

SUDBURY BOARD OF SELECTMEN  
TUESDAY OCTOBER 24, 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
<b>TIMED ITEMS</b>			
1.		<i>VOTE</i>	Discussion and question of voting to accept Sudbury Access Corp (SAC) FY17 Financial and Operating Reports as required by their contract. Lynn Puorro and Jeff Winston to attend.
<b>PUBLIC HEARING</b>			
2.	8:00 PM	<i>VOTE</i>	Update on compliance with June 14, 2017 Notice of Decision and Order, re: Boomer the Dog, which was updated by vote of the Board of Selectmen on August 8, 2017. (Update from 9/12/17 meeting)
<b>MISCELLANEOUS</b>			
3.		<i>VOTE</i>	Interview two candidates, Scott Smigler, 125 Plympton Road, and Taryn Trexler, 253 Concord Road, and potentially vote to select a candidate to fill a vacancy on the Community Preservation Committee (CPC) for a term ending 5/31/20.
4.		<i>VOTE</i>	Discuss possible Special Town Election; vote to call Election for Monday, Dec. 11, 2017.
5.			Give notice of proposed ballot question(s), for Dec. 11 Special Town Election, and request written arguments pro/con.
6.			Presentation of financial state of the Town and three-year financial forecast.
7.		<i>VOTE</i>	Discussion authorizing the Town Manager to apply to the Community Preservation Committee (CPC) for \$150,000 in community housing funds, to offer as a local contribution to the Coolidge at Sudbury (Phase 2) project.
8.		<i>VOTE</i>	Discussion and possible vote to approve draft 2018 BOS meeting schedule

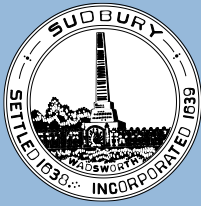
*These agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

Item #	Time	Action	Item
9.		<i>VOTE</i>	Discussion and possible vote to amend Strategic Financial Planning Committee for Capital Funding mission statement to add two members from Community Preservation Committee (CPC).
10.			Review Selectmen's newsletter
11.			Discussion on potential Superintendent unification
12.			Citizen's Comments (cont)
13.			Discuss future agenda items
<b>CONSENT CALENDAR</b>			
14.		<i>VOTE</i>	Vote to approve the regular session minutes of 9/26/17.
15.		<i>VOTE</i>	Vote to Grant a Special Permit to SMILE Mass, to Hold the "Gobble Wobble for SMILE MASS" on Saturday November 18, 2017, from 9:00 A.M. through approximately 12:00 P.M., subject to Police Department safety requirements, Proof of Insurance Coverage and the assurance that any litter will be removed at the race's conclusion.
16.		<i>VOTE</i>	Vote to approve a one-hour extension of the licensed closing hour and serving of alcoholic beverages for licensees who make application in advance to the Town Manager's Office: 29 Sudbury, 29 Hudson Rd; Bullfinchs, 730 Boston Post Rd, and for Lavender, 519A Boston Post Road, (1AM to 2AM) on Wednesday, November 22, 2017 (Thanksgiving eve) and Sunday, December 31, 2017 (New Year's Eve), on the condition that the kitchen remains open and food is served.
17.		<i>VOTE</i>	Vote to accept, on behalf of the Town, a 2016 EPMG fire reimbursement grant of \$4460, as requested by Fire Chief Bill Miles.
18.		<i>VOTE</i>	Vote to accept, on behalf of the Town, a donation of \$2500 from HOPEsudbury to the Fire Department toward the purchase of new Firefighting Gloves for each member of the department.
19.		<i>VOTE</i>	Vote to accept, on behalf of the Town, various donations totaling \$650 to support Park and Recreation's Halloween 5K/Fun Run and Fall Fest, to be deposited in the Program Contributions and Donations Account (191448/483100) as requested by Kayla McNamara, Director of Parks, Recreation & Aquatics.
20.		<i>VOTE</i>	Vote to accept, on behalf of the Town, a \$1,000 donation from Lucinda Lagasse to the Pool Donations Account (191748/483100) as requested by Kayla McNamara, Director of Parks, Recreation & Aquatics.
21.		<i>VOTE / SIGN</i>	Pursuant to the provisions of G.L. c. 83, §4, Article XII s. 3 of the Sudbury General Bylaws, and any other enabling authority, vote to accept the Grant of Easement set forth in the document entitled "DECLARATION OF RESTRICTIVE COVENANTS AND GRANT OF EASEMENT REGARDING STORMWATER MANAGEMENT SYSTEM" granted by Maynard Road – HP,

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Item #	Time	Action	Item
			LLC, for stormwater system maintenance purposes upon the property shown as “Definitive Flexible Subdivision ‘Livermore Estates’ Plan of Land in Sudbury, MA” By Connorstone Engineering, Inc., dated: May 16, 2017 that is recorded with the Middlesex South Registry of Deeds as Plan No. 842 of 2017.
22.		<i>VOTE / SIGN</i>	Pursuant to the provisions of G.L. c. 83, §4, Article XII s. 3 of the Sudbury General Bylaws, and any other enabling authority, vote to accept the Grant of Easement set forth in the document entitled “DECLARATION OF RESTRICTIVE COVENANTS AND GRANT OF EASEMENT REGARDING STORMWATER MANAGEMENT SYSTEM” granted by Pulte Homes of New England LLC, for stormwater system maintenance purposes upon the property shown as "Subdivision Plan of Land in Sudbury, Massachusetts” prepared by VHB, Inc., dated: May 6, 2016 that is recorded with the Middlesex South Registry of Deeds as Plan No. 1005 of 2016.

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**SUDBURY BOARD OF SELECTMEN**

Tuesday, October 24, 2017

**TIMED ITEM****1: Annual meeting with SAC****REQUESTOR SECTION**

Date of request:

Requested by: Patty Golden

Formal Title: Discussion and question of voting to accept Sudbury Access Corp (SAC) FY17 Financial and Operating Reports as required by their contract. Lynn Puorro and Jeff Winston to attend.

Recommendations/Suggested Motion/Vote: Discussion and question of voting to accept Sudbury Access Corp (SAC) FY1& Financial and Operating Reports as required by their contract. Lynn Puorro and Jeff Winston to attend.

Background Information:  
attached reports

Financial impact expected:

Approximate agenda time requested: 15 minutes

Representative(s) expected to attend meeting: Jeff Winston, Lynn Puorro

## Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM



**S U D B U R Y   A C C E S S   C O R P**  
**FY 2017 Financial & Operating Reports**  
**October 19, 2017**

For the just-completed year FY2017 (7/1/2016 – 6/30/2017):

- 1) Notable accomplishments: See next page.
- 2) Quarterly/Annual Financials: See attached.
- 3) Results of Fundraising: Currently SAC does no fundraising.
- 4) Statistics on number of residents trained, number of hours of public programming: See attached Quarterly Programming Reports.
- 5) Number of hours by type of programming: See attached Quarterly Programming Reports.
- 6) Filed Corporation Annual Report, MA Form PC (including Auditors' report and Federal Form 990) submitted with this report. Asset Inventory will be submitted before 11/15.
- 7) Summary of VOD viewing stats. See attached.

For the upcoming year FY2017:

- 1) Budget: See attached.
- 2) List of operating equipment to be replaced in FY 2018:
  - none
- 3) Long-range Capital Replacement Plan: See attached
- 4) Fundraising Targets: SAC plans no fundraising in FY 2018.
- 5) Programming plans: In FY 2018, SAC plans to
  - Continue to expand Sudbury municipal meeting coverage
  - Continue providing coverage of Sudbury Historical Society and Senior Center programs
  - Continue to produce and introduce new programming highlighting the Sudbury community
  - Continue to provide coverage of LS sports teams
- 6) Plans for expanding existing services and adding new services
  - no plans for FY 2018
- 7) Plans for equipment upgrades in FY 2018:
  - Purchase of a professional portable camera for long-form programming.
- 8) Plans for expanding training capabilities:  
 SudburyTV offers a variety of training courses to the community. Courses are held on weekday evenings and may be scheduled on an individual or group basis.

Notable FY2017 Accomplishments:

## 1) SudburyTV Infrastructure Improvements:

- We installed a multi-camera system (similar to our systems in Town Hall and The Flynn Building) in the Police Station Community Room to provide improved coverage of municipal and community meetings held at the Police Station.
- We installed remote cameras in the Lincoln-Sudbury Auditorium to expand our capability to cover a wide variety of events held in the auditorium.

