and maintaining adequate internal controls to:

- Properly safeguard assets.
- Provide reasonable assurance on the accuracy and reliability of the accounting records used in the preparation of the basic financial statements.
- Provide reasonable assurance relative to compliance with legal and contractual constraints on the custody and use of assets.

Town departmental expenditure budgets are prepared and accounted for on a line item basis. Legally binding appropriations are made for the major categories of Personal Services, Expenses, Benefits and Insurances and Debt Service. Transfers within an expenditure category may be made with the approval of the Department Head and Town Accountant. Transfers between expenditure categories may be approved by the Town Manager, and at a certain level also require the approval of the Finance Committee. The School Committee maintains bottom-line authority for all legally binding appropriations made for Education expenditures.

Encumbrance accounting, under which purchase orders, contracts and other commitments for expenditures are recorded to reserve that portion of the applicable appropriation, is employed in the Governmental Funds to maintain budgetary control.

An analysis of all legally adopted budgets are presented on pages 72 – 83 of this report.

## **Collective Bargaining Agreements**

Town employees (other than managerial and confidential employees) are entitled to join unions and to bargain collectively on questions of wages, hours and other terms and conditions of employment. The Town currently has approximately 540 full and part-time employees, of which approximately 89% percent belong to unions or other collective bargaining groups.

## **Awards and Acknowledgments**

The GFOA awarded a Certificate of Achievement for Excellence in Financial Reporting to the Town of Sudbury for its CAFR for the fiscal year ended June 30, 2014. This was the second year that the Town has achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized CAFR. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current CAFR continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

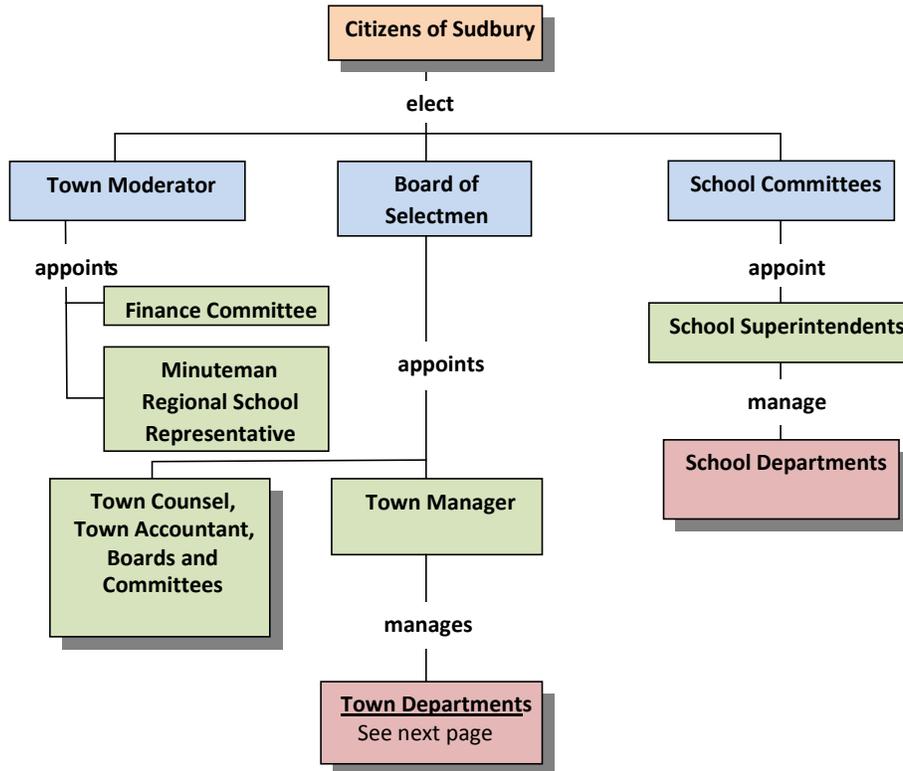
The preparation of this report would not have been possible without the efficient and dedicated services of the Finance Department. Special thanks also go to the certified public accounting firm of CliftonLarsonAllen LLP for their advice and assistance in the preparation.

Respectfully,

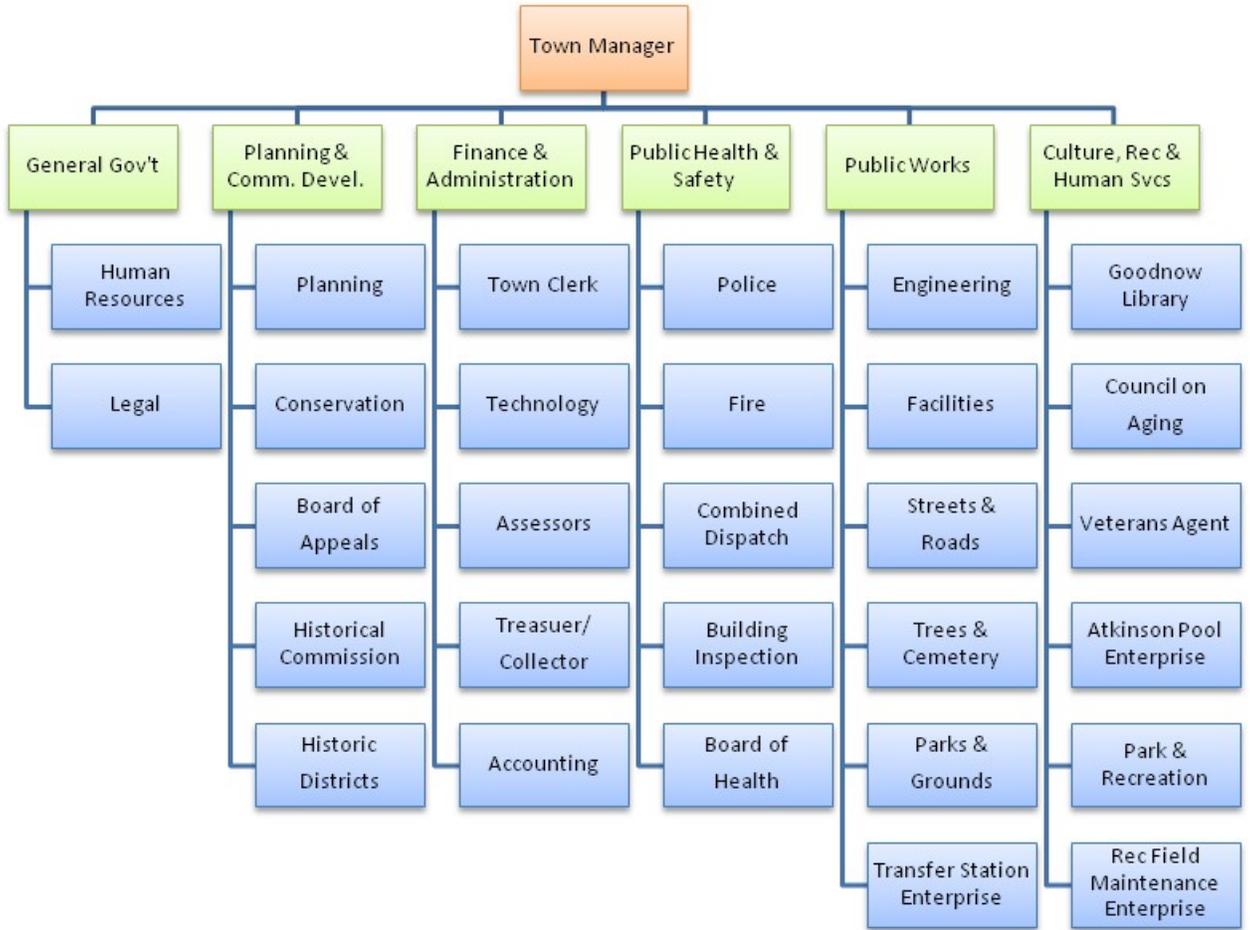
A handwritten signature in cursive script, reading "Andrew Vanni". The signature is written in black ink on a white background.

Andrew Vanni  
Finance Director, Town of Sudbury

## TOWN OF SUDBURY ORGANIZATIONAL CHART



TOWN OF SUDBURY ORGANIZATIONAL CHART (CONTINUED)



## Elected Officials – Board of Selectmen

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Chair	Ms. Patricia Brown
Vice Chair	Ms. Susan N. Iuliano
Member	Mr. Robert C. Haarde
Member	Mr. Leonard A. Simon
Member	Mr. Charles C. Woodard

## Elected Officials – School Committee

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Chair	Mr. Scott Nassa
Vice Chair	Ms. Lucie St. George
Member	Ms. Christine Hogan
Member	Ms. Ellen Winer Joachim
Member	Ms. Lisa Kouchakdjian

# Principal Officials

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Department	Department Head	Title
Town Manager	Melissa Murphy-Rodrigues	Town Manager
Asst. Town Manager/Human Resources	Maryanne Bilodeau	Asst. Town Manager/HR Director
Finance and Treasurer/Collector	Andrew Vanni	Finance Director/Treasurer/Collector
Accounting	Christine Nihan	Town Accountant
Assessors	Cynthia Gerry	Director of Assessing
Clerk	Rosemary Harvell	Town Clerk
Conservation	Deborah Dineen	Conservation Coordinator
Planning and Community Development	Jody Kablack	Director of Planning and Community Development
Information Systems	Mark Thompson	Technology Administrator
Police	Scott Nix	Police Chief
Fire	William Miles	Fire Chief
Building Inspection	Mark Herweck	Buidling Inspector
School Department	Anne Wilson, Ph.D.	Superintendent
Public Works	William Place	Director of Public Works
Facilities	James Kelly	Combined Facilities Director
Health	William Murphy	Health Director
Senior Center	Debra Galloway	Council on Aging Director
Veterans Affairs	Gary Brown	Veteran's Agent
Library	Esme Green	Library Director
Park & Recreation	Laura Lunig	Interim Park, Recreation & Aquatic Director



Government Finance Officers Association

**Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting**

Presented to

**Town of Sudbury  
Massachusetts**

For its Comprehensive Annual  
Financial Report  
for the Fiscal Year Ended

**June 30, 2014**

Executive Director/CEO

# *Financial Section*



**Historic Town-owned Carding Mill House located on Carding Mill Pond**

## **Independent Auditors' Report**

To the Honorable Board of Selectmen  
Town of Sudbury, Massachusetts

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Sudbury, Massachusetts, as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the Town of Sudbury, Massachusetts' basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## *Opinions*

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Sudbury, Massachusetts, as of June 30, 2015, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## *Emphasis of a Matter*

During the fiscal year ended June 30, 2015, the Town adopted GASB Statement No. 68, Accounting and Financial Reporting for Pensions, and the related GASB Statement No. 71 Pension Transition for Contributions Made Subsequent to the Measurement Date – an amendment of GASB Statement No. 68. As a result of the implementation of these standards, the Town reported a restatement for the change in accounting principle (see Note 20). Our auditors' opinion was not modified with respect to the restatement.

## *Other Matters*

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis (located on pages 16 through 24), general fund and community preservation fund budgetary comparisons and certain pension and other postemployment benefits information (located on pages 72 through 87) be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Sudbury, Massachusetts' basic financial statements. The introductory section, combining and individual fund statements and schedules and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund statements and schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated December 22, 2015 on our consideration of the Town of Sudbury, Massachusetts' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Sudbury, Massachusetts' internal control over financial reporting and compliance.

A handwritten signature in cursive script that reads "CliftonLarsonAllen LLP".

**CliftonLarsonAllen LLP**

Lexington, Massachusetts

December 22, 2015

# **Management's Discussion and Analysis**

As management of the Town of Sudbury, Massachusetts (Town), we offer readers of these financial statements this narrative overview and analysis of the Town's financial activities for the fiscal year ended June 30, 2015.

### *Financial Highlights*

- The assets of the Town exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$48,479,619 (net position).
- The Town implemented GASB Statement No. 68, Accounting and Financial Reporting for Pensions – an Amendment of GASB Statement No. 27. The implementation resulted in the recognition of the long-term obligation for pension benefits as a liability and restatement of the 2014 total net position. The liability at June 30, 2015 was \$48,635,848. The 2014 total net position was restated from \$97,070,532 to \$49,228,069, a reduction of net position of \$47,842,463
- The Town's total net position decreased by \$748,450 (after taking in the effect of the restatement of the 2014 total net pension for implementation of GASB No. 68), primarily related to the decrease in capital grants and contributions received by the Town from fiscal year 2014
- The Town's total bonded debt increased by \$8,447,575 during the fiscal year mainly due to the issuance of \$6,760,000 of debt related to the construction of the police headquarters building

### *Overview of the Basic Financial Statements*

This discussion and analysis is intended to serve as an introduction to the *basic financial statements*, which consists of the following three components:

1. Government-wide financial statements
2. Fund financial statements
3. Notes to the basic financial statements.

This report also contains required supplementary information in addition to the basic financial statements.

#### Government-wide financial statements

The government-wide financial statements are designed to provide readers with a broad overview of the Town's finances, in a manner similar to a private-sector business.

The **statement of net position** presents information on all of the Town's non-fiduciary assets and liabilities and deferred inflows/outflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

The **statement of activities** presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g. uncollected taxes, earned but unused vacation leave, etc.).

Both of the government-wide financial statements distinguish functions of the Town that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). Governmental activities include general government, public safety, education, public works, health and human services, culture and recreation and debt service (interest). Business-type activities include the Town's swimming pool, transfer station and recreation field maintenance operations.

The government-wide financial statements can be found on pages 26-29 of this report.

### Fund financial statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into the following categories and are described below:

1. Governmental funds
2. Proprietary funds
3. Fiduciary funds.

### **Governmental Funds**

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental funds financial statements focus on near-term inflows and outflows of expendable resources, as well as on balances of expendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term effect of the government's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

Information is presented separately in the governmental funds balance sheet and in the governmental funds statement of revenues, expenditures, and changes in fund balances for the general and community preservation (special revenue) funds, each of which are considered to be major funds. Data from the other governmental funds are combined into a single, aggregated presentation titled *nonmajor governmental funds*. Individual fund data for each of these nonmajor governmental funds is provided in the form of combining statements on pages 90-95.

The basic governmental funds financial statements can be found on pages 30-33 of this report.

### **Proprietary funds**

The Town maintains one type of proprietary fund.

*Enterprise funds* are used to report the same functions presented as business-type activities in the government-wide financial statements. The Town uses enterprise funds to account for its swimming pool, transfer station and recreation field maintenance activities, each of which are considered to be nonmajor funds. Individual fund data for each of these nonmajor enterprise funds is provided in the form of combining statements on pages 97-100.

The basic proprietary funds financial statements can be found on pages 34-36 of this report.

### **Fiduciary funds**

Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Town's programs. The accounting used for fiduciary funds is similar to that used for proprietary funds.

Private-purpose trust funds and agency funds are reported and combined into a single, aggregate presentation in the fiduciary funds financial statements under the captions "private purpose trust funds" and "agency funds," respectively. Individual fund data for each of the private purpose trust funds is provided in the form of combining statements on pages 101-105.

The basic fiduciary funds financial statements can be found on pages 37-38 of this report.

#### **Notes to the basic financial statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 39-70 of this report.

#### **Required Supplementary Information**

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information. Presented in this information is the budget comparison for the general fund and community preservation fund and certain pension and other postemployment benefits information, which can be found on pages 71-87 of this report.

**Government-Wide Financial Analysis**

The following tables present current and prior year data on the government-wide financial statements.

Net Position

As noted earlier, net position may serve over time as a useful indicator of a government’s financial position. The Town’s assets exceeded liabilities and deferred inflows of resources by \$48,479,619 at the close of the fiscal year and are summarized as follows:

	Governmental Activities			Business-Type Activities			Total		
	2015	2014*		2015	2014*		2015	2014*	
		As Restated	Original		As Restated	Original		As Restated	Original
<b>Assets</b>									
Current assets.....	\$ 46,279,677	\$ 37,956,902	\$ 37,956,902	\$ 760,252	\$ 956,156	\$ 956,156	\$ 47,039,929	\$ 38,913,058	\$ 38,913,058
Noncurrent assets (excluding capital assets).....	10,655,529	11,729,178	11,729,178	-	-	-	10,655,529	11,729,178	11,729,178
Capital assets (net).....	103,321,212	96,559,117	96,559,117	1,037,079	1,026,536	1,026,536	104,358,291	97,585,653	97,585,653
Total assets.....	160,256,418	146,245,197	146,245,197	1,797,331	1,982,692	1,982,692	162,053,749	148,227,889	148,227,889
<b>Deferred Outflows of Resources</b>	161,948	-	-	2,299	-	-	164,247	-	-
<b>Liabilities</b>									
Current liabilities (excluding debt).....	8,068,060	5,224,455	5,224,455	155,228	183,556	183,556	8,223,288	5,408,011	5,408,011
Noncurrent liabilities (excluding debt).....	66,389,044	63,631,860	16,459,192	935,288	892,292	222,497	67,324,332	64,524,152	16,681,689
Current debt.....	5,159,565	4,017,000	4,017,000	-	-	-	5,159,565	4,017,000	4,017,000
Noncurrent debt.....	32,908,010	24,965,000	24,965,000	-	-	-	32,908,010	24,965,000	24,965,000
Total liabilities.....	112,524,679	97,838,315	50,665,647	1,090,516	1,075,848	406,053	113,615,195	98,914,163	51,071,700
<b>Deferred Inflows of Resources</b>	123,182	85,657	85,657	-	-	-	123,182	85,657	85,657
<b>Net Position</b>									
Net investment in capital assets.....	74,065,551	68,063,911	68,063,911	1,037,079	1,026,536	1,026,536	75,102,630	69,090,447	69,090,447
Restricted.....	18,326,355	17,072,468	17,072,468	-	-	-	18,326,355	17,072,468	17,072,468
Unrestricted.....	(44,621,401)	(36,815,154)	10,357,514	(327,965)	(119,692)	550,103	(44,949,366)	(36,934,846)	10,907,617
Total net position.....	\$ 47,770,505	\$ 48,321,225	\$ 95,493,893	\$ 709,114	\$ 906,844	\$ 1,576,639	\$ 48,479,619	\$ 49,228,069	\$ 97,070,532

\* Refer to note 20 on pages 69-70 regarding restatement

The largest portion of the Town’s net position (79.45% excluding unrestricted net position) reflects its net investment in capital assets (e.g., land, construction in progress, intangible assets, land improvements, buildings and improvements, machinery and equipment, vehicles and infrastructure). These capital assets are used to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the Town’s net position (20.55% excluding unrestricted net position) represents resources that are subject to external restrictions on how they may be used.

The Town has no unrestricted net assets available for the support of governmental or business-type activities. Such resources have been consumed with the recognition of the net other postemployment benefits obligation and net pension liability in the amount of \$65,483,933.

Changes in Net Position

The Town's total net position decreased by \$748,450 during the current fiscal year and is summarized as follows:

	<i>Governmental Activities</i>		<i>Business-Type Activities</i>		<i>Total</i>	
	2015	2014*	2015	2014*	2015	2014*
<b>Revenues</b>						
<i>Program Revenues:</i>						
Charges for services.....	\$ 5,264,796	\$ 5,160,670	\$ 1,007,980	1,033,056	\$ 6,272,776	\$ 6,193,726
Operating grants and contributions.....	11,668,421	14,184,088	1,132	954	11,669,553	14,185,042
Capital grants and contributions.....	711,403	1,680,999	-	62,500	711,403	1,743,499
<i>General Revenues:</i>						
Real estate and personal property taxes.....	72,873,481	72,718,472	-	-	72,873,481	72,718,472
Motor vehicle and other excise taxes.....	3,657,166	3,447,691	-	-	3,657,166	3,447,691
Penalties and interest on taxes.....	186,333	224,025	-	-	186,333	224,025
Payments in lieu of taxes.....	89,934	38,629	-	-	89,934	38,629
Community preservation surcharges.....	1,666,981	1,636,741	-	-	1,666,981	1,636,741
Grants and contributions not restricted to specific programs.....	1,321,924	1,296,446	-	-	1,321,924	1,296,446
Unrestricted investment income.....	32,657	40,078	-	-	32,657	40,078
Premium from issuance of refunding bonds.....	911,298	-	-	-	911,298	-
<b>Total revenues.....</b>	<b>98,384,394</b>	<b>100,427,839</b>	<b>1,009,112</b>	<b>1,096,510</b>	<b>99,393,506</b>	<b>101,524,349</b>
<b>Expenses</b>						
General government.....	4,122,220	4,139,295	-	-	4,122,220	4,139,295
Public safety.....	9,946,647	10,738,149	-	-	9,946,647	10,738,149
Education.....	71,815,723	72,249,710	-	-	71,815,723	72,249,710
Public works.....	7,804,522	7,091,304	-	-	7,804,522	7,091,304
Health and human services.....	1,428,806	1,269,543	-	-	1,428,806	1,269,543
Culture and recreation.....	2,805,844	2,681,831	-	-	2,805,844	2,681,831
Debt service - interest.....	1,111,995	976,892	-	-	1,111,995	976,892
Swimming pool.....	-	-	620,356	588,492	620,356	588,492
Transfer station.....	-	-	258,024	233,471	258,024	233,471
Recreation field maintenance.....	-	-	227,819	190,320	227,819	190,320
<b>Total expenses.....</b>	<b>99,035,757</b>	<b>99,146,724</b>	<b>1,106,199</b>	<b>1,012,283</b>	<b>100,141,956</b>	<b>100,159,007</b>
Change in net position before transfers.....	(651,363)	1,281,115	(97,087)	84,227	(748,450)	1,365,342
Transfers, net.....	100,643	104,067	(100,643)	(104,067)	-	-
Change in net position.....	(550,720)	1,385,182	(197,730)	(19,840)	(748,450)	1,365,342
Net position - beginning of year*.....	48,321,225	94,108,711	906,844	1,596,479	49,228,069	95,705,190
Net position - end of year.....	\$ 47,770,505	\$ 95,493,893	\$ 709,114	1,576,639	\$ 48,479,619	\$ 97,070,532

\* Prior to restatement

Governmental activities decreased the Town's net position by \$550,720. In the prior year, governmental activities increased the Town's net position by \$1,385,182. The decrease in the overall net position of governmental activities is primarily the result of an increase of snow and ice expenses from the prior year totaling approximately \$122,000. Additionally, the state's distribution to the community preservation fund decreased by approximately \$336,000.

Business-type activities decreased the Town's net position by \$197,730. In the prior year, business-type activities decreased the Town's net position by \$19,840. The decrease in the overall net position of business-type activities is primarily the result of the decrease in capital contributions to the pool enterprise fund of approximately \$62,500; as well as the decrease in charges for services for the transfers station enterprise fund of approximately \$34,000.

### *Fund Financial Statement Analysis*

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

#### Governmental funds

The focus of the governmental funds is to provide information on near-term inflows, outflows, and balances of expendable resources. Such information is useful in assessing the Town's financing requirements.

At the end of the current fiscal year, the governmental funds reported combined ending fund balances totaling \$34,307,213, an increase of approximately \$4,857,000 in comparison with the prior year. \$7,158,149 represents unassigned fund balance. The remainder of fund balance includes the following constraints:

- Nonspendable (\$1,102,743)
- Restricted (\$21,747,531)
- Committed (\$2,740,807)
- Assigned (\$1,557,983)

The general fund is the chief operating fund of the Town. At the end of the current fiscal year, unassigned fund balance of the general fund totaled \$7,158,149 while total fund balance was \$16,542,773. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total general fund expenditures and transfers out. Unassigned fund balance represents 8.1% of total general fund expenditures and transfers out, while total fund balance represents 18.8% of that same amount.

The fund balance of the Town's general fund decreased \$1,221,314 during the current fiscal year. This is primarily attributable to the following:

- Positive variance in budgeted revenues of approximately \$670,000
- Positive variance in budgeted expenditures of approximately \$790,000
- Use of unassigned fund balance of approximately \$2,200,000 for various capital projects

Financial highlights of the Town's other major governmental fund is as follows:

The fund balance of the community preservation special revenue fund increased by \$635,908 during the current fiscal year. The fund recognized \$1,662,709 in surcharges, \$559,382 in intergovernmental revenues and \$25,494 in investment income. Expenditures of \$1,590,578 were incurred during the fiscal year. Transfers out of \$100,000 to the affordable housing special revenue fund were made during the year. Premiums from the issuance of bonds and notes of \$78,901 were received during the fiscal year.

#### Proprietary funds

The Town's proprietary funds provide the same type of information found in the government-wide financial statements.

The unrestricted net position of the transfer station and recreation field maintenance enterprise funds totaled \$131,142 and \$12,043, respectively. The pool enterprise fund's unrestricted net position was consumed due to the recognition of the net OPEB obligation and net pension liability. The nonmajor enterprise funds had a combined decrease in net position for the year of \$197,730. This consisted of changes in net position of the swimming pool, transfer station and recreation field maintenance enterprise funds of (\$190,919), \$31,691 and (\$38,502), respectively. Other factors concerning the finances of these three funds have already been addressed in the discussion of the Town's business-type activities.

General Fund Budgetary Highlights

The Town’s original fiscal year 2015 general fund expenditures and other financing uses of \$87,776,608 was increased by \$450,180 to fund public works snow and ice removal. During the year, revenues and other financing sources were higher than budgetary estimates. In addition, expenditures, encumbrances and continuing appropriations were less than budgetary estimates. This resulted in a positive budget to actual variance of approximately \$1,480,000.

*Capital Asset and Debt Administration*

Capital assets

The Town’s investment in capital assets for its governmental and business type activities at the end of the fiscal year totaled \$104,358,291 (net of accumulated depreciation). This investment in capital assets includes land, construction in progress, intangible assets, land improvements, buildings and improvements, machinery and equipment, vehicles and infrastructure. The total increase in the investment in capital assets for the current fiscal year totaled \$6,772,638 or 6.94%.

Major capital asset events that occurred during the current fiscal year include the following:

- Johnson Farm land purchase (approximately \$2,900,000)
- Police headquarters construction in progress (approximately \$4,240,000)
- Various public safety and public works vehicles purchases (approximately \$1,007,000)

The following table summarizes the Town’s capital assets (net of accumulated depreciation):

	<i>Governmental Activities</i>		<i>Business-Type Activities</i>		<i>Total</i>	
	2015	2014	2015	2014	2015	2014
Land.....	\$ 30,220,502	\$ 27,320,502	\$ 192,500	\$ 192,500	\$ 30,413,002	\$ 27,513,002
Land improvements.....	2,020,213	1,821,110	-	-	2,020,213	1,821,110
Buildings and improvements.....	40,516,005	42,157,398	755,191	809,469	41,271,196	42,966,867
Machinery and equipment.....	2,024,282	1,911,605	82,558	4,071	2,106,840	1,915,676
Vehicles.....	1,200,488	633,662	6,830	20,496	1,207,318	654,158
Infrastructure.....	6,285,218	6,636,110	-	-	6,285,218	6,636,110
Construction in progress.....	4,975,774	-	-	-	4,975,774	-
Intangible assets.....	16,078,730	16,078,730	-	-	16,078,730	16,078,730
Total capital assets.....	\$ <u>103,321,212</u>	\$ <u>96,559,117</u>	\$ <u>1,037,079</u>	\$ <u>1,026,536</u>	\$ <u>104,358,291</u>	\$ <u>97,585,653</u>

Additional information on the Town’s capital assets can be found in Note 5 on pages 53-54 of this report.

Long-Term Debt

At the end of the current fiscal year, the total bonded debt outstanding was \$36,802,575, which is backed by the full faith and credit of the Town and consists entirely of general obligation bonds. The Town’s total bonded debt increased \$8,447,575 (29.8%) during the current fiscal year. Additional information on the Town’s long-term debt can be found in Note 10 on pages 57-59 of this report.

### *Economic Factors and Next Year's Budgets and Rates*

Sudbury's economic base is limited but remains steady with approximately 8,400 individuals employed in 660 establishments within the boundaries of the Town, with an estimated annual payroll of \$0.5 billion. Businesses are generally small and service oriented with retail, professional and technical services and public administration accounting for 60% of all jobs. Local unemployment remains below state and national rates, and the median household effective buying income is among the highest in Massachusetts.

The town's property tax base is diverse, and market values of real estate remain extremely strong. Assessed value (AV) is primarily residential, at 93%, and the 10 leading taxpayers account for only 4.6% of the total levy. In addition, per capita market value remains extremely strong. The median home value in Sudbury remains roughly four times the national level.

While Sudbury is not immune to regional and national economic development trends, the Town is characterized as a self-sustaining and stable local economy. The recent state fiscal problems have had a moderate impact on the delivery of services, as the Town is not highly dependent on state aid; accordingly, the Town has not been as adversely affected as other communities in Massachusetts. The Town continues to rely mainly on property taxes and other local revenues to cover the increasing cost of providing services and replace any revenue lost from the state. Property taxes are the Town's leading revenue source, and tax collections remain very stable.

Expectations for key financial factors were met or exceeded during last year and are similarly forecasted for the coming year, helping to shape a budget for fiscal year 2016 that encompasses the following for the general fund which covers between 85-95% of all expenditures for the Town every year:

Fiscal year 2016 projection for General Fund revenues **\$88,700,000**

Property taxes remain the primary source of revenue for the Town. Property taxes in Massachusetts are limited by 'Proposition 2 1/2' to a levy growth of 2.5% plus a value for new construction, unless the voters at an election approve an increase for operating expenses, capital outlay or debt service exclusion. The property tax levy for operating expenses is expected to grow by 5%, which includes a one-year capital expenditure exclusion of \$420,000, new growth of \$601,000 and increase in debt exclusion of \$670,000.

State Aid represents our second largest source of General fund revenue. Sudbury's fiscal year 2016 allotment of \$5.9 million is consistent with last year.

Non-tax local receipts (e.g. motor vehicle excise, departmental revenues, licensing and permits), are elastic revenues meaning they are sensitive to economic conditions. Local receipts continue to show marked improvements most notably in our two largest segments: motor vehicle excise and building permits. Early indications suggest that we are on track to meet or exceed our latest estimate of \$4.8 million of non-tax local receipts.

Fiscal year 2016 projection for General Fund expenditures and other financing uses **\$91,700,000**

The budget is allocated across four major cost centers (in descending order of relative size of operating resources: Sudbury Public Schools, Town Services, Lincoln-Sudbury Regional High School, and Operating Capital Budget), with the rest providing for shared expenses and other charges to be raised. Town Meeting granted appropriations sufficient for each of the major cost centers to grow by 4%, as compared to the fiscal year 2015 budget.

Our largest segments of annual operating expenditures continue to consist of salaries, wages and employee benefits. Another primary use of operating funds goes to fixed costs or charges. These costs commonly exist in the form of service contracts, utilities, fuel, leases and insurances. They are recurring in nature and generally increase annually due to market and inflationary factors.

Also included in the fiscal year 2016 budget is \$1,100,000 to be placed in a special stabilization for the purpose of grading or otherwise preparing the Town-owned so-called Melone property for reuse for municipal purposes or sale.

Fiscal year 2016 projection for other financing sources **\$625,000**

Other financing sources represent transfers to the general fund from all other governmental funds. The primary source of transfers into the General fund, is revenue generated by ambulance services provided by Sudbury's Fire Department. By law these receipts may be segregated in a special revenue fund called "Receipts Reserved for Appropriation". Use of these funds to offset specific General fund expenditures in Public Safety is made possible, as a financing source (transfer) and requires Town Meeting approval.

Fiscal year 2016 projection for use of Free Cash (Unassigned Fund balance) **\$2,375,000**

The amount of Free Cash (Unassigned Fund Balance) used to fund the budget in fiscal year 2016 increased 15% as compared with fiscal year 2015. However, unassigned fund balance at June 30, 2015 remains strong at 8% of estimated fiscal year 2016 general fund revenues.

### ***Requests for Information***

This financial report is designed to provide a general overview of the Town's finances for all those with an interest in its finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Finance Director, Flynn Building, 278 Old Sudbury Road, Sudbury, Massachusetts 01776.

# Basic Financial Statements

STATEMENT OF NET POSITION  
JUNE 30, 2015

	Primary Government		
	Governmental Activities	Business-type Activities	Total
<b>ASSETS</b>			
Current Assets:			
Cash and Cash Equivalents	\$ 12,261,004	\$ 630,169	\$ 12,891,173
Restricted Cash and Cash Equivalents	22,128,279	122,083	22,250,362
Investments	3,727,526	-	3,727,526
Restricted Investments	4,299,781	-	4,299,781
Receivables, Net of Allowance for Uncollectible Amounts:			
Real Estate and Personal Property Taxes	797,042	-	797,042
Tax, Trash and Utility Liens	777,043	-	777,043
Motor Vehicle and Other Excise Taxes	182,720	-	182,720
Community Preservation Surcharges	14,269	-	14,269
Departmental and Other	509,943	8,000	517,943
Intergovernmental	1,582,070	-	1,582,070
<b>Total Current Assets</b>	<b>46,279,677</b>	<b>760,252</b>	<b>47,039,929</b>
Noncurrent Assets:			
Receivables, Net of Allowance for Uncollectible Amounts:			
Real Estate Tax Deferrals	2,694,241	-	2,694,241
Intergovernmental	7,425,065	-	7,425,065
Tax Foreclosures	287,008	-	287,008
Investment in Joint Venture	249,215	-	249,215
Capital Assets not being Depreciated	51,275,006	192,500	51,467,506
Capital Assets, Net of Accumulated Depreciation	52,046,206	844,579	52,890,785
<b>Total Noncurrent Assets</b>	<b>113,976,741</b>	<b>1,037,079</b>	<b>115,013,820</b>
<b>Total Assets</b>	<b>160,256,418</b>	<b>1,797,331</b>	<b>162,053,749</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred Outflows of Resources related to Pension	161,948	2,299	164,247
<b>LIABILITIES</b>			
Current Liabilities:			
Warrants Payable	3,038,974	19,876	3,058,850
Accrued Payroll	2,761,292	11,555	2,772,847
Tax Refunds Payable	729,888	-	729,888
Other Liabilities	848,239	-	848,239
Unearned Revenue	-	122,083	122,083
Accrued Interest	417,875	-	417,875
Capital Lease Obligations	210,368	-	210,368
Compensated Absences	61,424	1,714	63,138
Short-Term Notes Payable	1,265,000	-	1,265,000
Long-Term Bonds and Notes Payable	3,894,565	-	3,894,565
<b>Total Current Liabilities</b>	<b>13,227,625</b>	<b>155,228</b>	<b>13,382,853</b>
Noncurrent Liabilities:			
Capital Lease Obligations	352,274	-	352,274
Compensated Absences	552,837	15,424	568,261
Net OPEB Obligation	17,528,987	238,962	17,767,949
Net Pension Liability	47,954,946	680,902	48,635,848
Long-Term Bonds and Notes Payable	32,908,010	-	32,908,010
<b>Total Noncurrent Liabilities</b>	<b>99,297,054</b>	<b>935,288</b>	<b>100,232,342</b>
<b>Total Liabilities</b>	<b>112,524,679</b>	<b>1,090,516</b>	<b>113,615,195</b>

(Continued)

See accompanying Notes to Basic Financial Statements.

STATEMENT OF NET POSITION (Continued)  
JUNE 30, 2015

	Primary Government		
	Governmental Activities	Business-type Activities	Total
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Taxes Received in Advance	123,182	-	123,182
<b>NET POSITION</b>			
Net Investment in Capital Assets	74,065,551	1,037,079	75,102,630
Restricted for:			
Investment in Joint Venture	249,215	-	249,215
Employee Benefits	296,510	-	296,510
OPEB	4,844,357	-	4,844,357
Community Preservation	5,148,719	-	5,148,719
School Lunch	216,025	-	216,025
Affordable Housing	343,097	-	343,097
Revolving Funds	1,667,835	-	1,667,835
Receipts Reserved	1,324,348	-	1,324,348
Grants	891,988	-	891,988
Permanent Funds:			
Expendable	650,528	-	650,528
Nonexpendable	1,102,743	-	1,102,743
Other Specific Purposes	1,590,990	-	1,590,990
Unrestricted	(44,621,401)	(327,965)	(44,949,366)
Total Net Position	\$ 47,770,505	\$ 709,114	\$ 48,479,619 (Concluded)

See accompanying Notes to Basic Financial Statements.

STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2015

Functions/Programs	Expenses	Program Revenues			Net (Expense)/ Revenue
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
<b>Primary Government:</b>					
Governmental Activities:					
General Government	\$ 4,122,220	\$ 811,131	\$ 309,177	\$ 66,000	\$ (2,935,912)
Public Safety	9,946,647	1,428,007	110,925	-	(8,407,715)
Education	71,815,723	1,978,766	10,518,828	-	(59,318,129)
Public Works	7,804,522	6,638	136,223	86,021	(7,575,640)
Health and Human Services	1,428,806	264,524	38,945	-	(1,125,337)
Culture and Recreation	2,805,844	775,730	72,706	559,382	(1,398,026)
Debt Service-Interest	1,111,995	-	481,617	-	(630,378)
Total Governmental Activities	<u>99,035,757</u>	<u>5,264,796</u>	<u>11,668,421</u>	<u>711,403</u>	<u>(81,391,137)</u>
Business-Type Activities:					
Swimming Pool	620,356	505,487	-	-	(114,869)
Transfer Station	258,024	305,071	899	-	47,946
Recreation Field Maintenance	227,819	197,422	233	-	(30,164)
Total Business-Type Activities	<u>1,106,199</u>	<u>1,007,980</u>	<u>1,132</u>	<u>-</u>	<u>(97,087)</u>
Total Primary Governments	<u>\$ 100,141,956</u>	<u>\$ 6,272,776</u>	<u>\$ 11,669,553</u>	<u>\$ 711,403</u>	<u>\$ (81,488,224)</u>

(Continued)

See accompanying Notes to Basic Financial Statements.

