

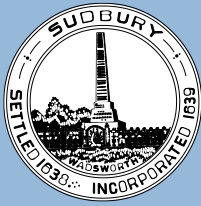
SUDBURY BOARD OF SELECTMEN
TUESDAY JUNE 27, 2017
7:30 PM, TOWN HALL - LOWER LEVEL

Item #	Time	Action	Item
	7:30 PM		CALL TO ORDER
			Opening remarks by Chairman
			Reports from Town Manager
			Reports from Selectmen
			Citizen's comments on items not on agenda
TIMED ITEMS			
1.	7:45 PM	<i>VOTE</i>	Joint meeting with the Planning Board to discuss the appointment of Charlie Karustis to complete the term vacated by Dan Carty. Following discussion, vote whether to approve the appointment of Mr. Karustis as a full member with a term expiring 5/31/18.
2.	7:55 PM	<i>VOTE</i>	Interview two candidates for appointment to the Capital Improvement Advisory Committee. Following interviews, vote whether to approve the appointment(s) of Michael Cooper, 26 Lafayette Drive, and/or Joseph Scanga, 21 Woodland Road, to the Capital Improvement Advisory Committee for a term ending 5/31/20.
3.	8:15 PM	<i>VOTE / SIGN</i>	Discussion and vote whether to sign Inter-Municipal Agreement (IMA) for Regional Housing Services Office. Elizabeth Rust, RHSO, to attend and make presentation.
4.	8:25 PM	<i>VOTE</i>	Discussion and vote whether to approve amendment to the Sudbury Housing Trust charter to remove term limits.
5.	8:30 PM	<i>VOTE</i>	Interview Town Counsel candidate: Murphy, Hesse, Toomey & Lehane. Kerry Jenness and David Deluca to attend.
6.	8:50 PM	<i>VOTE</i>	Interview Town Counsel candidate: KP Law. Barbara Saint Andre to attend.
MISCELLANEOUS			
7.		<i>VOTE / SIGN</i>	Consideration of utility petition to approve a plan presented by Nstar Electric Company d/b/a/ Eversource Energy and Verizon to remove twelve (12) utility poles from Boston Post Road. This work is necessary to accommodate road widening at 526-528 Boston Post Road.

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

Item #	Time	Action	Item
8.		<i>VOTE</i>	Vote to approve the executive session minutes of 5/23/17 re: Town Manager compensation subcommittee. Also possible vote to release these minutes.
9.		<i>VOTE</i>	Vote to approve the Executive Session Minutes of 6/8/17 pertaining to Town Manager Compensation. Also possible vote to release these minutes.
10.		<i>VOTE</i>	Discussion and vote on Town Manager compensation.
11.		<i>VOTE</i>	Discussion and possible vote BOS Liaison Assignments for 2017-2018
12.			Citizen's Comments (cont)
13.			Discuss future agenda items
CONSENT CALENDAR			
14.		<i>VOTE</i>	Vote to approve the FY17 amendment extending the contract between the MetroWest Regional Transit Authority (RTA) and the Town of Sudbury to provide transportation services for elderly and disabled persons through the Council on Aging effective July 1, 2016, as requested by Debra Galloway, Council on Aging Director, said Agreement to be executed by the Town Manager.
15.		<i>VOTE</i>	Vote to appropriate \$35,000 from the National Development mitigation funds for the Senior Center to fund a Town Needs Assessment by UMass Boston Gerontology Department
16.		<i>VOTE</i>	Vote to accept, on behalf of the Town, various donations totaling \$4,451 to support Park and Recreation's Summer Concert Series, to be deposited in the Program Contributions and Donations Account (191448/483100) as requested by Kayla McNamara, Director of Parks, Recreation & Aquatics, in a memo dated 6/1/17.
17.		<i>VOTE</i>	Vote to approve the regular session minutes of 6/8/17.
18.		<i>VOTE</i>	Vote to approve the Executive Session Minutes of 6/8/17 pertaining to Liberman v. ZBA.

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, June 27, 2017

1

TIMED ITEM

1: Joint meeting with Planning Board

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Joint meeting with the Planning Board to discuss the appointment of Charlie Karustis to complete the term vacated by Dan Carty. Following discussion, vote whether to approve the appointment of Mr. Karustis as a full member with a term expiring 5/31/18.

Recommendations/Suggested Motion/Vote: Joint meeting with the Planning Board to discuss the appointment of Charlie Karustis to complete the term vacated by Dan Carty. Following discussion, vote whether to approve the appointment of Mr. Karustis as a full member with a term expiring 5/31/18.

Background Information:
attached memo from Planning Board

Financial impact expected:none

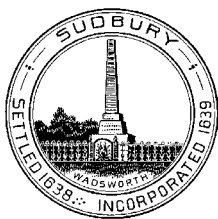
Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting: Meagan Donoghue

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Susan N. Iuliano	Pending
Board of Selectmen	Pending

06/27/2017 7:30 PM



Town of Sudbury

Planning Board

planningboard@sudbury.ma.us

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

<https://sudbury.ma.us/planning>

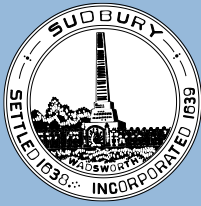
TO: Board of Selectmen

FROM: Planning Board

DATE: June 15, 2017

RE: Recommendation of Charles Karustis

On June 14, 2017, the Planning Board voted to recommend the appointment of Charles Karustis to a full member replacing Dan Carty, whose term expires on May 31, 2018.



SUDBURY BOARD OF SELECTMEN

Tuesday, June 27, 2017

TIMED ITEM**2: CIAC - Interview Candidate(s) for Appointment**REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Interview two candidates for appointment to the Capital Improvement Advisory Committee. Following interviews, vote whether to approve the appointment(s) of Michael Cooper, 26 Lafayette Drive, and/or Joseph Scanga, 21 Woodland Road, to the Capital Improvement Advisory Committee for a term ending 5/31/20.

Recommendations/Suggested Motion/Vote: Interview two candidates for appointment to the Capital Improvement Advisory Committee. Following interviews, vote whether to approve the appointment(s) of Michael Cooper, 26 Lafayette Drive, and/or Joseph Scanga, 21 Woodland Road, to the Capital Improvement Advisory Committee for a term ending 5/31/20.

Background Information:

See applications and email from Mark Howrey, CIAC chair, attached.

Financial impact expected: not applicable

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Town Counsel	Pending
Barbara Saint Andre	Pending
Susan N. Iuliano	Pending
Board of Selectmen	Pending

06/27/2017 7:30 PM

TOWN OF SUDBURY APPLICATION FOR APPOINTMENT

BOARD OF SELECTMEN
278 OLD SUDBURY ROAD
SUDBURY, MA 01776

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

Board or Committee Name: Capital Investment Advisory Committee

Name: Michael Cooper

Address: 26 Lafayette Drive

Email Address: mcooper@wscpa.com

Home phone: (508) 210-2100

Work or Cell phone: (978) 443-2100 (work)

Years lived in Sudbury: 4

Brief resume of background and pertinent experience:

I have been a practicing CPA for almost 15 years, servicing clients in real estate, manufacturing, service, and other industries. I have experience helping clients create budgets and determine worthwhile projects.

Municipal experience (if applicable):

N/A

Educational background:

Graduated from Framingham High School in 1998

BS in Accounting from the University of Maryland at College Park in 2002

Reason for your interest in serving:

I am interested in getting more involved with the town and helping to advise on what capital projects would be a worthwhile investment for the town.

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

most evenings and weekends

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

No

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

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

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

Signature Michael Cooper Date 5/16/17

TOWN OF SUDBURY APPLICATION FOR APPOINTMENT

BOARD OF SELECTMEN
278 OLD SUDBURY ROAD
SUDBURY, MA 01776

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

Board or Committee Name: Capital Improvement Advisory Committee

Name: Joe Scanga

Address: 21 Woodland Road

Email Address: scanga@gmail.com

Home phone: 517-512-2273

Work or Cell phone: _____

Years lived in Sudbury: 2

Brief resume of background and pertinent experience:

I am a tax lawyer specializing in income tax and estate planning. I have extensive experience with tax planning and preparation of tax returns.

Municipal experience (if applicable):

None

Educational background:

BC (BS in accounting), BC LAW (J.D.), Boston University Law (LLM in Taxation)

Reason for your interest in serving:

I have extensive tax and financial experience. I have two young children (6 and 3) that I would like to see grow up in a strong, stable town.

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

I am free evenings after 7.

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

No.

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

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

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

Signature



Date

6-12-17

From: Howrey, Mark [mailto:Mark.Howrey@analysisgroup.com]
Sent: Thursday, June 22, 2017 12:52 PM
To: Kelly, James <KellyJ@sudbury.ma.us>; Golden, Patricia <GoldenP@sudbury.ma.us>
Subject: RE: Capital Improvement Advisory Committee (next BOS meeting) 6/27

Patty,

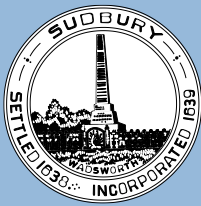
Michael attended our CIAC meeting a few weeks ago. We all think he would make a great addition. I spoke with Joe today and think he would be great.

Also, the CIAC supports Susan Asbedian-Ciaffi be reappointed.

Do you need anything else from us?

Thanks

Attachment2.c: CIAC email (2376 : CIAC - Interview Candidate(s) for Appointment)



SUDBURY BOARD OF SELECTMEN

Tuesday, June 27, 2017

TIMED ITEM**3: RHSO IMA Contract**REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion and vote whether to sign Inter-Municipal Agreement (IMA) for Regional Housing Services Office. Elizabeth Rust, RHSO, to attend and make presentation.

Recommendations/Suggested Motion/Vote: Discussion and vote whether to sign Inter-Municipal Agreement (IMA) for Regional Housing Services Office. Elizabeth Rust, RHSO, to attend and make presentation.

Background Information:
attached documents

Financial impact expected: CPA funds approved at 2017 Annual Town Meeting

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting: Elizabeth Rust, RHSO

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Susan N. Iuliano	Pending
Board of Selectmen	Pending

06/27/2017 7:30 PM

AGREEMENT

THIS AGREEMENT is entered into by and between the Towns of Acton, Bedford, Burlington, Concord, Lexington, Sudbury and Weston, hereafter referred to collectively as the “Municipalities,” this ____ day of _____ 2017, as follows:

WHEREAS, the Municipalities desire to share the services and costs of a common Regional Housing Services Office; and

WHEREAS, the Town of Concord is willing and capable of hosting a Regional Housing Services Office; and

WHEREAS, each of the Municipalities has authority to enter into this Agreement pursuant to G.L. c. 40, s. 4A;

NOW, THEREFORE, the Municipalities, in mutual consideration of the covenants contained herein, intending to be legally bound, agree under seal as follows:

1. Term. The term of this Agreement shall commence on July 1, 2017 and shall expire after a term of three years on June 30, 2020, unless earlier terminated as set forth herein. Any municipality may withdraw from the Agreement as defined below. The Agreement may be renewed for additional three-year terms as voted by each municipality through its respective Board of Selectmen by January 1 of the year of the expiring term.
2. Lead Municipality. During the Term of this Agreement, the Town of Concord shall act as the lead municipality. The Town of Concord shall perform or provide the following:
 - a. Issue Requests for Proposals for Consultants to provide housing administrative services described in Exhibit A: Core Housing Services, attached and incorporated herein, for all the Municipalities;
 - b. Enter into contracts with Consultants to provide said housing administrative services;
 - c. Manage the Consultant contracts;
 - d. Receive invoices from the Consultants and make payments in a timely manner for services rendered;
 - e. Provide office space and related utilities for the Consultants to operate the Regional Housing Services Office;
 - f. Administer the collection, accounting and use of funds provided by the Municipalities to fund the Consultant contracts;
 - g. Provide overall program oversight and related administration;
 - h. Provide conflict resolution in accordance with Section 10 below.
3. Duties of the Regional Housing Services Office. During the Term of this Agreement, the Regional Housing Services Office shall perform the housing administrative services as described in Exhibit A: Core Housing Services for an annual allocation of hours as indicated in Exhibit B: Fee Structure, attached and incorporated herein.

4. Funding Structure and Payment. The Town of Concord shall annually request funds from the Municipalities for the upcoming year by July 1 with payment due within 30 days of the written request and the Municipalities shall provide annual funding to the Town of Concord pursuant to the Fee Structure, attached as Exhibit B: Fee Structure. Funding for supplemental services not included in Exhibit A: Core Housing Services and for additional hours in excess of the allotted hours in Exhibit B: Fee Structure shall be requested separately, at the discretion of the Town of Concord and the individual municipality. The Town of Concord shall hold all funds in a separate revolving fund account in trust for each Municipality and shall not disburse such funds for any purpose other than payment of invoices from the contracted Consultants for services rendered and other program expenses. Any municipality may borrow or lend hours to other Municipalities upon written agreement between the impacted municipalities, provided that the total number of hours available to the Regional Housing Services Office remains constant.

5. Subsequent Year Adjustments. The annual allocation of hours in Exhibit B: Fee Structure shall be reviewed and adjusted, if necessary, annually, three (3) months prior to end of each year of the Term of this Agreement. The Town of Concord shall provide to all Municipalities a record of the actual hours of services provided to each municipality and propose an amended Exhibit B in order to make any adjustments necessary for the following year of the Term, which shall be adopted as the Municipalities may agree, in accordance with Section 14.