## 2) SudburyTV Programming:

- SudburyTV introduced a new program, this year, The Old Fashioned Way. The program explores old methods and features modern people doing archaic things with tools and techniques that haven't changed in over a hundred years. The premier episode was very well received, garnering hundreds of views on Video On Demand. The program was also broadcast by six local Public Access Stations including: Sterling, Lancaster, Bolton, Weston, Holden, and Concord.
- SudburyTV produced Wayside Inn 300 Years. The 30-minute program presented the history of the Inn on the occasion of the Inn's 300<sup>th</sup> anniversary. It was viewed over 600 times on Video On Demand.
- SudburyTV is continuing to produce "Global Village" hosted by Sudbury resident, Soterios Zoulas. The program invites guests ranging from authors to musicians to religious leaders from the Sudbury and nearby communities.
- SudburyTV continued to expand coverage of municipal committees in FY2017, adding coverage of
  - Historic Districts Commission
  - Park and Recreation Commission
  - Conservation Commission
  - Fairbanks Center Task Force
  - Bruce Freeman Rail Trail Design Task Force

Current Meeting Coverage by SudburyTV

Board/ Committee	Broadcast Live	Taped for Replay	Posted On-Demand on Sudburytv.org	Agenda Indexed On-Demand
Board of Selectmen	Yes	Yes	Yes	Yes
Finance Committee	Yes	Yes	Yes	Yes
SPS School Committee	Yes	Yes	Yes	Yes
LS School Committee	Yes	Yes	Yes	Yes
Town Meeting	Yes	Yes	Yes	Yes
Zoning Board of Appeals	No	Yes	Yes	Yes
Planning Board	No	Yes	Yes	Yes
Conservation Commission	No	Yes	Yes	Yes
Historic Districts Committee	No	Yes	Yes	Yes
Park and Recreation Committee	No	Yes	Yes	Yes

- Coverage of the above boards/committees includes regularly scheduled meetings
- We will cover any one/all meetings for any board/committee as requested
- No current plans to expand regular meeting coverage without request by a particular board

## Municipal Committees Covered on Request

Board/ Committee	Broadcast Live	Taped for Replay	Posted On-Demand on Sudburytv.org	Agenda Indexed On-Demand
Community Preservation Committee	Some	Yes	Yes	Yes
Fairbank Center Task Force	No	Yes	Yes	Yes
Bruce Freeman Rail Trail Design Task Force	Some	Yes	Yes	Yes

## Town/Civic Organization Meetings Regularly Covered

- Sudbury Historical Society
- Friends of Assabet River National Wildlife Refuge (FARNWR)
- League of Women Voters

## Educational Channel 9/32

- SudburyTV manages programming the channel from 4pm-midnight daily and weekends airing:
  - LS and SPS School Committee
  - LS Varsity Sports
  - LS Music Department Performances
  - Any other school/education related programming
- We work with Schools to produce special programs of interest to the school community as topics arise throughout the year. Past programs have included:
  - FELS Presentations
  - LS Faculty and Staff Variety Show
  - Curtis Middle School Moving On Ceremony
- All Sudbury schools are encouraged to request coverage of events taking place in the school community
- Schools are welcome to submit programming for airing on the Ed. Channel

**Summary of SudburyTV VOD Viewing, 7/1/16 - 6/30/17**

## By Month

Month	View Time HH:MM	Viewers
Jul. 2016:	30:42	40
Aug. 2016:	120:13	112
Sep. 2016:	136:06	199
Oct. 2016:	253:51	260
Nov. 2016:	796:17	208
Dec. 2016:	204:33	215
Jan. 2017:	378:40	219
Feb. 2017:	288:37	321
Mar. 2017:	392:51	956
Apr. 2017:	225:53	266
May. 2017:	596:41	419
Jun. 2017:	396:26	304

<== July 2016 under-reported due to technical issues

## By Hour of Day (Live Stream)

Hour	View Time HH:MM	Viewers
12 AM:	8:27	18
1 AM:	13:06	28
2 AM:	8:57	19
3 AM:	5:46	14
4 AM:	7:23	14
5 AM:	5:27	21
6 AM:	10:35	35
7 AM:	18:51	60
8 AM:	32:59	85
9 AM:	54:23	115
10 AM:	75:46	129
11 AM:	68:51	135
12 PM:	69:48	135
1 PM:	73:31	172
2 PM:	89:19	183
3 PM:	95:26	174
4 PM:	83:37	182
5 PM:	76:30	171
6 PM:	81:47	190
7 PM:	148:44	292
8 PM:	241:07	344
9 PM:	238:46	343
10 PM:	212:18	275
11 PM:	140:09	200

## By Viewers

758 Viewers watched for	1 - 5 minutes
450 Viewers watched for	5 - 10 minutes
791 Viewers watched for	10 - 30 minutes
366 Viewers watched for	30 - 60 minutes
564 Viewers watched for	60+ minutes
2845 Viewers watched	1 - 5 programs
57 Viewers watched	5 - 10 programs
27 Viewers watched	10+ programs

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By Program

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	Program	View Time	
		HH::MM	Viewers
	P/G Channel	1564:33	405
	ED Channel	691:43	181
	Wayside300th/300th Anniversary	121:42	610
	League of Women Voters/Candidates' Night 3-15-17	76:01	154
	SPSSC_1-3-17/Meeting of January 3 2017	62:42	39
BOS_Eversource_10_26_2016/Eversource Community Meeting 10-26-16		58:38	98
	The Old Fashioned Way Ep1/Beasts and Boards	55:27	243
EFSB Eversource Hearing 05/25/17/EFSB Eversource Hearing 05/25/17		51:31	55
	SPSSC_12-19-16/Meeting of December 19 2016	49:28	47
	ZBA_08_17_16/Meeting of August 17 2016	35:23	53
	SPSSC_April 26 2017/Meeting of April 26 2017	32:05	37
	ZBA_09-12-16/Meeting of September 12 2016	29:11	36
	SPSSC_5-17-17/Meeting of May 17 2017	28:52	40
SHS_OsborneFamily_2016/History of the Osborne Family		28:48	53
	FinCom_01_23_17/Meeting of January 23 2017	24:57	31
	FinCom_03_13_17/Meeting of March 13 2017	24:18	25
	SPSSC_11-16-16/Meeting of November 16 2016	20:42	19
LWV_CandidatesNight_4-5-17/Candidates Night 2017 - Selectmen		19:51	45
	Curtis Friends of Music/SPS Music Program Budget	19:13	41
	SPSSC_2-6-17/Meeting of February 6 2017	18:36	26
	SPSSC_1_25_17/Meeting of January 25 2016	18:08	27
	SPSSC_12-7-16/Meeting of December 7 2016	17:31	31
	BOS_09_06_16/Meeting of September 6 2016	16:59	44
	BOS_10-4-16/Meeting of October 4 2016	16:03	28
LS_WinterChoralConcert_12-8-16/Winter Choral Concert 12-8-16		15:24	53
	FinCom_08-15-16/Meeting of August 15 2016	15:04	13
	BOS_12-6-16/Meeting of December 6 2016	14:49	19
	SPSSC_06_07_17/Meeting of June 7 2017	13:43	21
	FinCom_1-9-17/Meeting of January 9 2017	13:41	15
	ZBA_07_25_16/Meeting of July 25 2016	11:40	12
SSTC_AdolescentSleep_1-12-17/The Impact of Sleep on Student Health 1-12-17		11:25	36
	LS Graduation 2017/Class of 2017	11:18	59
	SPSSC_04_03_17/Meeting of April 3 2017	11:04	15
	BOS_12-20-16/Meeting of Dec. 20 2016	11:00	19
	SPSSC_02_01_2017/Meeting of Feb. 1 2017	10:51	12
	FinCom_02_27_17/Meeting of February 27 2017	10:38	25
	BOS_06_08_17/Meeting of June 8 2017	10:23	10
	FinCom_01_30_17/Meeting of January 30 2017	9:59	14
	FinCom_02_13_17/Meeting of February 13 2017	9:47	14
Baseball vs Newton South 05/12/17/Baseball vs Newton South 05/12/17		9:44	22
	FinCom_7-11-16/Meeting of July 11 2016	9:28	13
Protect Sudbury Community Meeting 3/22/16/Community Meeting March 22 2016		9:04	11
	STM_10-17-16/Meeting of October 17 2016	9:01	19
	BOS_08_16_16/Meeting of August 16 2016	8:54	22
	SPSSC_09_08_2016/Meeting of September 8 2016	8:50	29
SHS with Protect Sudbury/History of Power Lines		8:36	17
	ZBA_06-20-16/Meeting of June 20 2016	8:21	10
	FinCom_09_26_16/Meeting of September 26 2015	8:21	10
	FinCom_1-17-17/Meeting of January 17 2017	8:19	13
	FinCom_12-12-16/Meeting of December 12 2016	8:11	17
MEPA Scoping Session/MEPA Scoping Session June 12 2017		7:29	14
	SPSSC_5-18-16/Meeting of May 18 2016	7:24	12
	FinCom_09_12_16/Meeting of September 12 2016	7:24	4
LSGR vs Algonquin 04/07/17/Girls Rugby vs Algonquin 04/07/17		7:20	26
	BOS_02-07-17/Meeting of Feb. 7 2017	7:13	11
	CurtisMovingOn2016/Moving On Ceremony 2016	7:05	11
	SPSSC_03_22-17/Meeting of March 22 2017	6:39	11
	FinCom_3-6-17/Meeting of March 6 2017	6:37	12
Faking News: Tools You Can use to Fight Fake News/Tools You Can use to Fight Fak		6:28	25
	BOS_03_07_17/Meeting of March 7 2017	5:43	13
	BOS_01_24_17/Meeting of January 24 2017	5:43	13
	FinCom_4-10-17/Meeting of April 10 2017	5:41	10
	FinCom_10_24_16/Meeting of October 24 2016	5:40	8
	SPSSC_12_13_16/Meeting of December 13 2016	5:37	8
	SPSSC_10-5-16/SPS October 5 2016	5:37	21
	BOS_03_21_17/Meeting of March 21 2017	5:33	9
	FinCom_11-17-16/Meeting of November 17 2016	5:24	10
	Curtis Moving On Ceremony 2017/2017	5:19	12
	ATM_5-1-17/Meeting of May 1 2017	5:19	22
	FinCom_10_13_16/Meeting of October 13 2016	5:15	9
	FinCom_02_15_17/Meeting of February 15 2017	5:08	10