STATEMENT OF ACTIVITIES (Continued)  
FOR THE FISCAL YEAR ENDED JUNE 30, 2015

	Primary Government		
	Governmental Activities	Business-type Activities	Total
<b>CHANGES IN NET POSITION</b>			
Net (Expense) Revenue (From Previous Page)	\$ (81,391,137)	\$ (97,087)	\$ (81,488,224)
General Revenues:			
Real Estate and Personal Property Taxes	72,873,481	-	72,873,481
Motor Vehicle and Other Excise Taxes	3,657,166	-	3,657,166
Penalties and Interest on Taxes	186,333	-	186,333
Payments in Lieu of Taxes	89,934	-	89,934
Community Preservation Surcharges	1,666,981	-	1,666,981
Grants and Contributions not Restricted to Specific Programs	1,321,924	-	1,321,924
Unrestricted Investment Income	32,657	-	32,657
Premium from Issuance of Refunding Bonds	911,298	-	911,298
Transfers, Net	100,643	(100,643)	-
Total General Revenues and Transfers	<u>80,840,417</u>	<u>(100,643)</u>	<u>80,739,774</u>
<b>CHANGE IN NET POSITION</b>	(550,720)	(197,730)	(748,450)
Net Position - Beginning of Year (Restated)	<u>48,321,225</u>	<u>906,844</u>	<u>49,228,069</u>
<b>NET POSITION - END OF YEAR</b>	<u>\$ 47,770,505</u>	<u>\$ 709,114</u>	<u>\$ 48,479,619</u>
			(Concluded)

See accompanying Notes to Basic Financial Statements.

GOVERNMENTAL FUNDS  
BALANCE SHEET  
JUNE 30, 2015

	General	Community Preservation	Nonmajor Governmental Funds	Total Governmental Funds
<b>ASSETS</b>				
Cash and Cash Equivalents	\$ 12,261,004	\$ -	\$ -	\$ 12,261,004
Investments	3,727,526	-	-	3,727,526
Restricted Assets:				
Cash and Cash Equivalents	4,460,163	3,332,652	14,335,464	22,128,279
Investments	680,804	1,801,798	1,817,179	4,299,781
Receivables, Net of Allowance for Uncollectible Amounts:				
Real Estate and Personal Property Taxes	797,042	-	-	797,042
Real Estate Tax Deferrals	2,694,241	-	-	2,694,241
Tax and Trash Liens	777,043	-	-	777,043
Motor Vehicle and Other Excise taxes	182,720	-	-	182,720
Community Preservation Surcharges	-	14,269	-	14,269
Departmental and Other	-	-	509,943	509,943
Intergovernmental	8,687,288	-	319,847	9,007,135
Tax Foreclosures	287,008	-	-	287,008
	<u>\$ 34,554,839</u>	<u>\$ 5,148,719</u>	<u>\$ 16,982,433</u>	<u>\$ 56,685,991</u>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>				
<b>LIABILITIES</b>				
Warrants Payable	\$ 471,995	\$ -	\$ 2,566,979	\$ 3,038,974
Accrued Payroll	2,761,292	-	-	2,761,292
Tax Refunds Payable	729,888	-	-	729,888
Other Liabilities	848,239	-	-	848,239
Short-Term Notes Payable	-	-	1,265,000	1,265,000
Total Liabilities	<u>4,811,414</u>	<u>-</u>	<u>3,831,979</u>	<u>8,643,393</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Unavailable Revenue	13,077,470	14,269	520,464	13,612,203
Taxes Received in advance	123,182	-	-	123,182
Total Deferred Inflows of Resources	<u>13,200,652</u>	<u>14,269</u>	<u>520,464</u>	<u>13,735,385</u>
<b>FUND BALANCES</b>				
Nonspendable	-	-	1,102,743	1,102,743
Restricted	5,140,867	5,134,450	11,472,214	21,747,531
Committed	2,685,774	-	55,033	2,740,807
Assigned	1,557,983	-	-	1,557,983
Unassigned	7,158,149	-	-	7,158,149
Total Fund Balances	<u>16,542,773</u>	<u>5,134,450</u>	<u>12,629,990</u>	<u>34,307,213</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 34,554,839</u>	<u>\$ 5,148,719</u>	<u>\$ 16,982,433</u>	<u>\$ 56,685,991</u>

See accompanying Notes to Basic Financial Statements.

RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET  
TOTAL FUND BALANCES TO THE STATEMENT OF NET POSITION  
JUNE 30, 2015

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Total Governmental Fund Balances	\$	34,307,213
Capital assets (net of accumulated depreciation) used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds		103,321,212
The equity interest in the assets of the governmental joint venture is not reported in the governmental funds		249,215
Certain liabilities do not require current financial resources and, therefore are not reported in the governmental funds.		161,948
Other assets are not available to pay for current period expenditures and, therefore, are reported as deferred inflows of resources in the governmental funds		13,612,203
In the statement of net position, interest is accrued on outstanding long-term debt, whereas in the governmental funds interest is not reported until due		(417,875)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds.		
Bonds and Notes Payable		(36,802,575)
Capital Lease Obligations		(562,642)
Compensated Absences		(614,261)
Net OPEB Obligation		(17,528,987)
Net Pension Liability		(47,954,946)
Net Position of Governmental Activities	\$	<u>47,770,505</u>

See accompanying Notes to Basic Financial Statements.

GOVERNMENTAL FUNDS  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2015

	General	Community Preservation	Nonmajor Governmental Funds	Total Governmental Funds
<b>REVENUES</b>				
Real Estate and Personal Property Taxes	\$ 72,210,203	\$ -	\$ -	\$ 72,210,203
Motor Vehicle and Other Excise Taxes	3,778,204	-	-	3,778,204
Tax and Trash Liens	241,824	-	-	241,824
Payments in Lieu of Taxes	89,934	-	-	89,934
Community Preservation Surcharges	-	1,662,709	-	1,662,709
Charges for Services	-	-	696,291	696,291
Intergovernmental	7,536,234	559,382	2,636,092	10,731,708
Penalties and Interest on Taxes	186,333	-	-	186,333
Licenses and Permits	671,403	-	75,252	746,655
Fines and Forfeitures	75,129	-	11,121	86,250
Departmental and Other	573,382	-	3,148,871	3,722,253
Contributions	-	-	302,659	302,659
Investment Income	80,324	25,494	(20,314)	85,504
	<u>85,442,970</u>	<u>2,247,585</u>	<u>6,849,972</u>	<u>94,540,527</u>
Total Revenues				
<b>EXPENDITURES</b>				
Current:				
General Government	2,796,377	100,346	3,337,095	6,233,818
Public Safety	6,938,620	-	4,583,011	11,521,631
Education	55,752,789	-	4,148,569	59,901,358
Public Works	6,985,467	145,229	758,820	7,889,516
Health and Human Services	621,293	-	432,351	1,053,644
Culture and Recreation	1,157,583	127,368	889,566	2,174,517
Pension Benefits	3,482,548	-	-	3,482,548
Employee Benefits	5,865,834	-	-	5,865,834
Property and Liability Insurance	263,973	-	-	263,973
State and County Charges	227,330	-	-	227,330
Debt Service:				
Principal	2,510,000	880,000	7,695,000	11,085,000
Interest	550,630	337,635	-	888,265
	<u>87,152,444</u>	<u>1,590,578</u>	<u>21,844,412</u>	<u>110,587,434</u>
Total Expenditures				
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<u>(1,709,474)</u>	<u>657,007</u>	<u>(14,994,440)</u>	<u>(16,046,907)</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Proceeds of Bonds and Notes	-	-	11,805,946	11,805,946
Proceeds from Capital Leases	315,559	-	-	315,559
Premium from Issuance of Bonds and Notes	-	78,901	846,809	925,710
Proceeds of Refunding Bonds (Current)	-	-	6,845,000	6,845,000
Premium from Issuance of Refunding Bonds (Current)	-	-	911,298	911,298
Transfers In	894,092	-	885,000	1,779,092
Transfers Out	(721,491)	(100,000)	(856,958)	(1,678,449)
	<u>488,160</u>	<u>(21,099)</u>	<u>20,437,095</u>	<u>20,904,156</u>
Total Other Financing Sources (Uses)				
<b>NET CHANGE IN FUND BALANCES</b>	(1,221,314)	635,908	5,442,655	4,857,249
Fund Balances - Beginning of Year	17,764,087	4,498,542	7,187,335	29,449,964
<b>FUND BALANCES - END OF YEAR</b>	<u>\$ 16,542,773</u>	<u>\$ 5,134,450</u>	<u>\$ 12,629,990</u>	<u>\$ 34,307,213</u>

See accompanying Notes to Basic Financial Statements.

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2015

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Net Change in Fund Balances - Total Governmental Funds	\$	4,857,249
<p>The statement of activities reports the investment in joint venture however the governmental funds do not. This amount represents the net change in the investment in joint venture.</p>		
		(27,317)
<p>Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. These amounts represent the related activity of the current period.</p>		
Capital Outlays		10,152,240
Depreciation		(3,336,069)
<p>In the statement of activities, the loss on the disposals of capital assets is reported, whereas in the governmental funds the disposals are not reported as financial resources. As a result, the change in net position differs from the change in fund balance by the net book value of the capital assets disposed</p>		
		(54,076)
<p>Revenues in the statement of activities that do not provide current financial resources are reported as deferred inflows of resources in the governmental funds. Therefore, the recognition of revenue for various types of accounts receivable (i.e., real estate and personal property, motor vehicle excise, etc.) differ between the two statements. This amount represents the net change in deferred inflows of resources.</p>		
		(812,517)
<p>The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any impact on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities. These amounts represent the related activity of the current period.</p>		
Proceeds of Bonds		(12,731,656)
Proceeds of Refunding Bonds		(6,845,000)
Retirement of Refunded Bonds		7,695,000
Bond Maturities		3,390,000
Net Amortization of Bond Premiums		44,081
Capital Lease Proceeds		(315,559)
Capital Lease Maturities		260,807
<p>In the statement of activities, interest is accrued on outstanding long-term debt, whereas in the governmental funds interest is not reported until due. This amount represents the net change in accrued interest payable</p>		
		(267,811)
<p>Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported in the governmental funds. These amounts represent the net changes:</p>		
Workers' Compensation		219,399
Compensated Absences		(34,680)
Net OPEB Obligation		(2,124,481)
Net Pension Liability		(620,330)
		<u>(620,330)</u>
Changes in Net Position of Governmental Activities	\$	<u><u>(550,720)</u></u>

See accompanying Notes to Basic Financial Statements.

PROPRIETARY FUNDS  
STATEMENT OF FUND NET POSITION  
JUNE 30, 2015

		Business-Type Activities - Enterprise Funds
<b>ASSETS</b>		<b>Nonmajor Funds</b>
Current Assets:		
Cash and Cash Equivalents	\$	630,169
Restricted Cash and Cash Equivalents		122,083
Receivables, Net of Allowance for Uncollectible Amounts:		
Department and Other		8,000
Total Current Assets		760,252
Noncurrent Assets:		
Capital Assets not being Depreciated		192,500
Capital Assets, Net of Accumulated Depreciation		844,579
Total Noncurrent Assets		1,037,079
Total Assets		1,797,331
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Change in Net Pension Liability		2,299
<b>LIABILITIES</b>		
Current Liabilities:		
Warrants Payable		19,876
Accrued Payroll		11,555
Unearned Revenue		122,083
Compensated Absences		1,714
Total Current Liabilities		155,228
Noncurrent Liabilities:		
Compensated Absences		15,424
Net OPEB Obligation		238,962
Net Pension Liability		680,902
Total Noncurrent Liabilities		935,288
Total Liabilities		1,090,516
<b>FUND NET POSITION</b>		
Net Investment in Capital Assets		1,037,079
Unrestricted		(327,965)
Total Net Position	\$	709,114

See accompanying Notes to Basic Financial Statements.

PROPRIETARY FUNDS  
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION  
FOR THE FISCAL YEAR ENDED JUNE 30, 2015

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		Business-Type Activities - Enterprise Funds
		Nonmajor Funds
<b>OPERATING REVENUES</b>		
Charges for Services	\$	1,007,980
<b>OPERATING EXPENSES</b>		
Cost of Service and Administration		820,967
Repairs and Maintenance		207,061
Depreciation		78,171
Total Operating Expenses		1,106,199
<b>OPERATING INCOME (LOSS)</b>		(98,219)
<b>NONOPERATING REVENUES (EXPENSES)</b>		
Investment Income		1,132
<b>INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS</b>		(97,087)
Transfers In		36,491
Transfers Out		(137,134)
Total Capital Contributions and Transfers		(100,643)
<b>CHANGE IN FUND NET POSITION</b>		(197,730)
Fund Net Position - Beginning of Year		906,844
<b>FUND NET POSITION - END OF YEAR</b>	\$	709,114

See accompanying Notes to Basic Financial Statements.

PROPRIETARY FUNDS  
STATEMENT OF CASH FLOWS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2015

	Business - Type Activities - Enterprise Funds
	Nonmajor Funds
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
Receipts from Customers and Users	\$ 997,748
Payments to Vendors	(436,567)
Payments to Employees	(569,360)
Net Cash Provided by Operating Activities	(8,179)
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>	
Transfers In	36,491
Transfers Out	(137,134)
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>	
Acquisition of Capital Assets	(87,714)
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
Investment Income	1,132
<b>NET CHANGE IN CASH AND CASH EQUIVALENTS</b>	(195,404)
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR (Includes \$8,902 and \$122,913 reported as Restricted in the Swimming Pool and Transfer Station Enterprise Funds, Respectively)	
	947,656
CASH AND CASH EQUIVALENTS AT END OF YEAR (Includes \$122,083 reported as Restricted in the Transfer Station Enterprise Fund)	
	\$ 752,252
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM OPERATING ACTIVITIES</b>	
Operating Income (Loss)	\$ (98,219)
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided by Operating Activities:	
Changes in Assets and Liabilities not Requiring Current Cash Flows:	
Depreciation	78,171
Net OPEB Obligation	30,114
Net Pension Liability	8,808
Effect of Changes in Operating Assets and Liabilities:	
Departmental and Other	(500)
Warrants Payable	(18,889)
Accrued Payroll	95
Unearned Revenue	(9,732)
Compensated Absences	1,973
Total Adjustments	90,040
Net Cash Provided by Operating Activities	\$ (8,179)

See accompanying Notes to Basic Financial Statements.

FIDUCIARY FUNDS  
STATEMENT OF FIDUCIARY NET POSITION  
JUNE 30, 2015

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<b>ASSETS</b>	<u>Private Purpose Trust Funds</u>	<u>Agency Funds</u>
Cash and Cash Equivalents	\$ 167,643	\$ 590,610
Receivables, Net of Allowance for Uncollectible Amounts: Departmental and Other	<u>-</u>	<u>173,500</u>
Total Assets	<u>167,643</u>	<u>\$ 764,110</u>
 <b>LIABILITIES</b>		
Liabilities Due Depositors	<u>-</u>	<u>\$ 764,110</u>
 <b>NET POSITION</b>		
Held in Trust for Pension Benefits and Other Purposes	<u>\$ 167,643</u>	

See accompanying Notes to Basic Financial Statements.

FIDUCIARY FUNDS  
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION  
FOR THE FISCAL YEAR ENDED JUNE 30, 2015

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	<u>Private Purpose Trust Funds</u>
<b>ADDITIONS</b>	
Contributions:	
Private Donations	\$ <u>268</u>
Net Investment Income:	
Net Appreciation in Fair Value of Investments	(6,516)
Interest	<u>4,418</u>
Total Investment Income	<u>(2,098)</u>
Total Additions	<u>(1,830)</u>
<b>DEDUCTIONS</b>	
Other	<u>1,900</u>
<b>CHANGE IN NET POSITION</b>	(3,730)
Net Position - Beginning of Year	<u>171,373</u>
<b>NET POSITION - END OF YEAR</b>	<u>\$ <u>167,643</u></u>

See accompanying Notes to Basic Financial Statements.

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES****A. General**

The basic financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the standard-setting body for establishing governmental accounting and financial reporting principles. The significant accounting policies are described herein.

**B. Reporting Entity**

The Town of Sudbury, Massachusetts (Town) is a municipal corporation that is governed by an elected Board of Selectmen.

For financial reporting purposes, the basic financial statements include all funds, organizations, agencies, boards, commissions and institutions that are not legally separate from the Town.

The Town has also considered all potential component units for which it is financially accountable as well as other organizations for which the nature and/or significance of their relationship with the Town are such that exclusion would cause the Town's basic financial statements to be misleading or incomplete. It has been determined that there are no component units that require inclusion in the basic financial statements.

**Joint Ventures**

A joint venture is an organization (resulting from a contractual arrangement) that is owned, operated or governed by two or more participants as a separate and specific activity subject to joint control in which the participants retain an ongoing financial interest or ongoing financial responsibility. Joint control means that no single participant has the ability to unilaterally control the financial or operating policies of the joint venture.

The Town participates in the following joint ventures with other municipalities to pool resources and share the costs, risks and rewards of providing goods and services to venture participants directly, or for the benefit of the general public or specified recipients.

*Wayland-Sudbury Septage Disposal Facility (Facility)*

The Town is a participant in a joint venture with the Town of Wayland for a septage disposal facility (Facility). Each Town has a 50 percent interest in the venture. The Facility was decommissioned in October 2009 and its operations were ceased as of December 1, 2009. All further administrative actions relative to the Facility are now the responsibility of the Boards of Selectmen of the Towns of Wayland and Sudbury. As of June 30, 2015, there had been no equity distributions of the Facility's net position to either Town and the joint venture agreement had not been formally dissolved. The joint venture agreement is scheduled to end on normal terms in 2017. The Town of Sudbury continues to serve as the custodian of the Facility's cash and accounts receivable, which are reported in the Agency Fund. As of June 30, 2015, the Town's equity interest in the Facility totaled \$249,215 and is reported in governmental activities. The Facility does not issue a stand alone, GAAP-basis audited financial report.

*Lincoln Sudbury Regional High School District (LSRHSD)*

The LSRHSD is governed by a six member school district committee consisting of three elected representatives of the Town. The Town is indirectly liable for the LSRHSD debt and expenditures and is assessed annually for its share of operating and capital costs. For the fiscal year ended June 30, 2015, the Town's assessment totaled \$22,035,348. Separate financial statements may be obtained by writing to the Treasurer of the LSRHSD at 390 Lincoln Road, Sudbury, MA 01776.

*Minuteman Regional High School (MRHS)*

The MRHS is governed by a seventeen member school committee consisting of one elected representative from the Town. The Town is indirectly liable for the MRHS debt and expenditures and is assessed annually for its share of operating and capital costs. For the fiscal year ended June 30, 2015, the Town's assessment totaled \$543,452. Separate financial statements may be obtained by writing to the Treasurer of the MRHS at 758 Marrett Road, Lexington, MA 02421-7313.

**C. Implementation of New Accounting Principles**

For the year ending June 30, 2015, the Town implemented the following pronouncements issued by the GASB:

- GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – an Amendment of GASB Statement No. 27*
- GASB Statement No. 69, *Government Combinations and Disposals of Government Operations*
- GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date – an amendment of GASB Statement No. 68*

The implementation of GASB Statement No. 68 resulted in the recognition of the long-term obligation for pension benefits as a liability and expanded pension related note disclosures and required supplementary information.

The implementations of GASB Statement No.'s 69 and 71 had no reporting impact for the Town.

**D. Government-Wide and Fund Financial Statements**Government-Wide Financial Statements

The government-wide financial statements (statement of net position and the statement of activities) report information on all non-fiduciary activities of the primary government and its component units. *Governmental activities*, which are primarily supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are primarily supported by user fees.

Fund Financial Statements

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and displayed in a single column. Fiduciary funds are reported by fund type.

### *E. Measurement Focus, Basis of Accounting and Basis of Presentation*

#### Government-Wide Financial Statements

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal property taxes are recognized as revenues in the fiscal year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The statement of activities demonstrates the degree to which the direct expenses of a function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include the following:

- Charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.
- Grants and contributions that are restricted to meeting the operational requirements of a specific function or segment.
- Grants and contributions that are restricted to meeting the capital requirements of a specific function or segment.

Taxes and other items not identifiable as program revenues are reported as general revenues.

Except for charges between the general fund and enterprise funds, the effect of interfund activity has been eliminated from the government-wide financial statements. Elimination of these charges would distort the direct costs and program revenues reported for the functions affected.

#### Fund Financial Statements

**Governmental funds** financial statements are reported using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences, capital lease obligations, claims and judgments which are recognized when the obligations are expected to be liquidated with current expendable available resources.

Real estate and personal property tax revenues are considered available if they are collected within 60-days after the end of the fiscal year. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria is met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred and all other grant requirements are met.

The following major governmental funds are reported:

The *general fund* is used to account for and report all financial resources not accounted for and reported in another fund.

The *community preservation fund* is a special revenue fund used to account for the 3% local real estate tax surcharge on nonexempt property (and matching state trust fund distribution) that can be used for open space, historic resource and affordable housing purposes. Property exempt from the surcharge consists of the first \$100,000 of all residential property and also property owned by low-income residents or seniors with low or moderate income as defined by Massachusetts Department of Revenue (DOR) guidelines. Disbursements from this fund must originate from the Community Preservation Committee and be approved by Town Meeting.

The nonmajor governmental funds consist of other special revenue, capital projects and permanent funds that are aggregated and presented in the *nonmajor governmental funds* column on the governmental funds financial statements. The following describes the general use of these fund types:

*Special revenue funds* are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

*Capital projects funds* are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets. Capital projects funds exclude those types of capital-related outflows financed by proprietary funds or for assets that will be held in trust for individuals, private organizations, or other governments.

*Permanent funds* are used to account for and report resources that are restricted to the extent that only earnings, and not principal, may be used for purposes that support the government's programs and benefit the government or its citizenry.

**Proprietary funds** financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting, whereby revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

The following activities are reported in the nonmajor enterprise funds column:

The *swimming pool enterprise fund* is used to account for recreational swimming pool activities.

The *transfer station enterprise fund* is used to account for transfer station activities.

The *recreation field maintenance enterprise fund* is used to account for recreation field maintenance activities.

**Fiduciary funds** financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Fiduciary funds are used to account for assets held in a trustee capacity for others that cannot be used to support the government's programs.

The following fiduciary fund types are reported:

The *private-purpose trust fund* is used to account for trust arrangements, other than those reported in the permanent fund, under which principal and investment income exclusively benefits individuals, private organizations, or other governments. The Town's private purpose trust funds include activities for scholarships, gifts to the financial needy and youth of Sudbury, cemetery improvements and maintenance of the walking trail at Haskell Field.

The *agency fund* is used to account for assets held in a custodial capacity. Such assets consist primarily of performance bonds, bid deposits and cash receipt collections for the Facility. Agency funds do not present the results of operations or have a measurement focus.

#### ***F. Deposits and Investments***

##### Government-Wide and Fund Financial Statements

Cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with an original maturity of three months or less from the date of acquisition. Investments are carried at fair value.

#### ***G. Accounts Receivable***

##### Government-Wide and Fund Financial Statements

The recognition of revenue related to accounts receivable reported in the government-wide and proprietary funds financial statements are reported under the accrual basis of accounting. The recognition of revenue related to accounts receivable reported in the governmental funds financial statements are reported under the modified accrual basis of accounting.

#### **Real Estate Taxes, Personal Property Taxes and Tax Liens**

Real estate and personal property taxes are levied and based on values assessed on January 1<sup>st</sup> of every year. Assessed values are established by the Board of Assessor's for 100% of the estimated fair market value. Taxes are due on August 1<sup>st</sup>, November 1<sup>st</sup>, February 1<sup>st</sup>, and May 1<sup>st</sup> and are subject to penalties and interest if they are not paid by the respective due date. Real estate and personal property taxes levied are recorded as receivables in the fiscal year of the levy.

Real estate tax liens are processed approximately one-year after the close of the valuation year on delinquent properties and are recorded as receivables in the fiscal year they are processed.

#### **Motor Vehicle and Other Excise Taxes**

Motor vehicle excise taxes are assessed annually for each vehicle registered in the Town and are recorded as receivables in the fiscal year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles to the Town. The tax calculation is the fair value of the vehicle multiplied by \$25 per \$1,000 of value.

#### **Community Preservation Surcharges**

Community preservation surcharges are levied annually and at a rate of 3% of residents' real estate tax bills with exemptions for the first \$100,000 of residential property and property owned by qualified persons with low income and seniors (60+) with low or moderate income as defined by DOR guidelines. The surcharge is due with the real estate tax on August 1<sup>st</sup>, November 1<sup>st</sup>, February 1<sup>st</sup>, and May 1<sup>st</sup> and are subject to penalties and interest if they are not paid by the respective due date. Overdue surcharges are included on the tax liens processed on delinquent real estate taxes. Surcharges are recorded as receivables in the fiscal year of the levy.

#### **Departmental and Other**

Departmental and other receivables primarily represent amounts due for ambulance services, Facility services and police details and are recorded as receivables in the fiscal year accrued.

## Intergovernmental

Various state and federal operating and capital grants are applied for and received annually. For non-expenditure driven grants, revenue is recognized as soon as all eligibility requirements imposed by the provider have been met. For expenditure driven grants, revenue is recognized when the qualifying expenditures are incurred and all other grant requirements are met.

### H. Allowance for Uncollectible Accounts

The allowance for uncollectible accounts is estimated based on historical trends and specific account analysis for the following accounts receivable:

- Personal property taxes
- Motor vehicle and other excise taxes
- Departmental and other

As of June 30, 2015, the allowance for uncollectible amounts for departmental and other receivables is immaterial and therefore not reported.

The following types of accounts receivable are secured via the lien process and are considered 100% collectible. Accordingly, an allowance for uncollectible accounts is not reported.

- Real estate taxes and real estate tax deferrals
- Tax liens
- Community preservation surcharges

Intergovernmental receivables are considered 100% collectible.

### I. Inventories

#### Government-Wide and Fund Financial Statements

Inventories are recorded as expenditures at the time of purchase. Such inventories are not material in total to the government-wide and fund financial statements and therefore are not reported.

### J. Restricted Assets

#### Government-Wide and Fund Financial Statements

Assets are reported as restricted when limitations on their use change the nature of the availability of the asset. Such constraints are either externally imposed by creditors, contributors, grantors, or laws of other governments, or are imposed by law through constitutional provisions or enabling legislation.

### K. Capital Assets

#### Government-Wide and Proprietary Funds Financial Statements

Capital assets, which consist of land, construction in progress, intangible assets, land improvements, buildings and improvements, machinery and equipment, vehicles, and infrastructure (e.g., roads, sidewalks and similar items) are reported in the applicable governmental or business-type activities column of the government-wide financial statements.

Capital assets are recorded at historical cost or at estimated historical cost if actual historical cost is not available. Donated capital assets are recorded at the estimated fair market value at the date of donation. All purchases and construction costs in excess of \$10,000 are capitalized at the date of acquisition or construction, respectively, with expected useful lives of greater than one year.

Capital assets (excluding land and intangible assets) are depreciated on a straight-line basis. The estimated useful lives of capital assets are as follows:

<u>Capital Asset Type</u>	<u>Estimated Useful Life (in years)</u>
Land improvements.....	30
Buildings and improvements.....	10 - 40
Machinery and equipment.....	5 - 20
Vehicles.....	4 - 20
Infrastructure.....	20

The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized and are treated as expenses when incurred. Improvements are capitalized.

Governmental Fund Financial Statements

Capital asset costs are recorded as expenditures in the acquiring fund in the fiscal year of the purchase.

***L. Interfund Receivables and Payables***

During the course of its operations, transactions occur between and within funds that may result in amounts owed between funds.

Government-Wide Financial Statements

Transactions of a buyer/seller nature between and within governmental funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of net position as "internal balances."

Fund Financial Statements

Transactions of a buyer/seller nature between and within funds are not eliminated from the individual fund statements. Receivables and payables resulting from these transactions are classified as "Due from other funds" or "Due to other funds" on the balance sheet.

### *M. Interfund Transfers*

During the course of its operations, resources are permanently reallocated between and within funds.

#### Government-Wide Financial Statements

Transfers between and within governmental funds are eliminated from the governmental activities in the statement of Net Position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of activities as "Transfers, net".

#### Fund Financial Statements

Transfers between and within funds are not eliminated from the individual fund statements and are reported as transfers in and transfers out.

### *N. Deferred Outflows of Resources*

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period (s) and so will not be recognized as an outflow of resources (expense/expenditure) until that time.

The Town has one item that qualifies for reporting in this category; as follows:

- The net difference between projected and actual investment earnings on pension plan investments is reported in the government-wide statement of net position.

### *O. Deferred Inflows of Resources*

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement elements, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

The government has two items that qualify for reporting in this category. They are as follows:

- Taxes received in advance are reported in the government-wide statement of net position and the governmental funds balance sheet. Taxes received in advance represent amounts collected in the current fiscal year that apply to the subsequent fiscal year's tax levy.
- Unavailable revenue is reported in the governmental funds balance sheet. Unavailable revenue represents billed receivables that do not meet the available criterion in accordance with the current financial resources measurement focus and the modified accrual basis of accounting.

### *P. Unearned Revenue*

Unearned revenue consists of monies received in advance for transfer station services related to the subsequent fiscal year.

### *Q. Net Position and Fund Balances*

#### Government-Wide Financial Statements (Net Position)

Net position is reported as restricted when amounts are restricted by outside parties for a specific future use.

Net position has been “restricted” for the following:

“Investment in joint venture” represents the Town’s equity interest in the operation of the Facility.

“Employee benefits” represents amounts accumulated for self-insurance activities.

“OPEB” represents amounts accumulated for other postemployment benefits.

“Community preservation” represents amounts restricted for affordable housing, open space and historic purposes.

“School lunch” represents amounts restricted for the activity of the school lunch program.

“Affordable housing” represents amounts restricted for the creation and preservation of affordable housing within the Town in accordance with Massachusetts General Laws (MGL) Chapter 44, Section 55C.

“Revolving funds” represents amounts restricted for the activity of revolving funds established in accordance with MGL.

“Receipts reserved” represents amounts restricted for receipts that are designated to fund and supplement specific operating budgets of various departments.

“Grants” represents amounts restricted for federal and state grant funds for specific programs.

“Permanent funds – expendable” represents amounts held in trust for which the expenditures are restricted by various trust agreements.

“Permanent funds – nonexpendable” represents amounts held in trust for which only investment earnings may be expended.

“Other specific purposes” represents other restrictions placed on assets from outside parties.

#### Governmental Funds Financial Statements (Fund Balances)

The following fund balance classifications describe the relative strength of the spending constraints:

*Nonspendable* – represents amounts that cannot be spent either because they are in nonspendable form (i.e., prepaid amounts) or because they are legally or contractually required to be maintained intact (i.e., principal of permanent fund).

*Restricted* – represents amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

*Committed* – represents amounts that can be used only for the specific purposes determined by a formal action of the Town’s highest level of decision-making authority. Town Meeting is the highest level of decision-making authority for the Town that can, by majority vote and adoption of an article, commit fund balance. Once voted and adopted, the limitation imposed by the article remains in place until a similar action is taken (the vote and adoption of another article) to remove or revise the limitation.

*Assigned* – represents amounts that do not meet the criteria to be classified as restricted or committed but are intended to be used for specific purposes. Under the Town’s structure, only authorized assignments for non-contractual encumbrances can be made by individual department heads. The policy established by the governing body (i.e., Board of Selectmen) pursuant to which this authorization is given is based on applicable MGL related to encumbrances.

*Unassigned* – represents the residual fund balance for the General Fund and the negative residual fund balance of any other governmental fund that cannot be eliminated by offsetting assigned fund balance amounts.

In circumstances when an expenditure is made for a purpose for which amounts are available in multiple fund balance classifications, fund balance is depleted in the order of restricted, committed, assigned and unassigned.

Encumbrance amounts have been assigned for specific purposes for which resources already have been allocated.

## **R. Long-term Debt**

### Government-Wide and Proprietary Fund Financial Statements

Long-term debt is reported as liabilities in the government-wide and proprietary fund statements of net position. Material bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium or discount.

### Governmental Funds Financial Statements

The face amount of governmental funds long-term debt is reported as other financing sources when the debt is issued. Bond premiums and discounts, as well as issuance costs, are recognized in the current period. Bond premiums are reported as other financing sources and bond discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual bond proceeds received, are reported as general government expenditures.

## **S. Investment Income**

Excluding the permanent funds, investment income derived from major and nonmajor governmental funds is legally assigned to the general fund unless otherwise directed by MGL.

Investment income from proprietary funds is retained in the funds.

## **T. Compensated Absences**

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies.

### Government-Wide and Proprietary Fund Financial Statements

Vested or accumulated vacation and sick leave are reported as liabilities and expensed as incurred.

### Governmental Funds Financial Statements

Vested or accumulated vacation and sick leave, which will be liquidated with expendable available financial resources, are reported as expenditures and fund liabilities upon employee retirements and resignations.

**U. Pensions**Government-Wide and Fund Financial Statements

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Middlesex County Retirement System (MCRS) and additions to/deductions from MCRS's fiduciary net position have been determined on the same basis as they are reported by MCRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

**V. Post Retirement Benefits**Government-Wide and Fund Financial Statements

In addition to providing pension benefits, and as more fully described in Note 12, the Town provides health, dental and life insurance coverage for current and future retirees and their spouses.

**W. Use of Estimates**Government-Wide and Fund Financial Statements

The preparation of basic financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure for contingent assets and liabilities at the date of the basic financial statements and the reported amounts of the revenues and expenditures/expenses during the fiscal year. Actual results could vary from estimates that were used.

**X. Total Column**Government-Wide Financial Statements

The total column presented on the government-wide financial statements represents consolidated financial information.

Fund Financial Statements

The total column presented on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

**NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY****A. Budgetary Information**

Municipal Law requires the adoption of a balanced budget that is approved by Town Meeting vote. The Finance Committee presents an annual budget to Town Meeting, which includes estimates of revenues and other financing sources and recommendations of expenditures and other financing uses. Town Meeting, which has full authority to amend and/or reject the budget or any appropriation at the functional level, adopts the expenditure budget by majority vote.

Increases to the original budget subsequent to Annual Town Meeting require Special Town Meeting approval.

The majority of appropriations are non-continuing which lapse at the end of each fiscal year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior fiscal year be carried forward and made available for spending in the current fiscal year.

Generally, expenditures may not exceed the level of spending (salaries, expenses and capital) authorized for an appropriation account. However, the Town is statutorily required to pay debt service, regardless of whether such amounts are appropriated.

An annual budget is adopted for the general fund and community preservation fund in conformity with the guidelines described above. The original fiscal year 2015 approved budget for the general fund and community preservation fund authorized \$87,776,608 and \$2,110,135, respectively, in appropriations and other amounts to be raised.

The Accountant's office has the responsibility to ensure that budgetary control is maintained. Budgetary control is exercised through the accounting system.

The budgetary comparison schedules presented in the accompanying required supplementary information presents comparisons of the legally adopted budgets, as amended, with actual results. The originally adopted budgets are presented for purposes of comparison to the final, amended budgets.

#### ***B. Fund Deficit***

At June 30, 2015, the pool nonmajor enterprise fund had a deficit in the amount of \$471,150 as the fund's unrestricted net position was consumed by the net pension liability.

### **NOTE 3 - DEPOSITS AND INVESTMENTS**

The municipal finance laws of the Commonwealth authorize the Town to invest temporarily idle cash in bank term deposits, certificates of deposits, and treasury and agency obligations of the United States government, with maturities of one year or less; U.S. treasury or agency repurchase agreements with maturities of not more than 90 days; and money market accounts; and the state treasurer's investment pool - the Massachusetts Municipal Depository Trust (MMDT).

The MMDT meets the criteria of an external investment pool and operates in accordance with applicable state laws and regulations. The Treasurer of the Commonwealth serves as Trustee. The reported value of the pool is the same as the fair value of pool shares.

A cash and investment pool is maintained that is available for use by all funds with unrestricted cash and investments. The deposits and investments of the permanent funds and private purpose trust funds are held separately from other town funds.

#### Deposits - Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of a bank failure, the Town's deposits may not be recovered. The Town's policy for custodial credit risk is to rely on FDIC and DIF insurance coverage. As of June 30, 2015, \$8,558,252 of the Town's bank balance of \$28,700,174 was uninsured, uncollateralized and exposed to custodial credit risk.

#### Investments Summary

The Town's investments at June 30, 2015 are presented below. All investments are presented by investment type, with debt securities presented by maturity.

Investment Type	Fair Value	Investment Maturities (in Years)	
		Less Than 1	1 - 5
<u>Debt Securities:</u>			
U.S. Agencies.....	\$ 485,579	\$ -	\$ 485,579
Money market mutual funds.....	7,432,685	7,432,685	-
Debt security mutual funds.....	728,249	728,249	-
Certificates of deposit.....	5,724,549	2,502,560	3,221,989
External investment pools.....	214,381	214,381	-
Total debt securities.....	14,585,443	\$ 10,877,875	\$ 3,707,568
<u>Other Investments:</u>			
Equity mutual funds.....	1,088,930		
Total investments.....	\$ 15,674,373		

#### Investments - Interest Rate Risk of Debt Securities

Interest rate risk for debt securities is the risk that changes in interest rates of debt securities will adversely affect the fair value of an investment. The Town's policy for interest rate risk of debt securities is to follow the municipal finance laws of the Commonwealth, which requires (with the exception of certain trust funds) the Town to limit investments to U.S. backed securities with a maturity of one year or less.

#### Investments - Custodial Credit Risk

Custodial credit risk for investments is the risk that, in the event of the failure of the counterparty, the Town will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Town does not have a policy for custodial credit risk of investments. As of June 30, 2015, the Town's investments were not exposed to custodial credit risk.

#### Investments - Credit Risk of Debt Securities

Credit risk for debt securities is the risk that an issuer or other counterparty to a debt security will not fulfill its obligations. The Town does not have a policy for credit risk of debt securities.

As of June 30, 2015, the Town's investments of \$485,579 in U.S. Agencies securities were rated AA+ by Standard and Poor's; a national credit rating organization. Remaining debt securities were unrated by national credit rating organizations.

#### Deposits and Investments - Foreign Currency Risk

Foreign currency risk is the risk that fluctuations in exchange rates will adversely affect the fair value of an investment or a deposit. The Town does not have a policy for foreign currency risk. As of June 30, 2015, the Town was not exposed to foreign currency risk.