6. Indemnification. Notwithstanding the final sentence of G.L. c. 40, §4A, to the extent permitted by law, each Municipality (the "Indemnifying Municipality") separately agrees to indemnify the Town of Concord, including all officials, officers, employees, agents, servants and representatives, from and against any claim arising out of the duties performed by the Regional Housing Services Office pursuant to the Agreement in or on behalf of the Indemnifying Municipality for any claim of liability, loss, damages, costs and expenses for personal injury or damage to real or personal property by reason of any negligent act or omission by the Regional Housing Services Office while performing services for the Indemnifying Municipality. As to any claim or occurrence, the express indemnification set forth above shall be town-specific: Acton's obligations shall be limited to the services provided for Acton; Bedford's obligations shall be limited to the services provided for Bedford; Burlington's obligations shall be limited to the services provided for Burlington; Concord's obligations shall be limited to the services provided for Concord; Lexington's obligations shall be limited to the services provided for Lexington; Sudbury's obligations shall be limited to the services provided for Sudbury; and Weston's obligations shall be limited to the services provided for Weston. The Indemnifying Municipality's obligation to indemnify under this Section shall be limited to and benefited by the immunities and the limits on liability that would be applicable under M.G.L. c. 258 and any other law or statute limiting the liabilities of municipalities as if the negligent act or omission had been made by an employee of the Indemnifying Municipality. Furthermore, the Indemnifying Municipalities shall not be liable for any claims arising from:

- a. Violations of state or federal civil rights statutes;
- b. Violations of state or federal discrimination statutes;
- c. Wrongful termination claims;

- d. Violations of any state or federal statute dealing with employment practices;
- e. Claims that are covered by any insurance policy.

7. Termination. (Subsection A) Any Municipality, by a vote of its respective Board of Selectmen or Select Board, may withdraw from and terminate this Agreement at the end of any year with the provision of at least two months prior written notice to the Town of Concord. No such termination shall affect any obligation of indemnification that may have arisen hereunder prior to such termination. Upon such termination, the Town of Concord shall prepare full statements of outstanding unpaid financial obligations under this Agreement and present the same to the terminating Municipality for payment within thirty (30) days thereafter. The Town of Concord, by a vote of its respective Select Board, may terminate this Agreement upon the provision of at least one month prior written notice to the participating Municipalities. After termination of this Agreement, the Town of Concord shall remain liable to the participating Municipalities for any portion of the payments received not earned. (Subsection B) Any Municipality may withdraw at the end of any fiscal year in which the municipal legislative body has not appropriated funds sufficient to support that municipality's participation in the subsequent fiscal year, provided that in such an event, the municipality shall give as much notice to other subscribers to this Inter-Municipal Agreement as the circumstances allow.

8. Advisory Committee. There shall exist an Advisory Committee comprised of one (1) representative from each municipality, whom shall be appointed by the Town Manager/Administrator of the municipality. The Advisory Committee shall endeavor to meet on a quarterly basis in July, October, January and April. The Town of Concord shall prepare and send to each municipality a quarterly status report prior to the quarterly meeting.

9. Conflict Resolution. The Advisory Committee may hold additional meetings to discuss and resolve any conflicts that may arise including, but not limited to, disagreements regarding the needs of each municipality and changes to the annual allocation of hours as indicated in Exhibit B: Fee Structure. Any recommendations made to the Director of the Regional Housing Services Office must be made by a majority vote. Any unresolved issues shall be decided by the Town Manager of the Town of Concord.

10. Additional Communities. The Advisory Committee may vote at any time to amend this Agreement to add an additional municipality or municipalities by unanimous vote and approval of the Lead Municipality, so long as there are no more than nine (9) member communities. If voted and approved as provided in this Section, the participation of said municipality or municipalities is effective as of July 1 of the fiscal year next after the vote is taken unless otherwise agreed among all parties. . Any such additional municipality must be adjacent to at least one municipality participating in this Agreement unless waived by a majority of the Town Manager's of the originally participating communities.

11. Financial Safeguards. The Town of Concord shall maintain separate, accurate and comprehensive records of all services performed for each of the Municipalities hereto, and all funds received from the Municipalities. The Town of Concord shall issue a financial report for each fiscal year to each of the Municipalities by December 31 of the following fiscal year.

12. Assignment. None of the Municipalities shall assign or transfer any of its rights or interests in or to this Agreement, or delegate any of its obligations hereunder, without the prior written consent of all of the other Municipalities.

13. Amendment. This Agreement may be amended only in writing signed by all Municipalities duly authorized thereunto.

14. Severability. If any provision of this Agreement is held by a court of appropriate jurisdiction to be invalid, illegal or unenforceable, or if any such term is so held when applied to any particular circumstance, such invalidity, illegality or unenforceability shall not affect any other provision of this Agreement, or affect the application of such provision to any other circumstances, and the remaining provisions hereof shall not be affected and shall remain in full force and effect.

15. Governing Law. This Agreement shall be governed by, construed, and enforced in accordance with the laws of the Commonwealth of Massachusetts.

16. Headings. The paragraph headings herein are for convenience only, are no part of this Agreement and shall not affect the interpretation of this Agreement.

17. Notices. Any notice permitted or required hereunder to be given or served on any Municipality shall be in writing signed in the name of or on behalf of the Municipality giving or serving the same. Notice shall be deemed to have been received at the time of actual receipt of any hand delivery or three (3) business days after the date of any properly addressed notice sent by mail as set forth below:

Town of Acton
Steven Ledoux, Town Manager
472 Main Street
Acton, MA 01720

Town of Bedford
Richard Reed, Town Manager
10 Mudge Way
Bedford, MA 01730

Town of Burlington

John D. Petrin, Town Administrator
29 Center Street
Burlington, MA 01803

Town of Concord

Christopher Whelan, Town Manager
Town House, P.O. Box 535
22 Monument Square
Concord, MA 01742

Town of Lexington

Carl F. Valente, Town Manager
1625 Massachusetts Avenue
Lexington, MA 02420

Town of Sudbury

Melissa Murphy-Rodrigues, Town Manager
278 Old Sudbury Road
Sudbury, MA 01776

Town of Weston

Donna S. VanderClock, Town Manager
P.O. Box 378
Weston, MA 02493

18. Complete Agreement. This Agreement constitutes the entire Agreement between the Municipalities concerning the subject matter hereof, superseding all prior agreements and understandings. There are no other agreements or understandings between the Municipalities concerning the subject matter hereof. Each Municipality acknowledges that it has not relied on any representations by any other Municipality or by anyone acting or purporting to act for another Municipality or for whose actions any other Municipality is responsible, other than the express, written representations set forth herein.

[SIGNATURE PAGES FOLLOW EXHIBIT B]

Exhibit A
Core Housing Services

1. Monitoring
 - Monitoring Database of Affordable Housing Developments and residents
 - Annual monitoring of ownership units
 - Annual monitoring of rental developments
 - Reconcile municipal inventory records with the Subsidized Housing Inventory maintained by the Department of Housing and Community Development
 - Add new units to the inventory as required
2. HOME administration
 - Assist in the preparation of the Annual Action Plan and Annual CAPER documents
 - Consult on HOME funded projects
3. Local Support
 - Meet on-site with staff and housing entities
 - Consult on projects
 - Prepare and Review project documents
4. Regional Activities
 - Assist communities with regional linkages
 - Maintain and support RHSO website, including public and private pages
 - Provide programs to residents
 - Administer the Program on behalf of all communities

[SIGNATURE PAGES FOLLOW EXHIBIT B]

Exhibit B Fee Structure

The participating municipalities will proportionally share the total cost of operating the Regional Housing Services Office. The proportional share is determined based on the percentage of hours planned to support each municipality for core services as represented in the fee schedule.

Membership Fee Schedule Chart for FY18

	Hours	Pro rata \$	Pro rata %
Acton	320	\$22,773	11%
Bedford	450	\$32,024	15%
Burlington	155	\$11,030	5%
Concord	440	\$31,312	15%
Lexington	440	\$31,312	15%
Sudbury	830	\$59,066	28%
Weston	345	\$24,552	12%
	2,980	\$212,069	100%

This fee structure does not include payment for supplemental services which will be proposed and invoiced outside of this agreement or payment for additional hours in excess of the allotted hours.

WITNESS OUR HANDS AND SEALS as of the first date written above.

TOWN OF ACTON
By its Board of Selectmen

WITNESS OUR HANDS AND SEALS as of the first date written above.

TOWN OF BEDFORD
By its Board of Selectmen

WITNESS OUR HANDS AND SEALS as of the first date written above.

TOWN OF BURLINGTON
By its Board of Selectmen

WITNESS OUR HANDS AND SEALS as of the first date written above.

TOWN OF CONCORD
By its Select Board

WITNESS OUR HANDS AND SEALS as of the first date written above.

TOWN OF LEXINGTON
By its Board of Selectmen

WITNESS OUR HANDS AND SEALS as of the first date written above.

TOWN OF SUDBURY
By its Board of Selectmen

WITNESS OUR HANDS AND SEALS as of the first date written above.

TOWN OF WESTON
By its Board of Selectmen

Attachment3.a: Regional Housing Services Office IMA - FY18 Final (2349 : RHISO IMA Contract)

REGIONAL HOUSING SERVICES OFFICE

Sudbury Selectmen Update, June 27, 2017



*Regional Agreement between Acton, Bedford, Burlington, Concord,
Lexington, Sudbury, and Weston*

RHSO Update - Agenda

2

- FY17 Year in review
- FY18 Plans
- Hours and Budget review
- Summary

RHSO Update – Service Model

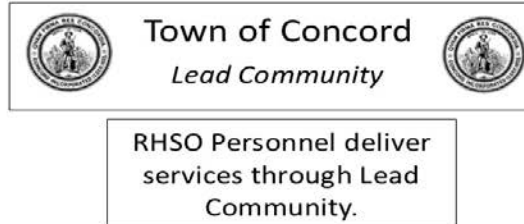
3

REGIONAL HOUSING SERVICES OFFICE, *ESTABLISHED 2011*



Member Towns receive housing services for an annual fee per Inter- Municipal Agreement:

- Monitoring
- Inventory Management
- Program Administration
- Assessment Valuations
- Local Support
- RHSO Website
- Regional Collaboration



Membership Fee covers all staffing, and administrative expenses, such as accounting, office support, mail, technology, etc

Member Town Statistics (FY17)				
	Housing Units	Restricted/SHI Units	Restricted Ownership	SHI%
Acton	8,475	561	61	6.62%
Bedford	5,322	977	52	18.36%
Burlington	9,627	1015	62	10.54%
Concord	6,852	723	71	10.55%
Lexington	11,946	1330	13	11.13%
Sudbury	5,921	608	37	10.27%
Weston	3,952	142	27	3.59%
	52,095	5,356	323	10.28%

RHSO Workplan – FY17 Review

4

Development projects,
Feasibility and Planning,
Boards and Committee support
Housing Production Plans
Sudbury: **Trust and Town Support**

Local
Board
Support

Ownership
Monitoring

380 Units: Annual
certifications, refinancing,
resale, general inquiries
**95% response rate, 97%
in Sudbury (33 of 34)**

Homeowner Training,
Property Manager
support and training,
Training for Town Boards
and Departments,
RHSO Website

RHSO
Program

**RHSO
Workplan**

LIP Rental
Monitoring

795 Units across 16
properties: Site visits,
tenant eligibility
review, and rent
examination. **SHA
Willis Lake**

Inventory
Monitoring

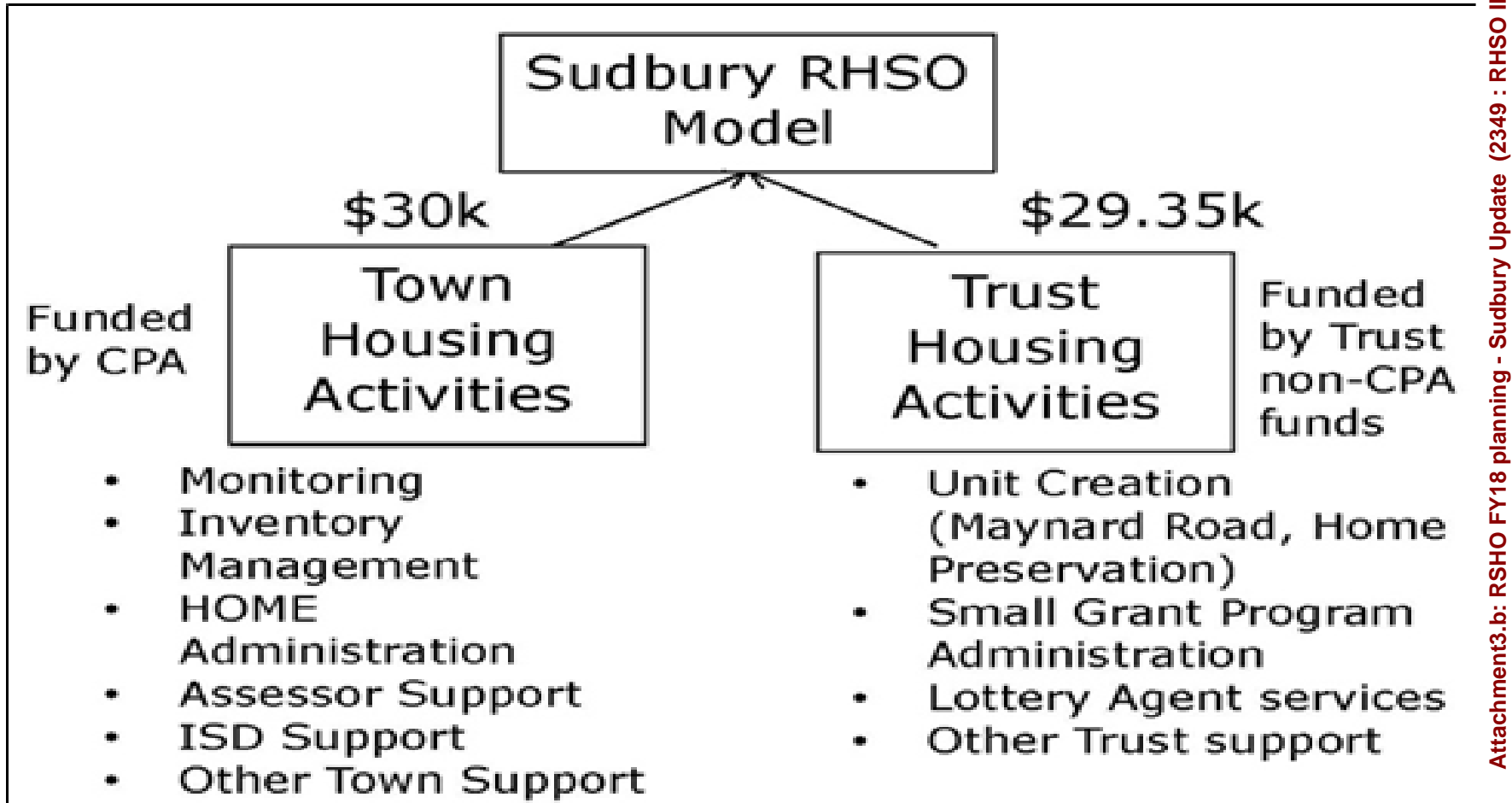
Review Compliance,
Maintain Inventories,
Provide Assessment Values,
555 SHI units since start of RHSO
Sudbury 10.27%, 608 units