Attachment 1.a: SAC FY2017 report (2388 : Annual meeting with SAC)

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ATM_5-2-17/Meeting of May 2	2017	5:05	14
TownForum_1-21-17/Meeting of January 21	2017	5:00	7
SPSSC_02_27_17/Meeting of February 27	2017	4:58	13
BOS_05-23-17/Meeting of May 23	2017	4:57	10
LS World Language Declamation/Recorded March 9	2017	4:45	29
BOS_04_04_17/Meeting of April 4	2017	4:40	12
CollegePlanning_9-27-16/It Wasn't Like This When We Applied to College		4:34	5
FinCom_2-6-17/Meeting of February 6	2017	4:32	12
Protect Sudbury: Community Meeting 9.22.16/Community Meeting 9.22.16		4:25	9
SPS School Committee/Meeting of March 8	2017	4:17	14
LSHS 2017 Spring Choir/LSHS 2017 Community Sing		4:16	16
LS Senior Awards Ceremony 2017/Academic Awards 2017		4:13	11
SHS: Wolbach Farm 6-5-16/Annual Meeting		4:07	11
BOS-10-18-16/Meeting of October 18	2016	4:01	10
LS Football vs Wayland 9.23.16/Football vs. Wayland 9.23.16		4:00	12
BOS_09_20_2016/Meeting of Sept. 20	2016	3:55	11
LS Choral Concert 5.19.16/Community Sing 2016		3:53	9
FinCom_01_12_17/Meeting of January 12	2017	3:52	8
BOS_11-1-16/Meeting of November 1	2016	3:49	6
SHS: Ezekiel How_April 2016/Ezekiel How: Innkeeper Soldier Citizen		3:47	7
SPSSC_07_20_16/Meeting of July 20	2016	3:46	3
LSSC_03_28_117/Meeting of March 28	2017	3:45	12
FairbankTaskForce_12-15-16/Meeting of December 15	2016	3:43	5
BOS_02_28_17/Meeting of February 28	2017	3:38	8
BFRT_DesignTF_02_16_17/Meeting of February 16	2017	3:32	3
SPSSC_09_21_16/Meeting of Sept. 21	2016	3:32	8
ConCom_10_24_16/Meeting of October 24	2016	3:28	5
Ecumenical Service 2016/Sudbury Thanksgiving Interfaith Celebration		3:28	10
FairbankTaskForce_02_02_2017/Meeting of February 2	2017	3:22	3
BFRT_DesignTF_03_02_17/Meeting of March 2	2017	3:19	5
GlobalVillage_Ep007_Ingham/George Ingham Author		3:16	12
FairbankTaskForce_12_01_16/Meeting of December 1	2016	3:13	5
LS Graduation 2016/Class of 2016		3:12	14
FairbankTaskForce_11_3_16/Meeting of November 3	2016	3:09	3
SPSSC_05_01_2017/Meeting of May 1	2017	3:07	9
ConCom_11-21-17/Meeting of November 21	2016	3:07	8
ZBA_08_08_16/Meeting of August 8	2016	3:06	8
LS Rugby vs Marshfield May 23	2016/Boys Rugby vs. Marshfield 5/23/16	3:01	5
LS Jazz Concert 3-2-17/Jazz Concert 3-2-17		2:59	14
MelonePropertyCommunityForum_11-17-16/Community Forum 11-17-16		2:57	5
LS Baseball 5/20/16/LS vs Waltham		2:54	9
SPSSC_06_01_16/Meeting of June 1	2016	2:51	5
FBTF/Meeting of April 20	2017	2:50	4
LSHS Second Jazz Concert 2017/LSHS Second Jazz Concert 2017		2:40	8
Protect Sudbury PSA		2:37	46
ProtectSudbury_AsktheExpert_3-9-17/Government and Legislative Process		2:36	6
BOS_11-15-16/Meeting of November 15	2016	2:32	6
FinCom_5-1-17/Meeting of May 1	2017	2:29	5
FARNWR/Central Mass Railroad		2:20	4
LSGRvsBelmont_4-13-17/Girls Rugby vs Belmont 4-13-17		2:19	8
BOS_06_29_16/Meeting of June 29	2016	2:16	4
ConCom_11_7_16/Meeting of November 7	2016	2:11	6
FairbankTaskForce_09_27_2016/Meeting of Sept. 27	2016	2:11	3
CPC_12-21-16/Meeting of Dec. 21	2016	2:08	8
LS Football vs Dighton-Rehoboth 9-9-16/Football vs. Dighton-Rehoboth 09/09/2016		2:00	6
Ryan McKasson & Eric McDonald: Live at the Barn/Ryan McKasson & Eric McDonald		1:56	6
ZBA_12_5_2016/Meeting of Dec. 5	2016	1:55	4
ZBA_6_29_16/Meeting of June 29	2016	1:55	3
LSGS vs Newton South 09/16/16/LSGS vs Newton South 09/16/16		1:53	4
Sudbury Water District Annual Meeting 2017/Annual Meeting 2017		1:52	5
ConCom_02_6_17/Meeting of Feb. 6	2017	1:50	10
PB_3_8_17/Meeting of March 8	2017	1:47	6
LS Pops Concert 3-16-17/Pops Concert 3-16-17		1:43	11
FinCom_10-17-16/Meeting of October 17	2016	1:41	4
LS Football vs. Reading 11/11/16/Football vs. Reading 11/11/16		1:39	5
PB_02_22_17/Meeting of February 22	2017	1:37	4
SHS_Feb2017/The Leveller		1:36	4
Conservation Commission/Meeting of April 24	2017	1:35	3
ZBA_09_26_16/Meeting of September 26	2016	1:33	4
LSGS vs Cambridge 09.14.16/Girls Soccer vs. Cambridge 09.14.16		1:31	4
SHS_March_2017/Sudbury School Days 40's & 50's		1:30	4
LS Volleyball vs Medfield 6-4-16/Volleyball vs Medfield 6-4-16		1:28	3
ConCom_08_08_16/Meeting of August 8	2016	1:26	4
LSSC_9-13-16/Meeting of September 13	2016	1:26	4
BOS_01_10_17/Meeting of January 10	2017	1:26	6
ATM_5-2-16/Meeting of May 2	2016	1:22	3

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Finance Committee/Meeting of June 19	2017	1:21	5
CPC_1_4_17/Meeting of Jan. 4	2017	1:20	5
Conservation Commisssion/Meeting of June 5	2017	1:20	4
ConCom_03_13_17/Meeting of March 13	2017	1:18	5
BOS_ParkREC_9.26.16/Meeting of Month day	year	1:18	5
ConCom_1_3_17/Meeting of January 3	2017	1:17	3
PB_1-11-17/Meeting of January 11	2017	1:16	4
LSSC_10_13_16/Meeting of October 13	2016	1:15	3
BOS_04_25_17/Meeting of April 25	2017	1:13	5
FARNWR_Oct2016/Bats and White Nose Syndrome		1:12	3
LS Connections: Understanding Adolescent Brain Development/Understanding Adolesc		1:11	3
LSSC_12-13-16/Meeting of Dec. 13	2016	1:11	7
ConCom_09_26_16/Meeting of September 26	2016	1:08	3
Protect Sudbury/Walk in the Woods		1:07	7
GlobalVillage_Ep003_RevMatty/Rev. Marjorie Matty First Parish of Sudbury		1:07	4
SPSSC_08_31_16/Meeting of August 31	2016	1:07	5
LS Football vs Cambridge 10/28/16/Football vs Cambridge 10/28/16		1:05	3
HDC_04_06_2017/Meeting of April 6	2017	1:03	6
FairbankTaskforce_09-08-16/Meeting of September 8	2016	1:02	7
BFRT_VHBPresentation_11-29-16/VHB Rail Trail Presentation 11-29-16		1:02	4
PB_12_13_16/Meeting of December 13	2016	1:01	3
SPSSC_06_20_17/Meeting of June 20	2017	1:01	6
BOS_06-14-16/Meeting of June 14	2016	0:55	6
LS Boys Soccer vs Bedford Sept. 12. 2016/Boys Soccer vs Bedford 9-12-16		0:55	5
LSRHS Spring Instrumental Concert 2017/Spring Instrumental Concert 2017		0:53	4
LS Winter Instrumental Concert 2016/Winter Instrumental Concert 2016		0:53	5
HosmerHolidayOpenHouse2016/Holiday Open House		0:52	3
BFRT_PublicMeeting_03_09_17/Public Meeting of March 9	2017	0:51	4
SPSSC_11_2_16/Meeting of November 2	2016	0:50	7

**Treasurer's Report for FY2017:****Income Statement**

## Revenues

Grants	\$357,724.69
Program Service Revenue	320.00
Realized gain on Investment	9,213.82
Interest Income	3,967.15
Dividend Income	5,747.67

Total Revenues	376,973.33
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## Cost of Sales

Total Cost of Sales	0.00
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Gross Profit	376,973.33
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## Expenses