#### Investments - Concentration of Credit Risk

Concentration of credit risk is the risk of loss attributed to the magnitude of the Town's investment in a single issuer. The Town does not have a policy for concentration of credit risk. As of June 30, 2015, the Town was not exposed to concentration of credit risk.

**NOTE 4 - ACCOUNTS RECEIVABLE**

At June 30, 2015, receivables for the individual major governmental funds and nonmajor governmental and fiduciary funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables:</u>			
Real estate and personal property taxes.....	\$ 797,042	\$ -	\$ 797,042
Real estate tax deferrals.....	2,694,241	-	2,694,241
Tax liens.....	777,043	-	777,043
Motor vehicle and other excise taxes.....	234,459	(51,739)	182,720
Community preservation surcharges.....	14,269	-	14,269
Departmental and other.....	683,443	-	683,443
Intergovernmental.....	9,007,135	-	9,007,135
	<u>\$ 14,207,632</u>	<u>\$ (51,739)</u>	<u>\$ 14,155,893</u>

At June 30, 2015, receivables for the enterprise funds consist of the following:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables:</u>			
Departmental and other.....	\$ 8,000	\$ -	\$ 8,000

The Massachusetts School Building Authority (MSBA) provides contract assistance to the Town for the completed Haynes Elementary, Loring Elementary and Curtis Middle School construction projects. The assistance program provides resources for future debt service of general obligation school bonds outstanding. During fiscal year 2015, approximately \$1,681,000 of such assistance was received. \$9,634,601 will be received in future fiscal years. Of this amount, \$947,313 represents reimbursement of long-term interest costs, and \$8,687,288 represents reimbursement of approved construction costs. Accordingly, an \$8,687,288 intergovernmental receivable and corresponding deferred inflow of resources have been reported in the governmental fund financial statements. The deferred inflow of resources has been recognized as revenue in the conversion to the government-wide financial statements.

**NOTE 5 - CAPITAL ASSETS**

Capital asset activity for the fiscal year ended June 30, 2015, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Governmental Activities:</b>				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 27,320,502	\$ 2,900,000	\$ -	\$ 30,220,502
Construction in progress.....	-	4,975,774	-	4,975,774
Intangible assets.....	16,078,730	-	-	16,078,730
Total capital assets not being depreciated.....	43,399,232	7,875,774	-	51,275,006
<u>Capital assets being depreciated:</u>				
Land improvements.....	2,816,276	295,241	-	3,111,517
Buildings and improvements.....	70,616,237	196,796	-	70,813,033
Machinery and equipment.....	8,207,037	509,040	(282,302)	8,433,775
Vehicles.....	3,025,856	1,007,271	(448,125)	3,585,002
Infrastructure.....	16,845,946	268,118	-	17,114,064
Total capital assets being depreciated.....	101,511,352	2,276,466	(730,427)	103,057,391
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(995,166)	(96,138)	-	(1,091,304)
Buildings and improvements.....	(28,458,840)	(1,838,188)	-	(30,297,028)
Machinery and equipment.....	(6,295,432)	(396,363)	282,302	(6,409,493)
Vehicles.....	(2,392,194)	(386,369)	394,049	(2,384,514)
Infrastructure.....	(10,209,835)	(619,011)	-	(10,828,846)
Total accumulated depreciation.....	(48,351,467)	(3,336,069)	676,351	(51,011,185)
Total capital assets being depreciated, net.....	53,159,885	(1,059,603)	(54,076)	52,046,206
Total governmental activities capital assets, net.....	\$ 96,559,117	\$ 6,816,171	\$ (54,076)	\$ 103,321,212

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Business-Type Activities:</b>				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 192,500	\$ -	\$ -	\$ 192,500
<u>Capital assets being depreciated:</u>				
Buildings and improvements.....	1,650,181	-	-	1,650,181
Machinery and equipment.....	13,564	88,714	-	102,278
Vehicles.....	136,640	-	-	136,640
Total capital assets being depreciated.....	1,800,385	88,714	-	1,889,099
<u>Less accumulated depreciation for:</u>				
Buildings and improvements.....	(840,712)	(54,278)	-	(894,990)
Machinery and equipment.....	(9,493)	(10,227)	-	(19,720)
Vehicles.....	(116,144)	(13,666)	-	(129,810)
Total accumulated depreciation.....	(966,349)	(78,171)	-	(1,044,520)
Total capital assets being depreciated, net.....	834,036	10,543	-	844,579
Total business-type activities capital assets, net.....	\$ 1,026,536	\$ 10,543	\$ -	\$ 1,037,079

Depreciation expense was charged to functions/programs of the primary government as follows:

**Governmental Activities:**

General government.....	\$ 143,496
Public safety.....	277,146
Education.....	1,433,733
Public works.....	1,321,787
Health and human services.....	5,870
Culture and recreation.....	154,037

Total depreciation expense - governmental activities..... \$ 3,336,069

**Business-Type Activities:**

Swimming pool.....	\$ 55,638
Transfer Station.....	22,533
	\$ <u>78,171</u>

**NOTE 6 - NET INVESTMENT IN CAPITAL ASSETS**

Net investment in capital assets at June 30, 2015 is summarized as follows:

*Governmental Activities*

Capital Assets.....	\$ 154,332,397
Less accumulated depreciation.....	(51,011,185)
Less outstanding bonds and notes payable.....	(38,067,575)
Less outstanding capital leases.....	(562,642)
Add unspent proceeds of capital related debt.....	<u>9,374,556</u>
Net investment in capital assets.....	<u>\$ 74,065,551</u>

*Business-Type Activities*

Capital assets.....	\$ 2,081,599
Less accumulated depreciation.....	<u>(1,044,520)</u>
Net investment in capital assets.....	<u>\$ 1,037,079</u>

**NOTE 7 - INTERFUND TRANSFERS**

Interfund transfers for the fiscal year ended June 30, 2015, are summarized as follows:

Transfers Out:	Transfers In:			
	General Fund	Nonmajor Governmental Funds	Nonmajor Enterprise Funds	Total
General Fund.....	\$ -	\$ 685,000	\$ 36,491	\$ 721,491 (1)
Community Preservation Fund.....	-	100,000	-	100,000 (2)
Nonmajor Governmental Funds.....	856,958	-	-	856,958 (3)
Nonmajor Enterprise Funds.....	<u>37,134</u>	<u>100,000</u>	<u>-</u>	<u>137,134 (4)</u>
	<u>\$ 894,092</u>	<u>\$ 885,000</u>	<u>\$ 36,491</u>	<u>\$ 2,672,541</u>

- (1) Represents budgeted transfer to nonmajor capital project to be used to purchase ambulance and fire engine (\$685,000). Also represents reserve fund transfers to the pool (\$23,950) and recreation field maintenance (\$12,541) nonmajor enterprise funds.
- (2) Represents budgeted transfer to the affordable housing fund.
- (3) Represents budgeted transfer from the ambulance receipts reserve special revenue fund to fund the fiscal year 2015 operating budget (\$830,072). Also represents transfers from Meachen Meggs capital projects fund (\$7,850), Chapter 90 fund (\$5,198), school lunch special revenue funds (\$12,735), and council on aging transportation revolving fund (\$1,103) to close out fund balances.

(4) Represents budgeted transfer of indirect costs from the recreation field maintenance (\$20,879) and transfer station (\$16,255) nonmajor enterprise funds. Also represents a transfer from the pool nonmajor enterprise fund (\$100,000) to fund the Fairbank Community Center roof project.

**NOTE 8 - SHORT-TERM FINANCING**

Short-term debt may be authorized and issued to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue anticipation notes (RAN) or tax anticipation notes (TAN).
- Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BAN), grant anticipation notes (GAN), or state aid anticipation notes (SAAN).

Short-term loans are general obligations and carry maturity dates that are limited by statute. Interest expenditures and expenses for short-term borrowings are accounted for in the general fund and enterprise funds, respectively.

Details related to the short-term debt activity for the fiscal year ended June 30, 2015, are as follows:

Type	Description	Origination Date	Maturity Date	Interest Rate	Balance at June 30, 2014	Increases	Decreases	Balance at June 30, 2015
BAN	Police station design.....	5/28/14	5/28/15	0.45%	\$ 627,000	-	(627,000)	\$ -
SAN	Chapter 90 anticipation note...	11/19/14	9/28/15	0.40%	-	1,265,000	-	1,265,000
Total.....					\$ 627,000	\$ 1,265,000	\$ (627,000)	\$ 1,265,000

**NOTE 9 - LONG-TERM OBLIGATIONS**

The following represents a summary of changes that occurred in long-term obligations during the fiscal year ended June 30, 2015:

	Balance June 30, 2014	Increases	Decreases	Balance June 30, 2015	Current Portion
<b>Governmental Activities:</b>					
Bonds and notes payable.....	\$ 28,355,000	\$ 19,576,656	\$ (11,129,081)	\$ 36,802,575	\$ 3,894,565
Capital lease obligations.....	507,890	315,559	(260,807)	562,642	210,368
Workers' compensation claims.....	258,116	-	(258,116)	-	-
Net OPEB obligation.....	15,404,506	3,157,056	(1,032,575)	17,528,987	-
Net pension liability.....	47,172,668	782,278	-	47,954,946	-
Compensated absences.....	579,581	34,680	-	614,261	61,424
Total.....	\$ 92,277,761	\$ 23,866,229	\$ (12,680,579)	\$ 103,463,411	\$ 4,166,357
<b>Business-type Activities:</b>					
Net OPEB obligation.....	\$ 208,848	\$ 44,863	\$ (14,749)	\$ 238,962	\$ -
Net pension liability.....	669,795	11,107	-	680,902	-
Compensated absences.....	15,165	1,973	-	17,138	1,714
Total.....	\$ 893,808	\$ 57,943	\$ (14,749)	\$ 937,002	\$ 1,714

Except for bonds issued for the community preservation fund, long-term liabilities of governmental activities are generally liquidated by the general fund. Long-term debt issued for the community preservation fund is liquidated by the community preservation fund.

**NOTE 10 - LONG-TERM DEBT**

Details related to the outstanding indebtedness at June 30, 2015, and the debt service requirements are as follows:

***Bonds and Notes Payable - Governmental Funds***

Date of Issue	Original Issue	Project	Maturity Date	Interest Rate (%)	Outstanding at June 30, 2014	Additions	Reductions	Outstanding at June 30, 2015
02/01/05	13,400,000	School Construction Refunding.....	12/01/20	3.81	\$ 9,055,000	\$ -	\$ (9,055,000)	\$ -
06/15/05	4,350,000	Land Acquisition Refunding.....	09/15/14	3.60	5,000	-	-	5,000
06/01/09	5,045,000	Land Development Rights.....	10/15/28	2.00 - 4.00	3,770,000	-	(255,000)	3,515,000
12/15/10	2,030,000	Land Development Rights.....	08/15/30	2.00 - 4.00	1,700,000	-	(100,000)	1,600,000
04/15/11	4,870,000	School Construction Refunding.....	06/21/21	2.00 - 4.00	3,310,000	-	(490,000)	2,820,000
12/15/11	1,580,000	School Construction.....	08/12/21	2.00 - 3.00	1,260,000	-	(160,000)	1,100,000
03/15/13	2,455,000	Community Preservation Act - 2004 Refunding.....	06/15/24	1.50 - 2.00	2,425,000	-	(265,000)	2,160,000
03/15/13	1,590,000	Community Preservation Act - 2005 Refunding.....	06/15/25	1.50 - 2.00	1,440,000	-	(145,000)	1,295,000
08/15/13	430,000	General Obligation Bonds - Nixon Roof.....	08/15/23	2.00 - 3.00	430,000	-	(45,000)	385,000
08/15/13	3,010,000	General Obligation Bonds - Pantry Brook Farm.....	08/15/33	2.00 - 4.00	3,010,000	-	(115,000)	2,895,000
08/15/13	1,950,000	Land Acquisition - 2005 Refunding.....	08/15/18	2.00 - 4.00	1,950,000	-	(455,000)	1,495,000
02/25/15	974,146	ESCO Loan.....	06/27/30	2.52	-	974,146	-	974,146
02/26/15	1,000,000	Land Acquisition - Community Preservation Act.....	02/15/35	2.00 - 5.00	-	1,000,000	-	1,000,000
02/26/15	6,760,000	Police Headquarters Construction.....	02/15/35	2.00 - 5.00	-	6,760,000	-	6,760,000
02/26/15	1,724,000	Land Acquisition.....	02/15/35	2.00 - 5.00	-	1,724,000	-	1,724,000
02/26/15	440,000	Building Remodeling - School.....	02/15/25	2.00 - 5.00	-	440,000	-	440,000
02/26/15	280,000	Police Headquarters Construction.....	02/15/31	3.00 - 5.00	-	280,800	-	280,800
03/05/15	6,845,000	School Project - 2015 Refunding.....	06/01/21	3.00 - 5.00	-	6,845,000	-	6,845,000
03/05/15	627,000	Police Headquarters Construction - Architect.....	06/01/21	3.00 - 5.00	-	627,000	-	627,000
Sub-total.....					28,355,000	18,650,946	(11,085,000)	35,920,946
Unamortized premiums.....					-	925,710	(44,081)	881,629
Total governmental funds .....					<u>\$ 28,355,000</u>	<u>\$ 19,576,656</u>	<u>\$ (11,129,081)</u>	<u>\$ 36,802,575</u>

Debt service requirements for principal and interest for governmental bonds and notes payable in future fiscal years are as follows:

Fiscal Year	Principal	Interest	Total
2016.....	\$ 3,762,321	\$ 1,581,444	\$ 5,343,765
2017.....	3,725,040	1,365,716	5,090,756
2018.....	3,688,057	1,188,716	4,876,773
2019.....	3,431,950	1,013,596	4,445,546
2020.....	3,515,343	841,386	4,356,729
2021.....	3,544,621	614,094	4,158,715
2022.....	1,628,908	458,659	2,087,567
2023.....	1,468,503	404,917	1,873,420
2024.....	1,468,116	354,435	1,822,551
2025.....	1,217,845	304,912	1,522,757
2026.....	1,072,895	259,577	1,332,472
2027.....	1,078,273	225,358	1,303,631
2028.....	1,093,787	190,199	1,283,986
2029.....	1,109,642	153,946	1,263,588
2030.....	870,645	121,666	992,311
2031.....	775,000	93,500	868,500
2032.....	660,000	71,250	731,250
2033.....	665,000	50,950	715,950
2034.....	675,000	30,350	705,350
2035.....	470,000	13,124	483,124
Total.....	\$ <u>35,920,946</u>	\$ <u>9,337,795</u>	\$ <u>45,258,741</u>

Current Refunding - February 2015

The Town issued \$6,845,000 of general obligation refunding bonds and a premium of \$911,298 to redeem bonds (\$7,695,000) previously issued related to school construction. As a result, the refunded bonds were called and the liability has been removed from the government-wide financial statements. The reacquisition price and call premium exceeded the net carrying amount of the old debt by \$61,298. This amount is immaterial and was expensed in the current year fiscal year. This current refunding was undertaken to reduce total debt service payments over the next six years by approximately \$707,000 and resulted in an economic gain of approximately \$688,000.

Authorized and Unissued Debt

The Town is subject to various debt limits by statute and may issue additional general obligation debt under the normal debt limit. At June 30, 2015, the Town had the following authorized and unissued debt:

<u>Purpose</u>	<u>Amount</u>
School Building Renovations.....	\$ <u>621,000</u>

**NOTE 11 - CAPITAL LEASES**

The Town has entered into certain capital lease agreements for machinery, equipment and vehicles under which the assets will become the property of the Town when all terms of the lease agreements are met. The agreements also contain early purchase options which would allow the Town to purchase the assets before the end of the lease terms.

The following schedule presents future minimum lease payments as of June 30, 2015:

<u>Fiscal Years Ending June 30</u>	<u>Governmental Activities</u>
2016.....	\$ 224,224
2017.....	177,670
2018.....	123,263
2019.....	<u>66,583</u>
Total minimum lease payments.....	591,740
Less: amounts representing interest.....	<u>(29,098)</u>
Present value of minimum lease payments.....	<u>\$ 562,642</u>

Machinery, equipment and vehicles and related accumulated amortization under capital leases are as follows:

<u>Asset:</u>	<u>Governmental Activities</u>
Machinery, equipment and vehicles.....	\$ 1,983,107
Less: accumulated amortization.....	<u>(886,688)</u>
Total.....	<u>\$ 1,096,419</u>

Amortization of leased machinery, equipment and vehicles under capital assets is included with depreciation expense, which is allocated functionally.

**NOTE 12 - OTHER POST EMPLOYMENT BENEFITS**

*Plan Description* - The Town provides health, dental and life insurance coverage for its retirees and their survivors (hereinafter referred to as the "Plan") as a single-employer defined benefit Other Post Employment Benefit (OPEB) plan. Chapter 32B of the MGL assigns authority to establish and amend benefit provisions. Changes to plan design and contribution rates must be accomplished through the collective bargaining process. The Plan does not issue a stand alone financial report since there are no assets legally segregated for the sole purpose of paying benefits under the Plan.

The number of participants as of July 1, 2013, the latest actuarial valuation, is as follows:

Active employees.....	529
Retired employees and spouses.....	<u>420</u>
Total.....	<u><u>949</u></u>

*Funding Policy* - The contribution requirements of Plan members and the Town are established and may be amended by the Town. The required health (including Medicare Part B) contribution rates of Plan members and the Town are 50% each. The required dental insurance contribution rate of Plan members is 100%. The Plan members and the Town each contribute 50% towards a \$1,000 term life insurance premium. The Town currently contributes enough money to the Plan to satisfy current obligations on a pay-as-you-go basis. The costs of administering the Plan are paid by the Town.

*Annual OPEB Cost and Net OPEB Obligation* - The Town’s annual OPEB cost (expense) is calculated based on the annual required contribution (ARC) of the employer, an actuarially determined amount that is calculated in accordance with the parameters set forth in GASB Statement #45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years.

The following table identifies the components of the Town’s annual OPEB cost for the year, the actual amount contributed to the plan, and changes in the Town’s net OPEB obligation:

	<u>Amount</u>
Annual required contribution.....	\$ 3,504,465
Interest on net OPEB obligation.....	546,467
Adjustment to annual required contribution.....	<u>(849,013)</u>
Annual OPEB cost.....	3,201,919
Contributions made.....	<u>(1,047,324)</u>
Increase in net OPEB obligation.....	2,154,595
Net OPEB obligation at beginning of year.....	<u>15,613,354</u>
Net OPEB obligation at end of year.....	<u><u>\$ 17,767,949</u></u>

Trend information regarding annual OPEB cost, the percentage of the annual OPEB cost contributed and the net OPEB obligation is as follows:

Fiscal Year Ending	Annual OPEB Cost (AOPEBC)	Percentage of AOPEBC Contributed	Net OPEB Obligation
June 30, 2013.....	3,643,706	23.7%	13,518,830
June 30, 2014.....	3,097,168	32.4%	15,613,354
June 30, 2015.....	3,201,919	32.7%	17,767,949

**Funded Status and Funding Progress** - The funded status of the Plan at July 1, 2013, the most recent actuarial valuation, was as follows:

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Projected Unit Credit (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
07/01/13	\$ -	\$ 36,004,783	\$ 36,004,783	-	\$ 34,868,355	103.3%

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedules of funding progress, presented as required supplementary information following the notes to the financial statements, presents multi-year trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

**Methods and Assumptions** - Projections of benefits for financial reporting purposes are based on the substantive Plan (the Plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and Plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

The significant methods and assumptions as of the latest actuarial valuation are as follows:

Valuation date:	July 1, 2013
Actuarial cost method:	Projected unit credit
Amortization method:	Level dollar
Remaining amortization period:	30 years at July 1, 2013 (open period)
Interest discount rate:	3.5%
Inflation rate:	3.0%
Healthcare/Medical cost trend rate:	7.0% grading down to 5.0% in year 2018 and thereafter

*Allocation of AOPEBC* - AOPEBC costs were allocated to the Town’s functions as follows:

<b>Governmental Activities:</b>	
General government.....	\$ 162,470
Public safety.....	481,482
Education.....	2,191,619
Public works.....	184,156
Health and human services.....	47,271
Culture and recreation.....	<u>90,058</u>
Total AOPEBC - governmental activities.....	<u>3,157,056</u>
<b>Business-Type Activities:</b>	
Swimming pool.....	25,845
Transfer station.....	10,370
Recreation field maintenance.....	<u>8,648</u>
Total AOPEBC - business-type activities.....	<u>44,863</u>
Total AOPEBC.....	<u>\$ 3,201,919</u>

**NOTE 13 - RISK FINANCING**

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance. The Town participates in premium-based health care for its active employees and retirees. The amount of claim settlements has not exceeded insurance coverage in any of the previous three fiscal years.

The Town is self-insured for its workers’ compensation (excluding public safety employees injured on duty) and municipal building insurance activities. These activities are accounted for in the general fund.

**A. Workers’ Compensation**

Workers’ compensation claims are administered by a third party administrator and are funded on a pay-as-you-go basis from annual appropriations. The Town has not recorded a liability at June 30, 2015 as there are no outstanding claims owed by the Town. Changes in the reported liability since July 1, 2013, are as follows:

	Balance at Beginning of Fiscal Year		Current Year Claims and Changes in Estimate		Claims Payments		Balance at Fiscal Year-end
Fiscal year 2014.....	\$ 211,297	\$	239,079	\$	(192,260)	\$	258,116
Fiscal year 2015.....	258,116		(256,361)		(1,755)		-

**B. Municipal Building Insurance**

Municipal building insurance claims are immaterial at June 30, 2015 and, therefore, no liability is reported.

**NOTE 14 - FUND BALANCES**

The constraints on fund balances as listed in aggregate in the Governmental Funds Balance Sheet are detailed as follows:

	<u>General</u>	<u>Community Preservation</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Nonspendable:</b>				
Permanent fund principal.....	\$ -	\$ -	\$ 1,102,743	\$ 1,102,743
<b>Restricted:</b>				
Employee benefits.....	296,510	-	-	296,510
OPEB.....	4,844,357	-	-	4,844,357
Community preservation.....	-	5,134,450	-	5,134,450
Affordable housing.....	-	-	343,097	343,097
Receipts reserved.....	-	-	794,124	794,124
Grants.....	-	-	1,882,937	1,882,937
Other special revenue.....	-	-	2,505,715	2,505,715
Streets and sidewalks.....	-	-	448,649	448,649
School construction.....	-	-	972,686	972,686
Police headquarters.....	-	-	3,662,996	3,662,996
Other capital projects.....	-	-	360,037	360,037
Cemetery perpetual care.....	-	-	386,875	386,875
Other permanent funds.....	-	-	115,098	115,098
Sub-total - Restricted.....	<u>5,140,867</u>	<u>5,134,450</u>	<u>11,472,214</u>	<u>21,747,531</u>
<b>Committed:</b>				
Continuing appropriations.....	267,780	-	-	267,780
Subsequent year's expenditures.....	2,371,994	-	-	2,371,994
Energy stabilization.....	46,000	-	-	46,000
Other capital projects.....	-	-	55,033	55,033
Sub-total - Committed.....	<u>2,685,774</u>	<u>-</u>	<u>55,033</u>	<u>2,740,807</u>
<b>Assigned:</b>				
Encumbrances - school.....	1,031,139	-	-	1,031,139
Encumbrances - public works.....	223,208	-	-	223,208
Encumbrances - public safety.....	224,275	-	-	224,275
Encumbrances - employee benefits.....	29,265	-	-	29,265
Encumbrances - other.....	50,096	-	-	50,096
Sub-total - Assigned.....	<u>1,557,983</u>	<u>-</u>	<u>-</u>	<u>1,557,983</u>
<b>Unassigned.....</b>	<u>7,158,149</u>	<u>-</u>	<u>-</u>	<u>7,158,149</u>
Total fund balance.....	<u>\$ 16,542,773</u>	<u>\$ 5,134,450</u>	<u>\$ 12,629,990</u>	<u>\$ 34,307,213</u>

**NOTE 15 - STABILIZATION FUNDS**

The Town maintains a general stabilization fund, energy stabilization fund, and DPW stabilization fund that were established under MGL Chapter 40, Section 5B. Appropriations in and out of these stabilization funds require two-thirds vote of Town meeting. Investment income is retained by the funds.

The balance of the general stabilization fund, energy stabilization fund and DPW stabilization fund at June 30, 2015 are \$4,155,936, \$46,000, and \$100, respectively, and are reported in the general fund as unassigned, committed, and unassigned fund balance, respectively.

**NOTE 16 - PENSION PLAN**General Information about the Pension Plan

*Plan description.* Employees of the Town deemed eligible by the Middlesex County Retirement Board are provided with pensions through the MCRS, a cost-sharing multiple-employer defined benefit pension plan administered by the Middlesex County Retirement Board. Membership in the MCRS is mandatory immediately upon the commencement of employment for all permanent employees (except for school department employees who serve in a teaching capacity) working a minimum of 20 hours per week. The MCRS issues a publicly available financial report that can be obtained by contacting the MCRS located at 25 Linnell Circle, Billerica, Massachusetts, 01821.

*Benefits provided.* The plan provides retirement, disability and death benefits. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan. Retirement benefits are provided up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation for those hired prior to April 2, 2012. For persons who became members on or after April 2, 2012, average salary is calculated as the average annual rate of regular compensation received during the five consecutive years that produce the highest average, or, if greater, during the last five years (whether or not consecutive) preceding retirement. Benefit payments are based upon a member's age, length of creditable service, level of compensation, and group classification.

Members become vested after ten years of creditable service. A superannuation retirement allowance may be received upon the completion of 20 years of service or upon reaching the age of 55 with 10 years of service. Normal retirement for most employees occurs at age 65 (except for certain hazardous duty and public safety positions, whose normal retirement is at age 55).

A retirement allowance consists of two parts: an annuity and a pension. A member's accumulated total deductions and the interest they generate constitute the annuity. The differential between the total retirement benefit and the annuity is the pension.

Members become vested after ten years of creditable service. A superannuation retirement allowance may be received upon the completion of 20 years of service or upon reaching the age of 55 with 10 years of service. Normal retirement for most employees occurs at age 65 (except for certain hazardous duty and public safety positions, whose normal retirement is at age 55).

A retirement allowance consists of two parts: an annuity and a pension. A member's accumulated total deductions and the interest they generate constitute the annuity. The differential between the total retirement benefit and the annuity is the pension.

Members who become permanently and totally disabled for further duty may be eligible to receive a disability retirement allowance. The amount of benefits to be received in such cases is dependent on several factors, including whether or not the disability is work related, the member's age, years of creditable service, level of compensation, veterans' status and group classification.

Survivor benefits are extended to eligible beneficiaries of members whose death occurs prior to or following retirement.

*Contributions.* Chapter 32 of the MGL assigns authority to establish and amend contribution requirements of the plan. Active plan members contribute between 5 and 11% of their gross regular compensation. The contribution rate is based on the date plan membership commences. Members hired on or after January 1, 1979, contribute an additional 2% of annual regular compensation in excess of \$30,000. Employers are required to pay an annual actuarially determined contribution that, when combined with employee contributions, is expected to finance the pension portion of each member's retirement allowance, an amount to amortize the actuarially determined unfunded liability to zero in accordance with the plan's funding schedule, and additional appropriations in accordance with adopted early retirement incentive programs. The pension fund appropriations are allocated amongst employers based on covered payroll. Contributions to the pension plan from the Town were \$3,458,181 for the year ended June 30, 2015.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2015, the Town reported a liability of \$48,635,848 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2014, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2014 for which update procedures were used to roll forward the total pension liability to the measurement date. The Town proportion of the net pension liability is a blended rate of the proportionate share of active employer's covered payroll, direct charges for early retirement incentives and the direct amortization of the actuarial determined net pension liability for employer members that no longer have active covered payroll.

At December 31, 2014, the Town proportion was 4.05%, which was the same proportion measured as of December 31, 2013.

For the year ended June 30, 2015, the Town recognized pension expense of \$939,870. At June 30, 2015, the Town reported deferred outflows of resources related to pensions of \$164,247 from the net difference between projected and actual investment earnings on plan investments.

The amount reported as deferred outflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ended June 30</u>	
2016	\$ 41,062
2017	41,062
2018	41,062
2019	41,061

*Actuarial assumptions.* The total pension liability was determined using the following actuarial assumptions:

Inflation rate:	4.00%
Salary increases	Varies by length of service with ultimate rates of 4.25% for Group 1, 4.50% for Group 2 and 4.75% for Group 4

Mortality Rates:	Pre-Retirement - The RP-2000 Employee Mortality Table projected 22 years with Scale AA
	Post-Retirement - The RP-2000 Employee Mortality Table projected 17 years with Scale AA
	Disabled Retiree - The RP-2000 Healthy Annuitant Mortality Table set forward three years projected 17 years with Scale AA
Investment rate of return	7.875%, net of pension plan investment expense, including inflation (previously 8.0%)

The actuarial assumptions used in the January 1, 2014 valuation were based on the results of an actuarial experience study for the period January 1, 2012 to January 1, 2014.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of January 1, 2014 are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Domestic Equity	19.6%	6.6%
International Equity - Developed Markets	15.6%	7.1%
International Equity - Emerging Markets	6.5%	9.4%
Core Fixed Income	15.3%	2.2%
High-Yield Fixed Income	8.3%	4.7%
Real Estate	9.9%	4.4%
Commodities	3.9%	4.4%
Short-Term Government Money Market	0.0%	1.8%
Hedge Fund, GTAA, Risk Parity	9.8%	3.9%
Private Equity	11.1%	11.7%
Totals	100%	

*Discount rate.* The discount rate used to measure the total pension liability was 7.875%. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that contributions from employers will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

*Sensitivity of the Town's proportionate share of the net pension liability to changes in the discount rate.* The following presents the Town's proportionate share of the net pension liability calculated using the discount rate of 7.875%, as well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.875%) or 1-percentage-point higher (8.875%) than the current rate:

	1% Decrease (6.875%)	Current Discount Rate (7.875%)	1% Increase (8.875%)
Town of Sudbury's Proportionate Share of the Net Pension Liability	\$ 58,811,040	\$ 48,635,848	\$ 39,972,829

*Pension plan fiduciary net position.* Detailed information about the pension plan's fiduciary net position is available in the separately issued MCRS financial report.

## NOTE 17 - MASSACHUSETTS TEACHERS RETIREMENT SYSTEM

### General Information about the Pension Plan

*Plan description.* Public school teachers and certain administrators are provided with pensions through the Massachusetts Teachers' Retirement System (MTRS), a cost-sharing multiple-employer defined benefit pension plan administered by the Massachusetts Teachers' Retirement Board. The MTRS is part of the Commonwealth of Massachusetts' (Commonwealth) reporting entity and does not issue a stand-alone audited financial report. The MTRS is reported as a Pension Trust Fund in the Commonwealth's audited financial statements that can be obtained at <http://www.mass.gov/osc/publications-and-reports/financial-reports/cafr-reports.html>.

*Benefits provided.* MTRS provides retirement, disability, survivor and death benefits to members and their beneficiaries. Massachusetts General Laws (MGL) establishes uniform benefit requirements. These requirements provide for superannuation retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. For employees hired after April 1, 2012, retirement allowances are calculated on the basis of the last five years or any five consecutive years, whichever is greater in terms of compensation. Benefit payments are based upon a member's age, length of creditable service, group creditable service, and group classification. The authority for amending these provisions rests with the Legislature.

Members become vested after ten years of creditable service. A superannuation retirement allowance may be received upon the completion of twenty years of creditable service or upon reaching the age of 55 with ten years of service. Normal retirement for most employees occurs at age 65. Most employees who joined the system after April 1, 2012 cannot retire prior to age 60.

*Contributions.* The MTRS' funding policies have been established by Chapter 32 of the MGL. The Legislature has the authority to amend these policies. The annuity portion of the MTRS retirement allowance is funded by employees, who contribute a percentage of their regular compensation. Member contributions for MTRS vary depending on the most recent date of membership, ranging from 5-11% of regular compensation. Members hired in 1979 or subsequent contribute an additional 2% of regular compensation in excess of \$30,000.

The Commonwealth is a nonemployer contributor and is required by statute to make all actuarially determined employer contributions on behalf of the member employers. Therefore, the Town is considered to be in a special funding situation as defined by GASB Statement No. 68, *Accounting and Financial Reporting for Pensions* and the Commonwealth is a nonemployer contributing entity in MTRS.

### Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

Since the Town does not contribute directly to MTRS, the Town does not report a proportionate share of the net pension liability of the MTRS at June 30, 2015. The Commonwealth's net pension liability associated with the Town was \$54,298,794.

The MTRS' net pension liability was measured as of June 30, 2014, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2014 rolled forward to June 30, 2014.

For the year ended June 30, 2015, the Town recognized pension expense of \$3,772,398 associated with MTRS and revenue of the same amount for support provided by the Commonwealth of Massachusetts.

*Actuarial assumptions.* The MTRS' total pension liability for the June 30, 2014 measurement date was determined by an actuarial valuation as of January 1, 2014 rolled forward to June 30, 2014. This valuation used the following assumptions:

Investment rate of return	8.0%
Salary increases	Salary increases are based on analyses of past experience but range from 4.0% to 7.5% depending on length of service
Mortality Rates:	<p>Pre-retirement - reflects RP-2000 Employees table adjusted for "white-collar" employment projected 22 years with Scale AA (gender distinct)</p> <p>Post-retirement - reflects RP-2000 Healthy Annuitant table adjusted for large annuity amounts and projected 17 years with Scale AA (gender distinct)</p> <p>Disability - reflects RP-2000 Healthy Annuitant table adjusted for large annuity amounts and projected 17 years with Scale AA (gender distinct) set forward 3 years for males</p>
Other	<p>3.5% interest rate credited to the annuity savings fund</p> <p>3.0% cost of living increase per year</p>

Investment assets of the MTRS are with the Pension Reserves Investment Trust (PRIT) Fund. The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future rates of return are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future rates of return by the target asset allocation percentage.

Best estimates of geometric rates of return for each major asset class included in the PRIT Fund's target asset allocation as of June 30, 2014 are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Global Equity.....	43%	7.2%
Core Fixed Income.....	13%	2.5%
Hedge Funds.....	10%	5.5%
Private Equity.....	10%	8.8%
Real Estate.....	10%	6.3%
Value Added Fixed Income.....	10%	6.3%
Timber/Natural Resources.....	4%	5.0%
Totals	<u>100%</u>	

*Discount rate.* The discount rate used to measure the MTRS’ total pension liability was 8.0%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rates and the Commonwealth’s contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rates. Based on those assumptions, the net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

*Sensitivity of the Commonwealth’s proportionate share of the net pension liability relative to the Town to changes in the discount rate.* The following presents the Commonwealth’s proportionate share of the net pension liability relative to the Sudbury Public Schools calculated using the discount rate of 8%, as well as what the proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (7%) or 1-percentage-point higher (9%) than the current rate:

	1% Decrease (7%)	Current Discount Rate (8%)	1% Increase (9%)
Commonwealth's Proportionate Share of the Net Pension Liability related to Sudbury Public Schools	\$ 69,159,738	\$ 54,298,794	\$ 41,672,781

*Pension plan fiduciary net position.* Detailed information about the MTRS’ fiduciary net position is available in the Commonwealth of Massachusetts’s audited financial statements.

**NOTE 18 - COMMITMENTS**

The Town has entered into, or is planning to enter into, contracts totaling approximately \$621,000 for school building renovations. The Town’s other significant commitments consist of the encumbrances and continuing appropriations outstanding for the general fund, which totaled \$1,825,763 at June 30, 2015.

**NOTE 19 - CONTINGENCIES**

Various legal actions and claims are pending against the Town. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, at June 30, 2015, cannot be ascertained, management believes any resulting liability should not materially affect the financial position of the Town as of June 30, 2015.

The Town participates in a number of federal award programs. Although the grant programs have been audited in accordance with the provisions of the Single Audit Act Amendments of 1996 through June 30, 2015, these programs are still subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

**NOTE 20 - CHANGE IN ACCOUNTING PRINCIPLE**

During the year ended June 30, 2015, the Town adopted GASB Statement No. 68 Accounting and Financial Reporting for Pensions. This pronouncement requires the restatement of the June 30, 2014 net position of the governmental activities, business-type activities and enterprise fund as shown as follows:

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Nonmajor Enterprise Funds</u>
Net Position, June 30, 2014, as Previously Reported	\$ 95,493,893	\$ 1,576,639	\$ 1,576,639
Cumulative Affect of Application of GASB 68, Net Pension Liability	<u>(47,172,668)</u>	<u>(669,795)</u>	<u>(669,795)</u>
Net Position, June 30, 2014, as Restated	<u>\$ 48,321,225</u>	<u>\$ 906,844</u>	<u>\$ 906,844</u>

#### NOTE 21 - FUTURE IMPLEMENTATION OF GASB PRONOUNCEMENTS

The GASB has issued the following statements:

- Statement No. 72, Fair Value Measurement and Application, which is required to be implemented during fiscal year 2016. Management is evaluating the Statement's future impact on the basic financial statements.
- Statement No. 73, Accounting and Financial Reporting Pensions and Related Assets That Are Not within the Scope of GASB 68, and Amendments to Certain Provisions of GASB Statements 67 and 68, which is required to be implemented during fiscal year 2016. Management is evaluating the Statement's future impact on the basic financial statements.
- Statement No. 74, Financial Reporting for Postemployment Benefit Plans other than Pension Plans, which is required to be implemented during fiscal year 2017. Management is evaluating the Statement's future impact on the basic financial statements.
- Statement No. 75, Accounting and Financial Reporting for Postemployment Benefit Plans other than Pension Plans, which is required to be implemented during fiscal year 2018. Management is evaluating the Statement's future impact on the basic financial statements.
- Statement No. 76, The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments, which is required to be implemented during fiscal year 2016. Management is evaluating the Statement's future impact on the basic financial statements.
- Statement No. 77, Tax Abatement Disclosures, which is required to be implemented during fiscal year 2017. Management is evaluating the Statement's future impact on the basic financial statements.