Program
Support

HOME Program (\$1.7MM in
commitment), Small Grant and
Other Local Programs **Sudbury:
HOME Program administration,
Small Grant Program**

RHSO Update – FY17 Sudbury Support

5



RHSO Update – FY18 Plans

6

- Support for Member Communities
 - ▣ Continue to monitor owners and properties
 - ▣ Continue projects and local services
 - ▣ Continue support to property managers, residents and others
 - ▣ Continue sponsoring training and support for website
- Maintain RHSO Office
 - ▣ Amend IMA annually by all Selectmen
 - ▣ Move to new office location in June/July
 - ▣ Continue to entertain requests to speak at conferences
 - ▣ Continue dialogue with interested communities about joining
 - Delicate balance of staffing and availability

RHSO Budget – Hours Detail

7

Membership fees based on estimated hours

- Initial hours based on past experience and ‘best guess’
- Unused hours will be ‘refunded’ against FY18 fee

		Acton	Bedford	Burlington	Concord	Lexington	Sudbury	Westborough
		Hours per year	Hours per year	Hours per year	Hours per year	Hours per year	Hours per year	Hours per year
Monitoring & Inventory	Ownership/Rental	70	100	15	70	150	80	20
HOME administration	Annual Administration, Project	0	70	0	70	50	20	10
Local Support	Varies by community	170	200	60	220	160	650	200
RHSO Level Support	All participate equally							
	Administration Advisory, Status	40	40	40	40	40	40	40
	Community Linkage Training, Homeowner Program	40	40	40	40	40	40	40
Total		2980	320	450	155	440	440	830
	hours per week	57	6.1	8.6	3.0	8.4	8.4	15.9
	Percent of total		11%	15%	5%	15%	15%	28%
	Total							
	FY 2015 Actual	2479	319	384	193	411	405	598
	FY 2016 Actual	2715	353	429	191	517	417	665
	FY 2017 Budget (Including add'l hours)	2853	320	410	210	440	410	855
	FY 2018 Budget	2980	320	450	155	440	440	830

RHSO FY18 Budget

8

Budget is mostly staffing – correlating to hours - with some program and administration

	FY17(anticipated)					FY18			Versus FY17	
	Budget					Budget				
	7/1/16 Amount	Changes	6/30/17 Amount	Hours	% of Total	Amount	Hours	% of Total	Hours	\$
Starting Balance	\$4,311					\$4,605				
Income										
Acton	\$23,415	(\$828)	\$22,587	320	10%	\$22,771	320	11%	0	\$184
Bedford	\$29,900		\$29,900	410	13%	\$32,022	450	15%	40	\$2,122
Burlington	\$15,489	(\$2,192)	\$13,297	210	7%	\$11,030	155	5%	(55)	(\$2,267)
Concord	\$32,062	\$3,203	\$35,265	485	16%	\$31,310	440	15%	(45)	(\$3,955)
Lexington	\$29,900	\$3,972	\$33,872	466	15%	\$31,310	440	15%	(26)	(\$2,561)
Sudbury	\$43,590	\$16,000	\$59,590	855	28%	\$59,063	830	28%	(25)	(\$527)
Weston	\$11,526	\$11,164	\$22,690	346	11%	\$24,550	345	12%	(1)	\$1,861
Adjustments/Refunds										
Total	\$185,882	\$31,318	\$217,200	3,092	100%	\$212,057	2,980	100%	(112)	(\$5,143)
Expenses										
Staffing	\$195,906					\$196,413	\$65.91			
Program expenses	\$6,000					\$5,000				
Administrative Cost	\$15,000					\$15,000				
Total Expenses	\$216,906					\$216,413				
Ending Balance	\$4,605					\$249				
Billing Rate	\$70.15					\$71.16				

RHSO Update – Summary

9

- RHSO successfully completing 6 years of operation
 - ▣ Thank you for your continued support!
 - ▣ Comments and suggestions welcome



Proactive Compliance Monitoring

- Preserve Units
- Maintain Housing Inventory

Resource Efficiency

- Centralize Information for existing and prospective residents
- Leverage Resources, Resource Continuity

Regional Approach

- Common Solutions for Common Challenges
- Enhance Municipal Services



Regional Housing Services Office

Serving Acton, Bedford, Burlington, Concord, Lexington, Sudbury and Weston

3.b
141 Keyes Road
Concord MA 01742
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www.RHSOHousing.c

May 1, 2017

To: Steven Ledoux, Richard Reed, John Petrin, Chris Whelan, Carl Valente, Melissa Murphy-Rodrigues, Donna VanderClock, Roland Bartl, Nancy Tavernier, Kristen Guichard, Michael Rosen, Jim Doherty, Marcia Rasmussen, Lara Kritzer, Aaron Henry, Carol Kowalski, Meagen Donoghue, Lydia Pastuszek, Imaikalani Aiu

CC: Dan Gaulin, Lara Plaskon, Liz Valenta

From: Elizabeth Rust

RE: Regional Housing Services Office – FY2017 Q3 Status Report

This is the status report for activity from 1/1/2017 through 3/31/17 (FY17 Q3) for Regional Housing Services Office, an inter-municipal collaboration between Acton, Bedford, Burlington, Concord, Lexington, Sudbury and Weston. Please let me know if you have any comments or questions.

Program Administration:

We have turned the corner to finishing up FY17, and are finalizing the plans for FY18.

As mentioned earlier, the current IMA terminates this year and FY18 will bring a new IMA agreement, with Concord again as the lead community. A draft IMA has been distributed and will be finalized in May, for execution in June.

The RHSO will be moving to 37 Knox Trail, which is an office building owned by Concord located in Acton for the Concord school transportation department and bus depot. Office finishes are planned for May, with a tentative move in June.

The RHSO FY18 budget is in final draft, and will be presented at the annual May meeting with the Town Managers/Administrators. FY18 will also require new staffing contracts through an RFP process; with planned publication in May to ensure no break in service.

Two additional neighboring communities have approached the RHSO about joining, though neither have progressed past initial discussion to date. The IMA requires that new communities are approved by the Advisory Committee and the Lead Community, with a maximum of 9 communities.

The Advisory Committee met in February as their quarterly meeting and reviewed the student projections report, Affordable Housing Permit Considerations, Fair Housing Training, current activities and FY18 plans.

Regional Activities:

Regional activities are performed for the RHSO communities equally and provide general housing resources, including trainings, reports, information and the website.

This quarter the RHSO completed the student population and enrollment report for in the RHSO service area, which is published on the RHSO website, as well as Permit Considerations for conditions to include when issuing permits for developments with an affordable component.

Attachment 3.b: RHSO FY18 planning - Sudbury Update (2349 : RHSO IMA Contract)



Regional Housing Services Office

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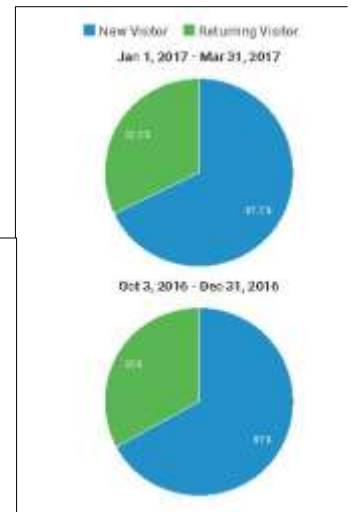
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At the request of the Advisory Committee, the RHSO has created custom Fair Housing sessions for Boards and Committees in conjunction with the WestMetro HOME Consortium. The interactive session will cover zoning considerations and municipal actions related to protected classes (families are protected classes), language access for Limited English Proficiency persons, reasonable accommodation and accessibility requirements for permitting issuing authorities. There are two sessions scheduled in June to accommodate afternoon and evening schedules. Invitation emails have been sent to each Advisory Committee member for distribution to Planning Board, Zoning Board and Selectmen, as well as other Town staff, Boards of Committees.

The website - RHSOHousing.org – continues to perform. The usage statistics show an increase in the number of sessions (3,382 vs 2,005), with the same ratio of new to returning visitors.



The RHSO completed a grant request to MAPC for Acton, Bedford, Concord and Lexington to assist in providing guidance on assessing current payment in lieu of units (PILU) bylaws as well as providing specific guidance on how to create or modify PILU bylaws to be more effective. MAPC has agreed to fund their assistance with a tentative start in late fall 2017, with the possibility to be ready for spring Town Meeting for zoning changes.

The RHSO presented Affirmative Fair Housing Marketing Plans and Lottery Administration training modules for MHP led state-wide training in March, at a breakout session at the MMA Annual Conference in January, and scheduled to present to MAPC SWAP Sub-region (snowed out).

SHI Administration

Managing the SHI inventory is an important part of the services provided. A total of 548 units have been added to the Subsidized Housing Inventory for the member communities since they joined the RHSO, with 248 added so far in this fiscal year. All communities except Acton and Weston are above the 10% threshold.

Assisted all communities with their responses to DHCD on the biennial SHI confirmation.

There is active pipeline in most communities (in different stages), including larger 40B rental developments in Acton, Burlington, Concord and Weston and 40B homeownership developments in Acton, Bedford, Sudbury and Weston.



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	FY15	FY16	SHI 2017			FY17 SHI Forecast			
	Units	Units	SHI Units	% Subsidized	+/- 10%	FY17 total	Units Added	Planned	Details
Acton	552	559	561	6.62%	-287	9	2	7	1 Quail, 2 Adeline St, 7 Martin St, -3 PO Sq, 2 DDS
Bedford	902	974	977	18.36%	445	8	3	5	3 Evergreen, 1 Cottages, 1 Fox Run, 3 DDS
Burlington	1002	1011	1015	10.54%	52	4	4		4 DDS
Concord	718	718	723	10.55%	38	5	5		1 Millstone, 4 Peter Bulkeley
Lexington	1329	1339	1330	11.13%	135	-9	-9		-9 DDS
Sudbury	354	358	608	10.27%	16	250	250		250 Avalon
Weston	149	149	149	3.77%	-246	2	0	2	-2 Warren Ave, 2 Viles St, 2 Silver Hill
total	5006	5108	5363	10.29%	154	269	255	14	

Monitoring:

The monitoring program is the core of the program activities with over 5,300 units of rental and ownership restricted housing across the communities. The table shows the 3/31/17 summary of the unit breakdown for each community.

	SHI			Rental			Ownership		
AS OF 3/31/17	Total Units	#SHI Units	% Subsidized	Total SHI rental	%affordable	Total affordable rental	Total	SHI	Other Local or Moderate
Acton	8,475	561	6.62%	501	53%	265	61	60	1
Bedford	5,322	977	18.36%	931	57%	532	52	46	6
Burlington	9,627	1015	10.54%	999	41%	405	62	16	46
Concord	6,852	723	10.55%	672	47%	315	71	51	20
Lexington	11,946	1330	11.13%	1,317	49%	645	93	13	80
Sudbury	5,921	608	10.27%	571	61%	349	37	37	0
Weston	3,952	142	3.59%	117	100%	117	27	25	2
total	52,095	5,356	10.28%	5,108	51%	2,628	403	248	155



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Ownership Units: For the deed restricted ownership units, the annual monitoring review is performed by:

- Reviewing the registry of deeds
- Reviewing the owner mailing addresses
- Self-certifications to each owner, 3 mailings
- Providing annual certification report

The ownership monitoring process establishes clear communication with the owners documenting their obligations, as well as provides a contact for on-going questions. It has been proven to be very helpful.

The process is complete for 2017 with a 95% response rate, a slight increase over the last two years.

Rental Projects: Monitoring the Local Initiative Program (LIP) rental units also is a RHSO priority. There are 15 rental projects with 867 units in the RHSO service area where the Towns have the responsibility to monitor the units.

The RHSO monitoring review continues to advance. The basic review includes ensuring that the rents are calculated in accordance with the Regulatory Agreement, that the tenants are recertified using source documents, and that the units are maintained in accordance with all applicable standards.

Advancements are being made in verifying the Property Managers are selecting residents through an approved Affirmative Fair Housing Marketing Plans (AFHMP) including advertising requirements. A survey on the status of the AFHMP was sent to each property manager, and results will be included in the monitoring reports this year.

2/21/2017	2017 Self-Declaration			
	Sent	Rec'd	Open	% rec'd
Acton	53	50	3	94%
Bedford	52	51	1	98%
Burlington	24	21	3	88%
Concord	70	67	3	96%
Lexington	14	14	0	100%
Sudbury	34	33	1	97%
Weston	27	24	3	89%
<i>total</i>	274	260	14	95%

	Town	Development Name	SHI units	Subsidy Program	2017 Monitoring
1	Acton	Acton Housing Authority	4	LIP 40B	
2	Acton	Inn at Robbins Brook	3	LIP-LAU	
3	Bedford	Village at Concord Road	12	LIP 40B	Complete
4	Bedford	Patriot Place	10	LIP 40B	Complete
5	Bedford	Village at Taylor Pond	200	LIP-LAU	Complete
6	Burlington	Arborpoint	34	LIP-LAU	
7	Concord	Concord Mews	350	LIP 40B	Report in draft
8	Concord	405 Old Bedford Road (CHA)	4	LIP LAU	
9	Concord	Brookside Square	8	LIP-LAU	Complete
10	Concord	Warner Woods	80	MH NEF	Complete
11	Lexington	Avalon at Lexington Hills	97	LIP 40B	Scheduled
12	Lexington	Avalon Lexington	56	Local	Scheduled
13	Lexington	LexHAB Scattered Sites	9	LIP-LAU	Report completed
14	Sudbury	Willis Lake (SHA)	1	LIP-LAU	Complete
15	Weston	Church, Jones, Pine Street	4	LIP LAU	
			872		



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Town-Specific Monitoring

Other monitoring efforts include assisting residents with refinancing as well as maintaining the inventory with new projects, new owners, and other general updates.