Accounting Expense	1,225.00
Advertising	553.00
Filings	140.00
Insurance	7,971.00
Internet/Web Expense	1,732.75
CableTV Expense	188.16
Leased Employees	261,694.32
Memberships & Subscriptions	1,037.54
Warranties & Support	4,193.00
Conference Fees	240.00
Minor Equipment - Comp/Office	1,370.16
Minor Equipment - Video	1,960.20
Minor Software	249.98
Independent contractor	9,645.00
Supplies - Computer/Office	1,139.81
Supplies - Video	460.26
Postage	258.52
Promotional Items	28.99
Rental Equipment	222.77
Sports Program Fees	250.00
Streaming costs	40.00
Telephone Expense	1,122.11
Depreciation Expense	47,110.80
Other Expense	85.00
Gain/Loss on Sale of Assets	(23,665.26)

Total Expenses	319,253.11
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Net Income	\$57,720.22
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Balance Sheet

## ASSETS

## Current Assets

DCU checking account	\$1,692.83	
DCU savings account	47.52	
DCU money market	15,298.83	
DCU paypal account	0.20	
ING account	1.99	
Paypal account	7.02	
DCU LTD account	276,703.96	
DCU LTD savings account	5.78	
DCU LTD checking account	0.22	
RTN Savings	25.00	
RTN Checking	324,197.18	
Fidelity	464,456.96	
Total Current Assets		1,082,437.49
Property and Equipment		
Furniture and Fixtures	2,619.98	
Equipment	323,069.80	
Capital Software	1,571.00	
Accum. Depreciation - Furnitur	(1,694.08)	
Accum. Depreciation - Equipmen	(249,232.30)	
Accum. Depreciation - Software	(1,571.00)	
Total Property and Equipment		74,763.40
Other Assets		
Total Other Assets		0.00
Total Assets		\$1,157,200.89

## LIABILITIES AND CAPITAL

## Current Liabilities

Credit card payable	\$7,244.10	
Total Current Liabilities		7,244.10
Long-Term Liabilities		
Total Long-Term Liabilities		0.00
Total Liabilities		7,244.10
Capital		
Retained Earnings	1,092,236.57	
Net Income	57,720.22	
Total Capital		1,149,956.79
Total Liabilities & Capital		<u>\$1,157,200.89</u>

**FY 2018 Budget:**

Category	FY2017 Actual	Q3 2017	Q4 2017	Q1 2018	Q2 2018	Total Est.	FY 2018 Budget
Accounting / Audit	1225	800	550			1350	1350
Legal Fees	0	100	100	100	100	400	400
Advertising	553	175		175		350	350
BBS Newsfeed	0					0	0
Filings	140	125	15			140	140
Insurance	7971	4800	1200	1200	1200	8400	8400
Internet/Web Expense	1732.75	790	600	360	720	2470	2500
Cable TV Expense	188.16	60	60	65	65	250	250
Memberships & Subscriptions	1037.54		400	480	160	1040	1100
Warranty/Support Services	4193.00		3000	1200		4200	4500
Conference Fees	240.00		300		300	600	600
Minor Equip.: Comp/Office	346.00	450	100	100	100	750	800
Minor Equipment: Video	2984.00	1500	1000	500	500	3500	4000
Minor Software	249.98	25	25	25	25	100	100
Independent Contractors	9645.00	2000	3000	3000	3000	11000	11000
Supplies: Comp/Office	1002.10	250	250	250	250	1000	1000
Supplies: Video	597.97	500	150	150	150	950	600
Postage	258.52	275	50	50	50	425	450
Rental Equipment	222.77		125		125	250	250
Repairs	0.00	200	200	200	200	800	800
Facility Repairs/Upgrades	0.00	700	0	0	0	700	700
Sports Program Fees	250.00		125	125	125	375	375
Streaming costs	40.00	25	25	2525	25	2600	3000
Telephone	1122.11	300	300	300	300	1200	1300
Training	0.00	200	0	0	0	200	200
Travel	0.00	25	25	25	25	100	100
Other	85.00	0	0	0	0	0	0
<b>EXPENSES SUBTOTAL</b>	<b>34112.89</b>	<b>13300</b>	<b>11600</b>	<b>10830</b>	<b>7420</b>	<b>43150</b>	<b>44265</b>
Leased Employees	261694.32	74000	68000	75000	68000	285000	282000
<b>SUBTOTAL (Expenses &amp; Salaries)</b>	<b>295807.21</b>	<b>87300</b>	<b>79600</b>	<b>85830</b>	<b>75420</b>	<b>328150</b>	<b>326265</b>

**Capital Equipment Replacement Plan:**

<b>Equipment Category</b>	<b>Year Acquired</b>	<b>Purchase Cost</b>	<b>Projected Fiscal Year of Replacement</b>	<b>Projected Replacement Cost</b>
Control Room Re-wire	2004	none	2016	2.5K*
Playback Server	2009	10K	2016	40K*
Portable Recorder	2014	2K	2018	2K
Editing Systems (2)	2014	9K	2019	10K
Portable HD Cameras (6)	2010-2014	21K	2020	20K
Master Control Audio	2012	7K	2022	10K
Flynn - Silva Rm. Studio	2012	33K	2022	40K
Master Control Record	2013	4K	2023	5K
Portable Switcher	2014	16K	2024	15K
Studio Cameras	2009	70K	2025	75K
Town Hall Studio	2015	27K	2025	40K
Master Control Switcher/Graphics	2015	24K	2025	30K
Police Station Cameras/Controller	2017	8K	2027	TBD
Auditorium Cameras/Controller	2017	17K	2027	TBD

\*Actual

# SudburyTV Third Quarter 2016 Report

By  
Lynn M. Puorro

Submitted to  
Sudbury Access Corporation  
Board of Directors  
October 2016

Attachment1.a: SAC\_FY2017 report (2388 : Annual meeting with SAC)

## 1) Studio Operations

The studio is staffed on an as needed basis. The regular hours are 10am to 6pm Monday through Friday, and some evenings until 9pm depending on the studio schedule each week. Contact information and studio hours are posted on the studio door.

During the third quarter, coverage was provided for the following:

### Meetings:

- Sudbury Selectmen Meetings on July 12 and 26, August 16, and September 6, 20, and 29 were covered by staff.
- Sudbury Finance Committee meetings on July 11, August 15, and September 12 and 26 were covered by staff.
- Sudbury Public Schools School Committee Meetings on July 20, August 31, and September 7 and 21 were covered by staff.
- Sudbury Planning Board Meetings on August 17, and September 14 and 28 were covered by staff.
- Sudbury Zoning Board of Appeals Meetings on July 18 and 25, August 8 and 17, and September 12 and 26 were covered by staff.
- Sudbury Conservation Commission Meetings on July 11, August 8, 22 and 30, and September 12 and 26 were covered by staff.
- Fairbank Community Center Task Force meetings of September 8 and 27 were covered by staff.
- Joint meeting of the Board of Selectmen and Park and Recreation committees on September 26 was covered by staff.

### Staff Covered Events:

- Sudbury July 4<sup>th</sup> Parade
- Ryan McKasson & Eric McDonald Concert at Nunes Barn, Sudbury on July 15
- Luminarium Dance Company's "300 Years: History of The Wayside Inn" at Wayside Inn on July 24.
- Summer Concert Series held at Haskell Field, July 11 and 25, August 1 and 8
- League of Women Voters/Domestic Violence Roundtable presentation on "L.I.P.S.T.I.C.K." held at the Police Station on September 20.
- Protect Sudbury Community Meeting held at Goodnow Library on Sept. 22.
- Sudbury Senior Scene Events:
  - Summer BBQ Entertainment with Jazz Pianist Ross Petot on July 13.

### Volunteer Covered Events:

- Friends of Assabet River National Wildlife Refuge monthly programs taped at the Assabet River NWR Headquarters on September 28.
- College Planning presentation held at Goodnow Library on September 27, "It Wasn't Like This When We Applied to College".

### Series:

- Two episodes of "Global Village" were produced this quarter. The program is hosted by Sudbury resident, Soterios Zoulas, and invites guests to discuss a wide variety of topics, including books, music, religion, and more. Guests on these episodes were Peter Wiernik, owner of Sudbury Music School, and Joseph Joyce, Professor of Economics at Wellesley College.

## 2) Lincoln-Sudbury Activities

### Staff covered meetings included:

- Lincoln-Sudbury School Committee meetings of September 13 and 27.

### Staff Covered Sports:

- LS Football games on September 9 and 23.
- LS Girls Soccer games on September 8, 14, and 16.
- LS Boys Soccer game on September 12.

## 3) Outreach Services

- Attended the Media Resource Expo, and Castus Users Demonstration on September 27.
- Attended weekly planning meetings for the 15<sup>th</sup> Annual HOPEsudbury Telethon in September.
- Met with Carly Evans, Drama Teacher at LS, to coordinate the needs of SudburyTV and the LS Drama production in the LS Auditorium for the HOPEsudbury Telethon in November.

## 4) Training

- Held the first 2 meetings of a 4-week production workshop for Sudbury residents on September 19 and 26. There were 4 participants in the class.

## 5) Infrastructure Improvements

- There have been no infrastructure improvements this quarter.

**6) Programming:**

The following details the number of first run and repeat programs, as well as the total number of hours of programming that were aired between July and September on SudburyTV and the Educational Channel.

**SudburyTV Public Access Channel 8/31**

Of the 71 first run programs and 88.5 first run hours that aired this quarter, 37 and 68.5 respectively were produced in Sudbury. Those 71 programs included meetings, events, and series.