These pronouncements will be implemented by their respective implementation dates.

## Required Supplementary Information



**Longfellow's Wayside Inn is the oldest Inn still operating in the United States, serving travelers for almost 300 years**

**GENERAL FUND**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**

FOR THE FISCAL YEAR ENDED JUNE 30, 2015

	Prior Year Encumbrances and Continuing Appropriations	Original Budget	Supplemental Appropriations and Transfers	Final Budget
<b>REVENUES</b>				
Real estate and personal property taxes.....	\$ -	\$ 72,987,035	\$ -	\$ 72,987,035
Motor vehicle and other excise taxes.....	-	3,530,000	-	3,530,000
Tax liens.....	-	-	-	-
Payments in lieu of taxes.....	-	39,000	-	39,000
Intergovernmental.....	-	7,546,967	-	7,546,967
Penalties and interest on taxes.....	-	225,000	-	225,000
Licenses and permits.....	-	623,000	-	623,000
Fines and forfeitures.....	-	55,000	-	55,000
Departmental and other.....	-	270,000	-	270,000
Investment income.....	-	15,000	-	15,000
<b>TOTAL REVENUES.....</b>	<b>-</b>	<b>85,291,002</b>	<b>-</b>	<b>85,291,002</b>
<b>EXPENDITURES</b>				
<b>GENERAL GOVERNMENT</b>				
Selectmen/Town Manager				
Personal services.....	-	349,742	33,000	382,742
Expenditures.....	6,227	93,026	(24,604)	74,649
<b>Total.....</b>	<b>6,227</b>	<b>442,768</b>	<b>8,396</b>	<b>457,391</b>
Assistant Town Manager/Personnel				
Personal services.....	-	165,845	(2,934)	162,911
Expenditures.....	10,315	8,142	-	18,457
<b>Total.....</b>	<b>10,315</b>	<b>173,987</b>	<b>(2,934)</b>	<b>181,368</b>
Accounting				
Personal services.....	-	274,848	(19,300)	255,548
Expenditures.....	240	44,630	9,800	54,670
<b>Total.....</b>	<b>240</b>	<b>319,478</b>	<b>(9,500)</b>	<b>310,218</b>
Finance Committee				
Personal services.....	-	1,583	-	1,583
Assessors				
Personal services.....	-	185,078	667	185,745
Expenditures.....	15,150	54,000	(667)	68,483
<b>Total.....</b>	<b>15,150</b>	<b>239,078</b>	<b>-</b>	<b>254,228</b>
Finance Director/Treasurer/Collector				
Personal services.....	-	307,158	(29,000)	278,158
Expenditures.....	66	41,000	25,000	66,066
<b>Total.....</b>	<b>66</b>	<b>348,158</b>	<b>(4,000)</b>	<b>344,224</b>
Information Systems				
Personal services.....	-	186,980	2,962	189,942
Expenditures.....	-	221,800	(2,962)	218,838
<b>Total.....</b>	<b>-</b>	<b>408,780</b>	<b>-</b>	<b>408,780</b>

	Actual	Current Year Encumbrances and Continuing Appropriations	Actual and Encumbrances and Continuing Appropriations	Variance Positive/ (Negative)
\$	72,781,415	\$ -	\$ 72,781,415	\$ (205,620)
	3,778,204	-	3,778,204	248,204
	241,824	-	241,824	241,824
	89,934	-	89,934	50,934
	7,536,234	-	7,536,234	(10,733)
	186,333	-	186,333	(38,667)
	671,403	-	671,403	48,403
	75,129	-	75,129	20,129
	573,382	-	573,382	303,382
	24,434	-	24,434	9,434
	<u>85,958,292</u>	<u>-</u>	<u>85,958,292</u>	<u>667,290</u>
	361,252	-	361,252	21,490
	17,560	19,262	36,822	37,827
	<u>378,812</u>	<u>19,262</u>	<u>398,074</u>	<u>59,317</u>
	157,839	-	157,839	5,072
	14,925	800	15,725	2,732
	<u>172,764</u>	<u>800</u>	<u>173,564</u>	<u>7,804</u>
	245,339	-	245,339	10,209
	51,915	-	51,915	2,755
	<u>297,254</u>	<u>-</u>	<u>297,254</u>	<u>12,964</u>
	74	-	74	1,509
	185,745	-	185,745	-
	67,854	-	67,854	629
	<u>253,599</u>	<u>-</u>	<u>253,599</u>	<u>629</u>
	254,882	-	254,882	23,276
	47,290	366	47,656	18,410
	<u>302,172</u>	<u>366</u>	<u>302,538</u>	<u>41,686</u>
	189,942	-	189,942	-
	208,734	10,104	218,838	-
	<u>398,676</u>	<u>10,104</u>	<u>408,780</u>	<u>-</u>

(continued)

**GENERAL FUND**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**

FOR THE FISCAL YEAR ENDED JUNE 30, 2015

	Prior Year Encumbrances and Continuing Appropriations	Original Budget	Supplemental Appropriations and Transfers	Final Budget
<b>Law</b>				
Personal services.....	-	74,491	(21,773)	52,718
Expenditures.....	2,437	81,225	21,773	105,435
Total.....	2,437	155,716	-	158,153
<b>Permanent Building Committee</b>				
Expenditures.....	9,977	-	-	9,977
<b>Town Clerk and Registrars</b>				
Personal services.....	-	237,884	19,739	257,623
Expenditures.....	-	22,200	19,395	41,595
Total.....	-	260,084	39,134	299,218
<b>Conservation</b>				
Personal services.....	-	98,313	22,031	120,344
Expenditures.....	5,209	3,650	-	8,859
Total.....	5,209	101,963	22,031	129,203
<b>Planning and Board of Appeals</b>				
Personal services.....	-	247,384	(2,031)	245,353
Expenditures.....	24,500	8,125	15,000	47,625
Total.....	24,500	255,509	12,969	292,978
<b>Town-Wide Operations</b>				
Expenditures.....	-	152,653	7,647	160,300
<b>Reserve Fund.....</b>	-	304,249	(254,271)	49,978
<b>TOTAL GENERAL GOVERNMENT.....</b>	74,121	3,164,006	(180,528)	3,057,599
<b>PUBLIC SAFETY</b>				
<b>Police</b>				
Personal services.....	-	2,984,812	(73,756)	2,911,056
Expenditures.....	65,013	421,518	74,126	560,657
Total.....	65,013	3,406,330	370	3,471,713
<b>Fire</b>				
Personal services.....	-	3,083,023	(62,260)	3,020,763
Expenditures.....	37,549	454,469	62,260	554,278
Total.....	37,549	3,537,492	-	3,575,041
<b>Communications Center</b>				
Expenditures.....	371	-	(371)	-
Total.....	371	-	(371)	-
<b>Building</b>				
Personal services.....	-	205,962	-	205,962
Expenditures.....	654	15,295	-	15,949
Total.....	654	221,257	-	221,911
<b>TOTAL PUBLIC SAFETY.....</b>	103,587	7,165,079	(1)	7,268,665
<b>EDUCATION</b>				
School Department.....	1,448,218	55,916,570	(527,000)	56,837,788

Actual	Current Year Encumbrances and Continuing Appropriations	Actual and Encumbrances and Continuing Appropriations	Variance Positive/ (Negative)
48,602	-	48,602	4,116
97,344	354	97,698	7,737
145,946	354	146,300	11,853
5,000	4,977	9,977	-
255,020	-	255,020	2,603
41,556	-	41,556	39
296,576	-	296,576	2,642
120,344	-	120,344	-
7,663	1,008	8,671	188
128,007	1,008	129,015	188
222,045	-	222,045	23,308
45,502	-	45,502	2,123
267,547	-	267,547	25,431
149,950	9,229	159,179	1,121
-	-	-	49,978
2,796,377	46,100	2,842,477	215,122
2,848,010	-	2,848,010	63,046
413,132	146,910	560,042	615
3,261,142	146,910	3,408,052	63,661
2,984,872	-	2,984,872	35,891
473,908	80,370	554,278	-
3,458,780	80,370	3,539,150	35,891
-	-	-	-
-	-	-	-
202,932	-	202,932	3,030
15,767	-	15,767	182
218,699	-	218,699	3,212
6,938,621	227,280	7,165,901	102,764
55,752,789	1,031,139	56,783,928	53,860

(continued)

**GENERAL FUND**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**

FOR THE FISCAL YEAR ENDED JUNE 30, 2015

	Prior Year Encumbrances and Continuing Appropriations	Original Budget	Supplemental Appropriations and Transfers	Final Budget
<b>PUBLIC WORKS</b>				
Engineering				
Personal services.....	-	449,106	(80,000)	369,106
Expenditures.....	37,582	67,925	4,000	109,507
Total.....	37,582	517,031	(76,000)	478,613
Streets and Roads				
Personal services.....	-	998,118	(12,414)	985,704
Expenditures.....	92,036	2,116,293	109,698	2,318,027
Total.....	92,036	3,114,411	97,284	3,303,731
Snow and Ice				
Expenditures.....	-	424,750	525,180	949,930
Trees and Cemetery				
Personal services.....	-	295,600	-	295,600
Expenditures.....	24,940	101,000	-	125,940
Total.....	24,940	396,600	-	421,540
Parks and Grounds				
Personal services.....	-	136,204	-	136,204
Expenditures.....	-	132,547	2,716	135,263
Total.....	-	268,751	2,716	271,467
Facilities				
Personal services.....	-	257,850	-	257,850
Expenditures.....	274,881	676,890	542,000	1,493,771
Total.....	274,881	934,740	542,000	1,751,621
<b>TOTAL PUBLIC WORKS.....</b>	<b>429,439</b>	<b>5,656,283</b>	<b>1,091,180</b>	<b>7,176,902</b>
<b>HEALTH AND HUMAN SERVICES</b>				
Board of Health				
Personal services.....	-	234,443	29,865	264,308
Expenditures.....	126	163,125	(29,865)	133,386
Total.....	126	397,568	-	397,694
Council on Aging				
Personal services.....	-	191,216	-	191,216
Expenditures.....	-	9,000	-	9,000
Total.....	-	200,216	-	200,216
Veterans Affairs				
Personal services.....	-	11,281	-	11,281
Expenditures.....	-	47,650	-	47,650
Total.....	-	58,931	-	58,931
<b>TOTAL HEALTH AND HUMAN SERVICES.....</b>	<b>126</b>	<b>656,715</b>	<b>-</b>	<b>656,841</b>

<u>Actual</u>	<u>Current Year Encumbrances and Continuing Appropriations</u>	<u>Actual and Encumbrances and Continuing Appropriations</u>	<u>Variance Positive/ (Negative)</u>
366,725	-	366,725	2,381
83,613	14,645	98,258	11,249
<u>450,338</u>	<u>14,645</u>	<u>464,983</u>	<u>13,630</u>
977,992	-	977,992	7,712
2,165,800	140,873	2,306,673	11,354
<u>3,143,792</u>	<u>140,873</u>	<u>3,284,665</u>	<u>19,066</u>
949,930	-	949,930	-
292,287	-	292,287	3,313
88,299	36,947	125,246	694
<u>380,586</u>	<u>36,947</u>	<u>417,533</u>	<u>4,007</u>
129,628	-	129,628	6,576
133,029	1,834	134,863	400
<u>262,657</u>	<u>1,834</u>	<u>264,491</u>	<u>6,976</u>
253,405	-	253,405	4,445
1,229,201	264,373	1,493,574	197
<u>1,482,606</u>	<u>264,373</u>	<u>1,746,979</u>	<u>4,642</u>
<u>6,669,909</u>	<u>458,672</u>	<u>7,128,581</u>	<u>48,321</u>
264,208	-	264,208	100
112,942	4,700	117,642	15,744
<u>377,150</u>	<u>4,700</u>	<u>381,850</u>	<u>15,844</u>
190,032	-	190,032	1,184
8,151	-	8,151	849
<u>198,183</u>	<u>-</u>	<u>198,183</u>	<u>2,033</u>
10,629	-	10,629	652
35,331	-	35,331	12,319
<u>45,960</u>	<u>-</u>	<u>45,960</u>	<u>12,971</u>
<u>621,293</u>	<u>4,700</u>	<u>625,993</u>	<u>30,848</u>

(continued)

**GENERAL FUND**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**

FOR THE FISCAL YEAR ENDED JUNE 30, 2015

	Prior Year Encumbrances and Continuing Appropriations	Original Budget	Supplemental Appropriations and Transfers	Final Budget
<b>CULTURE AND RECREATION</b>				
Goodnow Library				
Personal services.....	-	755,539	2,346	757,885
Expenditures.....	-	274,500	7,734	282,234
Total.....	-	1,030,039	10,080	1,040,119
Recreation				
Personal services.....	-	82,673	50,365	133,038
Expenditures.....	18,107	54,515	(50,365)	22,257
Total.....	18,107	137,188	-	155,295
Historical Commission				
Expenditures.....	860	5,568	-	6,428
Historic Districts Commission				
Personal services.....	-	2,622	(36)	2,586
Expenditures.....	-	274	36	310
Total.....	-	2,896	-	2,896
<b>TOTAL CULTURE AND RECREATION.....</b>	<b>18,967</b>	<b>1,175,691</b>	<b>10,080</b>	<b>1,204,738</b>
<b>PENSION BENEFITS</b>				
County Retirement System and Pension Benefits				
Expenditures.....	-	3,494,181	-	3,494,181
<b>EMPLOYEE BENEFITS</b>				
Worker's Compensation				
Expenditures.....	-	188,584	(8,018)	180,566
Unemployment Compensation				
Expenditures.....	1,300	120,188	-	121,488
Medical Premiums				
Expenditures.....	12,000	4,342,247	(9,845)	4,344,402
Life Insurance				
Expenditures.....	-	4,563	-	4,563
Medicare Tax				
Expenditures.....	86,779	535,000	9,845	631,624
<b>TOTAL EMPLOYEE BENEFITS.....</b>	<b>100,079</b>	<b>5,190,582</b>	<b>(8,018)</b>	<b>5,282,643</b>
<b>PROPERTY AND LIABILITY INSURANCE</b>				
Expenditures.....	17,042	328,977	(6,042)	339,977
<b>STATE AND COUNTY CHARGES</b>				
Expenditures.....	-	213,471	-	213,471

<u>Actual</u>	<u>Current Year Encumbrances and Continuing Appropriations</u>	<u>Actual and Encumbrances and Continuing Appropriations</u>	<u>Variance Positive/ (Negative)</u>
748,435	-	748,435	9,450
279,234	3,000	282,234	-
<u>1,027,669</u>	<u>3,000</u>	<u>1,030,669</u>	<u>9,450</u>
116,683	-	116,683	16,355
4,150	18,107	22,257	-
<u>120,833</u>	<u>18,107</u>	<u>138,940</u>	<u>16,355</u>
6,398	-	6,398	30
2,372	-	2,372	214
310	-	310	-
<u>2,682</u>	<u>-</u>	<u>2,682</u>	<u>214</u>
<u>1,157,582</u>	<u>21,107</u>	<u>1,178,689</u>	<u>26,049</u>
3,482,548	-	3,482,548	11,633
172,641	7,925	180,566	-
29,945	4,500	34,445	87,043
4,197,788	8,000	4,205,788	138,614
3,336	340	3,676	887
605,269	8,500	613,769	17,855
5,008,979	29,265	5,038,244	244,399
263,973	7,500	271,473	68,504
227,330	-	227,330	(13,859)
			(continued)

**GENERAL FUND**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**

FOR THE FISCAL YEAR ENDED JUNE 30, 2015

	Prior Year Encumbrances and Continuing Appropriations	Original Budget	Supplemental Appropriations and Transfers	Final Budget
<b>DEBT SERVICE PRINCIPAL</b>				
Expenditures.....	-	2,510,000	-	2,510,000
<b>DEBT SERVICE INTEREST</b>				
Expenditures.....	-	550,663	-	550,663
<b>TOTAL EXPENDITURES.....</b>	<b>2,191,579</b>	<b>86,022,218</b>	<b>379,671</b>	<b>88,593,468</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES.....</b>	<b>(2,191,579)</b>	<b>(731,216)</b>	<b>(379,671)</b>	<b>(3,302,466)</b>
<b>OTHER FINANCING SOURCES (USES):</b>				
Transfers in.....	-	867,206	-	867,206
Transfers out.....	-	(1,754,390)	(70,509)	(1,824,899)
Total other financing sources (uses).....	-	(887,184)	(70,509)	(957,693)
<b>NET CHANGE IN FUND BALANCE.....</b>	<b>(2,191,579)</b>	<b>(1,618,400)</b>	<b>(450,180)</b>	<b>(4,260,159)</b>
<b>FUND BALANCE AT BEGINNING OF YEAR.....</b>	<b>8,626,260</b>	<b>8,626,260</b>	<b>8,626,260</b>	<b>8,626,260</b>
<b>FUND BALANCE AT END OF YEAR.....</b>	<b>\$ 6,434,681</b>	<b>\$ 7,007,860</b>	<b>\$ 8,176,080</b>	<b>\$ 4,366,101</b>

See the notes to required supplementary information.

<u>Actual</u>	<u>Current Year Encumbrances and Continuing Appropriations</u>	<u>Actual and Encumbrances and Continuing Appropriations</u>	<u>Variance Positive/ (Negative)</u>
2,510,000	-	2,510,000	-
550,630	-	550,630	33
85,980,031	1,825,763	87,805,794	787,674
(21,739)	(1,825,763)	(1,847,502)	1,454,964
894,092	-	894,092	26,886
(1,824,899)	-	(1,824,899)	-
(930,807)	-	(930,807)	26,886
(952,546)	(1,825,763)	(2,778,309)	1,481,850
8,626,260	8,626,260	8,626,260	-
<u>\$ 7,673,714</u>	<u>\$ 6,800,497</u>	<u>\$ 5,847,951</u>	<u>\$ 1,481,850</u>

(concluded)

**COMMUNITY PRESERVATION FUND**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**

FOR THE FISCAL YEAR ENDED JUNE 30, 2015

	Prior Year Encumbrances and Continuing Appropriations	Original Budget	Supplemental Appropriations and Transfers	Final Budget
<b>REVENUES</b>				
Community preservation surcharges.....	\$ -	\$ 1,563,669	\$ -	\$ 1,563,669
Intergovernmental .....	-	559,382	-	559,382
Investment income.....	-	50,000	-	50,000
<b>TOTAL REVENUES.....</b>	<b>-</b>	<b>2,173,051</b>	<b>-</b>	<b>2,173,051</b>
<b>EXPENDITURES</b>				
Current:				
Administrative.....	-	80,000	-	80,000
Acquisitions and projects.....	14,362	712,500	-	726,862
Debt service:				
Principal.....	-	880,000	-	880,000
Interest.....	-	337,635	-	337,635
<b>TOTAL EXPENDITURES.....</b>	<b>14,362</b>	<b>2,010,135</b>	<b>-</b>	<b>2,024,497</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES.....</b>	<b>(14,362)</b>	<b>162,916</b>	<b>-</b>	<b>148,554</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
Premium from issuance of bonds and notes.....	-	-	-	-
Transfers out.....	-	(100,000)	-	(100,000)
<b>TOTAL OTHER FINANCING SOURCES (USES).....</b>	<b>-</b>	<b>(100,000)</b>	<b>-</b>	<b>(100,000)</b>
<b>NET CHANGE IN FUND BALANCE.....</b>	<b>(14,362)</b>	<b>62,916</b>	<b>-</b>	<b>48,554</b>
<b>FUND BALANCE AT BEGINNING OF YEAR.....</b>	<b>4,498,542</b>	<b>4,498,542</b>	<b>4,498,542</b>	<b>4,498,542</b>
<b>FUND BALANCE AT END OF YEAR.....</b>	<b>\$ 4,484,180</b>	<b>\$ 4,561,458</b>	<b>\$ 4,498,542</b>	<b>\$ 4,547,096</b>

See the notes to required supplementary information.

	Actual	Current Year Encumbrances and Continuing Appropriations	Actual and Encumbrances and Continuing Appropriations	Variance Positive/ (Negative)
\$	1,662,709	-	\$ 1,662,709	\$ 99,040
	559,382	-	559,382	-
	25,494	-	25,494	(24,506)
	<u>2,247,585</u>	<u>-</u>	<u>2,247,585</u>	<u>74,534</u>
	66,441	-	66,441	13,559
	306,502	420,360	726,862	-
	880,000	-	880,000	-
	337,635	-	337,635	-
	<u>1,590,578</u>	<u>420,360</u>	<u>2,010,938</u>	<u>13,559</u>
	657,007	(420,360)	236,647	88,093
	78,901	-	78,901	78,901
	(100,000)	-	(100,000)	-
	<u>(21,099)</u>	<u>-</u>	<u>(21,099)</u>	<u>78,901</u>
	635,908	(420,360)	215,548	166,994
	<u>4,498,542</u>	<u>4,498,542</u>	<u>4,498,542</u>	<u>-</u>
\$	<u><u>5,134,450</u></u>	<u><u>4,078,182</u></u>	<u><u>\$ 4,714,090</u></u>	<u><u>\$ 166,994</u></u>

**PENSION PLAN SCHEDULES**

The following schedules provide information related to the System as a whole, for which the Town is one participating employer:

**SCHEDULE OF THE TOWN’S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY**

	2015*
Town's proportion of the net pension liability	4.049%
Town's proportionate share of the net pension liability	48,635,848
Town's covered-employee payroll`	14,294,094
Town's proportionate share of the net pension liability as a percentage of its covered-employee payroll	340.25%
 Plan fiduciary net position as a percentage of the total pension liability	 47.65%

\*The amounts presented were determined as of June 30, 2014.

**SCHEDULE OF TOWN CONTRIBUTIONS**

	2015
Actuarially Required Contribution	\$ 3,458,181
Contributions in Relation to the Actuarially Required Contribution	(3,458,181)
Contribution Deficiency (Excess)	\$ -
 Town's Covered-Employee Payroll	 \$ 14,294,094
 Contributions as a Percentage of Covered Employee Payroll	 24.19%

**SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY  
MASSACHUSETTS TEACHERS' RETIREMENT SYSTEM**

The following schedules provide information related to the System as a whole, for which the Town is one participating employer:

	2015
Town's proportion of the net pension liability	0.00%
Town's proportionate share of the net pension liability	\$ -
Commonwealth's proportionate share of the net pension liability associated with the Town	54,298,794
Total	\$ 54,298,794
Town's covered-employee payroll	\$ 20,943,957
Town's proportionate share of the net pension liability as a percentage of its covered-employee payroll	N/A
Plan fiduciary net position as a percentage of the total pension liability	61.64%

**SCHEDULE OF THE TOWN'S CONTRIBUTIONS  
MASSACHUSETTS TEACHERS' RETIREMENT SYSTEM**

	2015
Contractually required contribution	\$ -
Contributions in relation to the contractually required contribution	-
Contribution deficiency (excess)	\$ -
Town's covered-employee payroll	\$ 20,943,957
Contributions as a percentage of covered-employee payroll	N/A

**OTHER POSTEMPLOYMENT BENEFITS SCHEDULES**

The following schedules provide information related to the Town’s other postemployment benefits plan:

**SCHEDULES OF FUNDING PROGRESS**

Actuarial Valuation Date	Actuarial Value of Assets (A)	Actuarial Accrued Liability (AAL) Projected Unit Credit (B)	Unfunded AAL (UAAL) (B-A)	Funded Ratio (A/B)	Covered Payroll (C)	UAAL as a Percentage of Covered Payroll ((B-A)/C)
07/01/09	\$ -	\$ 36,411,392	36,411,392	-	\$ 26,874,811	135.5%
07/01/11	-	34,275,241	34,275,241	-	31,225,800	109.8%
07/01/13	-	36,004,783	36,004,783	-	34,868,355	103.3%

The significant changes to the methods and assumptions used in the actuarial valuations identified above that impacted trends in the schedules of funding progress are as follows:

- The actuarial cost method was changed from entry age normal (07/01/07 valuation) to project unit credit (07/01/09 valuation)
- The interest discount rate was changed from 5.0% (07/01/07 valuation) to 4.0% (07/01/09 valuation) and 3.5% (07/01/11 valuation), respectively
- The 07/01/11 valuation reflects the Town’s change in health insurance coverage to the GIC beginning in fiscal year 2014

**NOTE A - BUDGETARY - GAAP RECONCILIATION**

For budgetary financial reporting purposes, the Uniform Massachusetts Accounting System basis of accounting (established by the Commonwealth) is followed, which differs from the GAAP basis of accounting. A reconciliation of budgetary-basis to GAAP-basis results for the general fund and community preservation fund for the fiscal year ended June 30, 2015, is presented below:

***General Fund***

	<u>Revenues</u>	<u>Expenditures</u>	<u>Other Financing Sources (Uses)</u>
Budgetary basis as reported on the schedule of revenues, expenditures and changes in fund balance - budget and actual.....	\$ 85,958,292	\$ 87,805,794	\$ (930,807)
<u>Reclassifications</u>			
Activity of stabilization funds recorded in the general fund for GAAP purposes.....	47,486	-	100
Activity of health insurance, workers' compensation and OPEB retiree trusts recorded in the general fund for GAAP purposes.....	8,404	856,854	1,103,308
<u>Adjustments</u>			
Net change in recording 60-day receipts.....	(8,033)	-	-
Net change in recording tax refunds payable.....	(563,179)	-	-
To record capital leases.....	-	315,559	315,559
To record encumbrances and continuing appropriations.....	-	(1,825,763)	-
GAAP basis as reported on the statement of revenues, expenditures and changes in fund balances.....	<u>\$ 85,442,970</u>	<u>\$ 87,152,444</u>	<u>\$ 488,160</u>

***Community Preservation Fund***

	<u>Revenues</u>	<u>Expenditures</u>	<u>Other Financing Sources (Uses)</u>
Budgetary basis as reported on the schedule of revenues, expenditures and changes in fund balance - budget and actual.....	\$ 2,247,585	\$ 2,010,938	\$ (21,099)
<u>Adjustments</u>			
To record encumbrances and continuing appropriations.....	-	(420,360)	-
GAAP basis as reported on the statement of revenues, expenditures and changes in fund balances.....	<u>\$ 2,247,585</u>	<u>\$ 1,590,578</u>	<u>\$ (21,099)</u>

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## **Combining and Individual Fund Statements and Schedules**

## Nonmajor Governmental Funds

### *Special Revenue Funds*

Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The special revenue funds are grouped into the following categories:

*School Lunch* – accounts for the activity of the school lunch program, which includes charges for services and state and federal reimbursements for meals served.

*Affordable Housing* – accounts for the activity of the fund established in accordance with MGL, Chapter 44, Section 55C to provide for the creation and preservation of affordable housing within the Town.

*Revolving* – accounts for the activity of revolving funds established in accordance with MGL.

*Receipts Reserved* – accounts for receipts that are designated to fund and supplement specific operating budgets of various departments.

*Grants* – accounts for federal and state grant funds that are restricted for specific programs.

*Other* – accounts for all other special revenue funds.

### *Capital Projects Funds*

Capital projects funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets. Capital projects funds exclude those types of capital-related outflows financed by proprietary funds or for assets that will be held in trust for individuals, private organizations, or other governments. The capital projects funds are grouped into the following categories:

*Streets and Sidewalks* – accounts for the proceeds of bonds sold, intergovernmental grants and transfers in used to finance the cost of street, sidewalk and other similar infrastructure construction and improvements.

*School* – accounts for the proceeds of bonds sold, intergovernmental grants and transfers in used to finance school construction and improvements.

*Other* – accounts for all other capital projects funds.

### *Permanent Funds*

Permanent funds are used to account for and report resources that are restricted to the extent that only earnings, and not principal, may be used for purposes that support the government's programs and benefit the government or its citizenry. The permanent funds are grouped into the following categories:

*Cemetery Perpetual Care* - accounts for various gifts, bequests and contributions held for which only earnings may be expended for purposes specified by the donor in relation to maintaining cemeteries and cemetery lots.

*Other* - accounts for all other permanent funds.

NONMAJOR GOVERNMENTAL FUNDS  
COMBINING BALANCE SHEET

JUNE 30, 2015

<i>Special Revenue Funds</i>							
ASSETS	School Lunch	Affordable Housing	Revolving	Receipts Reserved	Grants	Other	Sub-total
Restricted cash and cash equivalents.....	\$ 216,025	\$ 239,903	\$ 1,757,586	\$ 1,324,348	\$ 695,999	\$ 801,090	\$ 5,034,951
Restricted investments.....	-	103,194	-	-	-	-	103,194
Receivables, net of allowance for uncollectible amounts:							
Departmental and other.....	-	-	-	509,943	-	-	509,943
Intergovernmental.....	-	-	-	-	206,510	-	206,510
<b>TOTAL ASSETS.....</b>	<b>\$ 216,025</b>	<b>\$ 343,097</b>	<b>\$ 1,757,586</b>	<b>\$ 1,834,291</b>	<b>\$ 902,509</b>	<b>\$ 801,090</b>	<b>\$ 5,854,598</b>
<b>LIABILITIES</b>							
Warrants payable.....	-	-	89,751	-	-	-	89,751
Short-term notes payable.....	-	-	-	-	-	-	-
<b>TOTAL LIABILITIES.....</b>	<b>-</b>	<b>-</b>	<b>89,751</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>89,751</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>							
Unavailable revenue.....	-	-	-	509,943	10,521	-	520,464
<b>FUND BALANCES:</b>							
Nonspendable.....	-	-	-	-	-	-	-
Restricted.....	216,025	343,097	1,667,835	1,324,348	891,988	801,090	5,244,383
Committed.....	-	-	-	-	-	-	-
<b>TOTAL FUND BALANCES.....</b>	<b>216,025</b>	<b>343,097</b>	<b>1,667,835</b>	<b>1,324,348</b>	<b>891,988</b>	<b>801,090</b>	<b>5,244,383</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCE.....</b>	<b>\$ 216,025</b>	<b>\$ 343,097</b>	<b>\$ 1,757,586</b>	<b>\$ 1,834,291</b>	<b>\$ 902,509</b>	<b>\$ 801,090</b>	<b>\$ 5,854,598</b>

<i>Capital Projects Funds</i>				<i>Permanent Funds</i>			Total Nonmajor Governmental Funds
Streets and Sidewalks	School	Other	Sub-total	Cemetery Perpetual Care	Other	Sub-total	
\$ -	\$ 597,970	\$ 8,663,257	\$ 9,261,227	\$ 22,830	\$ 16,456	\$ 39,286	\$ 14,335,464
-	-	-	-	996,028	717,957	1,713,985	1,817,179
-	-	-	-	-	-	-	509,943
-	-	113,337	113,337	-	-	-	319,847
<u>\$ -</u>	<u>\$ 597,970</u>	<u>\$ 8,776,594</u>	<u>\$ 9,374,564</u>	<u>\$ 1,018,858</u>	<u>\$ 734,413</u>	<u>\$ 1,753,271</u>	<u>\$ 16,982,433</u>
\$ -	\$ 123,960	\$ 2,353,268	\$ 2,477,228	\$ -	\$ -	\$ -	\$ 2,566,979
-	-	1,265,000	1,265,000	-	-	-	1,265,000
-	123,960	3,618,268	3,742,228	-	-	-	3,831,979
-	-	-	-	-	-	-	520,464
-	-	-	-	835,590	267,153	1,102,743	1,102,743
-	474,010	5,103,293	5,577,303	183,268	467,260	650,528	11,472,214
-	-	55,033	55,033	-	-	-	55,033
-	474,010	5,158,326	5,632,336	1,018,858	734,413	1,753,271	12,629,990
<u>\$ -</u>	<u>\$ 597,970</u>	<u>\$ 8,776,594</u>	<u>\$ 9,374,564</u>	<u>\$ 1,018,858</u>	<u>\$ 734,413</u>	<u>\$ 1,753,271</u>	<u>\$ 16,982,433</u>

**NONMAJOR GOVERNMENTAL FUNDS**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2015**

<i>Special Revenue Funds</i>							
	School Lunch	Affordable Housing	Revolving	Receipts Reserved	Grants	Other	Sub-total
<b>REVENUES</b>							
Charges for services.....	\$ -	\$ -	-	\$ 680,778	\$ -	\$ 15,513	\$ 696,291
Intergovernmental .....	130,605	-	126,348	-	2,264,801	1,000	2,522,754
Licenses and permits.....	-	-	75,252	-	-	-	75,252
Fines and forfeitures.....	-	-	11,121	-	-	-	11,121
Departmental and other.....	641,574	52,068	2,455,177	-	-	52	3,148,871
Contributions.....	-	-	1,325	-	-	214,743	216,068
Investment income.....	-	2,263	-	-	6	6	2,275
<b>TOTAL REVENUES.....</b>	<b>772,179</b>	<b>54,331</b>	<b>2,669,223</b>	<b>680,778</b>	<b>2,264,807</b>	<b>231,314</b>	<b>6,672,632</b>
<b>EXPENDITURES</b>							
Current:							
General government.....	-	-	89,501	-	85,974	75,154	250,629
Public safety.....	-	-	66,876	-	62,386	4,142	133,404
Education.....	590,474	-	1,602,076	-	1,632,319	117,655	3,942,524
Public works.....	-	-	17,372	-	10,184	102,142	129,698
Health and human services.....	-	267,994	109,274	-	23,748	19,665	420,681
Culture and recreation.....	-	-	837,472	-	21,932	9,143	868,547
Debt service:							
Principal.....	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES.....</b>	<b>590,474</b>	<b>267,994</b>	<b>2,722,571</b>	<b>-</b>	<b>1,836,543</b>	<b>327,901</b>	<b>5,745,483</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES.....</b>	<b>181,705</b>	<b>(213,663)</b>	<b>(53,348)</b>	<b>680,778</b>	<b>428,264</b>	<b>(96,587)</b>	<b>927,149</b>
<b>OTHER FINANCING SOURCES (USES)</b>							
Transfers in.....	-	100,000	-	-	-	-	100,000
Issuance of bonds and notes.....	-	-	-	-	-	-	-
Premium from issuance of bonds and notes.....	-	-	-	-	-	-	-
Issuance of refunding bonds.....	-	-	-	-	-	-	-
Premium from issuance of refunding bonds.....	-	-	-	-	-	-	-
Transfers out.....	(12,735)	-	(1,103)	(830,072)	-	-	(843,910)
<b>TOTAL OTHER FINANCING SOURCES (USES).....</b>	<b>(12,735)</b>	<b>100,000</b>	<b>(1,103)</b>	<b>(830,072)</b>	<b>-</b>	<b>-</b>	<b>(743,910)</b>
<b>NET CHANGE IN FUND BALANCES.....</b>	<b>168,970</b>	<b>(113,663)</b>	<b>(54,451)</b>	<b>(149,294)</b>	<b>428,264</b>	<b>(96,587)</b>	<b>183,239</b>
<b>FUND BALANCES AT BEGINNING OF YEAR.....</b>	<b>47,055</b>	<b>456,760</b>	<b>1,722,286</b>	<b>1,473,642</b>	<b>463,724</b>	<b>897,677</b>	<b>5,061,144</b>
<b>FUND BALANCES AT END OF YEAR.....</b>	<b>\$ 216,025</b>	<b>\$ 343,097</b>	<b>1,667,835</b>	<b>\$ 1,324,348</b>	<b>\$ 891,988</b>	<b>\$ 801,090</b>	<b>\$ 5,244,383</b>

<i>Capital Projects Funds</i>				<i>Permanent Funds</i>			Total Nonmajor Governmental Funds
Streets and Sidewalks	School	Other	Sub-total	Cemetery Perpetual Care	Other	Sub-total	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 696,291
-	-	113,338	113,338	-	-	-	2,636,092
-	-	-	-	-	-	-	75,252
-	-	-	-	-	-	-	11,121
-	-	-	-	-	-	-	3,148,871
-	-	66,000	66,000	8,263	12,328	20,591	302,659
-	-	-	-	(13,323)	(9,266)	(22,589)	(20,314)
-	-	179,338	179,338	(5,060)	3,062	(1,998)	6,849,972
-	55,928	3,028,222	3,084,150	-	2,316	2,316	3,337,095
-	-	4,449,607	4,449,607	-	-	-	4,583,011
-	206,045	-	206,045	-	-	-	4,148,569
-	-	595,713	595,713	33,409	-	33,409	758,820
-	-	-	-	-	11,670	11,670	432,351
-	-	-	-	-	21,019	21,019	889,566
-	7,695,000	-	7,695,000	-	-	-	7,695,000
-	7,956,973	8,073,542	16,030,515	33,409	35,005	68,414	21,844,412
-	(7,956,973)	(7,894,204)	(15,851,177)	(38,469)	(31,943)	(70,412)	(14,994,440)
-	-	785,000	785,000	-	-	-	885,000
-	440,000	11,365,946	11,805,946	-	-	-	11,805,946
-	69,295	777,514	846,809	-	-	-	846,809
-	6,845,000	-	6,845,000	-	-	-	6,845,000
-	911,298	-	911,298	-	-	-	911,298
(5,198)	-	(7,850)	(13,048)	-	-	-	(856,958)
(5,198)	8,265,593	12,920,610	21,181,005	-	-	-	20,437,095
(5,198)	308,620	5,026,406	5,329,828	(38,469)	(31,943)	(70,412)	5,442,655
5,198	165,390	131,920	302,508	1,057,327	766,356	1,823,683	7,187,335
\$ -	\$ 474,010	\$ 5,158,326	\$ 5,632,336	\$ 1,018,858	\$ 734,413	\$ 1,753,271	\$ 12,629,990

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## Nonmajor Enterprise Funds

Enterprise funds are reported using the flow of economic resources measurement focus and use the accrual basis of accounting, whereby revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

Enterprise funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

The following nonmajor enterprise funds are reported:

*Swimming Pool Enterprise* - accounts for recreational swimming pool activities.

*Transfer Station Enterprise* - accounts for transfer station activities.

*Recreation Field Maintenance Enterprise* - accounts for recreation field maintenance activities.