In Acton: continued to monitor capital improvement project (Franklin), completed closing documents for resale of moderate income unit at Lalli Terrace, reviewed monitoring reports on the Old High School, recommended refinance approval (River St),

In Bedford: Continued significant work on Bedford Village expiring use resulting in an affirmative Town Meeting vote for up to \$3million of CPA funds, completion of annual monitoring for Patriot Place, Village at Concord Road and Village at Taylor Pond (with escalation).

In Burlington: Assisted with a foreclosure auction for a restricted ownership unit at Winnview Heights by preparing an application for applicants.

In Concord: Worked with DHCD to adjust the SHI for Emerson Annex on expiration dates, reviewed rates and rents at Concord Park.

In Lexington: Continued significant work on the complex Pine Grove expiring use project resulting in an affirmative Town Meeting vote for ~\$1million of CPA funds, extended the restriction expiration date on the SHI for Interfaith property (first drafting a local Regulatory Agreement though not used in the end), participated in foreclosure discussions on a restricted ownership unit at Lexington Place.

In Sudbury: Worked with lender on refinance at Landham Crossing.

In Weston: Assisted owners with questions on potential resales, including calculating resale price for moderate income unit at Dickson Meadows. .

HOME Support:

The activities in the HOME support category assist communities commit and expend their available Program funds, develop HOME funded programs, as well as completing their administrative requirements. To date, the RHSO has assisted the member communities commit \$924,000 since FY13, and is working towards committing an additional \$143,400 in the next quarter.

In this reporting period the RHSO attended the quarterly HOME meeting, and:

- Completed Annual Action Plans for Bedford, Concord, Lexington and Sudbury
- Continued to work on HOME monitoring with the property managers, including rent approvals.
- Bedford: Approved HOME rents for 447 Concord Ave.
- Concord: Continued support for the construction at Peter Bulkeley phase 2 – the project is 90% constructed, and all the HOME Funds have been requisitioned (save the holdback). The Town funds, and DHCD (save the holdback) have also all been requisitioned.
- Lexington: Keeler Farm: completed the Environmental Review, prepared HOME Commitment documents (funds from FY16, FY17, and Competitive Pool).
- Sudbury – No HOME activity this period.



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Local Support:

The local support category enables each municipality to have some amount of hours to support priority items that are not covered under other service categories. The following local support activities were performed for each community in this reporting period:

- Acton: Provided review and comments on Martin St ZBA decision, leading a joint Acton/Maynard meeting for the Powdermill 40B project which spans the two towns.
- Bedford: Attended periodic Bedford Housing Partnership and Bedford Housing Trust meetings, assisted with the Coast Guard project through the P&S and closing.
- Burlington: Reviewed 2020 SHI.
- Concord: Drafted compliance certificates for two moderate income buyers at Black Birch I, performed resale agent services for unit at Lalli Woods and unit at Walden Street, assisted with the initial feasibility at Timothy Wheeler House, drafted summaries for housing tour for legislators, Supported the CHDC by creating a CHDC section on the RHSO website, administering the Small Grant Program awards, assisting with the Junction Village project with many activities (including documentation and guidance on Local Preference) resulting in an affirmative Town Meeting vote for \$1.350million of Town/CPA funds, drafted compliance certificates for two moderate income buyers at Black Birch I, performing resale agent services for unit at Lalli Woods and unit at Walden Street
- Lexington: No local support this period.
- Sudbury: Administered a lottery for the Sudbury Housing Authority for their 5 programs, Completed closing documents for closing at Grouse Hill (#29), assisted with the Avalon LIP process including Regulatory Agreement and Monitoring Agreement review, qualifying two applicants for Frost Farm, Supported the Sudbury Housing Trust by: preparing agendas and attending monthly meetings, continuing to support the 8th Home Preservation unit repair process, supporting the complex Maynard Road, supporting the Small Grant Program by processing invoices for awarded funds, and performed lottery and resale services by
 - Contracting with Lexington Manor House
 - Submitting signed LIP application packages to DHCD, including AFHM Plans, for Bedford Depot Crossing and Bedford Fox Run
 - Opened application period at Framingham Montage Phase 3, held information session, qualified applicants, and held lottery
 - Closed units at Framingham Montage.
- Weston: Supported the Weston Housing Trust by preparing agendas and monthly meetings, assisting in comments for current 40B proposals, assisting with CPA article proposal, performing resale agent services for unit at Winter Gardens, exploring the LIP process for Brooks School

Attachment 3.b: RHSO FY18 planning - Sudbury Update (2349 : RHSO IMA Contract)



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FY17 Hours and Budget Recap:

The table below shows the FY17 hours status after third quarter. These run rates were used in developing and finalizing the FY18 budget.

Any over/under 10 hours are 'forgiven' in the year-end accounting, per policy. This applies to Acton, Bedford, and Sudbury at this point.

Unused hours (represented by negative numbers) will be applied as refunds to FY18 as the community has already paid for them. This applies to Burlington.

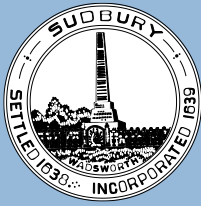
Communities are asked to purchase hours in overage situations prior to the end of the year. To date, Sudbury and Weston has purchased additional hours; Concord, Weston and Lexington will each purchase additional hours for FY17.

There is complexity in the RHSO model with the hours model. At the start of the year, the budget hours are allocated to each staff and the funding amount is committed on purchase orders. As communities purchase more hours, staff hours are increased and reflected on the specific purchase orders. When communities reduce their hours, the equivalent hours must be decreased. There is more of this activity this year than in the past.

Through 3/31	YTD Actual	YTD Annualized Budget	Difference	FY17 Annual Budget	FY18 Proposed Budget
Acton	237.90	240.00	(2.10)	320	320
Bedford	317.30	307.50	9.80	410	450
Burlington	112.90	157.50	(44.60)	210	155
Concord	369.75	330.00	39.75	440	440
Lexington	339.80	307.50	32.30	410	440
Sudbury	634.05	641.25	(7.20)	855	830
Weston	232.15	156.00	76.15	208	345
	2,243.85	2,139.75	104.10	2,853	2,980

The RHSO budgets to zero each year. The small amount of funds allocated to program expense and program administration (14%) are planned to utilize the budget amounts.

Attachment 3.b: RHSO FY18 planning - Sudbury Update (2349 : RHSO IMA Contract)



SUDBURY BOARD OF SELECTMEN

Tuesday, June 27, 2017

TIMED ITEM**4: Amendment to SHT charter**REQUESTOR SECTION

Date of request:

Requestor: Lydia Pastuszek, Housing Trust Chair

Formal Title: Discussion and vote whether to approve amendment to the Sudbury Housing Trust charter to remove term limits.

Recommendations/Suggested Motion/Vote: Discussion and vote whether to approve amendment to the Sudbury Housing Trust charter to remove term limits.

Background Information:
attached memo

Financial impact expected:none

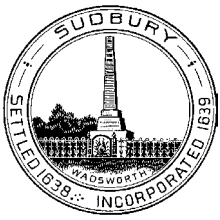
Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Susan N. Iuliano	Pending
Board of Selectmen	Pending

06/27/2017 7:30 PM



Town of Sudbury

Sudbury Housing Trust

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278 Old Sudbury Rd
Sudbury, MA 01776
978-639-3387

<http://www.sudbury.ma.us>
Housing@sudbury.ma.us

4.a

Date: June 22, 2017
To: Board of Selectmen
From: Lydia Pastuszek, Chair Sudbury Housing Trust

To the Sudbury Board of Selectmen,

The Sudbury Housing Trust requests the Board's approval to amend the Sudbury Housing Trust to remove the term limit clause as presented. Note that this has no impact or effect on the length of term, it removes the limitation that Trustees can only serve for 5 terms.

Amendments to the Trust require Board of Selectmen and Trustee approval. The Trust document (attached) contains details of the amendment process in Section XI, which includes approval by the Board of Selectmen.

The Declaration of Trust may be amended from time to time except as to those provisions specifically required under M.G.L. Chapter 44, s 5C, by an instrument in writing signed by all of the Trustees and approved at a meeting called for that purpose, and approved by the Board of Selectmen provided that in each case, a certificate of amendment has been recorded with the Middlesex South District Registry of Deeds and the Land Court.

This matter of removing the term limits was approved at the Trust meeting of April 27, 2017 and the amendment has been drafted and reviewed by Town Counsel and signed by all Trustees.

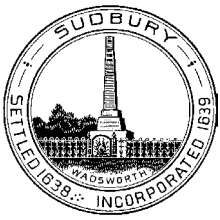
Term Limit requirement is included the recorded Trust document. The Trust was established in 2007 pursuant to the provisions of M.G.L. Chapter 44, s 55C for providing for the preservation and creation of affordable housing in the Town of Sudbury for the benefit of low and moderate income households.

The 2007 Trust document details the specifics around the Trustee appointments, as detailed below. The Board of Selectmen like other Town committees appoints the Trustees. The original Trust also added the term limits, as the last sentence in the second paragraph.

There shall be a Board of Trustees consisting of not less than five and not more than nine Trustees appointed by the Board of Selectmen. At least one of the Trustees shall be a member of the Board of Selectmen, who shall serve as the representative of the Board of Selectmen.

The Trustees shall be appointed for a two (2) year term, such term to end on April 30 of the expiration year or until such time as a successor is appointed, should said appointment be delayed. Two of the initial Trustee appointments shall be for a term of one (1) year, and may be re-appointed at the discretion of the Board of Selectmen. Trustees may be appointed for no more than five (5) consecutive terms.

Attachment4.a: BoS memo - Term Limit removal package (2378 : Amendment to SHT charter)



Town of Sudbury

Sudbury Housing Trust

4.a

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Considerations for the removal of the Term Limit requirement. There are four major considerations for the board on this request.

1. Term limits are not standard. Term limits are not part of the MGL enabling legislation, other municipal affordable housing trust boards (Wayland, Bedford or others), or any other Town board
2. Two Trustees who have reached the term limits would like to continue to serve.
3. The Board of Selectmen have authority to appoint or not reappoint Trustees at their discretion.
4. There are decreasing volunteers for the housing trust, and there are open positions.

The Sudbury Housing Trust thanks the Board of Selectmen for their time in considering this request.


Attachment4.a: BoS memo - Term Limit removal package (2378 : Amendment to SHT charter)

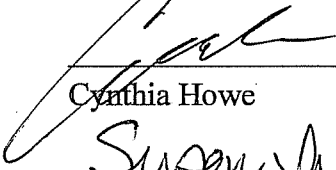
SUDBURY HOUSING TRUST
AMENDMENT

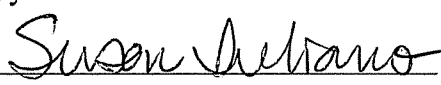
The Sudbury Housing Trust Declaration of Trust executed February 15, 2007 and recorded in the Middlesex South District Registry of Deeds March 8, 2007 at Book 49096, Page 353, as amended, is hereby further amended by striking the last sentence in the second paragraph of Article IV Appointment and Tenure of Trustees. The second paragraph of Article IV shall hereby read as follows:

The Trustees shall be appointed for a two (2) year term, such term to end on April 30 of the expiration year or until such time as a successor is appointed, should said appointment be delayed. Two of the initial Trustee appointments shall be for a term of one (1) year, and may be re-appointed at the discretion of the Board of Selectmen.

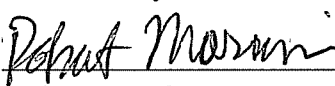
IN WITNESS WHEREOF the said Trustees have hereunto set their hands and seals this _____ day of _____, 2017.

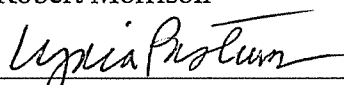

Kelley Cronin


Cynthia Howe


Susan Iuliano

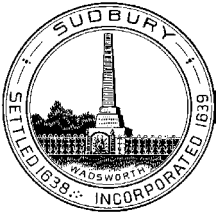

Andrew Kaye


Robert Morrison


Lydia Pastuszek


Jay Zachariah

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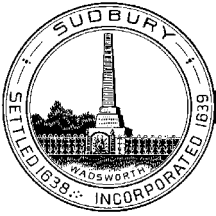
4.a

Sudbury Housing Trust

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The Trustees shall be appointed for a two (2) year term, such term to end on April 30 of the expiration year or until such time as a successor is appointed, should said appointment be delayed. Two of the initial Trustee appointments shall be for a term of one (1) year, and may be re-appointed at the discretion of the Board of Selectmen. Trustees may be appointed for no more than five (5) consecutive terms.