Weekly Totals	SudburyTV					
	# of First Run Programs	First Run Hours	# of Repeat Programs	Repeat Hours	Total # of Programs	Total Hours
7/4/16	1	1	58	66.5	59	67.5
7/11/16	4	6	52	60.5	56	66.5
7/18/16	0	0	55	64.5	55	64.5
7/25/16	1	1.5	54	62	55	63.5
8/1/16	19	22	40	41.5	59	63.5
8/8/16	5	4	55	57.5	60	61.5
8/15/16	2	5.5	56	57.5	58	63
8/22/16	13	13	48	54	61	67
8/29/16	3	5	59	62	62	67
9/5/16	4	4.5	58	62	62	66.5
9/12/16	15	17.5	35	41	50	58.5
9/19/16	4	8.5	48	51	52	59.5
9/26/16	0	0	52	58.5	52	58.5
Quarterly Totals	# of First Run Programs	First Run Hours	# of Repeat Programs	Repeat Hours	Total # of Programs	Total Hours
	71	88.5	670	738.5	741	827

**Educational Channel 9/32**

Of the 35 first run programs and 43 first run hours that aired this quarter, 17 and 30 respectively were produced in Sudbury. Those 35 programs included meetings, events, and sports.

Educational Channel

Attachment1.a: SAC\_FY2017 report (2388 : Annual meeting with SAC)

Weekly Totals	# of First Run Programs	First Run Hours	# of Repeat Programs	Repeat Hours	Total # of Programs	Total Hours
7/4/16	0	0	40	61.5	40	61.5
7/11/16	0	0	40	61.5	40	61.5
7/18/16	0	0	40	61.5	40	61.5
7/25/16	0	0	40	61.5	40	61.5
8/1/16	11	15	30	42.5	41	57.5
8/8/16	3	2.5	38	55	41	57.5
8/15/16	0	0	41	57.5	41	57.5
8/22/16	3	2	38	55.5	41	57.5
8/29/16	1	2.5	40	54.5	41	57
9/5/16	1	2	40	54.5	41	56.5
9/12/16	7	7.5	33	48.5	40	56
9/19/16	8	10	32	41.5	40	51.5
9/26/16	1	1.5	39	51.5	40	53
Quarterly Totals	# of First Run Programs	First Run Hours	# of Repeat Programs	Repeat Hours	Total # of Programs	Total Hours
	35	43	491	707	526	750

## 7) Capital Equipment Recommendations:

We have no capital project recommendations at this time.

## 8) Upcoming Events for the 4th Quarter of 2016:

The Sudbury Historical Society will resume their monthly program series this October. Watch for the Annual Lincoln Sudbury Faculty Variety show and the HOPEsudbury Telethon. The LS Sports season is well under way with coverage of football and soccer games. Rounding out the year will be the LS Winter Choral and Instrumental concerts, and holiday programs including the Messiah Sing, and the Our Lady of Fatima Nativity Pageant.



# SudburyTV Fourth Quarter 2016 Report

By  
Lynn M. Puorro

Submitted to  
Sudbury Access Corporation  
Board of Directors  
Winter 2016

Attachment1.a: SAC\_FY2017 report (2388 : Annual meeting with SAC)

## 1) Studio Operations

The studio is staffed on an as needed basis. The regular hours are 10am to 6pm Monday through Friday, and some evenings until 9pm depending on the studio schedule each week. Contact information and studio hours are posted on the studio door.

During the fourth quarter, coverage was provided for the following:

### Meetings:

- Sudbury Selectmen Meetings on October 4, 17, and 18, November 1 and 15, and December 6 and 20 were covered by staff.
- Sudbury Special Town Meeting held on October 17.
- Sudbury Finance Committee meetings on October 13, 17, and 24, November 17, and December 12 were covered by staff.
- Sudbury Public Schools School Committee Meetings on October 5, November 2 and 16, and December 7, 13, and 19 were covered by staff.
- Sudbury Planning Board Meetings on October 12 and 26, November 9, and December 14 were covered by staff.
- Sudbury Zoning Board of Appeals Meetings on October 24, November 7, and December 5 were covered by staff.
- Sudbury Conservation Commission Meetings on October 24, November 7 and 21, and December 5 and 19 were covered by staff.
- Fairbank Community Center Task Force meetings of October 20, November 3, and December 1 and 15 were covered by staff.
- Board of Selectmen - Eversource Community Meeting held on October 26 in the Lincoln Sudbury Auditorium.
- Melone Property Presentation held on November 17
- Bruce Freeman Rail Trial Public Meeting held on November 29
- Community Preservation Committee Public Hearing held on December 21

### Staff Covered Events:

- Sudbury Historical Society monthly program on October 2, and November 6
- Ecumenical Thanksgiving Service held at Sudbury United Methodist Church on November 20.
- Sudbury Senior Scene Events:
  - Emergency Preparedness Panel discussion held on October 27
  - World Religions 4 Part Series held on November 1, 8, 22, and 28
  - Trusts 101 held on November 14

### Staff and Volunteer Covered Events:

- 15<sup>th</sup> Annual HOPEsudbury Telethon held on November 5
- Our Lady of Fatima Nativity Pageant held on December 11 and 12.

### Volunteer Covered Events:

- Friends of Assabet River National Wildlife Refuge monthly programs taped at the Assabet River NWR Headquarters on October 26, and November 16.
- Sudbury United Methodist Church Retired Persons Luncheon featuring the Photography of Mark Hopkins held on November 10.
- Sudbury League of Women Voters Healthcare Forum held at the Goodnow Library on November 13.

## 2) Lincoln-Sudbury Activities

### Staff covered meetings included:

- Lincoln-Sudbury School Committee meetings of October 13 and 25, November 9 and 22, and December 13.

### Staff Covered Sports:

- LS Football games on October 14 and 28, and November 4 and 11.
- LS Girls Soccer games on October 22 and 29.
- LS Girls Volleyball games on November 7 and 9.

### Staff and Volunteer Covered Events:

- Community Connections presentation on Adolescent Brain Development and Substance Abuse held on October 25
- Lincoln Sudbury Faculty Variety Show held on October 28
- Lincoln Sudbury Music Winter Instrumental Concert held on December 1
- Lincoln Sudbury Music Winter Choral Concert held on December 8

## 3) Outreach Services

- Attended weekly planning meetings for the 15<sup>th</sup> Annual HOPEsudbury Telethon in October.
- Met with Sudbury Park and Recreation staff to discuss offering a TV Production summer camp program in summer 2017.
- Met with Lincoln Sudbury Career Services to discuss internship opportunities for LS students

## 4) Training

- Held the final 2 sessions of a 4-week production workshop for Sudbury residents on October 17 and 24. There were 4 participants in the class.

## 5) Infrastructure Improvements

- There have been no infrastructure improvements this quarter.

## 6) Programming:

The following details the number of first run and repeat programs, as well as the total number of hours of programming that were aired between July and September on SudburyTV and the Educational Channel.

### SudburyTV Public Access Channel 8/31

Of the 72 first run programs and 124 first run hours that aired this quarter, 56 and 115.5 respectively were produced in Sudbury. Those 72 programs included meetings, events, and series.

Weekly Totals	SudburyTV					
	# of First Run Programs	First Run Hours	# of Repeat Programs	Repeat Hours	Total # of Programs	Total Hours
10/3/16	1	3.5	51	56.5	52	60
10/10/16	2	5.5	46	49.5	48	55
10/17/16	19	28	35	39	54	67
10/24/16	2	5.5	47	58	49	63.5
10/31/16	2	8.5	41	47	43	55.5
11/7/16	9	12	41	50	50	62
11/14/16	7	9.5	39	43	46	52.5
11/21/16	1	1.5	47	54	48	55.5
11/28/16	6	12.5	44	43	50	55.5
12/5/16	9	14.5	49	47.5	58	62
12/12/16	3	3.5	53	59	56	62.5
12/19/16	11	19.5	45	47.5	56	67
12/26/16	0	0	54	62.5	54	62.5
Quarterly Totals	# of First Run Programs	First Run Hours	# of Repeat Programs	Repeat Hours	Total # of Programs	Total Hours
	72	124	592	656.5	664	780.5

### Educational Channel 9/32

Of the 41 first run programs and 63.5 first run hours that aired this quarter, 21 and 48.5 respectively were produced in Sudbury. Those 41 programs included meetings, events, and sports.

Educational Channel

Weekly Totals	# of First Run Programs	First Run Hours	# of Repeat Programs	Repeat Hours	Total # of Programs	Total Hours
10/3/16	0	0	40	53	40	53
10/10/16	1	2	37	50	38	52
10/17/16	2	5	34	45.5	36	50.5
10/24/16	3	3.5	33	47	36	50.5
10/31/16	0	0	35	48.5	35	48.5
11/7/16	1	2.5	34	45	35	47.5
11/14/16	6	8	30	40	36	48
11/21/16	2	5	34	43	36	48
11/28/16	4	7	33	44.5	37	51.5
12/5/16	7	6.5	33	50.5	40	57
12/12/16	9	14.5	28	38	37	52.5
12/19/16	6	9.5	31	49.5	37	59
12/26/16	0	0	36	54	36	54

Quarterly Totals	# of First Run Programs	First Run Hours	# of Repeat Programs	Repeat Hours	Total # of Programs	Total Hours
	41	63.5	438	608.5	479	672

## 7) Capital Equipment Recommendations:

We have no capital project recommendations at this time.

## 8) Upcoming Events for the 1st Quarter of 2017:

Budget season is just around the corner, tune in to the Finance Committee meetings scheduled throughout January and February. Sudbury's Annual Town Forum will be held in January. For lighter entertainment check out the Lincoln Sudbury Civic Orchestra concert to be held in January.