**ENTERPRISE FUNDS**  
COMBINING STATEMENT OF FUND NET POSITION

JUNE 30, 2015

<b>ASSETS</b>	Swimming Pool	Transfer Station	Recreation Field Maintenance	Total Nonmajor Enterprise Funds
<b>Current assets:</b>				
Cash and cash equivalents.....	\$ 103,419	\$ 341,910	\$ 184,840	\$ 630,169
Restricted cash and cash equivalents.....	-	122,083	-	122,083
Receivables, net of allowance for uncollectible amounts:				
Departmental and other.....	-	8,000	-	8,000
<b>Total current assets.....</b>	<b>103,419</b>	<b>471,993</b>	<b>184,840</b>	<b>760,252</b>
<b>Noncurrent assets:</b>				
Capital assets not being depreciated.....	-	192,500	-	192,500
Capital assets, net of accumulated depreciation.....	757,902	86,677	-	844,579
<b>Total noncurrent assets.....</b>	<b>757,902</b>	<b>279,177</b>	<b>-</b>	<b>1,037,079</b>
<b>Total assets.....</b>	<b>861,321</b>	<b>751,170</b>	<b>184,840</b>	<b>1,797,331</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
Change in net pension liability.....	1,330	526	443	2,299
<b>LIABILITIES</b>				
<b>Current liabilities:</b>				
Warrants payable.....	4,465	298	15,113	19,876
Accrued payroll.....	4,512	3,028	4,015	11,555
Unearned revenue.....	-	122,083	-	122,083
Compensated absences.....	1,440	274	-	1,714
<b>Total current liabilities.....</b>	<b>10,417</b>	<b>125,683</b>	<b>19,128</b>	<b>155,228</b>
<b>Noncurrent liabilities:</b>				
Compensated absences.....	12,956	2,468	-	15,424
Net OPEB obligation.....	158,576	57,591	22,795	238,962
Net pension liability.....	393,950	155,635	131,317	680,902
<b>Total noncurrent liabilities.....</b>	<b>565,482</b>	<b>215,694</b>	<b>154,112</b>	<b>935,288</b>
<b>Total liabilities.....</b>	<b>575,899</b>	<b>341,377</b>	<b>173,240</b>	<b>1,090,516</b>
<b>FUND NET POSITION</b>				
Net investment in capital assets.....	757,902	279,177	-	1,037,079
Unrestricted.....	(471,150)	131,142	12,043	(327,965)
<b>Total fund net position.....</b>	<b>\$ 286,752</b>	<b>\$ 410,319</b>	<b>\$ 12,043</b>	<b>\$ 709,114</b>

**ENTERPRISE FUNDS**  
 COMBINING STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION

FOR THE FISCAL YEAR ENDED JUNE 30, 2015

	Swimming Pool	Transfer Station	Recreation Field Maintenance	Total Nonmajor Enterprise Funds
<b>OPERATING REVENUES</b>				
Charges for services.....	\$ 505,487	\$ 305,071	\$ 197,422	\$ 1,007,980
<b>OPERATING EXPENSES</b>				
Cost of service and administration.....	466,841	215,982	138,144	820,967
Repairs and maintenance.....	97,877	19,509	89,675	207,061
Depreciation.....	55,638	22,533	-	78,171
TOTAL OPERATING EXPENSES.....	620,356	258,024	227,819	1,106,199
OPERATING INCOME (LOSS).....	(114,869)	47,047	(30,397)	(98,219)
<b>NONOPERATING REVENUES (EXPENSES)</b>				
Investment income.....	-	899	233	1,132
TOTAL NONOPERATING REVENUES (EXPENSES), NET.....	-	899	233	1,132
INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS.....	(114,869)	47,946	(30,164)	(97,087)
Transfers in.....	23,950	-	12,541	36,491
Transfers out.....	(100,000)	(16,255)	(20,879)	(137,134)
TOTAL CAPITAL CONTRIBUTIONS AND TRANSFERS.....	(76,050)	(16,255)	(8,338)	(100,643)
CHANGES IN FUND NET POSITION.....	(190,919)	31,691	(38,502)	(197,730)
FUND NET POSITION AT BEGINNING OF YEAR.....	477,671	378,628	50,545	906,844
FUND NET POSITION AT END OF YEAR.....	\$ 286,752	\$ 410,319	\$ 12,043	\$ 709,114

**ENTERPRISE FUNDS**  
**COMBINING STATEMENT OF CASH FLOWS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2015**

	Swimming Pool	Transfer Station	Recreation Field Maintenance	Total Nonmajor Enterprise Funds
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
Receipts from customers and users.....	\$ 496,585	\$ 303,741	\$ 197,422	\$ 997,748
Payments to vendors.....	(219,614)	(109,771)	(107,182)	(436,567)
Payments to employees.....	(328,481)	(131,726)	(109,153)	(569,360)
NET CASH FROM OPERATING ACTIVITIES.....	<u>(51,510)</u>	<u>62,244</u>	<u>(18,913)</u>	<u>(8,179)</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>				
Transfers in.....	23,950	-	12,541	36,491
Transfers out.....	(100,000)	(16,255)	(20,879)	(137,134)
NET CASH FROM NONCAPITAL FINANCING ACTIVITIES.....	<u>(76,050)</u>	<u>(16,255)</u>	<u>(8,338)</u>	<u>(100,643)</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>				
Acquisition of capital assets.....	-	(87,714)	-	(87,714)
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Investment income.....	-	899	233	1,132
NET CHANGE IN CASH AND CASH EQUIVALENTS.....	(127,560)	(40,826)	(27,018)	(195,404)
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR..... (Includes \$8,902 and \$122,913 reported as restricted in the Swimming Pool and Transfer Station enterprise funds, respectively).....	<u>230,979</u>	<u>504,819</u>	<u>211,858</u>	<u>947,656</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR (Includes \$122,083 reported as restricted in the Transfer Station enterprise fund).....	<u>\$ 103,419</u>	<u>\$ 463,993</u>	<u>\$ 184,840</u>	<u>\$ 752,252</u>
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM OPERATING ACTIVITIES</b>				
Operating income (loss).....	\$ (114,869)	\$ 47,047	\$ (30,397)	\$ (98,219)
Adjustments to reconcile operating income (loss) to net cash from operating activities:				
Adjustments not requiring current cash flows:				
Depreciation.....	55,638	22,533	-	78,171
Net OPEB obligation.....	17,348	6,961	5,805	30,114
Net pension liability.....	5,096	2,013	1,699	8,808
Adjustments requiring current cash flows:				
Departmental and other.....	-	(500)	-	(500)
Warrants payable.....	(6,532)	(15,341)	2,984	(18,889)
Accrued payroll.....	(404)	(497)	996	95
Unearned revenue.....	(8,902)	(830)	-	(9,732)
Compensated absences.....	1,115	858	-	1,973
Total adjustments.....	<u>63,359</u>	<u>15,197</u>	<u>11,484</u>	<u>90,040</u>
NET CASH FROM OPERATING ACTIVITIES.....	<u>\$ (51,510)</u>	<u>\$ 62,244</u>	<u>\$ (18,913)</u>	<u>\$ (8,179)</u>

## Private Purpose Trust Funds

Private-purpose trust funds are used to account for trust arrangements, other than those reported in permanent funds, under which principal and investment income exclusively benefits individuals, private organizations, or other governments.

The following private purpose trust funds are reported:

*Walker Walsh Alumni* – this fund provides small scholarships.

*Outdoor Classroom* – this fund provides small scholarships to elementary school students for the Outdoor Classroom program.

*Discretionary* – comprising of monies from wills and trusts going as far back as 1697, this fund provides small gifts to individual residents of Sudbury based on financial need.

*Raymond Scholarship* – established in 1925 by Lydia G. Raymond for the promotion of higher education in the Sudbury High School, this fund annually provides one-time modest academic scholarship to a graduating senior at Lincoln-Sudbury Regional High School.

*Cavanaugh* – named for Cheri-Anne Cavanaugh, a 16-year-old Sudbury resident who died in April 1992, this fund was established by her family and friends to perpetuate her memory and to help the youth of Sudbury.

*Garfield* – bequeathed in 1962 by Thomas Garfield, this fund provides for the permanent care, maintenance and improvements specifically for Mount Pleasant Cemetery and to supplement the Perpetual Care Fund.

*Boundless Playground Maintenance* – this fund helps maintain the loop walking trail at Haskell Field.

**PRIVATE PURPOSE TRUST FUNDS**  
**COMBINING STATEMENT OF FIDUCIARY NET POSITION**

JUNE 30, 2015

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	<u>Walker Walsh Alumni</u>	<u>Outdoor Classroom</u>	<u>Discretionary</u>	<u>Raymond Scholarship</u>
<b>ASSETS</b>				
Cash and cash equivalents.....	\$ 3,807	\$ 481	\$ 65,545	\$ 14,821
<b>NET POSITION</b>				
Assets held for other purposes.....	<u>\$ 3,807</u>	<u>\$ 481</u>	<u>\$ 65,545</u>	<u>\$ 14,821</u>

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<u>Cavanaugh</u>	<u>Garfield</u>	<u>Boundless Playground Maintenance</u>	<u>Total Private Purpose Trust Funds</u>
\$ <u>13,118</u>	\$ <u>52,093</u>	\$ <u>17,778</u>	\$ <u>167,643</u>
\$ <u><u>13,118</u></u>	\$ <u><u>52,093</u></u>	\$ <u><u>17,778</u></u>	\$ <u><u>167,643</u></u>

**PRIVATE PURPOSE TRUST FUNDS**  
**COMBINING STATEMENT OF CHANGES IN FIDUCIARY NET POSITION**

FOR THE FISCAL YEAR ENDED JUNE 30, 2015

	<u>Walker Walsh Alumni</u>	<u>Outdoor Classroom</u>	<u>Discretionary</u>	<u>Raymond Scholarship</u>
<b>ADDITIONS</b>				
Contributions:				
Private donations.....	\$ -	\$ -	\$ -	\$ -
Net investment income:				
Net appreciation/ (depreciation) in fair value of investments.....	-	-	(2,985)	(655)
Interest.....	<u>7</u>	<u>-</u>	<u>2,126</u>	<u>466</u>
Total investment income (loss).....	<u>7</u>	<u>-</u>	<u>(859)</u>	<u>(189)</u>
TOTAL ADDITIONS.....	7	-	(859)	(189)
<b>DEDUCTIONS</b>				
Other.....	<u>-</u>	<u>-</u>	<u>1,900</u>	<u>-</u>
TOTAL DEDUCTIONS.....	<u>-</u>	<u>-</u>	<u>1,900</u>	<u>-</u>
CHANGE IN NET POSITION.....	7	-	(2,759)	(189)
NET POSITION AT BEGINNING OF YEAR.....	<u>3,800</u>	<u>481</u>	<u>68,304</u>	<u>15,010</u>
NET POSITION AT END OF YEAR.....	<u>\$ 3,807</u>	<u>\$ 481</u>	<u>\$ 65,545</u>	<u>\$ 14,821</u>

<u>Cavanaugh</u>	<u>Garfield</u>	<u>Boundless Playground Maintenance</u>	<u>Total Private Purpose Trust Funds</u>
\$ <u>268</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>268</u>
(571)	(2,305)	-	(6,516)
<u>406</u>	<u>1,640</u>	<u>(227)</u>	<u>4,418</u>
<u>(165)</u>	<u>(665)</u>	<u>(227)</u>	<u>(2,098)</u>
103	(665)	(227)	(1,830)
<u>-</u>	<u>-</u>	<u>-</u>	<u>1,900</u>
<u>-</u>	<u>-</u>	<u>-</u>	<u>1,900</u>
103	(665)	(227)	(3,730)
<u>13,015</u>	<u>52,758</u>	<u>18,005</u>	<u>171,373</u>
\$ <u><u>13,118</u></u>	\$ <u><u>52,093</u></u>	\$ <u><u>17,778</u></u>	\$ <u><u>167,643</u></u>

## **Agency Funds**

The agency fund is a fiduciary fund used to account for assets held in a custodial capacity.

**AGENCY FUND**  
**STATEMENT OF CHANGES IN ASSETS AND LIABILITIES**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2015**

	Balance at <u>July 1, 2014</u>	Additions	Deletions	Balance at <u>June 30, 2015</u>
<b>ASSETS</b>				
Cash and cash equivalents.....	\$ 620,795	\$ 1,434,556	\$ (1,464,741)	\$ 590,610
Receivables, net of allowance for uncollectibles:				
Departmental and other.....	<u>142,163</u>	<u>53,158</u>	<u>(21,821)</u>	<u>173,500</u>
TOTAL ASSETS.....	<u>762,958</u>	<u>1,487,714</u>	<u>(1,486,562)</u>	<u>764,110</u>
<b>LIABILITIES</b>				
Liabilities due depositors.....	<u>\$ 762,958</u>	<u>\$ 1,465,893</u>	<u>\$ (1,464,741)</u>	<u>\$ 764,110</u>

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# Statistical Section



**Site of new Police Station headquarters**

## *Statistical Section*

This part of the Town of Sudbury's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the Town's overall financial health.

### Financial Trends (pages 115 – 126)

*These schedules contain trend information to help the reader understand how the Town's financial performance and well-being have changed over time.*

### Revenue Capacity (pages 127 – 130)

*These schedules contain information to help the reader assess the Town's most significant local revenue source, the property tax.*

### Debt Capacity (pages 131 – 135)

*These schedules contain information to help the reader assess the affordability of the Town's current levels of outstanding debt and the Town's ability to issue additional debt in the future.*

### Demographic and Economic Information (pages 136 – 138)

*These schedules offer demographic and economic indicators to help the reader understand the environment within which the Town's financial activities take place.*

### Operating Information (pages 139 – 141)

*These schedules contain service and infrastructure data to help the reader understand how the information in the Town's financial report relates to the services the Town provides and the activities it performs.*

Sources: Unless otherwise noted, the information in these schedules is derived from the audited financial statements for the relevant year.

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**NET POSITION BY COMPONENT (1)**  
(ACCRUAL BASIS OF ACCOUNTING)

LAST TEN FISCAL YEARS

	2006	2007	2008
<b>Governmental Activities</b>			
Net investment in capital assets (1).....	\$ 61,188,584	\$ 68,169,867	\$ 63,365,796
Restricted.....	8,374,793	9,062,653	11,293,988
Unrestricted.....	<u>16,448,505</u>	<u>16,942,180</u>	<u>16,901,816</u>
Total governmental activities net position.....	<u>\$ 86,011,882</u>	<u>\$ 94,174,700</u>	<u>\$ 91,561,600</u>
<b>Business-Type Activities</b>			
Net investment in capital assets (1).....	\$ 927,197	\$ 884,783	\$ 862,234
Unrestricted.....	<u>219,036</u>	<u>259,548</u>	<u>271,900</u>
Total business-type activities net position.....	<u>\$ 1,146,233</u>	<u>\$ 1,144,331</u>	<u>\$ 1,134,134</u>
<b>Primary Government</b>			
Net investment in capital assets (1).....	\$ 62,115,781	\$ 69,054,650	\$ 64,228,030
Restricted.....	8,374,793	9,062,653	11,293,988
Unrestricted.....	<u>16,667,541</u>	<u>17,201,728</u>	<u>17,173,716</u>
Total primary government net position.....	<u>\$ 87,158,115</u>	<u>\$ 95,319,031</u>	<u>\$ 92,695,734</u>

(1) Net position and net investment in capital assets terminology per GASB # 63 is being utilized

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
\$	64,747,670	\$ 51,953,929	\$ 55,452,411	\$ 58,397,014	\$ 65,231,955	\$ 68,063,911	\$ 74,065,551
	12,065,357	23,392,819	23,923,074	23,976,367	18,622,121	17,072,468	18,326,355
	<u>14,470,714</u>	<u>16,684,407</u>	<u>13,670,650</u>	<u>11,781,998</u>	<u>10,254,635</u>	<u>10,357,514</u>	<u>(44,621,401)</u>
\$	<u>91,283,741</u>	<u>92,031,155</u>	<u>93,046,135</u>	<u>94,155,379</u>	<u>94,108,711</u>	<u>95,493,893</u>	<u>47,770,505</u>
\$	754,423	\$ 695,948	\$ 664,801	\$ 749,902	\$ 1,061,676	\$ 1,026,536	\$ 1,037,079
	<u>219,863</u>	<u>290,876</u>	<u>313,845</u>	<u>582,152</u>	<u>534,803</u>	<u>550,103</u>	<u>(327,965)</u>
\$	<u>974,286</u>	<u>986,824</u>	<u>978,646</u>	<u>1,332,054</u>	<u>1,596,479</u>	<u>1,576,639</u>	<u>709,114</u>
\$	65,502,093	\$ 52,649,877	\$ 56,117,212	\$ 59,146,916	\$ 66,293,631	\$ 69,090,447	\$ 75,102,630
	12,065,357	23,392,819	23,923,074	23,976,367	18,622,121	17,072,468	18,326,355
	<u>14,690,577</u>	<u>16,975,283</u>	<u>13,984,495</u>	<u>12,364,150</u>	<u>10,789,438</u>	<u>10,907,617</u>	<u>(44,949,366)</u>
\$	<u>92,258,027</u>	<u>93,017,979</u>	<u>94,024,781</u>	<u>95,487,433</u>	<u>95,705,190</u>	<u>97,070,532</u>	<u>48,479,619</u>

**GOVERNMENTAL ACTIVITIES**  
**CHANGES IN NET POSITION (1)**  
**(ACCRUAL BASIS OF ACCOUNTING)**  
**LAST TEN FISCAL YEARS**

	2006	2007	2008
<b>Expenses</b>			
General government.....	\$ 3,033,860	\$ 3,229,179	\$ 3,424,767
Public safety.....	7,547,355	7,929,198	8,864,947
Education.....	54,524,814	56,684,168	61,374,045
Public works.....	4,070,174	4,281,069	5,071,976
Health and human services.....	751,824	773,297	876,114
Culture and recreation.....	1,942,628	2,480,583	3,043,768
Debt service - interest.....	2,242,108	2,079,248	1,904,610
	<u>74,112,763</u>	<u>77,456,742</u>	<u>84,560,227</u>
<b>Program Revenues</b>			
Charges for services:			
General government.....	1,210,513	1,149,249	1,103,156
Education.....	1,098,293	1,172,865	1,182,533
Other activities.....	1,744,313	1,766,294	1,774,252
Operating grants and contributions.....	10,993,718	11,926,642	12,642,966
Capital grants and contributions.....	1,928,350	2,071,929	(2,388,625)
	<u>16,975,187</u>	<u>18,086,979</u>	<u>14,314,282</u>
Net (expense)/revenue.....	<u>(57,137,576)</u>	<u>(59,369,763)</u>	<u>(70,245,945)</u>
<b>General Revenues and Other Changes in Net Position</b>			
Real estate and personal property taxes.....	55,696,151	57,330,784	60,406,373
Motor vehicle and other excise taxes.....	2,898,295	2,585,595	3,067,729
Penalties and interest on taxes.....	338,103	200,005	143,367
Payments in lieu of taxes.....	65,409	123,777	90,079
Community preservation surcharges.....	1,243,198	1,305,841	1,374,922
Unrestricted grants and contributions.....	1,672,142	1,747,626	1,850,319
Unrestricted investment income.....	620,763	857,260	671,911
Premium from issuance of refunding bonds.....	-	-	-
Transfers, net.....	6,582	16,000	28,145
	<u>62,540,643</u>	<u>64,166,888</u>	<u>67,632,845</u>
<b>Change in net position.....</b>	<u>\$ 5,403,067</u>	<u>\$ 4,797,125</u>	<u>\$ (2,613,100)</u>

(1) Net position terminology per GASB # 63 is being utilized

	2009	2010	2011	2012	2013	2014	2015
\$	4,097,471	\$ 3,929,872	\$ 4,428,038	\$ 4,355,961	\$ 4,500,902	\$ 4,139,295	\$ 4,122,220
	9,689,559	9,586,346	10,073,036	10,387,335	10,666,663	10,738,149	9,946,647
	63,231,792	64,881,039	66,646,480	68,899,135	71,085,898	72,249,710	71,815,723
	5,989,846	5,220,049	5,325,052	4,778,930	5,374,561	7,091,304	7,804,522
	1,147,667	1,242,517	1,167,143	1,419,463	2,155,946	1,269,543	1,428,806
	2,990,312	2,707,935	2,520,748	2,593,202	2,577,746	2,681,831	2,805,844
	1,880,170	1,757,230	1,476,258	1,276,313	1,260,213	976,892	1,111,995
	<u>89,026,817</u>	<u>89,324,988</u>	<u>91,636,755</u>	<u>93,710,339</u>	<u>97,621,929</u>	<u>99,146,724</u>	<u>99,035,757</u>
	515,050	535,596	594,722	926,973	828,595	875,118	811,131
	1,285,944	1,394,706	1,925,602	1,969,066	1,885,121	1,842,931	1,978,766
	2,030,913	2,041,777	2,145,915	2,344,633	2,403,811	2,442,621	2,474,899
	13,141,248	13,341,758	13,821,768	13,247,930	13,628,905	14,184,088	11,668,421
	<u>2,257,220</u>	<u>1,570,899</u>	<u>892,330</u>	<u>1,824,885</u>	<u>1,771,662</u>	<u>1,680,999</u>	<u>711,403</u>
	<u>19,230,375</u>	<u>18,884,736</u>	<u>19,380,337</u>	<u>20,313,487</u>	<u>20,518,094</u>	<u>21,025,757</u>	<u>17,644,620</u>
	<u>(69,796,442)</u>	<u>(70,440,252)</u>	<u>(72,256,418)</u>	<u>(73,396,852)</u>	<u>(77,103,835)</u>	<u>(78,120,967)</u>	<u>(81,391,137)</u>
	63,077,062	65,259,091	67,178,824	68,762,270	70,572,635	72,718,472	72,873,481
	2,680,579	2,645,117	2,886,859	2,992,057	3,265,121	3,447,691	3,657,166
	168,382	163,826	204,686	288,058	255,978	224,025	186,333
	57,494	56,102	64,515	31,030	53,377	38,629	89,934
	1,430,828	1,465,694	1,492,938	1,527,275	1,581,340	1,636,741	1,666,981
	1,697,519	1,377,564	1,238,505	1,062,794	1,250,168	1,296,446	1,321,924
	379,045	199,319	175,476	109,456	69,757	40,078	32,657
	-	-	-	-	-	-	911,298
	<u>27,674</u>	<u>20,953</u>	<u>29,595</u>	<u>(266,854)</u>	<u>8,801</u>	<u>104,067</u>	<u>100,643</u>
	<u>69,518,583</u>	<u>71,187,666</u>	<u>73,271,398</u>	<u>74,506,086</u>	<u>77,057,177</u>	<u>79,506,149</u>	<u>80,840,417</u>
\$	<u>(277,859)</u>	<u>\$ 747,414</u>	<u>\$ 1,014,980</u>	<u>\$ 1,109,234</u>	<u>\$ (46,658)</u>	<u>\$ 1,385,182</u>	<u>\$ (550,720)</u>

**BUSINESS-TYPE ACTIVITIES**  
**CHANGES IN NET POSITION (1)**  
**ACCRUAL BASIS OF ACCOUNTING**  
**LAST TEN FISCAL YEARS**

	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
<b>Expenses</b>				
Pool.....	\$ 422,041	\$ 433,709	\$ 451,288	\$ 507,235
Transfer station.....	236,954	246,552	257,880	369,282
Recreation field maintenance.....	-	-	-	-
Total expenses.....	<u>658,995</u>	<u>680,261</u>	<u>709,168</u>	<u>876,517</u>
<b>Program Revenues</b>				
Charges for services.....				
Pool.....	421,076	412,299	437,832	436,596
Transfer station.....	300,468	282,060	289,284	299,809
Recreation field maintenance.....	-	-	-	-
Operating grants and contributions.....	-	-	-	7,938
Capital grants and contributions.....	-	-	-	-
Total program revenues.....	<u>721,544</u>	<u>694,359</u>	<u>727,116</u>	<u>744,343</u>
Net (expense)/revenue.....	62,549	14,098	17,948	(132,174)
<b>General Revenues and Transfers</b>				
Transfers, net.....	<u>(6,582)</u>	<u>(16,000)</u>	<u>(28,145)</u>	<u>(27,674)</u>
<b>Change in net position.....</b>	<b><u>\$ 55,967</u></b>	<b><u>\$ (1,902)</u></b>	<b><u>\$ (10,197)</u></b>	<b><u>\$ (159,848)</u></b>

(1) Net position terminology per GASB # 63 is being utilized

	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
\$	512,957	\$ 550,289	\$ 453,150	\$ 594,509	\$ 588,492	\$ 620,356
	292,670	271,114	266,437	235,529	233,471	258,024
	113,606	192,249	130,075	151,004	190,320	227,819
	<u>919,233</u>	<u>1,013,652</u>	<u>849,662</u>	<u>981,042</u>	<u>1,012,283</u>	<u>1,106,199</u>
	463,664	487,165	475,774	524,908	492,366	505,487
	327,238	362,895	220,218	337,290	338,654	305,071
	160,038	183,741	218,163	203,344	202,036	197,422
	1,784	1,268	781	1,226	954	1,132
	<u>-</u>	<u>-</u>	<u>21,280</u>	<u>187,500</u>	<u>62,500</u>	<u>-</u>
	<u>952,724</u>	<u>1,035,069</u>	<u>936,216</u>	<u>1,254,268</u>	<u>1,096,510</u>	<u>1,009,112</u>
	33,491	21,417	86,554	273,226	84,227	(97,087)
	<u>(20,953)</u>	<u>(29,595)</u>	<u>266,854</u>	<u>(8,801)</u>	<u>(104,067)</u>	<u>(100,643)</u>
\$	<u>12,538</u>	\$ <u>(8,178)</u>	\$ <u>353,408</u>	\$ <u>264,425</u>	\$ <u>(19,840)</u>	\$ <u>(197,730)</u>

**PRIMARY GOVERNMENT**  
**CHANGES IN NET POSITION (1)**  
**(ACCRUAL BASIS OF ACCOUNTING)**  
**LAST TEN FISCAL YEARS**

	<u>2006</u>	<u>2007</u>	<u>2008</u>
Total expenses.....	\$ 74,771,758	\$ 78,137,003	\$ 85,269,395
Total program revenues.....	<u>17,696,731</u>	<u>18,781,338</u>	<u>15,041,398</u>
Net (expense)/revenue.....	(57,075,027)	(59,355,665)	(70,227,997)
Total general revenues, transfers and other changes in net position.....	<u>62,534,061</u>	<u>64,150,888</u>	<u>67,604,700</u>
<b>Change in net position.....</b>	<b><u>\$ 5,459,034</u></b>	<b><u>\$ 4,795,223</u></b>	<b><u>\$ (2,623,297)</u></b>

(1) Net position terminology per GASB # 63 is being utilized

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
\$	89,903,334	\$ 90,244,221	\$ 92,650,407	\$ 94,560,001	\$ 98,602,971	\$ 100,159,007	\$ 100,141,956
	<u>19,974,718</u>	<u>19,837,460</u>	<u>20,415,406</u>	<u>21,249,703</u>	<u>21,772,362</u>	<u>22,122,267</u>	<u>18,653,732</u>
	(69,928,616)	(70,406,761)	(72,235,001)	(73,310,298)	(76,830,609)	(78,036,740)	(81,488,224)
	<u>69,490,909</u>	<u>71,166,713</u>	<u>73,241,803</u>	<u>74,772,940</u>	<u>77,048,376</u>	<u>79,402,082</u>	<u>80,739,774</u>
\$	<u>(437,707)</u>	<u>759,952</u>	<u>1,006,802</u>	<u>1,462,642</u>	<u>217,767</u>	<u>1,365,342</u>	<u>(748,450)</u>

**GOVERNMENTAL FUNDS**  
**FUND BALANCES**  
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)  
**LAST TEN FISCAL YEARS**

	<u>2006</u>	<u>2007</u>	<u>2008</u>
<b>General Fund</b>			
Reserved.....	\$ 4,975,753	\$ 7,002,192	\$ 7,883,673
Unreserved.....	4,439,640	3,134,718	1,159,683
Restricted.....	-	-	-
Committed.....	-	-	-
Assigned.....	-	-	-
Unassigned.....	-	-	-
Total general fund.....	<u>\$ 9,415,393</u>	<u>\$ 10,136,910</u>	<u>\$ 9,043,356</u>
<b>All Other Governmental Funds</b>			
Reserved.....	\$ 1,192,810	\$ 1,247,066	\$ 1,747,018
Unreserved, reported in:			
Special revenue funds.....	11,916,617	13,228,361	15,023,502
Capital projects funds.....	667,911	472,170	216,944
Permanent funds.....	299,418	333,475	287,065
Nonspendable.....	-	-	-
Restricted.....	-	-	-
Committed.....	-	-	-
Total all other governmental funds.....	<u>\$ 14,076,756</u>	<u>\$ 15,281,072</u>	<u>\$ 17,274,529</u>

(1) Fiscal year 2011 represents the first year of implementing GASB Statement # 54

	2009	2010	(1) 2011	2012	2013	2014	2015
\$	7,842,901	\$ 8,139,048	\$ -	\$ -	\$ -	\$ -	\$ -
	1,359,246	1,236,002	-	-	-	-	-
	-	-	6,779,627	6,399,835	5,771,754	4,912,009	5,140,867
	-	-	231,092	242,864	209,001	1,914,264	2,685,774
	-	-	1,570,833	1,411,288	1,371,499	1,915,715	1,557,983
	-	-	3,961,520	5,603,341	7,721,185	9,022,099	7,158,149
\$	<u>9,202,147</u>	<u>9,375,050</u>	<u>12,543,072</u>	<u>13,657,328</u>	<u>15,073,439</u>	<u>17,764,087</u>	<u>16,542,773</u>
\$	1,980,469	\$ 11,728,805	\$ -	\$ -	\$ -	\$ -	\$ -
	15,383,602	6,130,897	-	-	-	-	-
	202,403	192,101	-	-	-	-	-
	154,116	195,200	-	-	-	-	-
	-	-	1,013,539	1,034,051	1,034,876	1,084,580	1,102,743
	-	-	16,684,900	16,057,555	11,222,092	10,538,414	16,606,664
	-	-	65,621	60,222	6,022	62,883	55,033
\$	<u>17,720,590</u>	<u>18,247,003</u>	<u>17,764,060</u>	<u>17,151,828</u>	<u>12,262,990</u>	<u>11,685,877</u>	<u>17,764,440</u>

**GOVERNMENTAL FUNDS**  
**CHANGES IN FUND BALANCES**  
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)  
LAST TEN FISCAL YEARS

	2006	2007	2008	2009
<b>REVENUES</b>				
Real estate and personal property taxes.....	\$ 55,331,010	\$ 56,629,289	\$ 59,955,625	\$ 62,447,823
Motor vehicle and other excise taxes.....	2,965,914	2,589,563	2,957,725	2,805,055
Tax liens.....	506,697	251,389	163,593	336,130
Payments in lieu of taxes.....	65,409	123,777	90,079	57,494
Community preservation surcharges.....	1,235,095	1,303,239	1,375,761	1,430,652
Charges for services.....	329,177	340,514	329,379	359,443
Intergovernmental .....	15,876,366	16,565,305	17,430,198	16,817,428
Penalties and interest on taxes.....	338,103	200,005	143,367	168,382
Licenses, permits and fees.....	3,446,787	3,447,489	3,502,926	533,534
Fines and forfeitures.....	173,742	164,371	123,360	114,037
Departmental and other.....	269,907	221,839	242,711	3,094,353
Contributions.....	134,088	238,484	408,346	349,619
Investment income.....	943,024	1,376,186	1,087,882	677,015
<b>TOTAL REVENUES.....</b>	<b>81,615,319</b>	<b>83,451,450</b>	<b>87,810,952</b>	<b>89,190,965</b>
<b>EXPENDITURES</b>				
Current:				
General government.....	2,763,500	2,679,753	2,903,375	2,979,703
Public safety.....	6,348,744	6,283,293	6,835,206	6,982,021
Education.....	45,165,136	46,732,328	50,217,825	48,860,537
Public works.....	4,253,132	3,789,252	4,687,959	4,795,544
Health and human services.....	577,231	619,979	705,502	1,075,681
Culture and recreation.....	5,220,149	3,095,329	2,614,784	8,022,450
Pension benefits.....	5,665,164	6,303,237	6,687,188	7,272,633
Employee benefits.....	5,363,527	5,560,952	6,967,279	8,400,859
Property and liability insurance.....	164,957	185,587	209,144	215,912
State and county charges.....	167,557	170,512	169,420	166,240
Debt service:				
Principal.....	4,395,000	4,265,000	3,585,000	3,500,000
Interest.....	1,997,260	1,856,395	1,680,452	1,656,515
<b>TOTAL EXPENDITURES.....</b>	<b>82,081,357</b>	<b>81,541,617</b>	<b>87,263,134</b>	<b>93,928,095</b>
<b>EXCESS (DEFICIENCY) OF REVENUES</b>				
<b>OVER EXPENDITURES.....</b>	<b>(466,038)</b>	<b>1,909,833</b>	<b>547,818</b>	<b>(4,737,130)</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
Issuance of bonds and notes.....	-	-	-	5,045,000
Premium from issuance of bonds and notes.....	-	-	-	29,613
Issuance of refunding bonds.....	-	-	-	-
Premium from issuance of refunding bonds.....	-	-	-	-
Proceeds from capital leases.....	-	-	323,940	239,695
Transfers in.....	483,757	514,342	726,342	1,639,470
Transfers out.....	(477,175)	(498,342)	(698,197)	(1,611,796)
Payments to refunding bond escrow agent.....	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES).....</b>	<b>6,582</b>	<b>16,000</b>	<b>352,085</b>	<b>5,341,982</b>
<b>NET CHANGE IN FUND BALANCES.....</b>	<b>\$ (459,456)</b>	<b>\$ 1,925,833</b>	<b>\$ 899,903</b>	<b>\$ 604,852</b>
<b>DEBT SERVICE EXPENDITURES AS A PERCENTAGE OF</b>				
<b>NONCAPITAL EXPENDITURES.....</b>	<b>8.44%</b>	<b>7.79%</b>	<b>6.18%</b>	<b>5.98%</b>

	2010	2011	2012	2013	2014	2015
\$	64,346,930	\$ 66,299,400	\$ 68,328,105	\$ 69,936,527	\$ 72,439,807	\$ 72,210,203
	2,633,406	2,824,879	2,953,422	3,137,442	3,479,052	3,778,204
	123,646	330,168	476,967	522,311	187,499	241,824
	56,102	64,515	31,030	53,377	38,629	89,934
	1,457,336	1,494,705	1,529,459	1,582,040	1,643,844	1,662,709
	547,245	679,786	745,467	646,323	699,861	696,291
	16,269,765	16,350,975	16,897,919	16,962,299	17,534,425	10,731,708
	163,826	204,686	288,058	255,978	224,025	186,333
	477,972	511,537	554,433	778,448	708,163	746,655
	106,952	91,472	89,439	76,302	82,894	86,250
	2,727,664	3,372,975	3,770,842	3,718,554	3,563,739	3,722,253
	216,832	208,744	227,708	246,187	367,022	302,659
	527,712	548,552	268,019	231,324	331,410	85,504
	<u>89,655,388</u>	<u>92,982,394</u>	<u>96,160,868</u>	<u>98,147,112</u>	<u>101,300,370</u>	<u>94,540,527</u>
	3,155,148	6,148,845	3,242,101	11,686,201	3,256,717	6,233,818
	6,538,020	7,007,846	7,140,784	7,631,877	7,832,862	11,521,631
	50,813,562	52,710,026	56,079,405	56,325,461	58,782,463	59,901,358
	4,757,379	4,734,423	4,197,544	4,709,953	6,280,856	7,889,516
	912,367	853,183	1,100,346	1,846,680	965,179	1,053,644
	2,302,329	2,076,690	2,005,940	2,065,764	2,432,273	2,174,517
	7,706,478	7,877,511	8,184,635	8,612,651	8,882,087	3,482,548
	7,470,540	7,173,083	8,245,029	7,163,045	6,650,548	5,865,834
	199,420	213,481	218,576	224,452	238,000	263,973
	164,445	192,672	186,114	179,483	157,416	227,330
	3,795,000	8,925,000	3,790,000	5,431,588	5,300,000	11,085,000
	1,586,558	1,392,389	1,271,605	1,085,513	962,524	888,265
	<u>89,401,246</u>	<u>99,305,149</u>	<u>95,662,079</u>	<u>106,962,668</u>	<u>101,740,925</u>	<u>110,587,434</u>
	<u>254,142</u>	<u>(6,322,755)</u>	<u>498,789</u>	<u>(8,815,556)</u>	<u>(440,555)</u>	<u>(16,046,907)</u>
	-	3,610,000	-	3,440,000	-	11,805,946
	-	1,555	48,974	-	99,014	925,710
	-	4,870,000	-	4,045,000	1,950,000	6,845,000
	-	270,580	-	144,361	75,215	911,298
	424,221	226,104	221,115	260,819	271,594	315,559
	626,333	728,684	810,738	986,915	3,118,082	1,779,092
	(605,380)	(699,089)	(1,077,592)	(978,113)	(3,014,015)	(1,678,449)
	-	-	-	(2,501,953)	-	-
	<u>445,174</u>	<u>9,007,834</u>	<u>3,235</u>	<u>5,397,029</u>	<u>2,499,890</u>	<u>20,904,156</u>
\$	<u>699,316</u>	<u>2,685,079</u>	<u>502,024</u>	<u>(3,418,527)</u>	<u>2,059,335</u>	<u>4,857,249</u>
	6.23%	10.71%	5.54%	6.70%	6.31%	11.92%

**ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY (1)**

**LAST TEN FISCAL YEARS**

Fiscal Year	Assessed Value (2)			Total Assessed Value	Total Direct Tax Rate	Estimated Actual Value (3)	Assessed Value as a Percentage of Actual Value
	Residential Real Property	Commercial and Industrial Real Property	Personal Property				
2006	\$ 3,734,317,130	\$ 180,522,435	\$ 42,090,996	\$ 3,956,930,561	\$ 14.01	\$ 3,753,910,600	105.41%
2007	3,990,378,334	197,187,483	43,965,520	4,231,531,337	13.53	4,260,907,900	99.31%
2008	3,892,876,521	221,958,158	48,125,120	4,162,959,799	14.54	4,260,907,900	97.70%
2009	3,785,653,765	219,008,644	59,772,570	4,064,434,979	15.57	4,522,988,100	89.86%
2010	3,719,642,603	221,181,214	62,837,650	4,003,661,467	16.37	4,522,988,100	88.52%
2011	3,599,570,656	206,407,612	68,303,560	3,874,281,828	17.40	4,256,033,800	91.03%
2012	3,566,779,121	205,130,419	66,426,000	3,838,335,540	17.98	4,256,033,800	90.19%
2013	3,590,745,895	206,398,302	66,938,910	3,864,083,107	18.38	4,110,402,700	94.01%
2014	3,695,489,903	198,138,564	66,955,670	3,960,584,137	18.42	4,110,402,700	96.36%
2015	3,825,857,903	199,170,642	63,887,360	4,088,915,905	17.99	4,154,472,500	98.42%

Source: Assessing Department

- (1) Does not include valuation affected by residential exemption
- (2) As of January 1st
- (3) Estimated actual value is based on equalized valuations determined biennially by the Commissioner of Revenue

**DIRECT PROPERTY TAX RATES (1) (2)**

LAST TEN FISCAL YEARS

Fiscal Year	Residential Real Property (3)	Commercial and Industrial Real Property (3)	Personal Property (3)	Total Direct
2006	\$ 12.79	\$ 0.99	\$ 0.23	\$ 14.01
2007	12.37	0.95	0.21	13.53
2008	13.35	0.98	0.21	14.54
2009	14.25	1.04	0.28	15.57
2010	14.94	1.11	0.32	16.37
2011	15.82	1.19	0.39	17.40
2012	16.35	1.23	0.40	17.98
2013	16.71	1.26	0.41	18.38
2014	16.75	1.25	0.42	18.42
2015	16.39	1.21	0.39	17.99

Source: Assessing Department

(1) Rates are applicable to each \$1,000 of assessed value

(2) Per the initiatives of Proposition 2 1/2 adopted by the Commonwealth of Massachusetts, the Town cannot levy more than 2.5 percent of the total full and fair cash value of all taxable real and personal property. The Town's levy is also limited in that it cannot increase more than 2.5 percent from the prior year, with certain exceptions for new growth or through overrides and exclusions adopted by Town voters.