	Trustee		Term1	Term2	Term3	Term4	Term5
1	Andrew Kaye	Original Trustee Willing to Serve	1 Year – 5/1/08 to 4/30/09	2 Year – 5/1/09 - 4/30/11	2 Year – 5/1/11 – 4/30/13	2 Year – 5/1/13 – 4/30/15	2 Year – 5/1/15 – 4/30/17
2	Lydia Pastuszek	Original Trustee Willing to Serve	2 Year – 2/27/07 to 4/30/09	2 Year – 5/1/09 - 4/30/11	2 Year – 5/1/11 – 4/30/13	2 Year – 5/1/13 – 4/30/15	2 Year – 5/1/15 – 4/30/17
3	Robert Morrison	Replaces Guillemette	2 Year – 5/1/12 to 4/30/14	2 Year – 5/1/14 to 4/30/16	2 Year – 5/1/16 to 4/30/18		
4	Kelley Cronin	Replaces Hewitt	2 Year – 5/1/14 to 4/30/16	2 Year – 5/1/16 to 4/30/18			
5	Susan Iuliano	Replaces O'Brien	2 Year – 5/1/15 – 4/30/17				
6	Cynthia Howe	Replaces Buoniconti	2 Year – 5/1/16 to 4/30/18				
7	VACANT	Replace Zachariah					
8	VACANT	Replace Wang					
9	VACANT	Replace Lepak					



Town of Sudbury

Sudbury Housing Trust

Flynn Building
278 Old Sudbury Rd
Sudbury, MA 01776
978-639-3387

4.a

Past Trustees

Trustee		Term1	Term2	Term3	Term4	Term5
Joel Guillemette	Expansion	2 Year – 5/1/08 to 4/30/10	2 Year – 5/1/10 to 4/30/12	Resigned		
Michael Fee	Original Trustee	2 Year – 2/27/07 to 4/30/09	2 Year – 5/1/09 - 4/30/11	Resigned		
Peter Crowe	Original Trustee	1 Year – 2/27/07 to 4/30/08	2 Year – 5/1/08 - 4/30/10	2 Year – 5/1/10 to 4/30/12	2 Year – 5/1/12 to 4/30/14	Resigned
Daniel Hewett	Expansion	2 Year – 5/1/08 to 4/30/10	2 Year – 5/1/10 to 4/30/12	2 Year – 5/1/12 to 4/30/14	Resigned	
Michael Buoniconti	Expansion	1 Year – 5/1/08 to 4/30/09	2 Year – 5/1/09 to 4/30/11	2 Year – 5/1/11 – 4/30/13	2 Year – 5/1/13 – 4/30/15	Resigned
Larry O'Brien	Original Trustee	2 Year – 2/27/07 to 4/30/09	2 Year – 5/1/09 - 4/30/11	2 Year – 5/1/11 – 4/30/13	2 Year – 5/1/13 – 4/30/15	Resigned
Peter Abair	Replaces Fee	2 Year – 9/21/11 to 4/30/13	2 Year – 5/1/13 – 4/30/15	2 Year – 5/1/15 – 4/30/17	Resigned 1/1/16	
Amy Lepak	Original Trustee	1 Year – 2/27/07 to 4/30/08	2 Year – 5/1/08 – 4/30/10	2 Year – 5/1/10 to 4/30/12	2 Year – 5/1/12 to 4/30/14	2 Year – 5/1/14 to 4/30/16
Bo Wang	Replaces Abair	1 Year – 5/1/16 to 4/30/17	Resigned 1/2017			
Jay Zachariah	Replaces Crowe	1 Year – 5/1/15 to 4/30/16	2 Year – 5/1/16 to 4/30/18	Resigned 4/2017		

Attachment 4.a: BoS memo - Term Limit removal package (2378 : Amendment to SHT charter)

10
8

SUDBURY HOUSING TRUST

THIS DECLARATION OF TRUST is executed as of the fifteenth (15th) day of February, 2007 by Lawrence W. O'Brien, member of the Board of Selectmen; Michael C. Fee, Chairman of the Planning Board; Amy Lepak, Chairman, Community Housing Committee; and Christopher Morely and Tara L. N. Reed, Co- Chairmen of the Community Preservation Committee, hereinafter called the Temporary Trustees, who shall serve in such capacity pursuant to the provisions of M.G.L. Chapter 44, s 55C until the permanent Trustees are appointed pursuant to Article IV hereunder.

WHEREAS, The Town Meeting of Sudbury has authorized the establishment of a Housing Trust pursuant to the provisions of M.G.L. Chapter 44, s 55C; and

WHEREAS, An Interim Trust was established on October 17, 2006 to provide an interim mechanism for collecting funds and paying for expenses in accordance with the purpose and intent of the enabling legislation pending the adoption of final Trust documents; and

WHEREAS, It is the intention of the Trustees, to establish a comprehensive trust in accordance with the provisions of M.G.L. Chapter 44, s 55C authorizing the establishment of thereof; and

WHEREAS, All monies received by the Interim Trust shall be transferred to this final Trust for all purposes relevant to the Trust and the entire Housing Trust Fund (the Fund) shall be considered available for the purposes of accomplishing the mission of providing for the preservation and creation of affordable housing in the Town of Sudbury for the benefit of low and moderate income households.

THEREFORE, in consideration of the agreements contained in this Trust, and the requirements of M.G.L. Chapter 44, s 55C, the Trustees hereby acknowledge and agree for themselves and their successors in trust to hold the same, together with such other property and funds as may be added thereto, for the purposes hereof in trust for the benefit of all of the Inhabitants of the Town of Sudbury, in the manner and under the terms and conditions set forth herein.

ARTICLE I TRUSTEES

The Trustees shall be appointed in accordance with Article IV hereof to replace the Temporary Trustees established and appointed in the first paragraph of this document.

ARTICLE II PURPOSE OF TRUST

The purpose of the Trust shall be to provide for the preservation and creation of affordable housing in the Town of Sudbury for the benefit of low and moderate income households.

ARTICLE III POWERS OF TRUSTEES

The Trustees shall have the following powers which shall be carried out in accordance with and in furtherance of the provisions of M.G.L. Chapter 44, s 55C (Municipal

RETURN TO:

Office of Town Counsel
TOWN OF SUDBURY
278 Old Sudbury Road
Sudbury, MA 01776

Affordable Housing Trust Fund) as outlined below except that it shall have no ability to borrow money, or mortgage or pledge Trust assets, purchase, sell, lease, exchange, transfer or convey any interest in real property without prior approval of the Sudbury Board of Selectmen:

- 1) to accept and receive real property, personal property or money, by gift, grant, contributions, devise, or transfer from any person, firm, corporation or other public entity or organization or tendered to the Trust in connection with provisions of any ordinance or by-law or any General Law or Special Act of the Commonwealth or any other source including money from M.G.L Chapter 44B (Community Preservation);
- 2) with Board of Selectmen approval from Trustee recommendation, to sell, lease, exchange, transfer or convey any personal, mixed, or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertaking relative to Trust property as the Trustees deem advisable notwithstanding the length of any such lease or contract;
- 3) to execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases and other instruments sealed or unsealed, necessary, proper or incident to any transaction in which the Trustees engage for the accomplishment of the purposes of the Trust;
- 4) with Board of Selectmen approval from Trustee recommendation, to borrow money on such terms and conditions and from such sources as the Trustees deem advisable, to mortgage and pledge Trust assets as collateral; to the extent of the Trust's assets, and subject to 2/3 vote at any Annual or Special Town Meeting for greater than the extent of the Trust's assets.
- 5) to construct, manage or improve real property; and to abandon any property which the Trustees determine not to be worth retaining;
- 6) with Board of Selectmen approval from Trustee recommendation, to purchase and retain real or personal property, including without restriction investments that yield a high rate of income or no income;
- 7) to hold all or part of the Trust property uninvested for such purposes and for such time as the Trustees may deem appropriate; and
- 8) to become the lottery and monitoring agent for affordable housing and accept compensation for those services into the Fund,
- 9) to monitor the expiring use of any affordable housing in Sudbury;
- 10) to compensate Town employees for services provided as authorized by the Town Manager, including but not limited to dedicated staff to Trustees, engineering support for project specific activities, and other Town services, as requested by the Trustees to the Town Manager;
- 11) to employ advisors and agents, including but not limited to accountants, appraisers and lawyers as the Trustees deem necessary;

- 12) to pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the Trustees deem advisable;
- 13) to participate or join or form a partnership, corporation or any other legally organized entity to accomplish the purposes of this Trust and to participate in any reorganization, recapitalization, merger or similar transactions; and to give proxies or powers of attorney with or without power of substitution to vote any securities or certificates of interest; and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation, and any other corporation, person or entity,
- 14) to apportion receipts and charges between incomes and principal as the Trustees deem advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation depletion or otherwise;
- 15) to deposit any security with any protective reorganization committee, and to delegate to such committee such powers and authority with relation thereto as the Trustees may deem proper and to pay, out of Trust property, such portion of expenses and compensation of such committee as the Trustees may deem necessary and appropriate;
- 16) to carry property for accounting purposes other than acquisition date values;
- 17) to make distributions or divisions of principal in kind;
- 18) to extend the time for payment of any obligation to the Trust,
- 19) to establish criteria and/or qualifications for recipients and expenditures in accordance with Trust's stated purposes;
- 20) to compromise, defend, enforce, release, settle or otherwise adjust claims in favor or against the Trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of this act, to continue to hold the same for such period of time as the Trustees may deem appropriate;

Notwithstanding anything to the contrary herein, Board of Selectmen approval shall be required for any of the following actions:

- a) to purchase real or personal property;
- a) to sell, lease, exchange, transfer or convey any personal, mixed, or real property; and
- b) to borrow money, or to mortgage or pledge Trust assets as collateral to the extent of the Trust's assets.

Notwithstanding anything to the contrary herein, the Trustees may not borrow, mortgage or pledge greater than the current Trust assets unless approved by the Board of Selectmen and by a 2/3 vote at any Annual or Special Town Meeting.

The Trustees shall have full power and authority, at any time and from time to time and without the necessity of applying to any court for leave to do so, to expend the 100% of the Trust funds, both principal and interest, to the extent that all funds hereunder may be expended if the Trustees deem such expenditure appropriate. All expenditures shall be made in conformance with the terms of this Trust and M.G.L. Chapter 44, s 55C.

ARTICLE IV APPOINTMENT AND TENURE OF TRUSTEES

There shall be a Board of Trustees consisting of not less than five and not more than nine Trustees appointed by the Board of Selectmen. At least one of the Trustees shall be a member of the Board of Selectmen, who shall serve as the representative of the Board of Selectmen.

The Trustees shall be appointed for a two (2) year term, such term to end on April 30 of the expiration year or until such time as a successor is appointed, should said appointment be delayed. Two of the initial Trustee appointments shall be for a term of one (1) year, and may be re-appointed at the discretion of the Board of Selectmen. Trustees may be appointed for no more than five (5) consecutive terms.

In the event of a vacancy in the position of Trustee, the appointment shall be made in the same manner as the original appointment.

All Trustees must be current residents of Sudbury upon initial appointment. Any Trustee who ceases to be a resident of the Town of Sudbury shall promptly provide a written notification of the change in residence to the Trust and to the Town Clerk. Said Trustee may continue to serve with the approval of the remaining Trustees, and may be reappointed by the Board of Selectmen.

Any Trustee may resign by written instrument signed and acknowledged by such Trustee and duly filed with the Town Clerk. If a Trustee shall die, resign, or for any other reason cease to be a Trustee hereunder before his/her term of office expires, a successor shall be appointed by the Board of Selectmen to fill such vacancy provided that in each case the said appointment and acceptance in writing by the Trustee so appointed is filed with the Town Clerk. No such appointment shall be required so long as there are five (5) Trustees in office. Upon the appointment of any succeeding Trustee and the filing of such appointment the title to the Trust estate shall thereupon and without the necessity of any conveyance be vested in such succeeding Trustee jointly with the remaining Trustees.

ARTICLE V MEETINGS OF THE TRUSTEES

The Trust shall meet at least quarterly at such time and such place as the Trustees shall determine. Special meetings may be called by the Chairperson or by any two (2) Trustees. Notice of any meeting of the Trust shall be filed with the Town Clerk and posted in accordance with the Open Meeting Law, M.G.L. Chapter 39, s 23A, 23B and 23C.

A quorum of the Board of Trustees shall be the majority of the number of authorized Trustees.

The Trustees shall annually elect one (1) Trustee who shall not be a member of the Board of Selectmen to serve as Chairperson. The Chairperson may establish sub-committees

and/or ad hoc task related committees to carry out the purposes of the Trust. Chairpersons of the sub-committees may be selected by the members of the sub-committees.

If any Trustee is absent from five (5) consecutive regularly scheduled meetings of the Trust, except in the case of illness, his position shall be deemed vacant and shall be filled with a new appointment as set forth above.

ARTICLE VI ACTS OF TRUSTEES

A majority of Trustees may exercise any or all of the powers of the Trustees hereunder and may execute on behalf of the Trustees any and all instruments with the same effect as though executed by all the Trustees. No Trustee shall be required to give bond. No license of court shall be required to confirm the validity of any transaction entered into by the Trustees with respect to the Trust Estate.

ARTICLE VII TREASURER/COLLECTOR AS CUSTODIAN

The Town of Sudbury Treasurer/Collector shall be the custodian of the Trust's funds and shall maintain separate accounts and records for said funds.

He or she shall invest the funds in the manner authorized by M.G.L Chapter 44, s 55 (Public Funds on Deposit; Limitations; Investments,) s 55A, (Liability of Depositor for Losses Due to Bankruptcy), s 55B (Investment of Public Funds).

Any income or proceeds received from the investment of funds shall be credited to and become part of the Trust.

Expenditures by the Trust shall be processed through the warrant but shall be controlled by the provisions of M.G.L. Chapter 44, s.55C. The yearly approved budget, and any approved budget revisions will be recorded by the Town Treasurer/Collector.

As custodian, the Treasurer/Collector shall issue checks as directed by the Trustees.

In accordance with M.G.L. Chapter 44, s.55C (Municipal Affordable Housing Trust Fund), the books and records of the Trust shall be audited annually by an independent auditor in accordance with accepted accounting practices. The Trust shall be audited as part of the Town audit.

ARTICLE VIII

DURATION OF THE TRUST

This Trust shall continue so long as authorized under the Laws of the Commonwealth of Massachusetts. Notwithstanding the foregoing, The trust may be terminated by a majority vote of the Town Meeting in accordance with M.G.L. Chapter 4, s 4B, provided that an instrument of termination together with a certified copy of the Town Meeting vote are duly recorded with the Middlesex South District Registry of Deeds and the Land Court. Upon termination of the Trust, subject to the payment of or making provisions for the payment of all obligations and liabilities of the Trust and the Trustees, the net assets of the Trust shall be transferred to the Town and held by the Board of Selectmen for affordable housing purposes. In making any such distribution, the Trustees may, subject to the approval of the Board of Selectmen, sell all or any portion of the Trust property and distribute the net proceeds thereof or they may distribute any of the assets in kind. The powers of the Trustees shall continue until the affairs of the Trust are concluded.