# SudburyTV First Quarter 2017 Report

By  
Lynn M. Puorro

Submitted to  
Sudbury Access Corporation  
Board of Directors  
June 2017

Attachment1.a: SAC\_FY2017 report (2388 : Annual meeting with SAC)

## 1) Studio Operations

The studio is staffed on an as needed basis. The regular hours are 10am to 6pm Monday through Friday, and some evenings until 9pm depending on the studio schedule each week. Contact information and studio hours are posted on the studio door.

During the first quarter, coverage was provided for the following:

### Meetings:

- Sudbury Selectmen Meetings on January 10 and 24, February 7 and 28, and March 7 and 21 were covered by staff.
- Joint Board of Selectmen and Finance Committee meeting held at the Police station on March 6.
- Sudbury Finance Committee meetings on January 9, 12, 17, 23, and 30, February 6, 13, 15, and 27, and March 13 were covered by staff.
- Sudbury Public Schools School Committee Meetings on January 3 and 25, February 1, 6, and 27, and March 8 and 22 were covered by staff.
- Sudbury Planning Board Meetings on January 11 and 25, February 8 and 22, and March 8 and 22 were covered by staff.
- Sudbury Zoning Board of Appeals Meetings on January 9, February 6 and 27, and March 6 were covered by staff.
- Sudbury Conservation Commission Meetings on January 3 and 23, February 6 and 27, and March 13 were covered by staff.
- Historic Districts Commission Meetings held on February 2, and March 2 were covered by staff.
- Fairbank Community Center Task Force meeting of February 2 was covered by staff.
- Bruce Freeman Rail Trail Public Meetings held on January 17, February 2 and 16, and March 2, 9, 16, 20, and 29 were covered by staff.
- Community Preservation Committee Public Hearing held on January 4
- Annual Town Forum held on January 21

### Staff Covered Events:

- Sudbury Historical Society monthly programs on February 5, and March 5
- Adolescent Sleep presentation held on January 12
- Protect Sudbury Ask and Expert Series: Government and the Legislative Process held on March 9
- Fake News presentation held on March 20
- Sudbury Senior Scene Events:
  - 9/11 Fifteen Years Later, 4 part series held on March 1, 8, 22, and 29

### Staff and Volunteer Covered Events:

- Lincoln Sudbury Civic Orchestra Concert held on January 8
- Sudbury League of Women Voters Candidates' Night held on March 15

### Volunteer Covered Events:

- Friends of Assabet River National Wildlife Refuge monthly programs taped at the Assabet River NWR Headquarters on February 22, and March 22.

### Series:

- Three episodes of "Global Village" were produced this quarter. The program is hosted by Sudbury resident, Soterios Zoulas, and invites guests to discuss a wide variety of topics, including books, music, religion, and more. Guests on these episodes were George Ingham, Author of Libertarianism:

Pros and Cons, Greg White, Office of Consumer Affairs, Identity Theft, and Sudbury Town Manager Melissa Murphy Rodriguez.

- The Old Fashioned Way is a new SudburyTV series produced by Matt Cranson. The program explores old methods and meets modern people doing archaic things with tools and techniques that haven't changed in over a hundred years. The premier episode, "Beasts and Boards", featured a local land trust using draft animals to log conservation land.

## 2) Lincoln-Sudbury Activities

### Staff covered meetings included:

- Lincoln-Sudbury School Committee meetings of January 10 and 24, February 14 and 28, and March 28.

### Staff and Volunteer Covered Events:

- Lincoln Sudbury Annual MLK Assembly held on February 17
- Lincoln Sudbury Music Jazz Concert held on March 2
- Lincoln Sudbury World Language Declamation held on March 9
- Angaje Haitian Dance Performance held at Lincoln Sudbury on March 10
- Lincoln Sudbury Music Pops Concert held on March 16
- Lincoln Sudbury Music Jazz Concert held on March 30

## 3) Outreach Services

- Met with Lincoln Sudbury Athletic Director to discuss Internet Access for Athletic staff and local media outlets at the LS Fields.
- Attended the North of Boston region Access Group meeting on February 24.

## 4) Training

- Trained 1 resident on remote camera to cover FARNWR presentations.
- Held a 4 week TV Production Workshop March 6 to 27. There were 4 participants.

## 5) Infrastructure Improvements

- There have been no infrastructure improvements this quarter.



## 6) Programming:

The following details the number of first run and repeat programs, as well as the total number of hours of programming that were aired between July and September on SudburyTV and the Educational Channel.

### SudburyTV Public Access Channel 8/31

Of the 97 first run programs and 146 first run hours that aired this quarter, 62 and 127.5 respectively were produced in Sudbury. Those 97 programs included meetings, events, and series.

Weekly Totals	SudburyTV					
	# of First Run Programs	First Run Hours	# of Repeat Programs	Repeat Hours	Total # of Programs	Total Hours
1/2/17	1	1.5	55	65	56	66.5
1/9/17	3	9.5	47	49	50	58.5
1/16/17	19	21	34	38.5	53	59.5
1/23/17	5	10.5	50	51	55	61.5
1/30/17	7	7.5	48	53.5	55	61
2/6/17	11	15.5	39	45.5	50	61
2/13/17	7	13.5	39	48	46	61.5
2/20/17	1	2.5	48	60	49	62.5
2/27/17	13	16.5	34	40.5	47	57
3/6/17	3	7	44	49	47	56
3/13/17	2	5	39	44	41	49
3/20/17	20	27.5	35	45	55	72.5
3/27/17	5	8.5	53	61.5	58	70
Quarterly Totals	# of First Run Programs	First Run Hours	# of Repeat Programs	Repeat Hours	Total # of Programs	Total Hours
	97	146	565	650.5	662	796.5

### Educational Channel 9/32

Of the 52 first run programs and 67.5 first run hours that aired this quarter, 20 and 45.5 respectively were produced in Sudbury. Those 52 programs included meetings, events, and sports.

Educational Channel

Weekly Totals	# of First Run Programs	First Run Hours	# of Repeat Programs	Repeat Hours	Total # of Programs	Total Hours
1/2/17	1	5	35	52	36	57
1/9/17	1	2	35	52	36	54
1/16/17	11	8.5	29	41.5	40	50
1/23/17	1	5	39	45	40	50
1/30/17	8	10	38	45	46	55
2/6/17	3	6.5	38	47	41	53.5
2/13/17	1	1.5	45	51	46	52.5
2/20/17	0	0	47	53.5	47	53.5
2/27/17	13	11.5	36	41.5	49	53
3/6/17	1	4	47	46	48	50
3/13/17	0	0	48	50	48	50
3/20/17	11	10.5	41	39.5	52	50
3/27/17	1	3	51	48	52	51

Quarterly Totals	# of First Run Programs	First Run Hours	# of Repeat Programs	Repeat Hours	Total # of Programs	Total Hours
	52	67.5	529	612	581	679.5

## 7) Capital Equipment Recommendations:

We have no capital project recommendations at this time.

## 8) Upcoming Events for the 2nd Quarter of 2017:

Spring sports coverage will include lacrosse, rugby, and volleyball this year. Watch for the end of the year LS music concerts, award ceremonies, and graduation in May and June. Annual Town meeting will take place at the beginning of May.

# SudburyTV Second Quarter 2017 Report

By  
Lynn M. Puorro

Submitted to  
Sudbury Access Corporation  
Board of Directors  
August 2017

Attachment1.a: SAC\_FY2017 report (2388 : Annual meeting with SAC)

## 1) Studio Operations

The studio is staffed on an as needed basis. The regular hours are 10am to 6pm Monday through Friday, and some evenings until 9pm depending on the studio schedule each week. Contact information and studio hours are posted on the studio door.

During the second quarter, coverage was provided for the following:

### Meetings:

- Sudbury Selectmen Meetings on April 4 and 25, May 1, 2, and 23, and June 8 and 27 were covered by staff.
- Sudbury Annual Town Meetings on May 1 and 2 were covered by staff and volunteers.
- Sudbury Finance Committee meetings on April 10, and May 1 and 2, and June 19 were covered by staff.
- Sudbury Public Schools School Committee Meetings on April 3 and 26, May 1 and 17, and June 7 and 20 were covered by staff.
- Sudbury Planning Board Meetings on April 12 and 26, May 10 and 31, and June 14 and 28 were covered by staff.
- Sudbury Zoning Board of Appeals Meetings on April 3, May 8, and June 5 were covered by staff.
- Sudbury Conservation Commission Meetings on April 3 and 24, and June 5 and 19 were covered by staff.
- Historic Districts Commission Meetings held on April 6, May 4, and June 1 were covered by staff.
- Fairbank Community Center Task Force meeting of April 20 was covered by staff.
- Sudbury Water District Annual Meeting held on May 16 was covered by staff

### Staff Covered Events:

- Sudbury Historical Society monthly program on June 11
- League of Women Voters Civics Bee held on April 2
- Protect Sudbury Ask and Expert Series: Real Estate held on April 13
- Protect Sudbury Ask and Expert Series: Water District on May 8
- Fluoride in the Water presentation held on May 15
- Curtis Friends of Music forum held on May 24
- Curtis Moving On Ceremony held on June 20
- Sudbury Senior Scene Events:
  - The Possibly Changing World of Mass Health held on May 1
  - Tick Talk held on May 18
  - Domestic Abuse Among Family or Friends held on June 1
  - WWII Talk held on June 6

### Staff and Volunteer Covered Events:

- League of Women Voters Candidates' Night held on April 5
- EFSB Public Hearing on Eversource Transmission line held on May 25
- Lincoln Sudbury Civic Orchestra Concert held on June 11
- MEPA Public Hearing on Eversource Transmission Line held on June 12

### Volunteer Covered Events:

- Friends of Assabet River National Wildlife Refuge monthly program taped at the Assabet River NWR Headquarters on May 24.