(3) Weighted average rate calculated by dividing the net tax levy by property class by total assessed value divided by 1,000

**PRINCIPAL PROPERTY TAXPAYERS**

**CURRENT YEAR AND NINE YEARS AGO**

Taxpayer	2015			2006		
	Amount of Tax	Rank	Percentage of Total Tax Levy	Amount of Tax	Rank	Percentage of Total Tax Levy
NSTAR Electric & Gas Company	\$ 809,987	1	1.10%	\$ N/A	N/A	N/A
Raytheon Company	609,918	2	0.83%	298,135	2	0.40%
Paris Trust	326,366	3	0.44%	N/A	N/A	N/A
Sudbury Crossing Limited	273,177	4	0.37%	194,704	5	0.26%
Verizion	268,139	6	0.36%	N/A	N/A	N/A
Wellyn Inc.	219,738	5	0.30%	N/A	N/A	N/A
PRI Longfellow Glenn LLC	203,317	7	0.28%	149,404	7	0.30%
Boston Gas Company	183,586	8	0.25%	N/A	N/A	N/A
Stanmar/Snider	171,446	9	0.23%	N/A	N/A	N/A
Richard J Bosse Holdings LLC	161,526	10	0.22%	111,047	10	0.15%
Boston Edison (now part of NSTAR)	N/A	N/A	N/A	395,249	1	0.54%
David F. Bolger	N/A	N/A	N/A	233,445	3	0.32%
Pasquarello & Spertner, Trustees	N/A	N/A	N/A	214,103	4	0.29%
Der Manuelian Haig TRS	N/A	N/A	N/A	154,648	6	0.21%
Dowie William J. Trustee	N/A	N/A	N/A	134,279	8	0.27%
1776 Plaza Limited Partnership	N/A	N/A	N/A	112,389	9	0.15%
<b>Total</b>	<b>\$ 3,227,200</b>		<b>4.38%</b>	<b>\$ 1,997,403</b>		<b>2.89%</b>

Source: Assessing Department

**PROPERTY TAX LEVIES AND COLLECTIONS**

LAST TEN FISCAL YEARS

Fiscal Year	Net Tax Levy	Collected within the Fiscal Year of the Levy		Actual Subsequent Collections	Total Collections to Date	
		Current Tax Collections (1)	Percent of Net Levy Collected		Total Tax Collections (1)	Total Collections as a % of Net Levy
2006	\$ 55,432,935	54,468,106	98.26%	358,262	54,826,367	98.91%
2007	57,246,758	56,037,401	97.89%	472,666	56,510,067	98.71%
2008	60,539,786	59,381,429	98.09%	352,052	59,733,481	98.67%
2009	63,263,124	62,126,272	98.20%	144,303	62,270,575	98.43%
2010	65,529,153	63,936,979	97.57%	432,712	64,369,691	98.23%
2011	67,418,506	65,823,252	97.63%	557,272	66,380,524	98.46%
2012	69,007,532	67,608,625	97.97%	320,887	67,929,512	98.44%
2013	71,026,410	69,641,532	98.05%	416,153	70,057,685	98.64%
2014	72,951,707	71,687,443	98.27%	514,335	72,201,778	98.97%
2015	73,549,580	72,165,654	98.12%	-	72,165,654	98.12%

Source: Department of the Treasurer/Collector

(1) Does not include taxes moved to and collected from Tax Title and Tax Deferral accounts

**RATIOS OF OUTSTANDING DEBT BY TYPE**

LAST TEN FISCAL YEARS

Fiscal Year	Governmental Activities		Total Primary Government	Percentage of Personal Income (1)	Per Capita (1)
	General Obligation Bonds	Capital Leases			
2006	\$ 46,305,000	518,994	46,823,994	2.43%	\$ 2,590
2007	42,040,000	447,207	42,487,207	2.60%	2,370
2008	38,455,000	510,634	38,965,634	2.79%	2,168
2009	40,000,000	498,965	40,498,965	2.96%	2,248
2010	36,205,000	630,286	36,835,286	2.69%	2,028
2011	35,760,000	597,081	36,357,081	2.66%	2,008
2012	31,970,000	534,148	32,504,148	2.38%	1,775
2013	31,705,000	520,353	32,225,353	2.36%	1,759
2014	28,355,000	507,890	28,862,890	1.72%	1,576
2015	36,802,575	562,642	37,365,217	2.23%	2,040

**Note:** Details regarding the Town's outstanding debt can be found in the notes to the financial statements.

(1) See the Schedule of Demographic and Economic Statistics for personal income and population data

**RATIOS OF NET GENERAL BONDED DEBT OUTSTANDING**

LAST TEN FISCAL YEARS

Fiscal Year	Net General Bonded Debt Outstanding			Total Net General Bonded Debt	(1) Percentage of Estimated Actual Property Values	(2) Per Capita
	General Obligation Bonds	Less: Accumulated Resources				
2006	\$ 46,305,000	\$ -	\$	46,305,000	1.23%	\$ 2,543
2007	42,040,000	-		42,040,000	0.99%	2,325
2008	38,455,000	-		38,455,000	0.90%	2,145
2009	40,000,000	-		40,000,000	0.88%	2,225
2010	36,205,000	-		36,205,000	0.80%	2,010
2011	35,760,000	-		35,760,000	0.84%	1,969
2012	31,970,000	-		31,970,000	0.75%	1,766
2013	31,705,000	-		31,705,000	0.77%	1,731
2014	28,355,000	-		28,355,000	0.69%	1,548
2015	36,802,575	-		36,802,575	0.89%	2,009

**Note:** Details regarding the Town's outstanding debt can be found in the notes to the financial statements.

(1) See the Schedule of Assessed Value and Estimated Actual Value of Taxable Property for estimated actual property values

(2) See the Schedule of Demographic and Economic Statistics for population data

**LEGAL DEBT MARGIN INFORMATION**

LAST TEN FISCAL YEARS

Legal Debt Margin Calculation for Fiscal Year 2015

Fiscal year 2015 equalized valuation.....	\$ <u>4,154,472,500</u>
Normal debt limit (5% of equalized valuation).....	<u>207,723,625</u>
Debt applicable to limit:	
Total net debt applicable to limit.....	<u>36,802,575</u>
Legal debt margin.....	\$ <u>170,921,050</u>

	Fiscal Year		
	2006	2007	2008
Normal debt limit.....	\$ 187,695,530	\$ 213,045,395	\$ 213,045,395
Total net debt applicable to limit.....	<u>46,305,000</u>	<u>42,040,000</u>	<u>38,455,000</u>
Legal debt margin.....	<u>\$ 141,390,530</u>	<u>\$ 171,005,395</u>	<u>\$ 174,590,395</u>
Total net debt applicable to the limit as a percentage of normal debt limit.....	24.67%	19.73%	18.05%

Source: Department of the Treasurer/Collector

Fiscal Year

<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
\$ 226,149,405	\$ 226,149,405	\$ 212,801,690	\$ 212,801,690	\$ 205,520,135	\$ 205,520,135	\$ 207,723,625
<u>40,000,000</u>	<u>36,205,000</u>	<u>35,980,000</u>	<u>31,970,000</u>	<u>31,705,000</u>	<u>28,355,000</u>	<u>36,802,575</u>
<u>\$ 186,149,405</u>	<u>\$ 189,944,405</u>	<u>\$ 176,821,690</u>	<u>\$ 180,831,690</u>	<u>\$ 173,815,135</u>	<u>\$ 177,165,135</u>	<u>\$ 170,921,050</u>
17.69%	16.01%	16.91%	15.02%	15.43%	13.80%	17.72%

**DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT**

JUNE 30, 2015

Governmental Unit	Debt Outstanding	Estimated Percentage Applicable (1)	Estimated Share of Overlapping Debt
Lincoln Sudbury Regional High School District.....	\$ 6,050,000	85.55%	\$ 5,175,775
Town direct debt (2).....			<u>37,365,217</u>
Total direct and overlapping debt.....			<u><u>\$ 42,540,992</u></u>

Source: Lincoln Sudbury Regional High School District

- (1) The percentage of total overlapping debt is derived from the Town's share of capital charges divided by the total debt of the overlapping unit at fiscal year end
- (2) Direct debt includes debt outstanding and payable from the Town's Community Preservation Fund

**DEMOGRAPHIC AND ECONOMIC STATISTICS**

LAST TEN FISCAL YEARS

Year	Population (1)	Personal Income (2)	Per Capita Personal Income (3)	Median Age (4)	Public School Enrollment (1)	Unemployment Rate (%) (5)
2006	18,207	1,476,323,000	81,085	43	4,583	3.7%
2007	18,080	1,923,614,000	106,395	43	4,678	3.1%
2008	17,924	1,634,561,000	91,194	43	4,619	3.8%
2009	17,977	1,395,132,000	77,606	43	4,634	6.0%
2010	18,015	1,368,233,485	75,950	43	4,537	5.9%
2011	18,160	1,673,752,000	92,167	43	4,464	5.0%
2012	18,103	1,673,752,000	92,457	43	4,446	4.5%
2013	18,317	1,673,752,000	91,377	43	4,367	5.2%
2014	18,317	1,673,752,000	91,377	43	4,340	4.0%
2015	18,317	1,673,752,000	91,377	43	4,577	3.5%

- Sources: (1) Town of Sudbury  
 (2) Massachusetts Department of Revenue  
 (3) Calculated using Town population data  
 (4) 2010 Federal Census; also being used for other years as a fair estimate of Median Age  
 (5) Massachusetts Labor and Workforce Development at year-end

**PRINCIPAL EMPLOYERS**

**CURRENT YEAR AND NINE YEARS AGO**

Employer	2015			2006		
	Employees	Rank	Percentage of Total Town Employment	Employees	Rank	Percentage of Total Town Employment
Raytheon	1,200	1	14.45%	2,000	1	24.58%
Sudbury Farms	300	2	3.61%	250	2	3.07%
Cavicchio Greenhouses, Inc.	200	3	2.41%	N/A	N/A	N/A
Lincoln-Sudbury Regional School District	225	4	2.71%	227	3	2.79%
Staples Industrial	175	5	2.11%	N/A	N/A	N/A
Methods Machine Tools Wholesaler	150	6	1.81%	N/A	N/A	N/A
Bosse Sports	110	7	1.32%	N/A	N/A	N/A
SPEC Center	100	8	1.20%	N/A	N/A	N/A
Shaw's Supermarket (formerly Star Market)	84	9	1.01%	135	6	1.66%
Mass State Police Crime Lab	50	10	0.60%	N/A	N/A	N/A
Chiswick Trading Inc.	N/A	N/A	N/A	178	4	2.19%
Wayside Inn	N/A	N/A	N/A	150	5	1.84%
Sudbury Pines Nursing Home	N/A	N/A	N/A	104	7	1.28%
Wingate Nursing Home	N/A	N/A	N/A	57	8	0.70%
Acapulco's	N/A	N/A	N/A	40	9	0.49%
Blue Lion	N/A	N/A	N/A	40	10	0.49%
<b>Total</b>	<b>2,594</b>		<b>31.23%</b>	<b>3,181</b>		<b>39.10%</b>

Source: Town of Sudbury and Massachusetts Labor and Workforce Development

**EMPLOYEES BY FUNCTION/PROGRAM**

LAST TEN FISCAL YEARS

Function/Program	Full-Time Equivalent Employees as of June 30 (2)									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
General government.....	33	33	33	32	30	30	30	30	30	29
Public safety.....	81	82	81	79	78	78	78	77	77	74
Education (1).....	415	412	412	390	393	391	379	386	396	402
Public works .....	32	34	34	32	32	30	30	30	34	36
Health and human services.....	7	7	7	7	6	6	6	6	7	9
Culture and recreation.....	19	19	18	18	17	16	16	16	14	16
Total.....	<u>587</u>	<u>587</u>	<u>585</u>	<u>558</u>	<u>556</u>	<u>551</u>	<u>540</u>	<u>545</u>	<u>558</u>	<u>566</u>

Source: Town of Sudbury

(1) Includes kindergarten through 8th grade only

(2) Does not include employees of enterprise funds

**OPERATING INDICATORS BY FUNCTION/PROGRAM**

LAST TEN FISCAL YEARS

Function/Program	Fiscal Year			
	2006	2007	2008	2009
General government				
Selectmen's meetings.....	(1)	27	24	30
Licenses issued.....	(1)	77	77	77
Payroll processed.....	18,237	18,313	18,801	17,842
Invoices paid.....	16,023	18,467	19,529	18,394
Taxable property parcels.....	6,424	6,498	6,470	6,484
Motor vehicle excise processed.....	17,842	17,858	17,838	17,817
Certified vital records.....	1,242	1,236	1,226	1,230
Zoning board of appeals application filed.....	71	64	44	27
Public safety				
Police				
Calls for service.....	(1)	(1)	(1)	(1)
Walk-in traffic.....	(1)	(1)	(1)	(1)
Arrests.....	(1)	(1)	194	181
Criminal complaints.....	(1)	(1)	(1)	(1)
Motor vehicle accidents.....	646	557	634	562
Alarms.....	(1)	(1)	918	776
Medical call responses.....	(1)	(1)	(1)	(1)
Fire				
Calls for assistance.....	1,793	1,833	1,812	1,983
Structure fire responses.....	8	9	13	13
Emergency medical responses.....	952	992	1,033	1,063
Building Department				
Building inspections.....	(1)	1,332	1,301	1,300
Education				
Public school enrollment.....	4,583	4,678	4,619	4,634
Public works				
Depository of property plans.....	(1)	3,950	3,975	4,000
Transfer station stickers issued.....	(1)	1,763	1,763	1,568
Recyclables (tons).....	(1)	1,160	1,160	1,052
Health and human services				
Senior Center program attendance.....	2,100	1,730	1,981	2,000
Senior Center referrals.....	89	102	133	130
Veteran population (Federal census estimate).....	(1)	1,221	1,221	1,221
Senior and veteran tax work-off participants.....	50	50	50	50
Culture and recreation				
Library circulation.....	340,585	333,735	354,754	389,026
Library resources sharing.....	60,000	63,608	70,322	84,713
Park & recreation programs.....	749	640	660	660
Pool use (admittance).....	83,789	77,560	70,881	78,388

Source: Various departments

(1) Data is not available

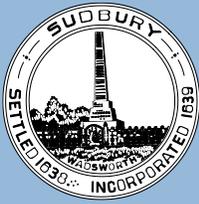
Fiscal Year					
2010	2011	2012	2013	2014	2015
30	33	31	33	36	45
77	78	78	78	78	81
17,850	18,009	19,134	18,528	18,835	19,591
18,490	18,601	18,500	17,329	17,350	16,216
6,505	6,507	6,556	6,585	6,589	6,605
17,971	18,081	18,217	18,145	19,516	18,203
995	1,152	1,100	1,620	1,263	1,408
27	35	40	36	40	43
15,312	14,951	15,927	15,612	15,965	17,021
(1)	(1)	10,651	9,699	9,682	10,051
147	160	93	143	133	128
260	189	195	169	215	247
553	644	519	529	518	511
833	837	914	832	847	750
881	902	873	844	818	984
2,026	2,071	2,071	2,063	1,918	2,246
10	10	10	14	21	13
1,106	1,151	1,151	1,148	1,109	1,237
1,217	1,211	1,400	1,450	1,504	1,643
4,537	4,464	4,446	4,367	4,340	4,505
5,425	5,450	5,475	5,500	5,500	5,500
1,569	1,569	1,477	1,500	1,525	1,922
1,908	1,900	1,500	1,500	750	599
2,000	2,040	2,000	1,900	1,900	1,900
163	100	220	361	358	276
1,221	1,220	1,220	1,220	1,220	1,218
50	50	50	50	52	56
397,113	408,000	395,000	380,000	447,275	457,612
93,899	139,789	140,000	99,600	109,660	104,845
660	680	700	737	691	493
84,618	83,293	84,000	83,670	80,423	77,000

**CAPITAL ASSET STATISTICS BY FUNCTION/PROGRAM**

LAST TEN FISCAL YEARS

Function/Program	Fiscal Year									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Public safety										
Police										
Stations.....	1	1	1	1	1	1	1	1	1	1
Fire										
Stations.....	3	3	3	3	3	3	3	3	3	3
Trucks.....	7	7	7	7	7	7	7	7	7	7
Education										
Public school buildings.....	5	5	5	5	5	5	5	5	5	5
Public works										
Streets (miles).....	141	141	141	141	141	141	141	141	141	141
Streetlights.....	627	627	627	627	627	627	627	627	627	627
Traffic signals.....	2	2	2	2	2	2	2	2	2	2
Trucks/rolling stock equipment.....	76	76	76	75	77	79	83	83	83	83
Culture and recreation										
Public libraries.....	1	1	1	1	1	1	1	1	1	1
Community centers.....	1	1	1	1	1	1	1	1	1	1
Town park and playground acreage.....	96	96	96	96	96	96	96	96	96	96

Source: Various departments



SUDBURY BOARD OF SELECTMEN  
Tuesday, February 23, 2016

**MISCELLANEOUS (UNTIMED)**

**5: Sign Town Election Warrant**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to sign the Town Election Warrant which must be in hands of residents by Monday, March 21, 2016.

Recommendations/Suggested Motion/Vote:

Background Information:

Attached draft warrant. (Election is Monday, March 28)

**Language for the argument for passage of the Senior Tax Exemption will be provided after the packets are sent, but in time for the 2/23 meeting.**

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

02/23/2016 7:30 PM

# Town of Sudbury Massachusetts



## 2016 OFFICIAL WARRANT ANNUAL TOWN ELECTION

Including Regional District School Committee

**March 28, 2016**

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

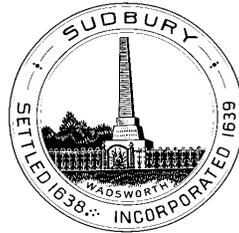
Precincts 1, 1A, 2 & 5 - Fairbank Community Center, 40 Fairbank Road

Precincts 3 & 4 - Sudbury Town Hall, 322 Concord Road

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The Warrant for the 2016 Annual Town Meeting, to be held Monday, May 2, 2016, will be issued and mailed separately.

**TOWN OF SUDBURY  
ANNUAL TOWN ELECTION  
WARRANT**



Commonwealth of Massachusetts  
Middlesex, ss.

To the Constable of the Town of Sudbury:

GREETING:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Sudbury, qualified to vote in Town Elections, that voters residing in Precincts 1, 1A, 2 and 5 should meet at the Fairbank Community Center and voters residing in Precincts 3 and 4 should meet at the Town Hall in said Town on Monday, March 28, 2016, at seven o'clock in the forenoon; then and there to choose by official ballot in accordance with law, one member of the Board of Assessors, one member of the Board of Health, one member of the Sudbury School Committee, two members of the Board of Selectmen, two Goodnow Library Trustees, two Park and Recreation Commissioners and two members of the Planning Board, all for three years; and one member of the Sudbury Housing Authority for five years. Included as part of the Annual Town Election will be an election of two members, for three years each, to the Lincoln-Sudbury Regional District School Committee. In addition, voters will be requested to vote on the following ballot questions:

**Ballot Question: Senior Tax Exemption**

"Shall an act passed by the general court in the year 2016, entitled 'An Act extending a certain property tax exemption for seniors in the town of Sudbury', be accepted?"

Yes\_\_\_\_\_ No\_\_\_\_\_

SUMMARY: The 2015 Annual Town Meeting voted to petition the state legislature to extend the town's means tested property tax exemption for senior citizens. The means tested senior tax exemption was first enacted under Chapter 169 of the Acts of 2012 (the Act) for a three year period, and reduces property taxes for certain low and moderate income seniors. The Legislature enacted Chapter 10 of the Acts of 2016, which extends the means tested senior tax exemption for another three years, and allows town meeting to vote on further extensions.

This ballot question would accept Chapter 10 of the Acts of 2016, which amends Chapter 169 of the Acts of 2012 (the Act) by extending the senior means test exemption for an additional three years, and by providing that the Sudbury town meeting shall vote in 2018, and every three years thereafter if the Act has not expired, whether to extend the Act for additional three year periods.

A "yes" vote on this question will accept Chapter 10 of the Acts of 2016, extending the means tested senior tax exemption for three years and allowing future extensions by town meeting vote; a "no"

vote would reject Chapter 10 of the Acts of 2016 and terminate the means tested senior tax exemption.

ARGUMENT FOR PASSAGE:

ARGUMENT IN OPPOSITION: Chapter 10 of the Acts of 2016 would extend the means tested senior property tax exemption. This program reduces property taxes for certain low and moderate income seniors, however, when these property tax owners are granted an exemption, it means that the amount exempted is shifted to the remaining tax payers.

**Ballot Question: Civil Service**

"Shall the Town's acceptance of Chapter 31 of the General Laws (Civil Service law) be revoked for all positions in the Police Department?"

Yes\_\_\_\_\_ No\_\_\_\_\_

SUMMARY: The members of the Police Department are currently subject to the state Civil Service law, General Laws chapter 31, which governs matters such as original appointments, promotions, and termination from employment. In 1954, the town at the annual town election voted to place the police department under the Civil Service statute. The voters are now being asked whether to revoke that 1954 vote.

This ballot question would revoke the town's acceptance of General Laws chapter 31, the state Civil Service statute, for all positions in the Police Department.

A "yes" vote on this question will revoke the town's acceptance of General Laws chapter 31 for all positions in the Police Department; a "no" vote would retain the town's acceptance of General Laws chapter 31 for positions in the Police Department.

ARGUMENT FOR PASSAGE: Civil Service is an antiquated system that drastically restricts hiring parameters based on state wide needs; not the specific needs of Sudbury. Sudbury entered in to Civil Service in 1954 with the primary purpose being to deter unjust hiring practices, improper discipline methods and/or political interference. As time progressed many other mechanisms are now in place to prevent such occurrences. Transitioning to a non-civil service department will allow for a larger, more talented pool of candidates to find the best for Sudbury. The hiring parameters can be tailored to the needs of Sudbury. The majority of support services previously provided by Civil Service have become the Town's responsibility given the substantial reduction in Civil Service employees. Many area departments were or have changed non-civil service; these include Lincoln, Concord, Acton, Maynard, Stow, Weston, Wellesley, Carlisle among others. Other area departments pursuing the

possibility of leaving are Wayland, Natick and Framingham. The Chief of Police and all police personnel unanimously support leaving Civil Service. This change will greatly enhance the ability of the police department to attract the proper candidates for employment with the department.

**ARGUMENT IN OPPOSITION:** The state Civil Service laws were enacted to promote fairness and impartiality in hiring, promotions, job termination, and other employment decisions. Revoking acceptance of Civil Service for positions in the police department means that the Civil Service requirements and procedures will no longer apply to the police department.

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

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

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

Given under our hands this 23<sup>rd</sup> day of February, 2016.

SELECTMEN OF SUDBURY:

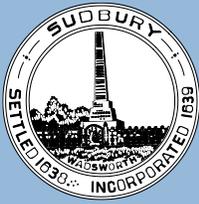
Patricia A. Brown

Susan N. Iuliano

Charles C. Woodard

Robert C. Haarde

Leonard A. Simon



SUDBURY BOARD OF SELECTMEN  
Tuesday, February 23, 2016

**MISCELLANEOUS (UNTIMED)**

**6: Town meeting warrant articles**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion of Presentation of Town Meeting warrant articles. Schedule presenters, etc.

Recommendations/Suggested Motion/Vote: Discussion of Presentation of Town Meeting warrant articles. Schedule presenters, etc.

Background Information:

Financial impact expected:

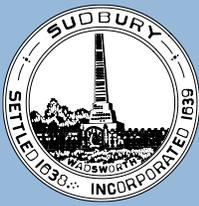
Approximate agenda time requested:

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

02/23/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN  
Tuesday, February 23, 2016

**MISCELLANEOUS (UNTIMED)**

**7: Release E.S minutes**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to release the previously approved Executive Session minutes of Jan. 27, 2011 and Feb. 15, 2011

Recommendations/Suggested Motion/Vote: Vote to release the previously approved Executive Session minutes of Jan. 27, 2011 and Feb. 15, 2011

Background Information:  
Attached copies

Financial impact expected:n/a

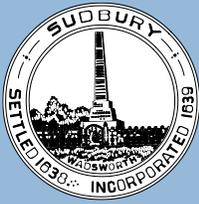
Approximate agenda time requested:

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

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SUDBURY BOARD OF SELECTMEN  
Tuesday, February 23, 2016

**MISCELLANEOUS (UNTIMED)**

**8: Citizen's Comments Cont.**

REQUESTOR SECTION

Date of request:

Requestor: Pat Brown, Chair

Formal Title: Continuation of Citizen's Comments, as needed

Recommendations/Suggested Motion/Vote: N/A

Background Information:

Financial impact expected:

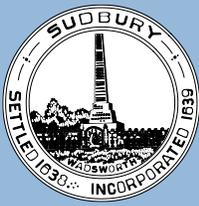
Approximate agenda time requested:

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

02/23/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN  
Tuesday, February 23, 2016

**MISCELLANEOUS (UNTIMED)**

**9: Sudbury Station**

REQUESTOR SECTION

Date of request:

Requestor: Chairman Brown

Formal Title: Discuss and identify next steps regarding the Sudbury Station Comprehensive Permit

Recommendations/Suggested Motion/Vote: Discuss and identify next steps regarding the Sudbury Station Comprehensive Permit

Background Information:

Attached memo from Jody Kablack, Director of Planning & Community Development

Financial impact expected:

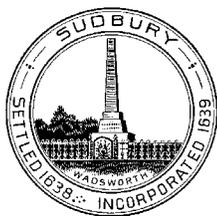
Approximate agenda time requested:

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

02/23/2016 7:30 PM



# Town of Sudbury

Planning and Community Development Department

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

Jody A. Kablack, Director

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

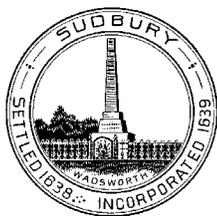
TO: Zoning Board of Appeals  
FROM: *gak* Jody Kablack, Director of Planning and Community Development  
DATE: February 17, 2016  
RE: Village at Sudbury Station Comprehensive Permit Application  
Peter's Way and Peter's Way Extension, Sudbury, MA

This office is in receipt of an application for a Comprehensive Permit on the above property filed with the Sudbury Town Clerk on January 29, 2016. Submitted with the application were the following documents and plans: Site Plans entitle "Preliminary Site Plan for The Village at Sudbury Station, Sudbury, MA" prepared by Sullivan, Connors and Associates, dated January 25, 2016, consisting of 3 sheets (unstamped); Architectural Plans entitled "Sudbury Station, Sudbury MA" prepared by Cube 3, dated January 31, 2016, consisting of 6 sheets (full size plans are unstamped); Traffic Impact and Access Study prepared by MDM Transportation Consultants, Inc., dated December 2015; supporting documentation – Project and Development Team Summary, Jurisdictional Requirements, Narrative and Plans on Existing Conditions, Waivers and Exceptions requested, Certified List of Abutters, DHCD's Subsidized Housing Inventory for Sudbury, Traffic Report Summary, Endangered Species Act Letter.

I have reviewed the application, and have the following comments and recommendations as you begin the public hearing process:

## A. Process

1. The hearing process, application submission, consultant review, proforma review, waivers from local requirements, and other aspects of the process are governed by 760 CMR 56.05, regulations promulgated by the Dept. of Housing and Community Development. The ZBA has also adopted Supplemental Rules for Comprehensive Permits Pursuant to MGL c. 40B, s. 20-23, as permitted in 760 CMR 56.05. The Board should adhere to these regulations during the review of this application.
2. The Board has 180 days from the date of the first hearing to complete the hearing, and then 40 days after the close of the hearing to vote a decision. This puts the final decision to be voted on or around Sept. 6, 2016.
3. In order to complete review of all the issues during the 180 day (6 month) time period, a schedule for specific issues should be established and followed. Given the work load of the ZBA, hearings on this application should be held monthly following the Board's published schedule. Members may miss only 1 hearing to be eligible to vote on the application. Alternate ZBA members should attend the hearings at the direction of the Chairman in the case of more than 1 absence by a full member.
4. For this application, the following schedule is recommended:
  - **Hearing 1, Feb. 22** - Overview of project by applicant; expectations of the board for review fees and consultants; additional information needed; initial public comments
  - **Hearing 2, March 21** - Access; traffic; circulation
  - **Hearing 3, April 25** - Physical constraints of the site – stormwater, wastewater, clearing & grading
  - **Hearing 4, May 23** - Other site impacts – visual, fiscal, historic impacts; Mitigation/Community Needs
  - **Hearing 5, June 20** - Building Massing/Density; Architectural Design/Landscaping
  - **Hearing 6, July 25** - Additional information



# Town of Sudbury

*Planning and Community Development Department*

Jody A. Kablack, Director

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

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

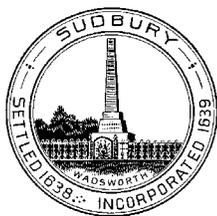
These dates are subject to change based on availability of information, and Board schedules. But this schedule gives the Board an indication of how the 6 month time period for review can proceed.

5. Due to the complexity and size of the proposal and the environmental sensitivity of the site, it is anticipated that review of this application will require a higher degree of skill and technical advice than is currently available from Town staff. The applicant has previously submitted \$10,000 for peer review, as required in the ZBA Supplemental Rules, however it will be beneficial for the Town to obtain professional advice from the following consultants as the application review proceeds:
  - a) Engineering Consultant to review stormwater management, soils information, groundwater impacts, wetland impacts and waiver requests from the Sudbury Wetlands Administration Bylaw, grading and other engineering issues. The Applicant's attorney has rejected the Town's current peer reviewer, Janet Bernardo from Horsley & Witten. It is recommended that the firm TetraTech be engaged for this application. If agreed to by the Applicant, I will seek a Scope of Services and cost estimate for this work.
  - b) Traffic Consultant to review traffic impacts. Scope of Services from Vanasse & Associates is attached. Estimated cost is \$6,500.
  - c) Archaeologist to review potential impacts to historic resources on the property. I have contacted the firm Public Archaeology Lab and am waiting for a Scope of Services and cost estimate from them.

As noted above, estimated consultant fees will likely be greater than the initial deposit made. If the above consultants are voted by the Board and agreed to by the Applicant, my office will secure scopes for the above 3 firms, draft contracts for execution by the Town Manager, and confirm delivery dates for reports once the balance of the funds have been received by the Town.

**B. Application Materials** - Prompt submittal of this information is critical to technical review of this proposal, and delays in obtaining this information will hinder the Town's ability to ascertain basic feasibility of the proposal. There may also be additional information that will be needed as review proceeds.

1. Pursuant to 760 CMR 56.05(2), the Applicant must submit the following additional information:
  - a) Plans stamped by a registered architect or engineer;
  - b) Description of materials for streets, drives, parking areas, walks and paved areas;
  - c) Construction type of buildings and exterior finishes;
  - d) Type of drainage system;
  - e) Type of wastewater disposal system.
2. Pursuant to the Board's Supplemental Rules, the Applicant must submit the following additional information:
  - a) The boundaries and dimensions of the applicant's lots;
  - b) Proposed setbacks from the front property line, center of right of way, all side property lines and the rear property line;



# Town of Sudbury

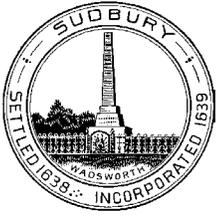
*Planning and Community Development Department*

Jody A. Kablack, Director

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

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

- c) Two separate plans showing the existing and proposed grade lines, with significant spot elevations in relation to mean sea level;
  - d) Location and details of all proposed signs and exterior lighting;
  - e) Stormwater flow and direction from all disturbed areas of the property, and all proposed stormwater protection features;
  - f) Full size Landscape Plans.
3. Pursuant to the Site Eligibility Letter issued by MassHousing on December 7, 2015, the Applicant is required to address the following issues:
    - a) Emergency access provisions within the Project buildings and throughout the site;
    - b) Appropriate measures to address potentially negative visual impacts due to the size, scale and appearance of the proposed multi-family buildings;
    - c) Potential impacts on the integrity of the Sudbury Center Historic District and area historic and cultural resources;
    - d) Implications of the NHESP designation of a portion of the Site as a Priority Species Habitat for the Blue Spotted Salamander;
    - e) Feasibility and effectiveness of the proposed wastewater and stormwater management measures;
    - f) Ability for the local real estate market's capacity to absorb the large number of multi-family housing units currently proposed in Sudbury.
  4. Additional materials which will assist the Board in understanding the impacts of this development are requested to be submitted, including:
    - a) The anticipated limit of clearing of existing vegetation/trees along all property lines.
    - b) Cross section analysis of the anticipated visual impacts of the proposed development at several locations within the Historic District, including in the cemetery, at First Parish, on Hudson Road, from the Town Hall parking lot and along the proposed rail trail.
    - c) A full Stormwater Report including drainage calculations in support of the proposed stormwater management system. There are no details shown on the proposed system or its structural components.
    - d) Proposed cross-section and plan and profile for the construction of Peter's Way and Peter's Way Extension. These streets were approved by the Planning Board for the use by 1 single family lot. Any change to the approved specifications may require subdivision approval.
    - e) The height of all retaining walls should be indicated. All retaining walls over 4 feet in height require design by a structural engineer.
    - f) A Fiscal Impact analysis describing impacts from the development on the Town's infrastructure, school system, public safety departments, Board of Health and other areas that will be impacted by the inclusion of 250 new housing units.
    - g) Submittal of a Water Impact Report to the Sudbury Water District.
  5. The applicant has requested numerous waivers from the local bylaws and regulations, but has not supplied information on the extent of the waivers. For example, a waiver is requested on the height limitation in the Zoning Bylaw, but the total height of the buildings is not indicated. Other variances from the Zoning Bylaw, including setbacks, building coverage, parking, stormwater management



# Town of Sudbury

*Planning and Community Development Department*

Jody A. Kablack, Director

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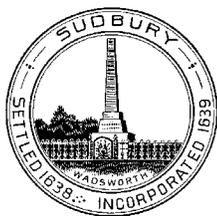
<http://www.sudbury.ma.us/services/planning>  
[kablackj@sudbury.ma.us](mailto:kablackj@sudbury.ma.us)

requirements, etc. should be described in sufficient detail so that the Board can make a determination on its relevance and impact. Extraneous waiver requests should be removed from the list.

Advice from Town Counsel should be sought regarding the relevance of the existing Planning Board decision and covenant for the creation of Peter's Way and Peter's Way Extension to this proposal.

## C. Additional Recommendations

1. The existing driveway for #24 Hudson Road is located on the development property. An easement is recommended to be executed between the parties to secure the continued use of the driveway by the abutting property owner.
2. The garage at #30 Hudson Road is shown within the proposed roadway and grading easement. A notation must be added to the Plan stating the structure will be removed.
3. The Board should consider the construction of the development roadway as a public way. This could improve conditions at the intersection of Conrad Road and Hudson/Old Sudbury Road by allowing a bypass of the intersection for vehicles traveling northeast and southwest. However it would require maintenance and plowing by the Town. There are pros and cons to this, however it should be evaluated by the DPW Director. In any event, the Applicant should not be permitted to block through traffic from using the development roadway.
4. The Board should consider requiring some public parking for the Bruce Freeman Rail Trail on the development property. It is noted that a trail connection from the development is shown near the clubhouse building, however the grade in that area is approximately 25%, and no grading is shown.
5. There has been some debate as to whether the Agricultural Preservation Restriction on the northern portion of the property (Parcel C – 26.4 acres) is a permanent restriction pursuant to MGL c. 184, s. 32. If it is not, the Board should work with the Applicant to execute a permanent restriction on this property.
6. It is noted that the proposed wastewater disposal system for the development is a wastewater treatment plant with a design capacity of approximately 45,000 gallons/day (based on 409 bedrooms). This system does not require a permit from the Sudbury Board of Health, but is permitted by Mass DEP. It is recommended that all DEP witnessed soil testing include the Sudbury Health Director, and that the soil test results be submitted to the ZBA.
7. Tenancy data from similar developments in Massachusetts is requested so the Town can better understand the population of residents who will live in the development, and any particular municipal needs that the development will require.
8. The height of all of the residential buildings exceeds zoning, and is a concern for fire protection and public safety response for medical calls, as the buildings do not contain elevators. Over 90 units are located entirely on the 3<sup>rd</sup> and 4<sup>th</sup> floors.