ARTICLE IX

CONSTRUCTION OF TERMS

In the construction hereof, whether or not so expressed, words used in the singular or in the plural respectively include both the plural and singular, words denoting males include females and words denoting persons include individuals, firms, associations, companies, trusts and corporations unless a contrary intention is to be inferred from or required by the subject matter or context. All the powers and provisions of the Trust herein contained shall take effect and be construed according to the laws of the Commonwealth of Massachusetts.

Reference to the Trustee shall mean the Trustee or Trustees for the time being hereunder.

ARTICLE X

RECORDING

This Declaration of Trust shall be recorded with the Middlesex South District Registry of Deeds and the Land Court.

ARTICLE XI

AMENDMENTS

The Declaration of Trust may be amended from time to time except as to those provisions specifically required under M.G.L. Chapter 44, s 5C, by an instrument in writing signed by all of the Trustees and approved at a meeting called for that purpose, and approved by the Board of Selectmen provided that in each case, a certificate of amendment has been recorded with the Middlesex South District Registry of Deeds and the Land Court.

ARTICLE XII

RECORD TO BE CONCLUSIVE, CERTIFICATE AS TO FACTS

Every contract, deed, mortgage, lease and other instrument executed by a majority of the Trustees as appears from instruments or certificates recorded with the Registry of Deeds and Land Registration Office to be Trustees hereunder shall be conclusive evidence in favor of any person relying thereon or claiming thereunder, that at the time of the delivery thereof this Trust was in full force and effect and that the execution and delivery of such instrument was duly authorized by the Trustees except that instruments of amendment pursuant to Article XI and an instrument of termination pursuant to Article VIII hereof shall be conclusive only if it appears that the delegations, amendments or

termination have been executed by all of the Trustees. Any person dealing with the Trust property or the Trustees may always rely on a certificate signed by any person appearing from instruments or certificates so recorded to be Trustee hereunder as to the identity of the then current Trustees or as to the existence or non-existence of any fact or facts which constitute conditions precedent to acts by the Trustees or in any other manner germane to the affairs of the Trust.

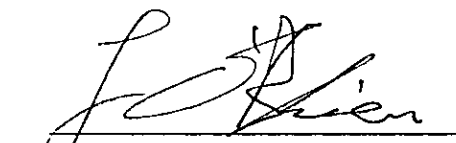

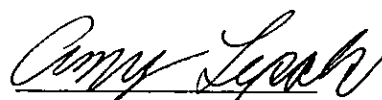

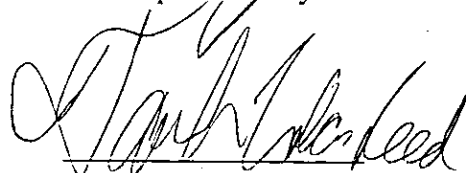
ARTICLE XIII TERMINATION OF INTERIM TRUST

The Interim Trust is hereby terminated and all assets and liabilities shall be transferred to the Trustees hereunder pursuant to the vote of the April 2006 vote of the Sudbury Annual Town Meeting and M.G.L. Chapter 44, s 55C.

ARTICLE XIV TITLES

The titles to the various Articles herein are for convenience only and are not to be considered part of said Articles nor shall they affect the meaning or the language of any such article.

IN WITNESS WHEREOF the said Trustees have hereunto set their hands and seals on the day and year first hereinabove set forth.


Lawrence W. O'Brien
Michael C. Fee
Amy Lepak
Christopher Morely
Tara L. N. Reed

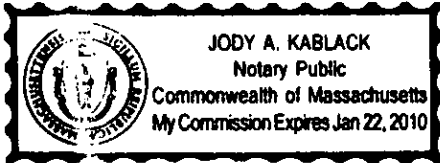
Attachment 4.a: BoS memo - Term Limit removal package (2378 : Amendment to SHT charter)

COMMONWEALTH OF MASSACHUSETTS

MIDDLESEX, SS.

February 15, 2007

On this 15th day of February, 2007, before me, the undersigned notary public, personally appeared the above-named Lawrence W. O'Brien, proved to me through satisfactory evidence of identification, which was personal knowledge, to be the person whose name is signed on the preceding document, and acknowledged to me that he signed it voluntarily for its stated purpose.



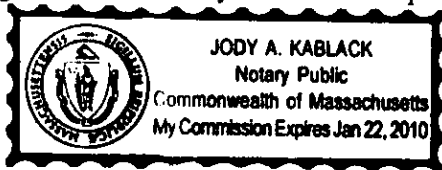
Jody A. Kablack
Jody A. Kablack, Notary Public
My commission expires January 22, 2010

COMMONWEALTH OF MASSACHUSETTS

MIDDLESEX, SS.

February 15, 2007

On this 15th day of February, 2007, before me, the undersigned notary public, personally appeared the above-named Michael C. Fee, proved to me through satisfactory evidence of identification, which was personal knowledge, to be the person whose name is signed on the preceding document, and acknowledged to me that he signed it voluntarily for its stated purpose.



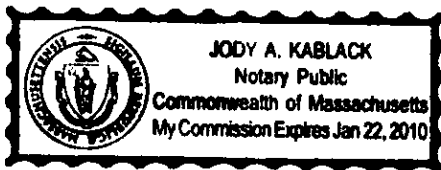
Jody A. Kablack
Jody A. Kablack, Notary Public
My commission expires January 22, 2010

COMMONWEALTH OF MASSACHUSETTS

MIDDLESEX, SS.

February 15, 2007

On this 15th day of February, 2007, before me, the undersigned notary public, personally appeared the above-named Amy Lepak, proved to me through satisfactory evidence of identification, which was personal knowledge, to be the person whose name is signed on the preceding document, and acknowledged to me that she signed it voluntarily for its stated purpose.



Jody A. Kablack
Jody A. Kablack, Notary Public
My commission expires January 22, 2010

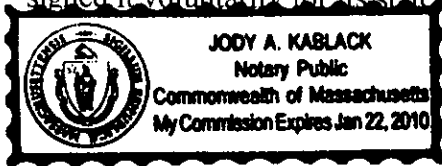
Attachment 4.a: BoS memo - Term Limit removal package (2378 : Amendment to SHT charter)

COMMONWEALTH OF MASSACHUSETTS

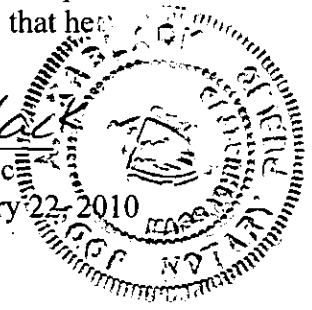
MIDDLESEX, SS.

February 15, 2007

On this 15th day of February, 2007, before me, the undersigned notary public, personally appeared the above-named Christopher Morely, proved to me through satisfactory evidence of identification, which was personal knowledge, to be the person whose name is signed on the preceding document, and acknowledged to me that he signed it voluntarily for its stated purpose.



Jody A. Kablack
 Jody A. Kablack, Notary Public
 My commission expires January 22, 2010

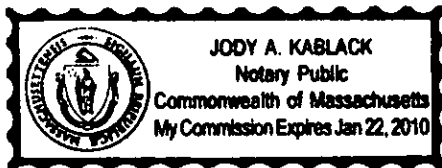


COMMONWEALTH OF MASSACHUSETTS

MIDDLESEX, SS.

February 15, 2007

On this 15th day of February, 2007, before me, the undersigned notary public, personally appeared the above-named Tara L. N. Reed, proved to me through satisfactory evidence of identification, which was personal knowledge, to be the person whose name is signed on the preceding document, and acknowledged to me that she signed it voluntarily for its stated purpose.

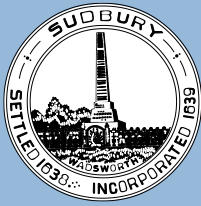


Jody A. Kablack
 Jody A. Kablack, Notary Public
 My commission expires January 22, 2010



James C. Brown
 Attest: Middlesex S. Register

Attachment 4.a: BoS memo - Term Limit removal package (2378 : Amendment to SHT charter)



SUDBURY BOARD OF SELECTMEN

Tuesday, June 27, 2017

5

TIMED ITEM

5: Interview Town Counsel candidate: MHTL

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Interview Town Counsel candidate: Murphy, Hesse, Toomey & Lehane. Kerry Jenness and David Deluca to attend.

Recommendations/Suggested Motion/Vote: Interview Town Counsel candidate: Murphy, Hesse, Toomey & Lehane. Kerry Jenness and David Deluca to attend.

Background Information:
RFP enclosed

Financial impact expected:

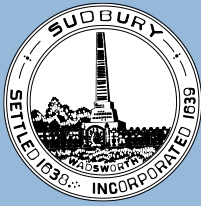
Approximate agenda time requested: 30 minutes

Representative(s) expected to attend meeting: Kerry Jenness and David Deluca

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Susan N. Iuliano	Pending
Board of Selectmen	Pending

06/27/2017 7:30 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, June 27, 2017

TIMED ITEM**6: Interview Town Counsel candidate: KP Law**REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Interview Town Counsel candidate: KP Law. Barbara Saint Andre to attend.

Recommendations/Suggested Motion/Vote: Interview Town Counsel candidate: KP Law. Barbara Saint Andre to attend.

Background Information:

RFP enclosed

Financial impact expected:

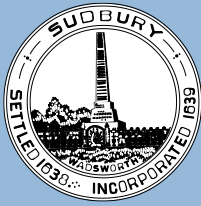
Approximate agenda time requested: 30 minutes

Representative(s) expected to attend meeting: Lauren F. Goldberg, President; Barbara Saint Andre, Esq. (current town counsel)

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Susan N. Iuliano	Pending
Board of Selectmen	Pending

06/27/2017 7:30 PM



MISCELLANEOUS (UNTIMED)

7: Eversource pole removal utility petition

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Consideration of utility petition to approve a plan presented by Nstar Electric Company d/b/a/ Eversource Energy and Verizon to remove twelve (12) utility poles from Boston Post Road. This work is necessary to accommodate road widening at 526-528 Boston Post Road.

Recommendations/Suggested Motion/Vote: Consideration of utility petition to approve a plan presented by Nstar Electric Company d/b/a/ Eversource Energy and Verizon to remove twelve (12) utility poles from Boston Post Road. This work is necessary to accommodate road widening at 526-528 Boston Post Road.

Background Information:

See attached from Eversource and Sudbury DPW feedback

Financial impact expected:none

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Susan N. Iuliano	Pending
Board of Selectmen	Pending

06/27/2017 7:30 PM



157 Cordaville Road
Southborough, MA 01772

RECEIVED
BOARD OF SELECTMEN
SUDBURY, MA

2017 MAY 12 P 1:09

May 1, 2017

Board of Selectmen
Sudbury Town Hall
322 Concord Road
Sudbury, MA 01776

RE: Boston Post Road
Sudbury, MA
W.O. #2124557

No Hearing Required

Dear Members of the Board:

The enclosed petition and plan is being presented by the NSTAR ELECTRIC COMPANY d/b/a as EVERSOURCE ENERGY and VERIZON for the purpose of notifying the town of the removal of twelve (12) poles from Boston Post Road.

This work is necessary to accommodate road widening at 526-528 Boston Post Road.

If you have any further questions, contact Chris Cosby @ (508) 305-6989.
Your prompt attention to this matter would be greatly appreciated.

Very truly yours,

A handwritten signature in black ink that reads "Kelly Ann Correia". The signature is fluid and cursive, with the first name "Kelly" and last name "Correia" clearly legible.

Kelly Ann Correia
Supervisor, Rights and permits

KAC/zj
Attachments

WO# 2124557

PETITION OF NSTAR ELECTRIC COMPANY d.b.a. EVERSOURCE ENERGY AND OTHER COMPANIES FOR ALTERATION OF JOINT OR IDENTICAL LOCATION FOR EXISTING POLES

Town of **SUDBURY**, Massachusetts

Respectfully represent **NSTAR ELECTRIC COMPANY d.b.a EVERSOURCE ENERGY and VERIZON NEW ENGLAND, INC**, companies subject to Chapter 166 of the General Laws (Ter. Ed.), that they have heretofore received a grant of joint or identical location for, and have erected or constructed, a line consisting of wires, poles and such other fixtures as may be necessary to sustain or protect the wires of the line, upon, along and across the public way or ways hereinafter specified, and that it is desirable that the location of certain of said poles be altered.

WHEREFORE, your petitioners pray that the Board of Selectmen may by Order direct an alteration in the location of said existing poles so that hereafter said poles, together with such fixtures as may be necessary to sustain or protect the wires of the line, shall be located substantially as shown on the plan made by **VHB**, dated **December 7, 2016** and filed herewith upon, along and across the following public way or ways of said Town:

Boston Post Rd – Northerly side beginning at a point approximately 1310± feet east of Dudley Road.

Remove eleven (11) poles # 18/99, 18/98, 18/97, 18/96, 18/95, 18/94, 18/93, 18/92, 18/92A, 18/91, 18/90.

Boston Post Rd – Southerly side approximately 2240± feet east of Dudley Road.

Remove One (1) pole # 18/92S.

NO PUBLIC HEARING REQUIRED

Also for permission to lay and maintain underground laterals, cables, and wires in the above or Intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes. Your petitioners agree to reserve space for one crossarm at a suitable point upon each of said poles for the telephone, fire and police signal wires owned by the Town and used for municipal purposes.

Your petitioner agrees to reserve space for one crossarm at a suitable point on each of said poles for the telephone, fire and police signal wires owned by the Town and used for municipal purpose

NSTAR ELECTRIC COMPANY d.b.a EVERSOURCE ENERGY

By Kelly Ann Correia
Kelly Ann Correia, Supervisor
Rights & Permits

VERIZON NEW ENGLAND, INC.

BY Albert Bessette
Right of Way Manager

Dated this 1st day May, 2017

Town of **Sudbury**, Massachusetts.