### Series:

- One episode of "Global Village" was produced this quarter. The program is hosted by Sudbury resident, Soterios Zoulas, and invites guests to discuss a wide variety of topics, including books, music, religion, and more. The guest on this episode was Heather Packard from Heifer Farm.

## 2) Lincoln-Sudbury Activities

### Staff covered meetings included:

- Lincoln-Sudbury School Committee meetings of April 4 and 25, May 31, and June 13.

### Staff and Volunteer Covered Events:

- FELS (Foundation for Educators at Lincoln Sudbury) presentation on Breaking News held on April 5
- Lincoln Sudbury Music Cabaret Concert held on April 7
- Lincoln Sudbury Music Choral Concert and Community Sing held on May 11
- Lincoln Sudbury Music Spring Instrumental Concert held on May 18
- Lincoln Sudbury Senior Awards Ceremony held on May 24
- Lincoln Sudbury Senior Scholarship Ceremony held on May 30
- LS Graduation Ceremony held on June 4

### Sports:

- LS Boys Volleyball games on April 6, 26, and 28, and May 3, 10, 17
- LS Boys Lacrosse games on April 29, May 9, 13, 19, and 22, and Tournament games on June 3, 7, 14, and 17
- LS Girls Lacrosse games on April 7, 13, and 28, and May 1 and 18
- LS Girls Rugby games on April 7, 13, and 27, and May 17
- LS Boys Rugby games on April 26, and May 11
- LS Baseball game on May 12

## 3) Outreach Services

- Attended local Non-Profits meeting at the Sudbury Foundation in April.
- Produced PSA's for the Lincoln Sudbury Relay for Life with the co-chairs of the event
- Attended the Mass Access Spring Conference in May
- Attended the HOPEsudbury Telethon Kick Off meeting in June

## 4) Training

- None this quarter.

## 5) Infrastructure Improvements

- There have been no infrastructure improvements this quarter.

## 6) Programming:

The following details the number of first run and repeat programs, as well as the total number of hours of programming that were aired between July and September on SudburyTV and the Educational Channel.

### SudburyTV Public Access Channel 8/31

Of the 47 first run programs and 73.5 first run hours that aired this quarter, 34 and 67 respectively were produced in Sudbury. Those 47 programs included meetings, events, and series.

Weekly Totals	SudburyTV					
	# of First Run Programs	First Run Hours	# of Repeat Programs	Repeat Hours	Total # of Programs	Total Hours
4/3/17	4	6	49	55.5	53	61.5
4/10/17	6	7.5	49	56	55	63.5
4/17/17	5	7	55	60.5	60	67.5
4/24/17	8	11	52	50.5	60	61.5
5/1/17	2	6.5	56	55.5	58	62
5/8/17	3	2	57	58.5	60	60.5
5/15/17	3	4.5	52	53	55	57.5
5/22/17	2	5.5	50	51.5	52	57
5/29/17	0	0	51	53	51	53
6/5/17	4	8.5	46	52.5	50	61
6/12/17	5	4.5	46	55.5	51	60
6/19/17	1	3	50	59.5	51	62.5
6/26/17	4	7.5	50	47.5	54	55
Quarterly Totals	# of First Run Programs	First Run Hours	# of Repeat Programs	Repeat Hours	Total # of Programs	Total Hours
	47	73.5	663	709	710	782.5

### Educational Channel 9/32

Of the 29 first run programs and 49.5 first run hours that aired this quarter, 18 and 43 respectively were produced in Sudbury. Those 29 programs included meetings, events, and sports.

Educational Channel

Attachment1.a: SAC\_FY2017 report (2388 : Annual meeting with SAC)

## FY 2017 SAC Annual Financial and Operating Reports, 10/19/2017, Page 31

Weekly Totals	# of First Run Programs	First Run Hours	# of Repeat Programs	Repeat Hours	Total # of Programs	Total Hours
4/3/17	2	5	45	44	47	49
4/10/17	6	4	43	47	49	51
4/17/17	1	1.5	45	52	46	53.5
4/24/17	4	8.5	42	48	46	56.5
5/1/17	3	3.5	42	53	45	56.5
5/8/17	0	0	45	56.5	45	56.5
5/15/17	1	4.5	44	51.5	45	56
5/22/17	0	0	44	51.5	44	51.5
5/29/17	3	6	39	46	42	52
6/5/17	1	3.5	42	51	43	54.5
6/12/17	1	2	43	53.5	44	55.5
6/19/17	2	5.5	43	51	45	56.5
6/26/17	5	5.5	40	57	45	62.5

Quarterly Totals	# of First Run Programs	First Run Hours	# of Repeat Programs	Repeat Hours	Total # of Programs	Total Hours
	29	49.5	557	662	586	711.5

FY17 Programming TotalsSudburyTV Public Access Channel 8/31

FY17 Annual Totals	# of First Run Programs	First Run Hours	SudburyTV Hours				Total Hours		Sudbury # of First Run Programs	Sudbury First Run Hours
			# of Repeat Programs	Repeat Hours	Total # of Programs					
Q3 2016	71	88.5	670	738.5	741	827			37	68.5
Q4 2016	72	63.5	438	608.5	479	672			21	48.5
Q1 2017	97	146	565	650.5	662	796.5			62	127.5
Q2 2017	47	73.5	663	709	710	782.5			34	67
Total	287	371.5	2336	2707	2592	3078			154	311.5

Educational Channel 9/32

FY17 Annual Totals	# of First Run Programs	First Run Hours	Educational Channel Hours					Sudbury # of First Run Programs	Sudbury First Run Hours
			# of Repeat Programs	Repeat Hours	Total # of Programs	Total Hours			
Q3 2016	35	43	491	707	526	750		17	30
Q4 2016	41	63.5	438	608.5	479	672		21	48.5
Q1 2017	52	67.5	529	612	581	679.5		20	45.5
Q2 2017	29	49.5	557	662	586	711.5		18	43
Total	157	224	2015	2589.5	2172	2813.0		76	167.0



## 7) Capital Equipment Recommendations:

Proposed at the June 2017 Board meeting to purchase and install remote PTZ cameras in both the Police Station Community Room and the Lincoln Sudbury Auditorium. Both projects are underway this summer. Also proposed the purchase of a Canon C100 camera

## 8) Upcoming Events for the 3rd Quarter of 2017:

Stay tuned for a new episode of The Old Fashioned Way, featuring the Wayside Inn Grist Mill. The Lincoln Sudbury Sports season will be in full swing this quarter. There will be a Special Town Meeting in October and the HOPEsudbury Telethon in November. Watch for LS Winter Concerts and Holiday programming in December.

**Filing Instructions**  
**Sudbury Access Corporation**  
**Form PC - Massachusetts Annual Report**  
**Taxable Year Ended June 30, 2017**

**Date Due:** November 15, 2017

**Remittance:** The filing fee for the tax year ended 6/30/17 is \$125. The fee should be paid using the Commonwealth of Massachusetts secure web-based payment portal: [www.mass.gov/ago/epay](http://www.mass.gov/ago/epay) .

**Mail To:** Non-Profit / Public Charities Division  
Office of the Attorney General  
One Ashburton Place  
Boston, MA 02108

**Signature:** Form PC must be signed and dated by one officer on Page 7 and two officers of the organization on Page 12, if applicable.

**Other:** Enter the Electronic Payment Confirmation number on Page 1.

Attachment1.b: SAC\_TaxReturns&Audit\_2017 (2388 : Annual meeting with SAC)

# THE COMMONWEALTH OF MASSACHUSETTS OFFICE OF THE ATTORNEY GENERAL

## NON-PROFIT ORGANIZATIONS/PUBLIC CHARITIES DIVISION

MAURA HEALEY  
ATTORNEY GENERAL

ONE ASHBURTON PLACE  
BOSTON, MASSACHUSETTS 02108

(617) 727-2200, ext. 2101  
[www.mass.gov/ago/charities](http://www.mass.gov/ago/charities)

### Form PC

Report for the Fiscal Period: 07/01/2016 to 06/30/2017

Attorney General's Account #: 048460

Federal ID #: 26-2998786

Electronic Payment Confirmation #: 257027

When did the organization first engage in charitable work in Massachusetts? 07/17/2008

Has the organization applied for or been granted IRS tax exempt status?

☒ Yes ☐ No

If yes, date of application OR date of determination letter: 02/12/2009

IRS Exemption under 501(c): 3

If exempt under 501(c), are contributions to the organization tax deductible as charitable contributions?