# Town of Sudbury

*Planning and Community Development Department*

Jody A. Kablack, Director

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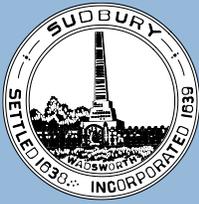
<http://www.sudbury.ma.us/services/planning>  
[kablackj@sudbury.ma.us](mailto:kablackj@sudbury.ma.us)

9. The parking plans for the buildings indicate underground parking, with stairs up to the units. It is questioned what the plans for accessibility into the buildings for mobility impaired residents entails.
10. Buildings #12 and #13 should be setback further from the property line to minimize intrusion into the cemetery. The proposed plans indicate a 34' setback, however the area behind the buildings is shown as graded for a drainage swale up to the property line, which will remove all the natural vegetation in this area.
11. The feasibility of the location of Building #3 is also questioned. It is shown as 5 feet from the property line, which property line abuts land in the Agricultural Preservation Restriction. The ability to maneuver around the building during construction does not appear feasible.
12. Total heights of buildings are not shown. It is noted that the "2 story townhouse" structures contain parking at grade, effectively making these buildings 3 stories. Heights to the top of the roof should be measured according to the definition in the Zoning Bylaw and shown on the architectural plans.
13. No gas or electric lines are shown in the development. All utilities must be installed underground.
14. Development of this property would normally require applications in front of the Planning Board (Scenic Road, Stormwater, Public Way Access Permit), Conservation Commission, Historic Districts Commission and Design Review board. However, under MGL c. 40B, s. 21, the ZBA has the authority for the comprehensive approval of the development. These other boards shall make recommendations to the ZBA, and the ZBA can attach conditions to the permit regarding height, site plan, size or shape, or building materials.

I expect that additional comments will be forthcoming once the Town officials have had the opportunity to fully review the proposal.

attachment

cc: DPW Director  
Building Inspector  
Conservation Coordinator  
Health Director  
Fire Chief  
Town Counsel  
Historic Districts Commission  
Historical Commission  
Board of Selectmen  
Planning Board  
Applicant



SUDBURY BOARD OF SELECTMEN  
Tuesday, February 23, 2016

**MISCELLANEOUS (UNTIMED)**  
**10: 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

02/23/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN  
Tuesday, February 23, 2016

**CONSENT CALENDAR ITEM**  
**11: Boston Brain Tumor Ride 2016**

REQUESTOR SECTION

Date of request:

Requestor: Katie Federico, National Brain Tumor Society

Formal Title: Vote to Grant a Special Permit to the National Brain Tumor Society, to hold the “Boston Brain Tumor Ride” on Sunday, May 15, 2016, from 7:45 A.M. through approximately 2:45 P.M., subject to compliance with conditions outlined by the Police and Fire Departments, DPW and Park and Recreation, subject to receipt of a certificate of liability.

Recommendations/Suggested Motion/Vote: Vote to Grant a Special Permit to the National Brain Tumor Society, to hold the “Boston Brain Tumor Ride” on Sunday, May 15, 2016, from 7:45 A.M. through approximately 2:45 P.M., subject to compliance with conditions outlined by the Police and Fire Departments, DPW and Park and Recreation, subject to receipt of a certificate of liability.

Background Information:  
CONSENT CALENDAR

Financial impact expected:N/A

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

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

02/23/2016 7:30 PM



## National Brain Tumor Society

2016 JAN 19 P 12:04

2016 JAN 19 P 12:04

January 11, 2016

Town of Sudbury  
C/O Leila Frank  
Flynn Building  
278 Old Sudbury Rd  
Sudbury, MA 01776

Dear Ms. Frank,

The National Brain Tumor Society is holding their 22<sup>nd</sup> annual Boston Brain Tumor Ride on Sunday, May 15, 2016. Our non-profit, charity ride requests permission to travel on a portion of the streets of the Town of Sudbury on that day. The event starts at 200 West St in Waltham and consists of the following routes:

- 62-mile begins at 7:45am
- 40-mile begins at 8:30am
- 25-mile begins at 9:00am
- 10-mile begins at 10:00am

For this event, all departing riders will exit from 200 West St, turning right onto West Street and left on Winter Street to Old County Road. All riders returning to the finish at 200 West Street will travel from Rt. 117 onto Lexington St to the finish at 200 West Street. Attached are the turn-by-turn directions and course maps for all the routes. This year roughly 700 riders are anticipated.

We will have full communication support from the Boston area Amateur Radio Club. A HAM radio operator will be in each support vehicle, as well as at Command Central at the event start/finish location, and at all Water/Rest stops. We have also secured a vendor who will track every rider via bibs, similar to the marathon. Police details and volunteers will line the route acting as Route Marshals to offer extra safety and support for the participants.

Thank you very much for your consideration of this request, and we look forward to working with you again this year. Should you need to contact me, I can be reached at [kfederico@braintumor.org](mailto:kfederico@braintumor.org) or 617.393.2832

Sincerely,

*Katie Federico*

Katie Federico  
Regional Development Director, New England  
National Brain Tumor Society



**TOWN OF SUDBURY**

*Office of Selectmen*  
www.sudbury.ma.us

Flynn Building  
278 Old Sudbury Rd  
Sudbury, MA 01776-1843  
978-639-3381  
Fax: 978-443-0756

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

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

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

Organization Name National Brain Tumor Society

Event Name Boston Brain Tumor Ride

Organization Address 55 Chapel St, Suite 200, Newton, MA 02458

Name of contact person in charge Katie Federico

Telephone Number(s) of contact [REDACTED] (cell) [REDACTED]

Email address [REDACTED]

Date of event 5/15/16 Rain Date n/a

Starting time 7:45am Ending time 2:45pm (or earlier)

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

Anticipated number of participants 700

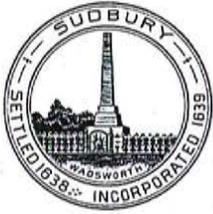
Assembly area (enclose written permission of owner if private property to be used for assembly) n/a

Organization that proceeds will go to National Brain Tumor Society

Any other important information See attached letter

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

Signature of Applicant Katie Federico Date 1/11/16



### TOWN OF SUDBURY

Office of Selectmen  
www.sudbury.ma.us

Flynn Building  
278 Old Sudbury Rd  
Sudbury, MA 01776-1843  
978-639-3381  
Fax: 978-443-0756

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

#### CONTINUED: APPLICATION FOR A CHARITABLE WALK/RELAY PERMIT...

Application Checklist:

- Application Form
- Map of Route
- Evidence of Certificate of Insurance (please see details above)

Please submit completed application and materials to:

Board of Selectmen  
278 Old Sudbury Rd.  
Sudbury, MA 01776  
Fax: 978-443-0756  
Email: [BOSadmin@sudbury.ma.us](mailto:BOSadmin@sudbury.ma.us)

-----FOR INTERNAL USE ONLY-----

Application received in Selectmen's office by \_\_\_\_\_ Date \_\_\_\_\_

Recommendation and requirements of Sudbury Chief of Police: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of Police Chief \_\_\_\_\_ Date \_\_\_\_\_



# Course Map

## 10-, 25-, 40-, 62-Mile Rides





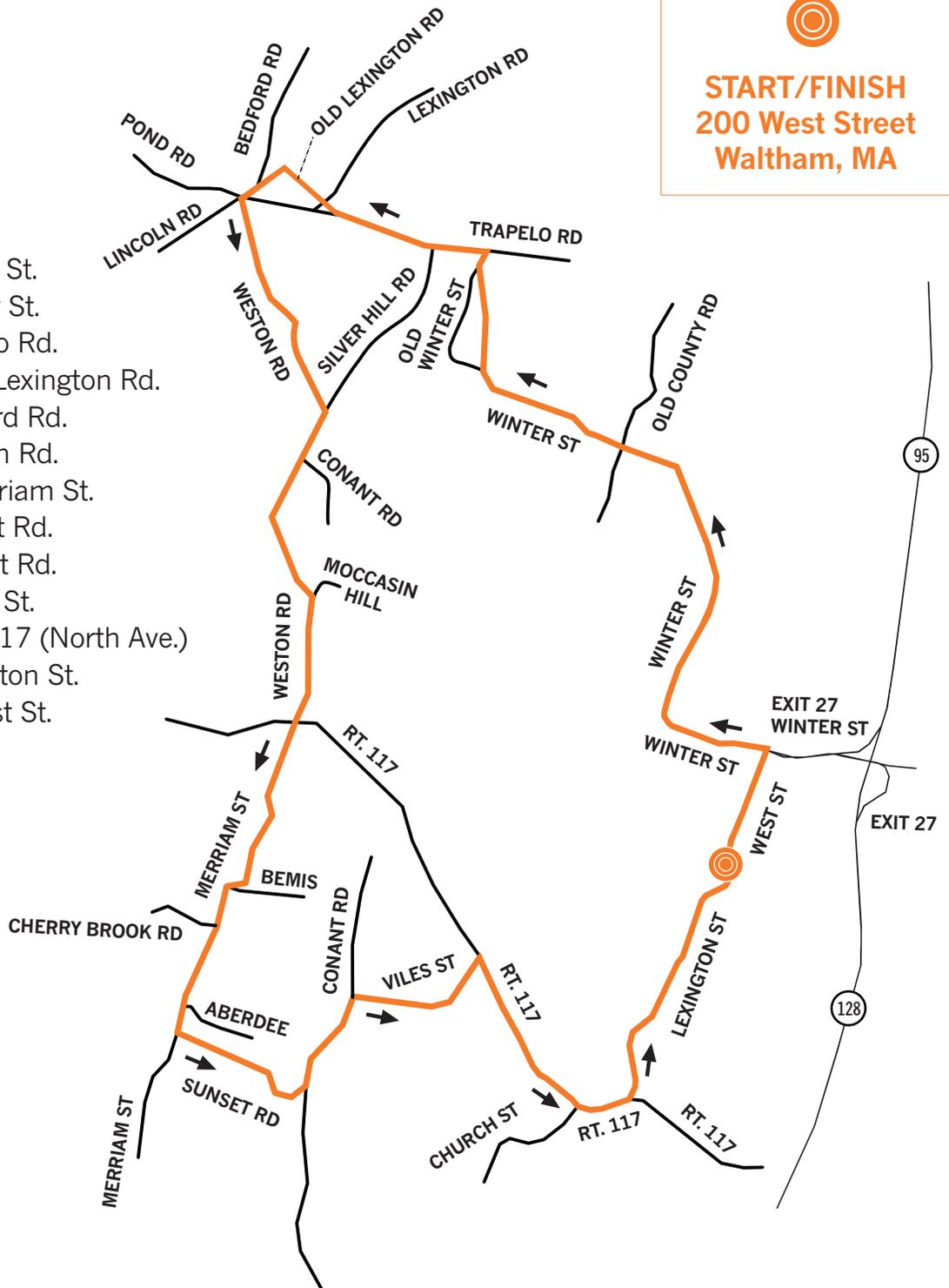
# Course Map

## 10-Mile Ride

  
**START/FINISH**  
200 West Street  
Waltham, MA

### TURN BY TURN

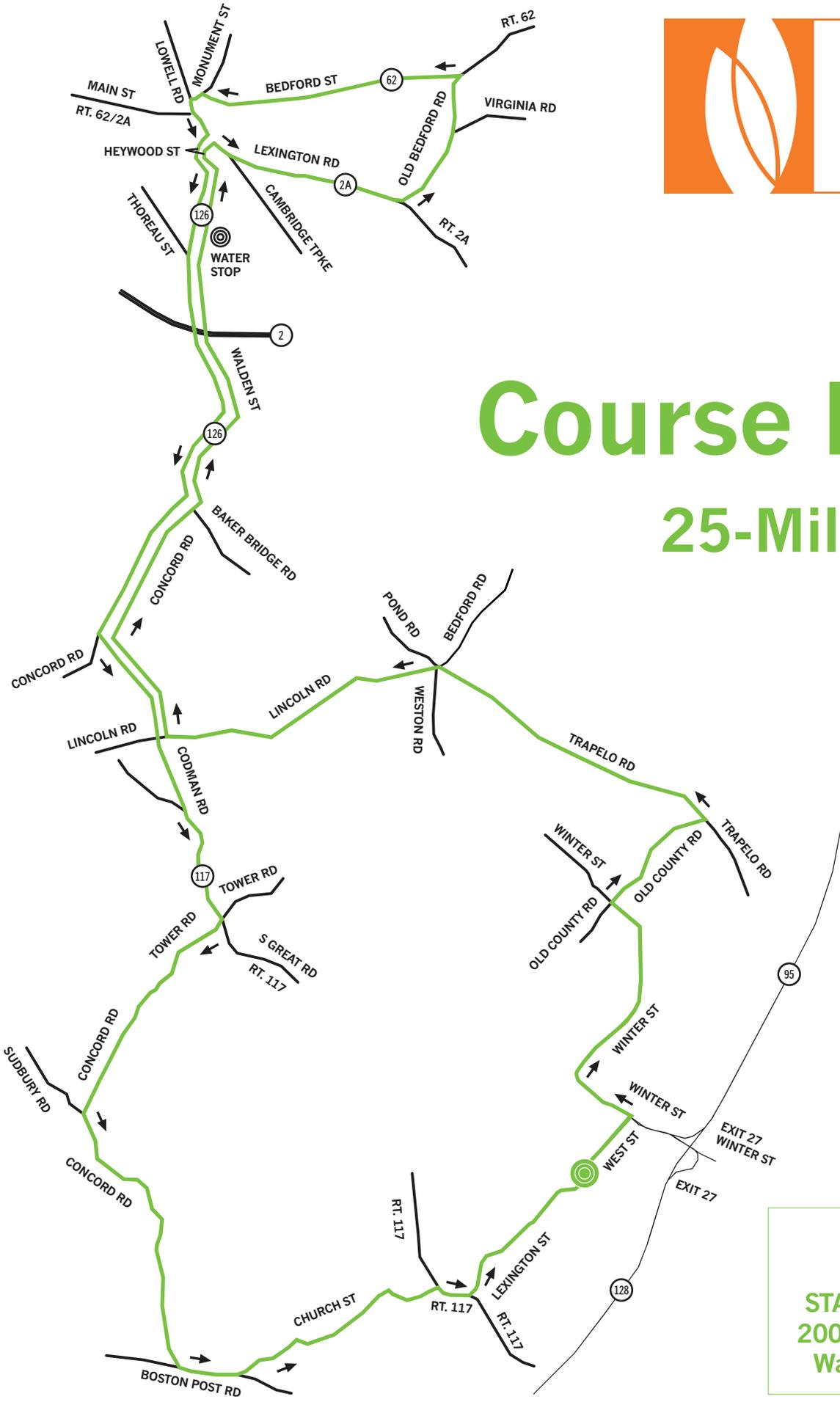
- Turn right onto West St.
- Turn left onto Winter St.
- Turn left onto Trapelo Rd.
- Bear right onto Old Lexington Rd.
- Turn left onto Bedford Rd.
- Turn left onto Weston Rd.
- Stay straight on Merriam St.
- Turn left onto Sunset Rd.
- Turn left onto Conant Rd.
- Turn right onto Viles St.
- Turn right onto SR 117 (North Ave.)
- Turn left onto Lexington St.
- Go straight onto West St.
- End at 200 West St.





# Course Map

## 25-Mile Ride



  
**START/FINISH**  
**200 West Street**  
**Waltham, MA**



## 25-Mile Ride

### **TURN BY TURN**

Turn right onto West St.  
Turn left onto Winter St.  
Turn right onto Old County Rd.  
Turn left onto Trapelo Rd.  
Turn left onto Lincoln Rd.  
Turn right onto Codman Rd.  
Turn right onto SR 126 (Concord Rd.)  
Cross over Rt. 2 onto Walden St. (SR 126)  
Continue straight to Water Stop  
Turn right onto Heywood St.  
Turn right onto Lexington Rd. (Rt. 2A)  
Turn left onto Old Bedford Rd.  
Turn left onto SR 62 (Bedford St.)  
Go around Monument Square to Lexington Rd. (Rt. 2A)  
Turn right onto Heywood St.  
Turn left onto Walden St. (SR 126)  
Continue to Concord Water Stop  
Cross over Rt. 2 onto Walden St. (SR 126)  
Turn left onto Codman Rd.  
Turn left onto SR 117 (S Great Rd.)  
Turn right onto Tower Rd.  
Bear left onto Concord Rd.  
Bear left onto Boston Post Rd.  
Turn left onto Church St.  
Turn right onto SR 117 (North Ave)  
Turn left onto Lexington St.  
Go straight onto West St.  
End at 200 West St.

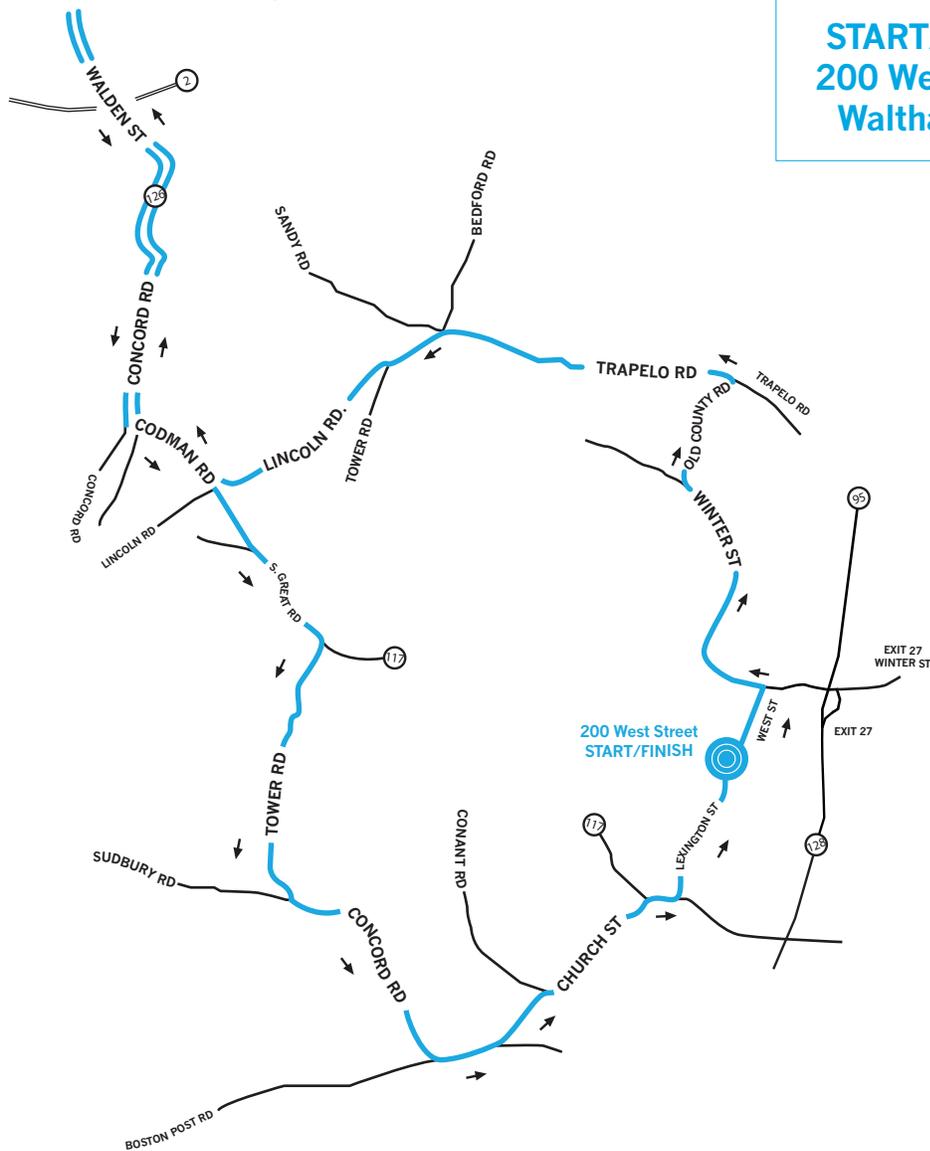


# Course Map

## 40-Mile Ride

Continued on Page 2

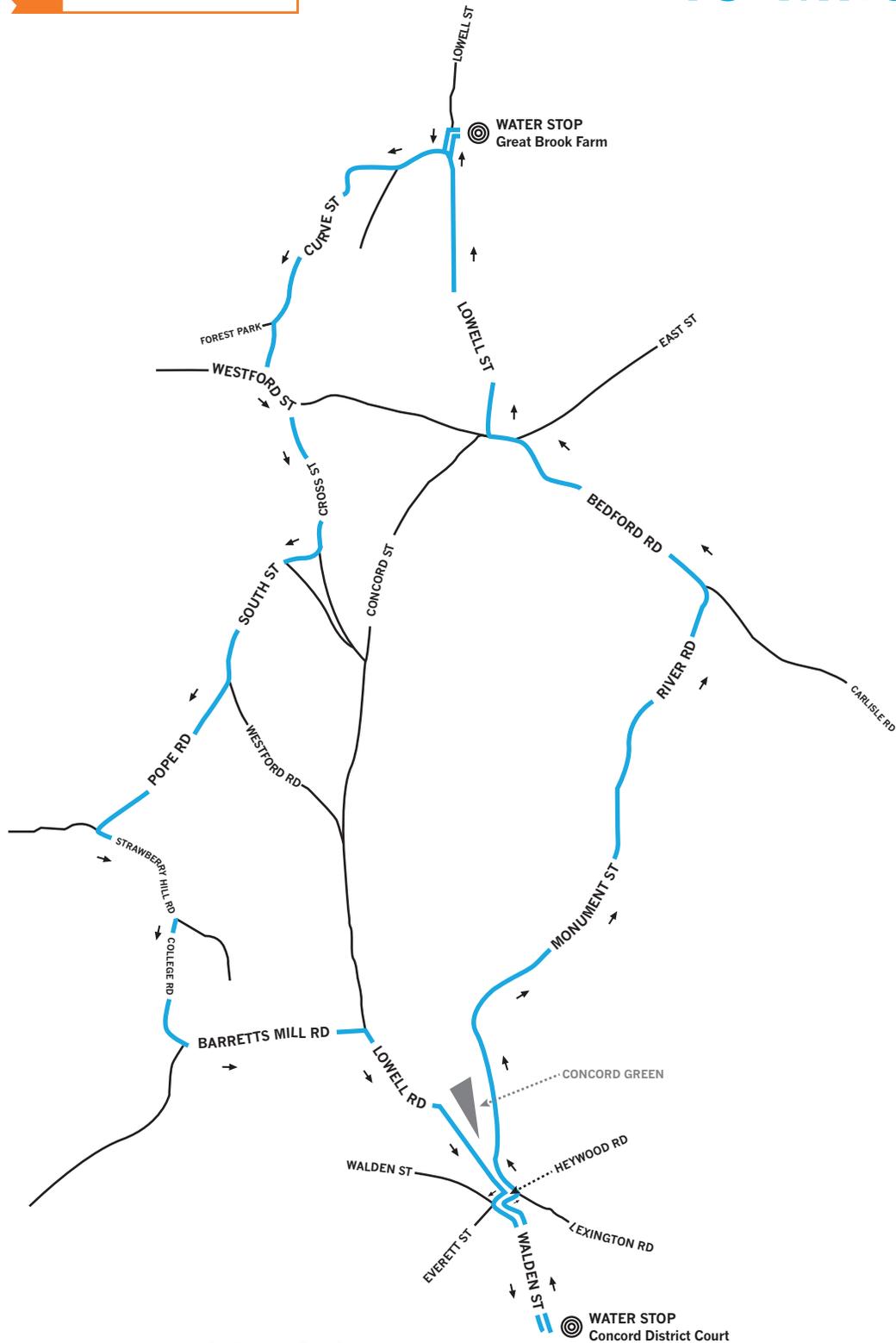
  
**START/FINISH**  
200 West Street  
Waltham, MA





# Course Map

## 40-Mile Ride



Continued on Page 1



# 40-Mile Ride

## TURN BY TURN

- 0.0 miles Turn RIGHT onto West St.
- 0.4 miles Turn LEFT onto Winter St.
  - Two (2) speed bumps
- 1.9 miles Turn RIGHT onto Old County Rd.
- 2.6 miles Turn LEFT onto Trapelo Rd.
- 4.3 miles Turn LEFT onto Lincoln Rd.
- 6 miles Turn RIGHT onto Codman Rd.
- 6.7 miles Turn RIGHT onto Concord Rd./Route 126 North
  - Changes to Walden St.
- 8.6 miles Cross Rt 2/2A
- 21.2 miles Turn LEFT onto Westford St./Route 225
- 21.5 miles Turn RIGHT onto Cross St.
- 22.5 miles Turn RIGHT onto South St.
  - *May be unmarked*
- 22.6 miles Turn RIGHT to stay on South St.
- 23.5 miles Turn LEFT onto West St.
- 23.6 miles Turn RIGHT onto Pope Rd.
- 25.0 miles Turn sharp LEFT onto Strawberry Hill Rd.
- 25.9 miles Turn RIGHT onto College Rd.
- 26.8 miles Turn LEFT onto Barretts Mill Rd.
- 28.0 miles Turn RIGHT onto Lowell Rd.

## 🕒 9.3 miles WATER STOP AT CONCORD DISTRICT COURT

- 9.7 miles Turn RIGHT onto Heywood St.
- 9.75 miles Turn LEFT onto Lexington Rd.
- 10.0 miles Bear RIGHT onto Monument St.  
at the Concord Green
  - Bear LEFT at first fork
  - Bear RIGHT at second fork to stay on Monument St.
  - Changes to River Rd.
- 13.3 miles Monument St. becomes River Rd.
- 14.5 miles Turn LEFT onto Bedford Rd./Route 225
- 16.2 miles Turn RIGHT onto Lowell St.  
(first turn off rotary)

## 🕒 18.8 miles WATER STOP AT GREAT BROOK FARM (on right hand side on Lowell Street)

- 19.0 miles Turn LEFT onto Lowell St.
- 19.1 miles Turn quick RIGHT onto Curve St.
  - Bear LEFT to stay on Curve St.

- 29.0 miles Go straight past the Concord Green and through rotary onto Lexington Rd.
- 29.5 miles Turn RIGHT onto Heywood St.
- 29.6 miles Turn LEFT onto Walden St.
  - Changes to Concord Rd.

## 🕒 30.0 miles WATER STOP AT CONCORD DISTRICT COURT

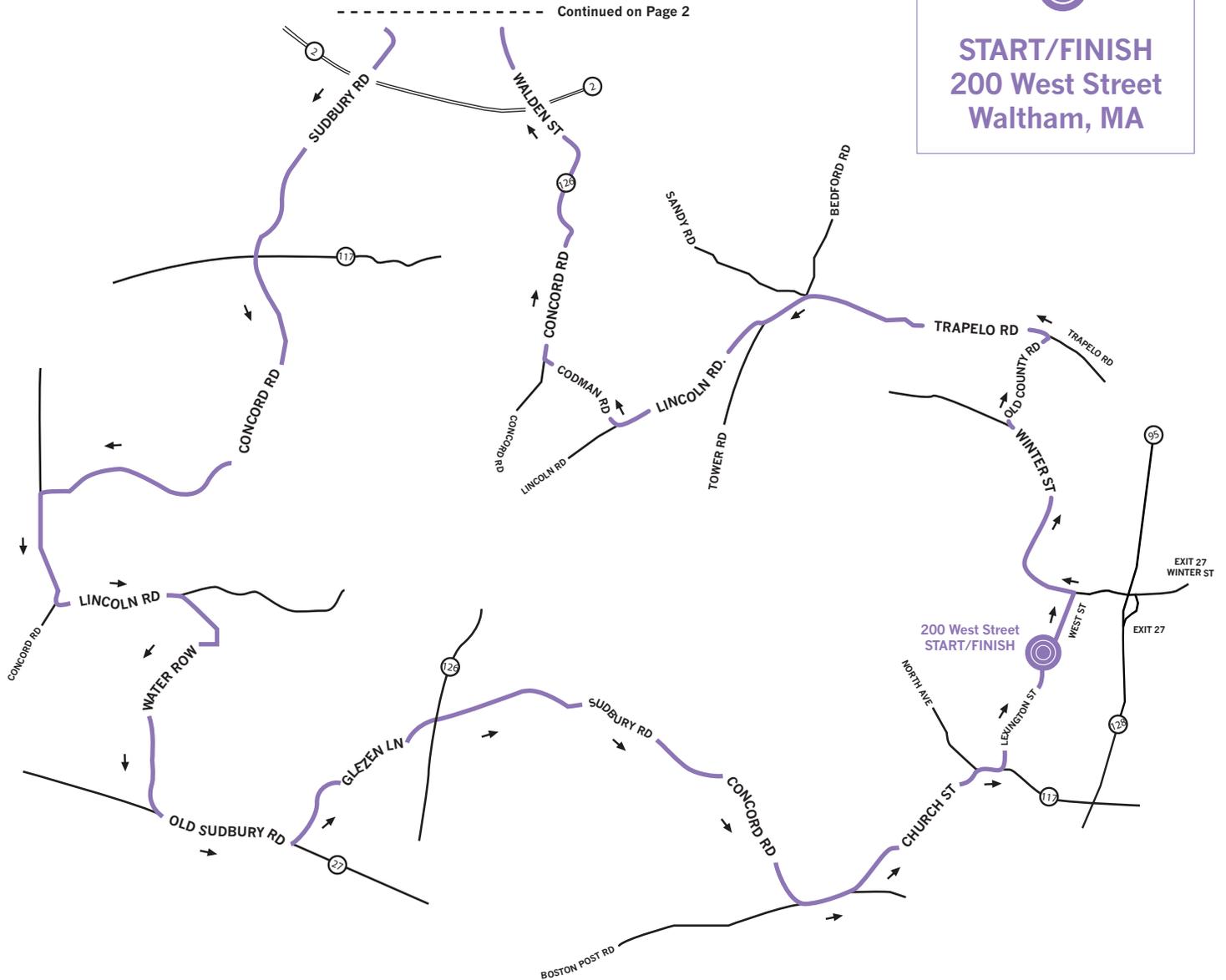
- 32.5 miles Turn LEFT onto Codman Rd.
- 33.6 miles Turn LEFT onto S. Great Rd./Route 117
- 34.25 miles Turn RIGHT onto Tower Rd.
  - Changes into Concord Rd.
- 35.6 miles Bear LEFT to stay on Concord Rd.
- 37.2 miles Turn LEFT onto Boston Post Rd.
- 37.6 miles Bear LEFT onto Church St.
- 38.9 miles Turn RIGHT onto North Ave./Route 117
- 39.0 miles Turn LEFT onto Lexington St.
  - Five (5) speed bumps
- 40.0 miles Turn RIGHT into 200 West St.

END



# Course Map

## Metric Century

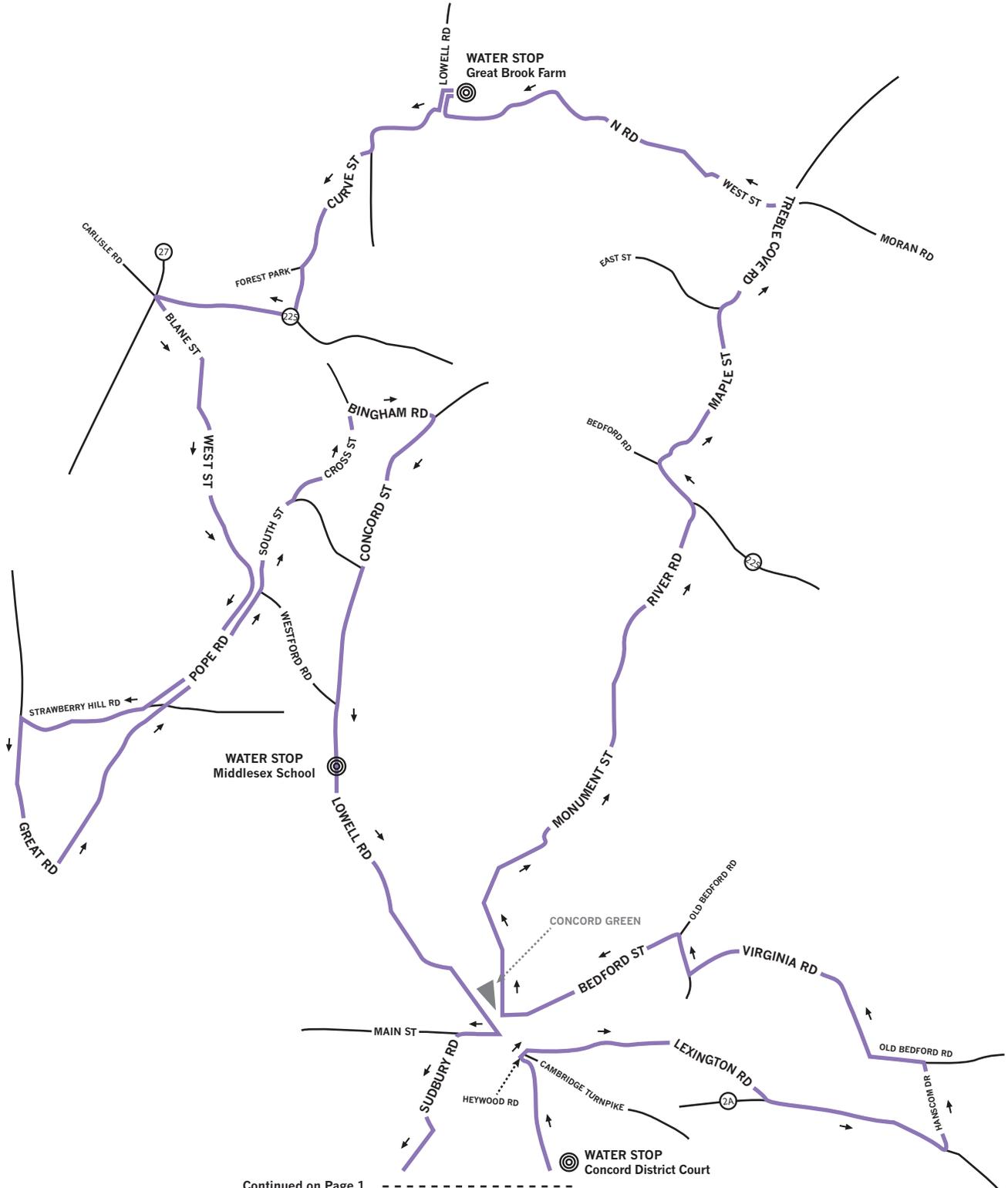


Attachment 11.b: BTR\_Course Maps Combined (1665 : Boston Brain Tumor Ride 2016)



# Course Map

## Metric Century



Continued on Page 1

Attachment 11.b: BTR\_Course Maps Combined (1665 : Boston Brain Tumor Ride 2016)



# Metric Century

## TURN BY TURN

- 0.0 miles Turn RIGHT onto West St.
- 0.4 miles Turn LEFT onto Winter St.
  - Two (2) speed bumps
- 1.9 miles Turn RIGHT onto Old County Rd.
- 2.6 miles Turn LEFT onto Trapelo Rd.
- 4.3 miles Turn LEFT onto Lincoln Rd.
- 6.0 miles Turn RIGHT onto Codman Rd.
- 6.7 miles Turn RIGHT onto Route 126N/Concord Rd.
  - Changes to Walden St.
- 8.6 miles Cross Route 2/2A

## 📍 9.3 miles WATER STOP AT CONCORD DISTRICT COURT

- 9.7 miles Turn RIGHT onto Heywood St.
- 9.75 miles Turn RIGHT onto Lexington Rd.
  - Bear LEFT at first fork
- 10.9 miles Bear RIGHT at second fork to stay on Lexington Rd.
- 11.7 miles Turn LEFT onto North Great Rd./2A East
- 13.3 miles Turn LEFT onto Hanscom Dr.
- 14.2 miles Turn LEFT onto Old Bedford Rd.
- 14.6 miles Turn RIGHT onto Virginia Rd.
- 16.2 miles Turn RIGHT onto Old Bedford Rd.
- 16.7 miles Turn LEFT onto Bedford St./Route 62
- 18.1 miles Turn RIGHT onto Monument St.
  - Bear LEFT to stay on Monument St.
- 21.4 miles Becomes River St.
- 22.5 miles Turn LEFT onto Bedford Rd./Route 225
- 22.8 miles Turn RIGHT onto Maple St.
  - Bear RIGHT staying on Maple St.
- 24.1 miles Turn RIGHT to stay on Maple St.
  - Turns into Treble Cove Rd./North Rd.
- 25.0 miles Turn LEFT onto West St.
  - Turns into North (N) Rd.
- 27.7 miles Turn RIGHT onto Lowell St.

## 📍 27.8 miles WATER STOP AT GREAT BROOK FARM (on right hand side on Lowell Street)

- 27.8 miles Exit water stop and turn LEFT onto Lowell St.
- 27.9 miles Turn quick RIGHT onto Curve St.
  - Stay LEFT to stay on Curve St.
- 30.1 miles Turn RIGHT onto Westford St./Route 225

- 31.1 miles Turn sharp LEFT onto Blane St. before the traffic light
  - Turns into West St.
- 33.3 miles Bear RIGHT onto West St.
- 33.4 miles Bear RIGHT onto Pope Rd.
- 34.7 miles Turn RIGHT onto Strawberry Hill Rd.
- 35.7 miles Turn LEFT onto Great Rd/Route 2A/Route 119
- 36.8 miles Turn LEFT onto Pope Rd.
- 38.1 miles Cross Strawberry Hill Rd. continuing on Pope Rd.
- 39.4 miles Turn LEFT onto West St.
- 39.5 miles Bear RIGHT onto South St.
- 40.4 miles Turn LEFT towards Cross St.
  - *May be unmarked*
- 40.5 miles Turn LEFT onto Cross St.
- 41.0 miles Turn RIGHT onto Bigham Rd.
- 41.7 miles Turn RIGHT onto Concord St.
  - Turns into Lowell St.