Received and filed _____

Sudbury Board of Selectmen

**ORDER FOR ALTERATION OF LOCATION
FOR EXISTING POLES**

TOWN OF SUDBURY

WHEREAS, **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY AND VERIZON NEW ENGLAND, INC.** has heretofore been granted a location for, and have erected or constructed, a line consisting of wires, poles and such other fixtures as may be necessary to sustain or protect the wires of the line upon, along and across the public way or ways thereafter specified, and have petitioned for an alteration in the location of certain of said poles.

It is **DIRECTED** that the location heretofore granted for said poles be altered so that hereafter said poles shall be located, substantially as shown on the plan made by **VHB**, dated **December 7, 2016** on file with said petition for alteration in the location, upon, along and across the following public way or ways of said Town:

Boston Post Rd – Northerly side beginning at a point approximately 1310± feet east of
Dudley Road.

Remove eleven (11) poles # 18/99, 18/98, 18/97, 18/96, 18/95,
18/94, 18/93, 18/92, 18/92A, 18/91, 18/90.

Boston Post Rd – Southerly side approximately 2240± feet east of Dudley Road.

Remove One (1) pole # 18/92S.

NO PUBLIC HEARING REQUIRED

Also for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes. Your petitioners agree to reserve space for one crossarm at a suitable point upon each of said poles for the telephone, fire and police signal wires owned by the Town and used for municipal purposes.

NO PUBLIC HEARING REQUIRED

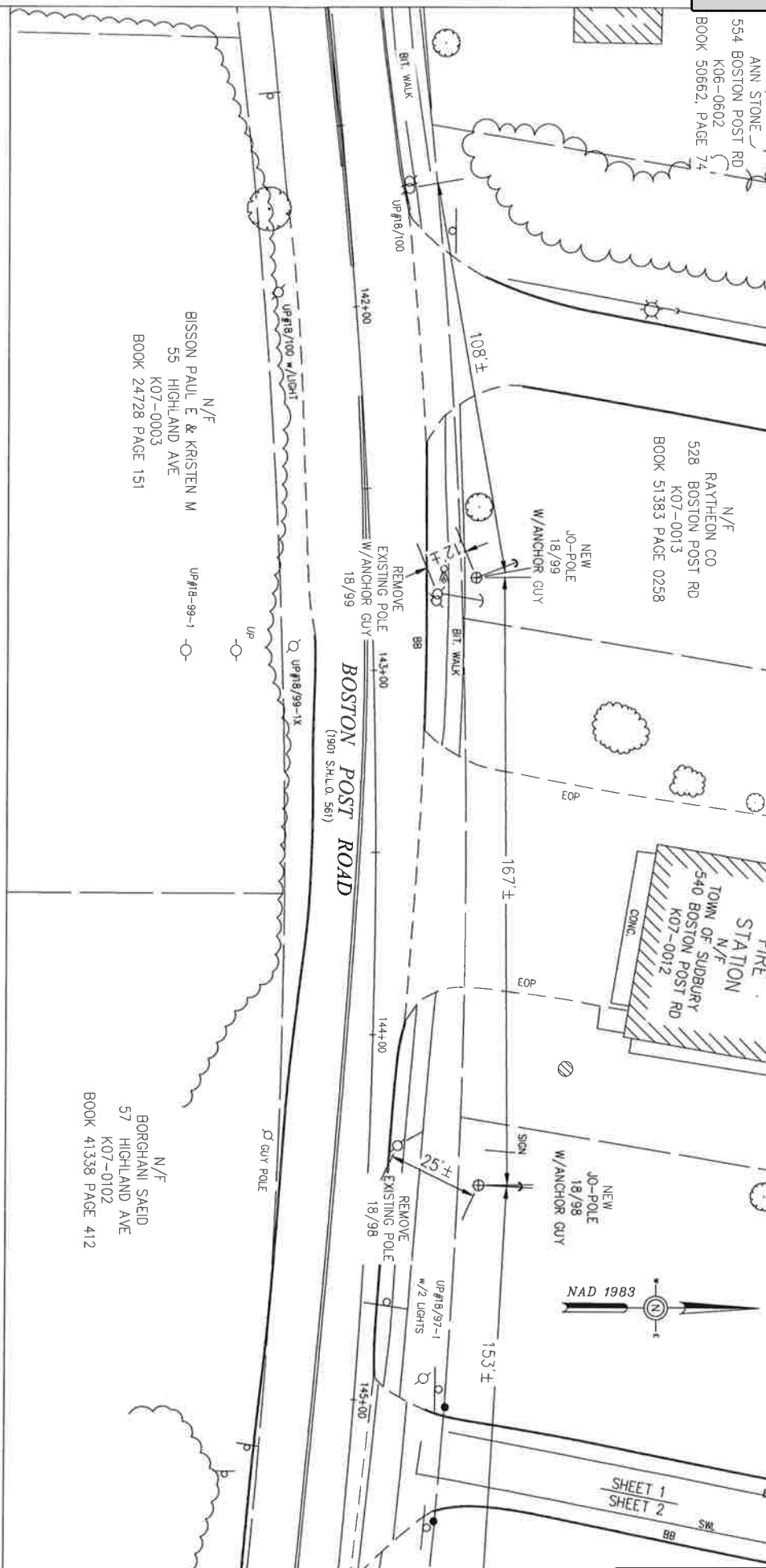
All construction work under this Order shall be in accordance with the following conditions:
Poles shall be of sound timber and located as shown on said plan. There may be attached to said poles by said **NSTAR ELECTRIC COMPANY d.b.a EVERSOURCE ENERGY** and by said **VERIZON NEW ENGLAND, INC.** wires and cables necessary for the conduct of its business. All such wires and cables shall be placed at a height of not less than twenty feet from the ground.

		Selectmen of
		the Town of
		SUDBURY

CERTIFICATE

I hereby certify that the foregoing is a true copy of the Order of the **Board of Selectmen** of the Town of **SUDBURY**, Massachusetts, duly adopted on the _____-_____ day of _____, 2017 and recorded with the records of location Orders of said Town, Book _____, Page _____.

Attest: _____
Clerk of the Town of **SUDBURY**, Massachusetts



SHEET 1
SHEET 2

JO-POLE
18/98
W/ANCHOR GUY

UP #18/100

BOSTON POST ROAD

(1901 S.H.L.O. 561)

♂ GUY POLE

N/F
BISSON PAUL E & KRISTEN M
EE HIGH AND AVE

K07-0003
BOOK 24728 PAGE 151

N/F
BORGHANI SAEID
57 HIGHLAND AVE
K07-0102
BOOK 41338 PAGE 412

STATE HIGHWAY

NSI STAR EVERSOURCE
ALTERNATIVE
d/b/a
VAN METER INVESTMENT MANAGEMENT

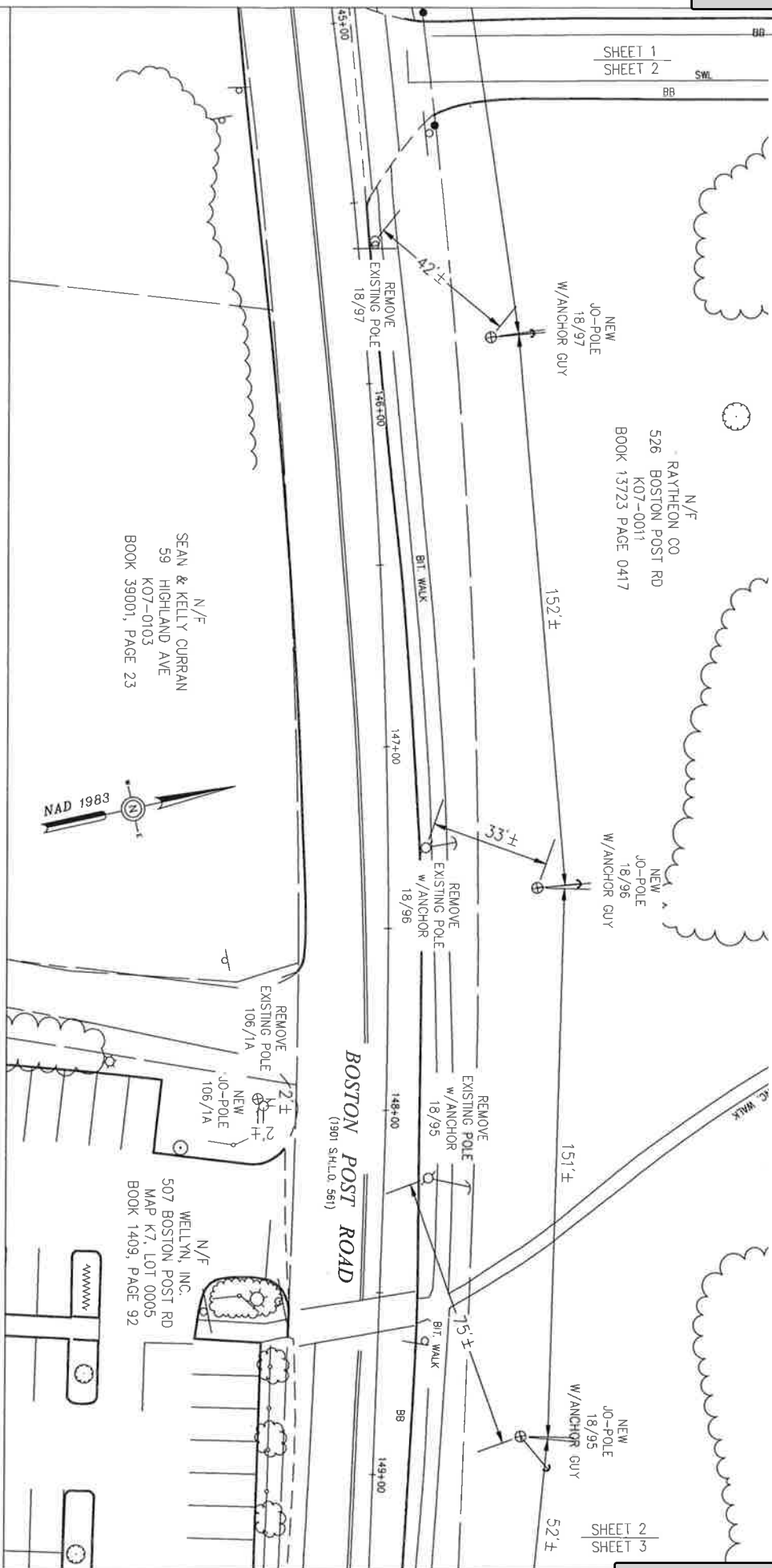
A horizontal scale bar labeled "SCALE IN FEET" with markings at 0, 20, and 40.

MASS LAW

REQUIREMENTS FOR ADMISSION TO THE BAR
OF THE DISTRICT OF COLUMBIA

DEPT. OF DISCIPLINE BY ANNOT. CAL. DUE DATE 7/10/84 PAGE 7293

[illegible]

**Packet Pg. 63**

STATE HIGHWAY

INSTAR ELECTRIC
EVERSOURCE ENERGY[illegible][illegible]

ACQUINITY IT SERVICES AGREEMENT NOTED TO US IN IT'S CONSENT
 BEFORE PROVIDED BY ANYONE. CALL US AT 1-800-544-7223.

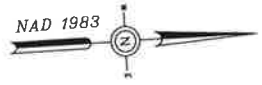


INSTAR
ALTERNATIVE
d/b/a

EVERSOURCE

Proposed stock locations shown this	<input checked="" type="checkbox"/>	DATE	12/1/16
Has the status been modified, show this	<input checked="" type="checkbox"/>	DRIVER	JOHN CHERRY 212047
Proposed 146 GSA shown this	<input checked="" type="checkbox"/>	APPROVED BY	WAB
Proposed 146 GSA shown this	<input checked="" type="checkbox"/>	APPROVED BY	WAB
Proposed Universal tender shown this	<input checked="" type="checkbox"/>	APPROVED BY	WAB
Proposed Fuel Stock shown this	<input checked="" type="checkbox"/>	APPROVED BY	WAB
Extra fuel location shown this	<input checked="" type="checkbox"/>	APPROVED BY	WAB
<div>  <div> <p>AS2M EVERSOURCE</p> <p>1100 ASSOCIATES AVE. ROCKFORD, ILL. 61153</p> <p>Phone: 815/397-3200</p> <p>Fax: 815/397-3200</p> <p>Shipping</p> </div> </div>		<p>PROPOSED FLEET RELATION</p> <p>Scale: 1"=40'</p> <p>Sheet: 1 of 4</p> <p>December 7, 2016</p>	

N/F
WELLYN, INC.
0 BOSTON POST RD
K07-0006
BOOK 1409, PAGE 92

[illegible]

STATE HIGHWAY

Golden, Patricia

From: ORourke, William
Sent: Tuesday, June 20, 2017 12:25 PM
To: Golden, Patricia
Cc: Nason, Dan
Subject: RE: Eversource petition for pole removal on Route 20

Patricia,

I have looked over the pole relocations and I have no comments.

Thanks.

Best,
 Bill

William F. O'Rourke, P.E.
 Deputy Director of Public Works
 275 Old Lancaster Road
 Sudbury, MA 01776
ORourekW@Sudbury.ma.us

Office 978.440.5442
 Fax 978.440.5404
 Cell 978.460.9303

From: Golden, Patricia
Sent: Monday, June 19, 2017 3:39 PM
To: ORourke, William <ORourkeW@sudbury.ma.us>
Subject: FW: Eversource petition for pole removal on Route 20

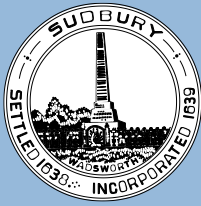
Hi Bill,
 Forwarding to you since I realize Dan will be out of office. Thank you.

Patty Golden
 Senior Administrative Assistant to the Town Manager
 Town of Sudbury
 278 Old Sudbury Road
 Sudbury, MA 01776
 Ph: 978-639-3382
 Fax: 978-443-0756
www.sudbury.ma.us

When writing or responding, please be aware the Secretary of State has determined that e-mail is a public record and thus not confidential

From: Golden, Patricia
Sent: Monday, June 19, 2017 3:23 PM

Attachment 7.b: DPW Feedback_Eversource (2377 : Eversource pole removal utility petition)



CONSENT CALENDAR ITEM

8: Approve exec. session minutes of 5/23/17 TM compensation subcommittee

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to approve the executive session minutes of 5/23/17 re: Town Manager compensation subcommittee. Also possible vote to release these minutes.

Recommendations/Suggested Motion/Vote: Vote to approve the executive session minutes of 5/23/17 re: Town Manager Compensation Subcommittee. Also possible vote to release these minutes.

Background Information:
attached copy

Financial impact expected:N/A

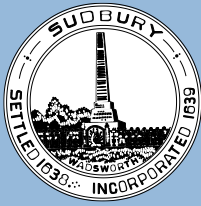
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Susan N. Iuliano	Pending
Board of Selectmen	Pending

06/27/2017 7:30 PM



CONSENT CALENDAR ITEM

9: Executive Session Minutes 6/8 TM Comp

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to approve the Executive Session Minutes of 6/8/17 pertaining to Town Manager Compensation. Also possible vote to release these minutes.

Recommendations/Suggested Motion/Vote: Vote to approve the Executive Session Minutes of 6/8/17 pertaining to Town Manager Compensation. Also possible vote to release these minutes.

Background Information:
attached

Financial impact expected:n/a

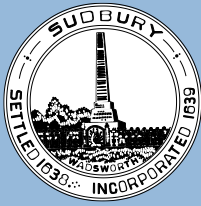
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Susan N. Iuliano	Pending
Board of Selectmen	Pending

06/27/2017 7:30 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, June 27, 2017

10

MISCELLANEOUS (UNTIMED)

10: Town Manager Compensation

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion and vote on Town Manager compensation.

Recommendations/Suggested Motion/Vote: Discussion and vote on Town Manager compensation.

Background Information:

Financial impact expected:

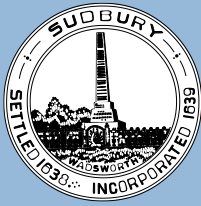
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Susan N. Iuliano	Pending
Board of Selectmen	Pending

06/27/2017 7:30 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, June 27, 2017

MISCELLANEOUS (UNTIMED)**11: Liaison Assignments for 2017-18**REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion and possible vote BOS Liaison Assignments for 2017-2018

Recommendations/Suggested Motion/Vote: Discussion and possible vote BOS Liaison assignments for 2017-2018

Background Information:
attached is current list

Financial impact expected: not applicable

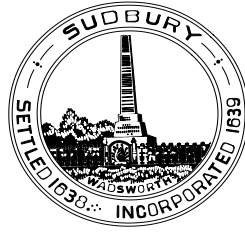
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Susan N. Iuliano	Pending
Board of Selectmen	Pending

06/27/2017 7:30 PM



SUDBURY BOARD OF SELECTMEN LIAISON ASSIGNMENTS 2016 – 2017

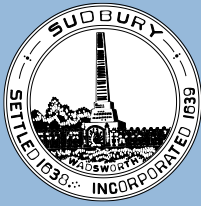
Chairman Iuliano	Vice-Chairman Woodard	Selectman Brown	Selectman Haarde	Selectman Simon
Lincoln Board of Selectmen	Finance Committee	Conservation Commission	Historical Commission	Agricultural Commission
Town Manager/Town Departments	Capital Improvement Advisory Committee	Design Review Board	Lincoln-Sudbury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

MEMBER OF:

Sudbury Housing Trust	9/11 Memorial Garden Oversight Committee	Fairbank Community Center Task Force	Military Support Network	Military Support Network
	Strategic Financial Planning for Capital Funding	MAGIC	CERT	Vocational Education Guidance Committee
	Sudbury Center Improvement Advisory Committee	Budget Strategies Task Force		
	Budget Strategies Task Force	Strategic Financial Planning for Capital Funding		
		Community Preservation Committee		

Melissa Murphy-Rodrigues, Esq.

Melissa Murphy-Rodrigues, Esq.
Town Manager



MISCELLANEOUS (UNTIMED)

12: Citizen's Comments (cont)

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Citizen's Comments (cont)

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

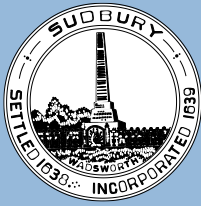
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Susan N. Iuliano	Pending
Board of Selectmen	Pending

06/27/2017 7:30 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, June 27, 2017

13

MISCELLANEOUS (UNTIMED)

13: Discuss future agenda items

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discuss future agenda items

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

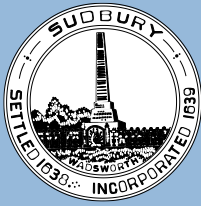
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Susan N. Iuliano	Pending
Board of Selectmen	Pending

06/27/2017 7:30 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, June 27, 2017

CONSENT CALENDAR ITEM**14: MWRTA contract extension**REQUESTOR SECTION

Date of request:

Requestor: Debra Galloway, Senior Center Director

Formal Title: Vote to approve the FY17 amendment extending the contract between the MetroWest Regional Transit Authority (RTA) and the Town of Sudbury to provide transportation services for elderly and disabled persons through the Council on Aging effective July 1, 2016, as requested by Debra Galloway, Council on Aging Director, said Agreement to be executed by the Town Manager.

Recommendations/Suggested Motion/Vote: Vote to approve the FY17 amendment extending the contract between the MetroWest Regional Transit Authority (RTA) and the Town of Sudbury to provide transportation services for elderly and disabled persons through the Council on Aging effective July 1, 2016, as requested by Debra Galloway, Council on Aging Director, said Agreement to be executed by the Town Manager.

Background Information:

This contract continues services provided under previous agreements for transportation for the elderly and disabled.

Financial impact expected:\$135,000 (not to exceed) payment by Metrowest Regional Transit Authority (RTA) to Town (same as previous amendment).

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Susan N. Iuliano	Pending
Board of Selectmen	Pending

06/27/2017 7:30 PM



METROWEST REGIONAL TRANSIT AUTHORITY
Public Transportation System

15 Blandin Avenue, Framingham, MA 01702

Ph. (508) 935 2222 ▪ Fax (508) 935 2225 ▪ Toll Free (888)996 9782 ▪ www.mwrta.com

May 12, 2017

Susan N. Iuliano, Chair
Sudbury Board of Selectmen
278 Old Sudbury Road
Sudbury, MA 01776

Dear Ms. Iuliano,

Please find enclosed, the 2017-2018 Contract Extension for elderly and disabled transportation services between the MWRTA and the Town of Sudbury, provided by the Sudbury Council on Aging.

Please sign all three (3) copies and return for MWRTA signature. One (1) original copy will be returned for your records, once all signatures are obtained.

Please do not hesitate to contact me if there are any questions.

Thank you,

Eva Willens,
Deputy Administrator

RECEIVED
BOARD OF SELECTMEN
SUDBURY, MA
2017 JUN - 6 A 10:34



METROWEST REGIONAL TRANSIT AUTHORITY
Public Transportation System

15 Blandin Avenue, Framingham, MA 01702

Ph. (508) 935 2222 • Fax (508) 935 2225 • Toll Free (888)996 9782 • www.mwrta.com

CONTRACT EXTENSION
BY AND BETWEEN
THE TOWN OF SUDBURY
AND
THE METROWEST REGIONAL TRANSIT AUTHORITY

THIS AGREEMENT is made this 1st day of July 2017 by and between the TOWN OF SUDBURY, MA, a municipal corporation hereinafter referred to as the "TOWN" and the METROWEST REGIONAL TRANSIT AUTHORITY ("MWRTA"), a body politic and corporate and political subdivision of the Commonwealth of Massachusetts, hereinafter referred to as the "RTA."

The TOWN and the MWRTA agree to extend the contract for elderly and disabled transportation services, between the parties dated June 12, 2013 and last amended on July 1, 2015, for one additional year, through June 30, 2018. The annual operational subsidy shall remain the same, not to exceed \$135,000.00, unless otherwise renegotiated by and between the TOWN and the MWRTA.

The terms and conditions of said contract are hereby ratified and affirmed.

IN WITNESS WHEREOF the parties hereto have caused this extension to be executed by their duly authorized officers on the day and year first written above.

MetroWest Regional Transit Authority
By:

Town of SUDBURY
By:

Edward J. Carr, Administrator

Dated: _____

Dated: _____

Approved as to form:

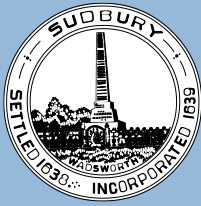
Approved as to form:

General Counsel

Town Counsel

Dated: _____

Dated: _____



SUDBURY BOARD OF SELECTMEN

Tuesday, June 27, 2017

CONSENT CALENDAR ITEM**15: Appropriation to Senior Center for Needs Assessment**REQUESTOR SECTION

Date of request:

Requestor: Debra Galloway/Senior Center Director

Formal Title: Vote to appropriate \$35,000 from the National Development mitigation funds for the Senior Center to fund a Town Needs Assessment by UMass Boston Gerontology Department

Recommendations/Suggested Motion/Vote: Vote to appropriate \$35,000 from the National Development mitigation funds for the Senior Center to fund a Town Needs Assessment by UMass Boston Gerontology Department

Background Information:

Memo from Debra Galloway attached

Financial impact expected:see att

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Susan N. Iuliano	Pending
Board of Selectmen	Pending

06/27/2017 7:30 PM



SUDBURY SENIOR CENTER

COUNCIL ON AGING

Town of Sudbury, Massachusetts

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

MEMORANDUM

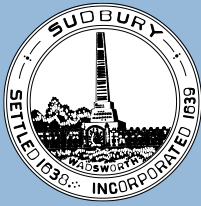
TO: Town of Sudbury Board of Selectmen

FROM: Sudbury Council on Aging/Debra Galloway

DATE: June 6, 2017

The Sudbury Council on Aging/Sudbury Senior Center respectfully requests the Sudbury Board of Selectmen appropriate \$35,000 from the National Development mitigation funds for the Senior Center to fund a Town Needs Assessment by UMass Boston Gerontology Department. The Needs Assessment will examine overall Town livability and all-age friendliness to guide future planning. The Sudbury Council on Aging has applied for grants that may offset a portion of the cost of the assessment.

f:\bos\memo to selectmen needs asst request.doc



SUDBURY BOARD OF SELECTMEN

Tuesday, June 27, 2017

CONSENT CALENDAR ITEM**16: Accept Park & Rec Donations**REQUESTOR SECTION

Date of request:

Requestor: Kayla McNamara, Park & Rec Director

Formal Title: Vote to accept, on behalf of the Town, various donations totaling \$4,451 to support Park and Recreation's Summer Concert Series, to be deposited in the Program Contributions and Donations Account (191448/483100) as requested by Kayla McNamara, Director of Parks, Recreation & Aquatics, in a memo dated 6/1/17.

Recommendations/Suggested Motion/Vote: Vote to accept, on behalf of the Town, various donations totaling \$4,451 to support Park and Recreation's Summer Concert Series, to be deposited in the Program Contributions and Donations Account (191448/483100) as requested by Kayla McNamara, Director of Parks, Recreation & Aquatics, in a memo dated 6/1/17.

Background Information:
attached memo

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Susan N. Iuliano	Pending
Board of Selectmen	Pending

06/27/2017 7:30 PM



Town of Sudbury

Park & Recreation Department

McNamarak@sudbury.ma.us

Park and Recreation Department
40 Fairbank Road
Sudbury, MA 01776
978-443-1092

Memorandum

TO: Patty Golden
FROM: Kayla McNamara
RE: Summer Concert Series
DATE: June 1, 2017

To the Board of Selectmen:

Please accept the following donations to support Park and Recreation's Summer Concert Series. The checks will be deposited in the Recreation Program Contributions and Donations (191448/483100) Account. Expenses associated with the Summer Concert Series will be paid using these donations.

Sudbury Pharmacy	\$1,000.00
Seibel Spyrou, LLC	\$ 600.00
Multistate Tax Services	\$ 101.00
Main Street Bank	\$ 500.00
Target Painting	\$1,000.00
Roche Bros-Sudbury Farms	\$ 500.00
Abe & Nahed, Inc - Sudbury Mobil	\$ 100.00
Station Road Auto Body & Garage, Inc.	\$ 50.00
Kirk Dental Associates	\$ 500.00
Core Conditioning	\$ 500.00

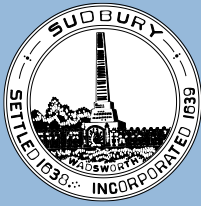
I have enclosed copies of the checks. The total donation is \$4,451.00

I will deposit the checks once they are accepted.

Thank you,

Kayla McNamara
Director of Parks, Recreation, & Aquatics

RECEIVED
BOARD OF SELECTMEN
SUDBURY, MA
JUN - 1 P 2:08



SUDBURY BOARD OF SELECTMEN
Tuesday, June 27, 2017

17

CONSENT CALENDAR ITEM

17: Approve Minutes of 6/8/17

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to approve the regular session minutes of 6/8/17.

Recommendations/Suggested Motion/Vote: Vote to approve the regular session minutes of 6/8/17.

Background Information:
attached draft

Financial impact expected:none

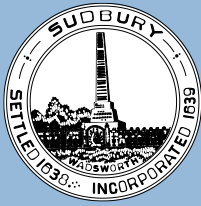
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Susan N. Iuliano	Pending
Board of Selectmen	Pending

06/27/2017 7:30 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, June 27, 2017

18

CONSENT CALENDAR ITEM

18: Executive Session Minutes - Liiberman v ZBA

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to approve the Executive Session Minutes of 6/8/17 pertaining to Liberman v. ZBA.

Recommendations/Suggested Motion/Vote: Vote to approve the Executive Session Minutes of 6/8/17 pertaining to Liberman v. ZBA.

Background Information:
attached

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
Susan N. Iuliano	Pending
Board of Selectmen	Pending

06/27/2017 7:30 PM