## 📍 44 miles WATER STOP AT MIDDLESEX SCHOOL

- 46.7 miles Turn RIGHT onto Main St./Route 62 after passing the Concord Green
- 46.9 miles Bear LEFT onto Sudbury Rd.
- 47.6 miles Bear RIGHT to stay on Sudbury Rd.
- 47.9 miles Cross Rt 2/2A
- 49.3 miles Bear LEFT staying on Sudbury Rd.
- 50.0 miles Cross Rt 117, becomes Concord Rd.
- 52.4 miles Turn LEFT to stay on Concord Rd.
- 53.2 miles Turn LEFT onto Lincoln Rd. at Lincoln-Sudbury High School
- 54.0 miles Turn RIGHT onto Water Row
- 56.0 miles Turn LEFT onto Old Sudbury Rd./Route 27
- 56.9 miles Turn LEFT onto Glezen Ln.
  - Four (4) speed bumps
- 57.9 miles Bear Right to stay on Glezen Ln.
- 59.2 miles Becomes Sudbury Rd.
- 60.0 miles Becomes Concord Rd.
- 61.5 miles Turn LEFT onto Boston Post Rd.
- 61.9 miles Bear LEFT onto Church St.
- 63.1 miles Turn RIGHT onto Route 117/North Ave.
- 63.3 miles Turn LEFT onto Lexington St.
  - Five (5) speed bumps
- 64.2 miles Turn RIGHT into 200 West St.

END

**Brain Tumor Ride Department Feedback  
May 15, 2016**

**DPW**

From: Place, Bill  
Sent: Wednesday, January 20, 2016 7:25 AM  
Subject: **ACCEPTED**: Brain Tumor Ride  
When: Sunday, May 15, 2016 7:45 AM-2:45 PM (UTC-05:00) Eastern Time (US & Canada).

Leila, the only route through Sudbury is the 62 mile Ride from 117 south on Concord Road to Lincoln Road to Water Row then on Old Sudbury Road ( Route 27). I would Recommend Police Officers at the intersection of Concord Road and Lincoln Road and Water Row at Old Sudbury Road.  
Bill.

-----  
From: Katie Federico  
Sent: Friday, January 22, 2016 1:29 PM  
Subject: Re: Boston Brain Tumor Ride

Hi Leila,

Here is what I requested of Lt. Grady, so yes we have requested those two locations earlier this week:

- The two locations are Concord at Lincoln (left Turn), due to poor vehicular site distance North Bound on Concord Rd. location two is Water Row at Old Sudbury Rd.(RT27) due to traffic flow and a high speed limit in that area.

Please let me know if you need any other info!

Thanks,  
Katie

Katie Federico  
Regional Director of Development, New England

---

**FIRE DEPARTMENT**

From: Whalen, John  
Sent: Tuesday, January 19, 2016 2:24 PM  
To: Sudbury Community Events  
Subject: **ACCEPTED**: Brain Tumor Ride  
When: Sunday, May 15, 2016 7:45 AM-2:45 PM (UTC-05:00) Eastern Time (US & Canada).

---

**PARK & RECREATION**

From: McNamara, Kayla  
Sent: Tuesday, February 16, 2016 12:35 PM  
To: Frank, Leila  
Cc: Comeau, Amber  
Subject: RE: Brain Tumor Ride Feedback Request

Hi Leila,

My apologies, I thought I had already responded. I see **NO ISSUES** with this.

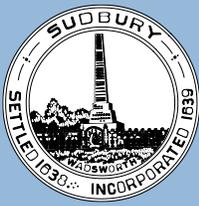
Thank you,  
Kayla

Kayla McNamara, CPO  
Director of Parks, Recreation, & Aquatics

---

## **POLICE DEPARTMENT**

**From:** Grady, Robert  
**Sent:** Tuesday, January 19, 2016 1:48 PM  
**To:** Sudbury Community Events  
**Subject:** **ACCEPTED:** Brain Tumor Ride  
**When:** Sunday, May 15, 2016 7:45 AM-2:45 PM (UTC-05:00) Eastern Time (US & Canada).



SUDBURY BOARD OF SELECTMEN  
Tuesday, February 23, 2016

**CONSENT CALENDAR ITEM**  
**12: Sudbury Housing Trust resignation**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to accept the resignation of Peter Abair, 14 Dawson Drive, from the Sudbury Housing Trust and to send a letter of thanks for his service to the Town.

Recommendations/Suggested Motion/Vote: Vote to accept the resignation of Peter Abair, 14 Dawson Drive, from the Sudbury Housing Trust and to send a letter of thanks for his service to the Town.

Background Information:  
Attached resignation letter of January 7, 2016

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

02/23/2016 7:30 PM

Peter Abair  
14 Dawson Drive  
Sudbury, MA 01776

January 7, 2016

Mr. Robert Morrison  
Chairman,  
Sudbury Housing Trust  
278 Old Sudbury Road  
Sudbury, MA 01776

Dear Bob:

It's with regret that I submit by resignation as a Trustee of the Sudbury Housing Trust.

As my work obligations have changed, I have found it increasingly difficult to make the morning meetings of the Trust. Rather than be an enthusiastic, but too often absent Trustee, I believe it is best to yield the seat to another worthy member of our community.

I've enjoyed my time on the Trust and remain committed to its mission of creating and preserving homes for those of low and moderate income in our town.

Thank you for your continued services as Chairman.

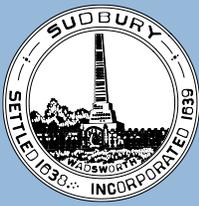
Best regards,

A handwritten signature in black ink that reads "Pete Abair". The signature is written in a cursive, slightly slanted style.

Pete Abair

CC: Jody Kablack  
Melissa Rodrigues

Attachment12.a: SHT - Abair resignation (1677 : Sudbury Housing Trust resignation)



SUDBURY BOARD OF SELECTMEN  
Tuesday, February 23, 2016

**CONSENT CALENDAR ITEM**

**13: Minutes approval**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to approve the regular session minutes of Feb. 2, 2016.

Recommendations/Suggested Motion/Vote: Vote to approve the regular session minutes of Feb. 2, 2016.

Background Information:  
attached

Financial impact expected:

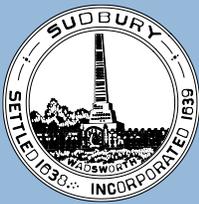
Approximate agenda time requested:

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

02/23/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN  
Tuesday, February 23, 2016

**CONSENT CALENDAR ITEM**

**14: Knights of Columbus One Day Wine & Malt 2016**

REQUESTOR SECTION

Date of request:

Requestor: William E. Kneeland, Jr, Knights of Columbus Council #5188

Formal Title: Vote to grant a 1-day Wine & Malt license to William E. Kneeland, Jr, to accommodate a Knights of Columbus fundraiser on Saturday, March 12, 2016 from 6:30 PM to 10:30 PM at Our Lady of Fatima Parish Hall, 160 Concord Road, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.

Recommendations/Suggested Motion/Vote: Vote to grant a 1-day Wine & Malt license to William E. Kneeland, Jr, to accommodate a Knights of Columbus fundraiser on Saturday, March 12, 2016 from 6:30 PM to 10:30 PM at Our Lady of Fatima Parish Hall, 160 Concord Road, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.

Background Information:

*Requested information provided with the exception of Certificate of Liability. Building Inspector, Police Dept, Fire Dept, and Board of Health expressed no issues.*

Financial impact expected:\$25 to General Fund

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

02/23/2016 7:30 PM



# Town of Sudbury

Office of Selectmen  
www.sudbury.ma.us

RECEIVED  
BOARD OF SELECTMEN  
SUDBURY, MA  
Flynn Building  
278 Old Sudbury Rd  
Sudbury, MA 01776-1843  
978-639-3381  
Fax: 978-443-0756  
Email: selectmen@sudbury.ma.us

2016 FEB -1 P 2:18

## APPLICATION FOR ONE-DAY LIQUOR LICENSE

Non-profit organizations hosting an event in Sudbury are eligible to apply for a one-day liquor license. Application processing can take up to four weeks as approval from the Fire, Police, Building and Board of Health departments are required prior to Board of Selectmen approval. Processing begins after all required materials are received, so please plan accordingly.

Name of applicant: William E. KNEELAND JR.

Address of applicant: 43 Pennymeadow Road, Sudbury, MA 01776

Phone: [REDACTED]

Organization Name: Knights of Columbus Council #5188

Name & Purpose of Event: FUNDRAISER FOR KNIGHTS OF COLUMBUS COUNCIL #5188

CHARITY FUND AND ACTIVITIES

ST PATRICK'S DAY dinner / dance

License Type Requested:  \$25 Wine & Malt - OR -  \$35 All Alcohol

Event Date: MARCH 12, 2016

Event Time: 6:30 PM - 10:30 PM

Event Venue & Address: OUR LADY OF FATIMA PARISH HALL  
160 CONCORD ROAD, SUDBURY, MA 01776

### Documents Enclosed:

- Certificate of Liability naming the Town of Sudbury *in process*
- Proof of bartender(s) training/certification
- Application fee: \$25 Wine & Malt or \$35 All Alcohol. Check payable to Town of Sudbury.

Please submit completed application and materials to:  
Board of Selectmen  
278 Old Sudbury Rd.  
Sudbury, MA 01776  
Fax: 978-443-0756  
Email: [BOSadmin@sudbury.ma.us](mailto:BOSadmin@sudbury.ma.us)

1/29/16  
Date

William E. Kneeland Jr  
Applicant Signature

**Official TIPS® Certification Card.**

is evidence of your skills and knowledge in the responsible  
ion of alcohol.

**ons!**

by completing the TIPS (Training for Intervention ProcedureS)  
you have taken your place in the forefront of a nationwide movement  
to reduce the injuries and deaths resulting from the misuse of alcohol. We value your  
participation in the TIPS program.  
to provide a safer environment for your patrons, peers and/or  
by using the techniques you have learned and taking a positive  
approach to alcohol use.  
If you have any information you think would enhance the TIPS program, or  
if you have any questions in any way, please contact us at 703-524-1200. Thank you  
for your contribution to the responsible sale and consumption of alcohol.

Sincerely,



Adam F. Chafetz  
President, HCI

**IMPORTANT:** Keep a copy of this card for your records. Write down  
your certification number because you will need it when contacting TIPS.  
For assistance or additional information, contact Health Communications,  
Inc. by using the information provided on the reverse side of your certification  
card. There is a minimal charge for a replacement card if your original card  
becomes lost, damaged or stolen.



TIPS On Premise 2.0 SSN: XXX-XX-XXXX  
Issued: 10/3/2013 Expires: 10/3/2016  
ID#: 3581134 D.O.B.: XX/XX/XXXX

William E Kneeland  
43 Pennymeadow Rd  
Sudbury, MA 01776-2222

For service visit us online at [www.gettips.com](http://www.gettips.com)

**2016 Knights of Columbus St. Patrick's Day Dinner  
Department Feedback  
March 12, 2016**

**Board of Health Approval:**

From: Murphy, Bill  
Sent: Thursday, February 18, 2016 4:15 PM  
Subject: RE: Feedback Request for Event Applications

Leila,

Temporary food permits must be obtained if the events will be serving food. There are **NO OTHER COMMENTS OR CONCERNS**.

*William C. Murphy, MS,RS,CHO*  
Director of Public Health

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**Building Department Approval:**

Building Inspector Mark Herweck **APPROVED** 2/17/16, per phone conversation.

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**Fire Department Approval:**

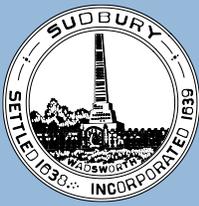
From: Whalen, John  
Sent: Monday, February 01, 2016 2:50 PM  
Subject: **ACCEPTED**: Knights of Columbus St Patrick's Dinner/Dance  
When: Saturday, March 12, 2016 6:30 PM-10:30 PM (UTC-05:00) Eastern Time (US & Canada).

---

**Police Department Approval:**

From: Nix, Scott  
Sent: Monday, February 01, 2016 3:14 PM  
Subject: **ACCEPTED**: Knights of Columbus St Patrick's Dinner/Dance  
When: Saturday, March 12, 2016 6:30 PM-10:30 PM (UTC-05:00) Eastern Time (US & Canada).

The police department does not have an issue with the event.



SUDBURY BOARD OF SELECTMEN  
Tuesday, February 23, 2016

**CONSENT CALENDAR ITEM**

**15: 2016 Joyce Endee Productions Craft Festival**

REQUESTOR SECTION

Date of request:

Requestor: Joyce Endee

Formal Title: Vote to grant a Special Permit to Joyce Endee Productions to hold an Autumn Arts & Crafts Festival on September 10-11, 2016, from 10:00 am to 4:00 pm at the Wayside Inn, subject to conditions and permits required by the Fire, Police, Health and Building Departments.

Recommendations/Suggested Motion/Vote: Vote to grant a Special Permit to Joyce Endee Productions to hold an Autumn Arts & Crafts Festival on September 10-11, 2016, from 10:00 am to 4:00 pm at the Wayside Inn, subject to conditions and permits required by the Fire, Police, Health and Building Departments.

Background Information:  
See attached letter and certificate of liability insurance

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

02/23/2016 7:30 PM

Joyce Endee  
1 Ox Bow Lane  
Gilford, H 03249

RECEIVED  
BOARD OF SELECTMEN  
SUDBURY, MA

2016 FEB -3 A 11: 01

February 1, 2016

Board of Selectmen  
Attn: Patricia Golden, Senior Administrator  
Town Offices  
278 Old Sudbury Rd.  
Sudbury, MA 01776

Dear Selectmen:

RE: Approval for:

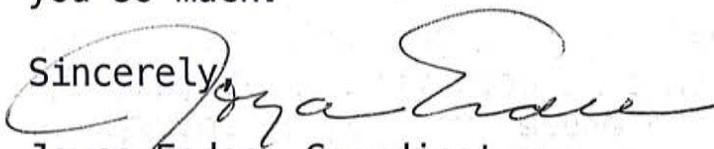
Sept 10-11, 2016 - Autumn Arts & Crafts Festival  
at Wayside Inn

With the agreement of the Wayside Inn, please give us permission to hold the above craft fair. As in the past, the exhibitors will display a variety of quality arts and crafts including quilts, fine jewelry, wood turned items, Americana folk art, watercolor/acrylic paintings, pottery, textile arts, etc. There will also be the classical music of Tim Janis.

We will obtain the necessary paperwork for the building permit for our big tents, police detail, parking, etc. and will be subject to the rules & regulations of the Wayside Inn. Last year, you requested a copy of the liability insurance. So, an updated copy is enclosed here.

Please send us your approval as soon as possible. Thank you so much.

Sincerely,



Joyce Endee, Coordinator  
Enclosure: Liability Insurance



# CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)  
 1/26/2016

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

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

<b>PRODUCER</b> Foy Insurance Group - Nashua 350 Main St  Nashua NH 03060	<b>CONTACT NAME:</b> Teri Davis <b>PHONE (A/C, No, Ext):</b> (603) 883-1587 <b>FAX (A/C, No):</b> (603) 883-0997 <b>E-MAIL ADDRESS:</b> teri.davis@foyinsurance.com														
<b>INSURED</b> Joyce Endee DBA Joyce Endee Productions 1 Ox Bow Lane  Gilford NH 03249-6950	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> <tr> <td>INSURER A: Harleysville Insurance Co</td> <td>23582</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Harleysville Insurance Co	23582	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: Harleysville Insurance Co	23582														
INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

**COVERAGES**      **CERTIFICATE NUMBER** Master 2/2016-2017      **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			GL 00000025005E	2/19/2016	2/19/2017	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$
							\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED						\$
	RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						OTHER
	If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
 Operations usual & customary for coordinator of craft shows.

Event Date: September 10th & 11th 2016

**CERTIFICATE HOLDER**

Longfellow's Wayside Inn  
 72 Wayside Inn Rd  
 Sudbury, MA 01776

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Teri Davis, AAI, ACSR

## Wayside Inn Arts & Crafts Festival Department Feedback September 10-11, 2016

### BOARD OF HEALTH

From: Murphy, Bill  
Sent: Thursday, February 18, 2016 4:15 PM  
Subject: RE: Feedback Request for Event Applications

Leila,

Temporary food permits must be obtained if the events will be serving food. There are **NO OTHER COMMENTS OR CONCERNS**.

*William C. Murphy, MS,RS,CHO*  
Director of Public Health

### DPW

From: Place, Bill  
Sent: Wednesday, February 03, 2016 11:53 AM  
Subject: **ACCEPTED**: Arts & Crafts Festival at Wayside Inn  
When: Saturday, September 10, 2016 9:00 AM to Sunday, September 11, 2016 5:00 PM (UTC-05:00) Eastern Time (US & Canada).

Leila, the DPW has no issues.

Bill

### FIRE DEPARTMENT

From: Whalen, John  
Sent: Thursday, February 04, 2016 4:19 PM  
Subject: **ACCEPTED**: Arts & Crafts Festival at Wayside Inn  
When: Saturday, September 10, 2016 9:00 AM to Sunday, September 11, 2016 5:00 PM (UTC-05:00) Eastern Time (US & Canada).

### PARK & RECREATION

From: McNamara, Kayla  
Sent: Tuesday, February 16, 2016 1:45 PM

To: Frank, Leila  
Subject: RE: Wayside Inn Arts & Crafts Festival Feedback Request

Hi Leila,

No Problem! I **DON'T SEE ANY ISSUES** with this one either.

Thanks,  
Kayla

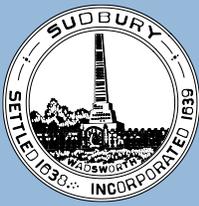
Kayla McNamara, CPO  
Director of Parks, Recreation, & Aquatics

---

#### **POLICE DEPARTMENT**

From: Nix, Scott  
Sent: Thursday, February 04, 2016 10:23 AM  
Subject: **ACCEPTED**: Arts & Crafts Festival at Wayside Inn  
When: Saturday, September 10, 2016 8:00 AM to Sunday, September 11, 2016 4:00 PM (UTC-05:00)  
Eastern Time (US & Canada).

The police department **DOES NOT HAVE AN ISSUE** with the event.



SUDBURY BOARD OF SELECTMEN  
Tuesday, February 23, 2016

**CONSENT CALENDAR ITEM**

**16: Bike MS Minuteman Ride**

REQUESTOR SECTION

Date of request:

Requestor: Emily Christian, National Multiple Sclerosis Society

Formal Title: Vote to grant a Special Permit to the National Multiple Sclerosis Society, to Hold the “Bike MS Minuteman Ride” on Saturday, July 16, 2016, from 9:00 A.M. through approximately 3:00 P.M., subject to Police Department safety requirements, Proof of Insurance Coverage and the assurance that any litter will be removed at the race’s conclusion.

Recommendations/Suggested Motion/Vote: Vote to grant a Special Permit to the National Multiple Sclerosis Society, to Hold the “Bike MS Minuteman Ride” on Saturday, July 16, 2016, from 9:00 A.M. through approximately 3:00 P.M., subject to Police Department safety requirements, Proof of Insurance Coverage and the assurance that any litter will be removed at the race’s conclusion.

Background Information:

Financial impact expected:N/A

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

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

02/23/2016 7:30 PM



National Multiple Sclerosis Society Greater New England Chapter

BOARD OF TOWN MANAGER  
SUDBURY, MA

2016 JAN 15 A 11: 51

January 12, 2016

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

Dear Town Manager:

The National Multiple Sclerosis Society, Greater New England Chapter is excited to host the 8th annual Bike MS: Minuteman Ride on July 16, 2016. Bike MS is a fundraising campaign that raises vital dollars to move the National MS Society closer to a world free of MS. With these dollars, the Greater New England Chapter supports 21,000 people in Maine, Massachusetts, New Hampshire, Rhode Island and Vermont living with multiple sclerosis.

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

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

If you could complete the enclosed form and mail, email or fax it back to me at 781-890-2089, that would be great. If you have any questions regarding this event please feel free to contact me at (781)693-5154.

Sincerely,

Emily Christian  
Development Manager



TOWN OF SUDBURY

Office of Selectmen  
www.sudbury.ma.us

RECEIVED  
BOARD OF SELECTMEN  
SUDBURY, MA

Flynn Building  
278 Old Sudbury Rd  
Sudbury, MA 01776-1843  
978-639-3381  
Fax: 978-443-0756

2016 JAN 25 A 11: 52

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

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

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

Organization Name National MS Society, Greater New England Chapter

Event Name Bike MS: Minuteman Ride

Organization Address 101A First Ave Suite 6 Waltham, MA 02451

Name of contact person in charge Emily Christian

Telephone Number [Redacted]

Email address [Redacted]

Date of event 07-16-16 Rain Date N/A

Starting time 9:00am Ending time 3:00pm

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

Anticipated number of participants 150

Assembly area (enclose written permission of owner if private property to be used for assembly) Concord-Carlisle High School

Organization that proceeds will go to National MS Society

Any other important information \_\_\_\_\_

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

Signature of Applicant Emily Christian Date 1-20-16



# TOWN OF SUDBURY

Office of Selectmen  
www.sudbury.ma.us

Flynn Building  
278 Old Sudbury Rd  
Sudbury, MA 01776-1843  
978-639-3381  
Fax: 978-443-0756

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

## CONTINUED: APPLICATION FOR A CHARITABLE WALK/RELAY PERMIT...

### Application Checklist:

- Application Form
- Map of Route
- Evidence of Certificate of Insurance (please see details above)

Please submit completed application and materials to:

Board of Selectmen  
278 Old Sudbury Rd.  
Sudbury, MA 01776  
Fax: 978-443-0756  
Email: [BOSSadmin@sudbury.ma.us](mailto:BOSSadmin@sudbury.ma.us)

-----**FOR INTERNAL USE ONLY**-----

Application received in Selectmen's office by \_\_\_\_\_ Date \_\_\_\_\_

Recommendation and requirements of Sudbury Chief of Police: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Police Chief \_\_\_\_\_ Date \_\_\_\_\_

## 2016 Bike MS Minuteman Bike Ride - 60 mile

Net Control: 978 888-3363

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

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

## 2016 Bike MS Minuteman Bike Ride - 60 mile

Net Control: 978 888-3363

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



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/31/2015

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

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

<b>PRODUCER</b> MARSH USA, INC. 445 SOUTH STREET MORRISTOWN, NJ 07960-6454 Attn: Morristown.CertRequest@marsh.com Fax: 212-948-0979  EAST	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): E-MAIL ADDRESS:	FAX (A/C, No):													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Federal Insurance Company</td> <td>20281</td> </tr> <tr> <td>INSURER B : ACE Property and Casualty Insurance Company</td> <td>20699</td> </tr> <tr> <td>INSURER C : Employers Insurance Company Of Wausau</td> <td>21458</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Federal Insurance Company	20281	INSURER B : ACE Property and Casualty Insurance Company	20699	INSURER C : Employers Insurance Company Of Wausau	21458	INSURER D :		INSURER E :		INSURER F :
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INSURER E :															
INSURER F :															

**COVERAGES**      **CERTIFICATE NUMBER:** NYC-007966135-12      **REVISION NUMBER:** 1

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:			3583-33-49	12/31/2015	12/31/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS			7353-02-37	12/31/2015	12/31/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Comp/Coll Deductible \$ 1,000
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10,000			M00552835 005	12/31/2015	12/31/2016	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WCC-Z91-451053-015	12/31/2015	12/31/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
TOWN OF SUDBURY IS ADDED AS ADDITIONAL INSURED EXCLUDING WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY POLICY.

<b>CERTIFICATE HOLDER</b>  TOWN OF SUDBURY 278 OLD SUDBURY ROAD SUDBURY, MA 01776	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE of Marsh USA Inc. Manashi Mukherjee <i>Manashi Mukherjee</i>

**Bike MS: Minuteman Ride Department Feedback  
July 16, 2016**

**DPW**

From: Place, Bill  
Sent: Friday, February 05, 2016 8:17 AM  
Subject: **ACCEPTED**: Bike MS: Minuteman Ride  
When: Saturday, July 16, 2016 9:00 AM-9:30 AM (UTC-05:00) Eastern Time (US & Canada).

Leila, the DPW has **NO ISSUES**.

Bill.

---

**FIRE DEPARTMENT**

From: Whalen, John  
Sent: Thursday, February 04, 2016 4:20 PM  
Subject: **ACCEPTED**: Bike MS: Minuteman Ride  
When: Saturday, July 16, 2016 9:00 AM-9:30 AM (UTC-05:00) Eastern Time (US & Canada).

---

**PARK & RECREATION**

From: McNamara, Kayla  
Sent: Tuesday, February 16, 2016 12:36 PM  
To: Frank, Leila  
Cc: Comeau, Amber  
Subject: RE: Minuteman Ride Feedback Request

Hi Leila,

Again my apologies. I see **NO ISSUES** with this one either.

Thanks,  
Kayla

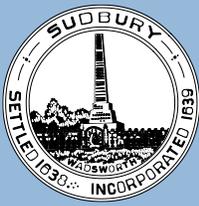
Kayla McNamara, CPO  
Director of Parks, Recreation, & Aquatics

---

**POLICE DEPARTMENT**

From: Nix, Scott  
Sent: Friday, February 05, 2016 8:34 AM  
Subject: **ACCEPTED**: Bike MS: Minuteman Ride  
When: Saturday, July 16, 2016 8:00 AM-8:30 AM (UTC-05:00) Eastern Time (US & Canada).

The police department **DOES NOT HAVE AN ISSUE** with the event.



SUDBURY BOARD OF SELECTMEN  
Tuesday, February 23, 2016

**CONSENT CALENDAR ITEM**

**17: Appoint Election Worker Susan Rushfirth**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to appoint Sudbury registered voter, Susan Rushfirth, Democrat, of 48 Harvard Drive, as an Election Officer for a term to expire on August 14, 2016, as recommended by the Town Clerk.

Recommendations/Suggested Motion/Vote: Vote to appoint Sudbury registered voter, Susan Rushfirth, Democrat, of 48 Harvard Drive, as an Election Officer for a term to expire on August 14, 2016, as recommended by the Town Clerk.

Background Information:

Attached application

Financial impact expected:n/a

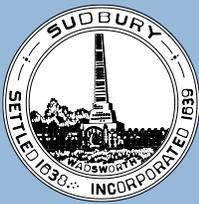
Approximate agenda time requested:

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

02/23/2016 7:30 PM



SUDBURY BOARD OF SELECTMEN  
Tuesday, February 23, 2016

**CONSENT CALENDAR ITEM**

**18: Fossil Fuel Divestment - 2014 ATM Resolution Action**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to authorize Chairman Pat Brown to sign a letter to our state legislators regarding pending legislation proposing divestment of state retirement funds from fossil fuel companies.

Recommendations/Suggested Motion/Vote: Vote to authorize Chairman Pat Brown to sign a letter to our state legislators regarding pending legislation proposing divestment of state retirement funds from fossil fuel companies.

Background Information:

At the 2014 Annual Town Meeting, the Town voted on a resolution requesting that the Board of Selectmen endorse proposed state legislation requiring divestment of state retirement funds from fossil fuel companies.

Attached is a draft of the letter to be sent to State Legislators in accordance with the vote.

Once approved, the letter will be mailed to Governor Charlie Baker, State Treasurer Deborah Goldberg, State Senators Michael Barrett and Jamie Eldridge, and State Representative Carmine Gentile.

Financial impact expected:n/a

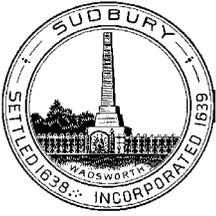
Approximate agenda time requested:

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

02/23/2016 7:30 PM



## 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)

**Governor Baker**  
**Massachusetts State House**  
**Office of the Governor**  
**Room 280**  
**Boston, MA 02133**

February 23, 2016

Dear Governor Baker,

In May of 2014, Sudbury Town Meeting voted to ask the Board of Selectmen to endorse proposed state legislation requiring divestment of statewide retirement funds (Pension Reserve Investment Trust) from fossil fuel companies. The article passed by well more than a majority, and the Selectmen are sending this correspondence in order to inform you of the Town Meeting resolution.

As you know, there are currently two bills in the Committee on Public Service that require such divestment, S1350 and H2269. Based on the vote taken at 2014 Annual Town Meeting, the Town of Sudbury would support such legislation. It should be noted that a quorum of town meeting voters voted in support of divestment of fossil fuels at the 2014 Sudbury Annual Town Meeting.

Thank you for your consideration of this matter.

Sincerely,

Pat Brown  
 Chairperson  
 Sudbury Board of Selectmen



*At a legal meeting of the qualified voters of the Town of Sudbury,  
held May 7, 2014 the following business was transacted under*

**Article 44 – RESOLUTION ON FOSSIL FUEL DIVESTMENT**

**MODERATOR DECLARED VOTED BY MORE THAN A MAJORITY:**

To request the Board of Selectmen to endorse proposed state legislation requiring divestment of statewide retirement funds (Pension Reserve Investment Trust (PRIT)) from fossil fuel companies as set forth in the following Resolution.

A true copy, Attest:

Rosemary B. Harvell  
Town Clerk

## Pages from 2014 Annual Town Meeting Warrant

- Notify the landowner by certified mail during the 120 Day Period, at the address specified in the landowner's notice, of the Town's intent to assign its option to a non-profit conservation organization, stating the name and address of the non-profit organization and the terms and conditions of the assignment.
  - Closure on the property must occur within 90 days of the Town's decision to assign its right of first refusal, unless otherwise agreed to in writing by the landowner.
3. Forgo its right of first refusal, in which case the Board should examine the wisdom of recording a limited waiver of its rights at the Registry of Deeds. Any waiver of the Town's rights should be specific to the proposed purchase terms so that if the sale falls through and a new proposal comes forth, the 120 Day Period will begin again.

The Town shall use as much of the 120 Day Period as is necessary to properly evaluate the property and the potential of exercising or assigning the right of first refusal. It is possible that the Town may decide that it cannot afford to purchase the property, but any such choice should be thoroughly discussed and researched and documented before making such a determination. Where there is consensus on the absence of conservation value or where the Town has negotiated a signed agreement with the landowner and/or developer that meets the municipal needs with regard to the property, the Town may choose not to exercise its right. Any such negotiations, however, should occur in consultation with the boards/committees entitled to notice by statute.

BOARD OF SELECTMEN POSITION: The Board of Selectmen will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

### **ARTICLE 44. RESOLUTION ON FOSSIL FUEL DIVESTMENT**

To see if the Town will vote to request the Board of Selectmen to endorse proposed state legislation requiring divestment of statewide retirement funds (Pension Reserve Investment Trust (PRIT)) from fossil fuel companies as set forth in the following Resolution; or act on anything relative thereto.

Submitted by Petition.

(Majority vote required)

#### **RESOLUTION ON FOSSIL FUEL DIVESTMENT**

Whereas: Global warming, caused primarily by the burning of fossil fuels and resulting increase in greenhouse gases in the atmosphere, is a serious threat to current and future generations in Sudbury and around the world;

Whereas: Global warming is already causing costly disruption of human and natural systems throughout the world, including the acidification of oceans, melting of arctic and glacial ice, rising sea levels, extreme weather, and corresponding food and water shortages, property damage, loss of biodiversity, and death;

Whereas: The effects of global warming will further intensify with increasing temperature such that almost every government in the world (including the United States) has agreed through the 2009 Copenhagen Accord that any warming above a 2°C (3.6°F) rise would be unsafe for human habitation;

Whereas: Fossil fuel companies continue to explore for even more fossil fuel deposits that cannot be burned without rendering Earth unfit for human habitation;

Whereas: Proven coal, oil and gas reserves, counted as assets of fossil fuel companies, equal roughly five times the maximum amount that can safely be released to prevent more than 2°C of global warming;

Whereas: Fossil fuel companies operate under the imperative to create shareholder profit rather than for long term public benefit, using their considerable financial resources to mislead the public on the scientific consensus about the dangers of global warming and to influence the government to maintain laws and regulations favorable to the continuing sale of their product;

Whereas: The Town of Sudbury has a moral duty to protect the lives and livelihoods of its inhabitants and of people around the world from the threat of global warming and should advocate for a future without the catastrophic impacts of a warming environment;

Whereas: There is a national movement underway to divest from fossil fuel companies as both a moral action and a means of weakening the political influence of the fossil fuel industry;

Whereas: Investments in fossil fuel companies could prove highly risky given that 80% of their proven reserves could become "stranded" and unusable assets if governments act to protect a habitable climate;

Whereas: Leadership is critical to build national momentum for the movement to divest from fossil fuel companies;

Whereas: the President of the United States has called upon citizens to make climate change an urgent priority for action in their communities including investment in clean, renewable energy, and divestment from dirty fossil fuels;

Therefore be it resolved that: The voters of Sudbury request the Board of Selectmen to endorse proposed state legislation requiring divestment of statewide retirement funds (Pension Reserve Investment Trust (PRIT)) from fossil fuel companies; and to send copies of this Resolution to Governor Deval Patrick, State Treasurer Steven Grossman, State Senators Michael Barrett and Jamie Eldridge, and State Representative Tom Conroy.

BOARD OF SELECTMEN POSITION: The Board of Selectmen will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.



SUDBURY BOARD OF SELECTMEN  
Tuesday, February 23, 2016

**CONSENT CALENDAR ITEM**

**19: Emergency Notification Contract Renewal**

REQUESTOR SECTION

Date of request:

Requestor: Mark Thompson, Technology Administrator

Formal Title: Vote to authorize the Town Manager to approve the renewal of the current contract with Blackboard Connect, Inc. For Emergency Notification services at a cost of \$34,500 for three years (\$11,500/year) as recommended by Mark Thompson, Technology Administrator.

Recommendations/Suggested Motion/Vote: [Vote to authorize the Town Manager to approve the renewal of the current contract with Blackboard Connect, Inc. for Emergency Notification services at a cost of \\$34,500 for three years \(\\$11,500/year\) as recommended by Mark Thompson, Technology Administrator.](#)

Background Information:  
attached

Financial impact expected:see attached contract

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

02/23/2016 7:30 PM



This Blackboard Order Form ("Order Form") by and between Blackboard (as defined below) and Town of Sudbury ("Customer") details the terms of Customer's use of the products and services set forth below ("Product and Pricing Table"). This Order Form shall become effective on the later of: (i) the last signature date indicated below; or (ii) the date specified in the Product and Pricing Table ("Effective Date"). This Order Form, together with the Blackboard Master Agreement located at <http://agreements.blackboard.com/bbinc/blackboardmaster.aspx> and incorporated by this reference, form the entire agreement between the parties in respect of the products and services set forth in the Product and Pricing Exhibit. Notwithstanding anything to the contrary in any purchase order or other document provided by Customer, any product or service provided by Blackboard to Customer in connection with a purchase order related to this Order Form is conditioned upon Customer's acceptance of this Order Form and the Blackboard Master Agreement. Any additional, conflicting or different terms proffered by Customer in a purchase order or otherwise shall be deemed null and void. Each of the individuals executing this Order Form represent and warrant that he or she is authorized to execute the Agreement on behalf of Customer or Blackboard, as applicable.

In consideration of the promises set forth herein, and other good and valuable consideration, the receipt of which are hereby acknowledged, the parties hereby agree as follows:

**A. Product and Pricing Summary**

QTY	Product Name	Description	2016 Renewal Term Fee (USD) Period 1: 2-1-16 to 1-31-17	2016 Renewal Term Fee (USD) Period 2: 2-1-17 to 1-31-18	2016 Renewal Term Fee (USD) Period 3: 2-1-18 to 1-31-19
1	CONNECT GOV STND UNLTD - RUC	Blackboard Connect for Government Unlimited Emergency and Outreach Messaging Service per Recipient License Fee – \$2.00 per recipient for 5,500 recipients	\$11,000.00	\$11,000.00	\$11,000.00
1	CONNECT GOV CARE ANNUAL FEE	Blackboard Connect for Government Care Annual Fee – up to 25000 recipients	\$500.00	\$500.00	\$500.00
<b>Sales Order Total Fee (2016 Renewal Term):</b>			<b>\$11,500.00</b>	<b>\$11,500.00</b>	<b>\$11,500.00</b>

**B. Term**

1. **2016 Renewal Term:** Unless otherwise specified in the Product or Service Description above, the 2016 Renewal Term shall be three (3) years following the Effective Date.
2. Unless otherwise specified in the Product or Service Description above, this Order Form shall be renewed automatically for successive periods of one (1) year (each a "Renewal Term") after the expiration of the 2016 Renewal Term and any subsequent Renewal Term, unless Customer provides Blackboard, or Blackboard provides Customer, with a written notice to the contrary thirty (30) days prior to the end of the 2016 Renewal Term or Renewal Term, as applicable.
3. **Effective Date:** February 1, 2016.

**C. Payment Terms**

1. All initial and subsequent payments shall be due Net 30. Unless otherwise specified, all dollars (\$) are United States currency.
2. Customer shall be invoiced for amounts due in respect of the first period of the 2016 Renewal Term upon execution of this Order Form.
3. **Sales Tax:** If applicable, a copy of your Sales Tax Direct Pay Certificate or your Sales Tax Exemption Certificate must be returned with this Order Form.

**D. Special Provisions**

1. The terms and conditions at <http://agreements.blackboard.com/bbinc/connectschedule.aspx> are incorporated herein.
2. Upon the Effective Date, this Order Form replaces in its entirety Customer's existing Blackboard Connect Services Agreement dated January 27, 2010.

Customer: Town of Sudbury
Signature
Name (printed)
Title (printed)
Date

Blackboard ("Blackboard")
Signature
Name TESS FRAZIER
Title VICE PRESIDENT
Date