☒ Yes ☐ No

**Check all items attached (if applicable)**

- ☒ Filing Fee or Printout of Electronic Payment Confirmation
- ☒ Copy of IRS Return
- ☒ Audited Financial Statements/Review
- ☐ Amended Articles/By-Laws
- ☐ Schedule A-1
- ☐ Schedule A-2
- ☐ Schedule RO
- ☐ Schedule VCO
- ☐ Probate Account

#### Organization Data

Name: Sudbury Access Corporation

Mailing Address: 390 LINCOLN ROAD

City: SUDBURY State: MA Zip: 01776

Phone Number: 978-443-9507 Fax Number: \_\_\_\_\_

Email: sacadmin@sudburytv.org Website: SUDBURYTV.ORG

In the table below, please enter the appropriate codes from the corresponding tables found in the instructions. Enter up to 2 codes from Table 3 for your organization's main purpose(s)

Category	Code	Category	Code
County (Table 1)	<u>9</u>	Organization Purpose Code 1	<u>8</u>
Type of Organization (Table 2)	<u>23</u>	Organization Purpose Code 2	<u>61</u>

Please check box if final return prior to dissolution: ☐

Office Use Only: Payment Received

All questions must be completed in their entirety whether or not similar questions are answered in an attached federal form.  
See instructions and definition section for guidance.

1. On what date was the organization created? 07/17/2008

2. Where was the organization created? Massachusetts

3. What is the form of organization? (check one)

Corporation



Testamentary Trust



Unincorporated Association



Inter Vivos Trust



Other (please describe): \_\_\_\_\_

4. Was your organization related to any other organization(s) during the reporting year (see definition "Related Organization")? If yes, please complete the Schedule RO on pages 13 and 14. ☐ Yes ☒ No

5. Enter your summary of financial data:

	Financial Data	Amounts
A.	Contributions, gifts, grants, and similar amounts received	357,725
B.	Gross support and revenue	367,760
C.	Program services and similar amounts paid out	328,595
D.	Fundraising expenses	
E.	Management and general expenses	14,325
F.	Payments to affiliates	
G.	Total expenses	342,920
H.	Net assets or fund balances at the end of the year	1,149,950

6. List the total compensation you provided to your five highest paid employees:

	Name/Title	Hrs/ Week	Salary and Other Income	Benefit Plans	Other Compensation
1.					
2.					
3.					
4.					
5.					

7. Was any compensation provided to any of the individuals listed in question 6 above which was not quantified in your response to 6? If yes, please provide explanation (attach separate sheet). ☐ Yes ☐ No

Attachment 1.b: SAC\_TaxReturns&Audit\_2017 (2388 : Annual meeting with SAC)

8. List the name, amount of compensation paid, and the nature of services rendered by each of the organization's five highest paid consultants providing professional services (e.g. attorneys, architects, accountants, management companies, investment advisors, professional solicitors, professional fundraising counsel).

	Name/Title	Amount of Compensation	Type(s) of Service
1.	Resource Management Inc	261,694	Personnel svcs
2.	Michael Morrissey	4,428	Video recording
3.	Chris Flisher	1,629	Video recording
4.	Judy Faust	1,422	Video recording
5.	Antonio Fontes	1,228	Video recording

9. Bank(s) in which the organization's funds are deposited (include bank addresses and phone number):

Bank	Address	Phone Number
Digital Federal Credit Union	220 Donald Lynch Blvd Marlborough MA 01752	508-263-6701
ING Direct	PO Box 60 St Cloud MN 56302	877-464-1777
RTN Federal Credit Union	451 Boston Post Rd East Marlborough MA 01752	508-480-0501

10. What is the organization's accounting method?

☒

Cash

☐

Accrual

☐

Other (specify):

11. If organization's mailing address is a P.O. Box, list the organization's full street address:

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

12. Contact Person Name: JEFF WINSTON

Street Address: 118 BARTON DR.

City: SUDBURY State: MA Zip Code: 01776

Phone Number: 978-443-9507

Attachment 1.b: SAC\_TaxReturns&Audit\_2017 (2388 : Annual meeting with SAC)

1022

13. During the fiscal year reported here, did your organization solicit contributions or have funds solicited on its behalf?

☐ Yes☒ No

14. At any time during the fiscal year following the year reported here, will your organization, or others acting on its behalf, solicit contributions?

☐ Yes☒ No

*If you answered yes to Question 13 or 14, you must complete Schedule A-1 and/or Schedule A-2 unless you are exempt from the solicitation certificate requirement.*

15. If you are claiming an exemption from the solicitation certificate requirement, please indicate by checking the box to the right to identify which exemption applies to your organization.

a religious organization ☐

an organization which: (a) does not raise more than \$5,000 during a calendar year Or does not receive contributions from more than ten persons during a calendar year; AND (b) carries out all of its activities, including fundraising, through unpaid volunteers. [The conditions at both (a) and (b) must be met for your organization to qualify for this exemption.] ☐

16. Attach a list of names, addresses (street and/or mailing), and telephone numbers of other offices/chapters/branches/affiliates. None

17. Attach a list of names, titles, and addresses (street and/or mailing) of officers, directors, trustees, and the principal salaried executives of organization. See Statement 1

18. Attach a list of name, titles, and addresses (street and/or mailing) of any individual(s) authorized to sign checks, and any individual(s) responsible for: custody of funds; distribution of funds; fundraising; and custody of financial records. See Statement 2

19. Has this organization or any of its officers, directors, employees or fundraisers solicited funds in any other state?

☐ Yes☒ No

*If you attach list of states where solicitation was conducted, including registered agency, dates of registration, registration numbers, any other names under which the organization was/is registered, and the dates and type (mail, telephone, door to door, special events, etc.) of the solicitation conducted.*

Attachment1.b: SAC\_TaxReturns&amp;Audit\_2017 (2388 : Annual meeting with SAC)

1022

20. Has this organization or any of its officers, directors, or employees:

*If yes, please attach an explanation.*

(a) Been enjoined or otherwise prohibited by a government agency/court from operating or soliciting contributions?

☐ Yes ☒ No

(b) Ever been refused registration or had its registration or tax exemption denied, suspended, modified or revoked by a governmental agency?

☐ Yes ☒ No

(c) Been the subject of a proceeding regarding any solicitation or registration?

☐ Yes ☒ No

(d) Entered into a voluntary agreement of compliance or consent judgment with, any government agency or in a case before a court or administrative agency?

☐ Yes ☒ No

21. Have any restrictions been removed during the year from donor-restricted funds?

*If yes, please attach an explanation.*

☐ Yes ☒ No

22. Have donor-restricted funds been loaned to unrestricted funds?

*If yes, please attach an explanation.*

☐ Yes ☒ No

23. This question involves "Termination of Employment or Changes of Control Compensatory Arrangements" with certain "Related Parties" (see *instructions and definition sections*). Report only if payments made or promised to any individual are in excess of four months salary or \$100,000, whichever dollar amount is less.

(a) Did you make actual payments or otherwise transfer value under such an arrangement to any individual described in Related Party definition, sections (a) or (b), which payments are not reported in Question 6 or 7 above?

☐ Yes ☒ No

(b) Do you have an agreement with any individual described in Related Party definition, sections (a) or (b), containing such an agreement?

☐ Yes ☒ No

*If you answered yes for Question 23(a) or 23(b) above, please attach an explanation identifying the individual(s) involved, stating the amount of any payments made or value transferred, and describing the terms of each agreement.*

Attachment1.b: SAC\_TaxReturns&Audit\_2017 (2388 : Annual meeting with SAC)

24. This question applies to related party transactions, which include transactions with officers, directors, trustees, certain employees, relative, and organizations they own or control. Please consult the instructions and definition sections for the definition of a "Related Party" and "Indebtedness" before answering. Note that transactions involving related parties must be reported even when there is no accounting recognition (e.g. in-kind gifts, waiver or interest not otherwise reported).

*If the answer to any part of Question 24 is yes, attach a schedule stating the name and address of the related party, the nature of the transaction, the value or the amounts involved in the transaction, and the procedure followed in authorizing the transaction.*

During the year:			
A.	Has your organization sold or transferred assets to or purchased assets from or exchanged assets with a related party?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
B.	Has your organization leased assets to or leased assets from a related party?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
C.	Has your organization been indebted to a related party?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
D.	Has your organization allowed a related party to be indebted to it?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
E.	Has your organization made or held an investment in a related party?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
F.	Has your organization furnished goods, services, or facilities to a related party?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
G.	Has your organization acquired goods, services, or facilities from a related party who received compensation or other value in return?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
H.	Has your organization paid or became obligated to pay wages, salary, or other compensation to a related party?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
I.	Has your organization transferred income or assets to or for use by a related party?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
J.	Was your organization a party to any transaction in which any of its officers, directors, or trustees has a material financial interest, or did any officer, director or trustee receive anything of value not reported as compensation?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
K.	Has your organization invested in any corporate stock of a company in which any officer, director, or trustee owns more than 10% of the outstanding shares?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
L.	Is any property of the organization held in the name of or commingled with the property of any other person or organization?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
M.	Did your organization make a grant award or contribution to any other organization in which any of this organization's officers, directors or trustees has a relationship?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Attachment 1.b: SAC\_TaxReturns&amp;Audit\_2017 (2388 : Annual meeting with SAC)



## Signature Required

Under penalty of perjury, I declare that the information furnished in this report, including all attachments, is true and correct to the best of my knowledge.

Signature:  Date: 9/13/17

Printed Name: JEFF WINSTON

Title: PRESIDENT

Name of Preparer: Kathleen Winston, CPA

Address 118 Barton Dr  
Sudbury, MA 01776

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number 978-443-2589

Attachment 1.b: SAC\_TaxReturns&Audit\_2017 (2388 : Annual meeting with SAC)

## Massachusetts Statements

9/13/2017 4:4

1.b

### Statement 1 - Form PC, Page 4, Line 17 - Officers, Directors, Trustees, and Principal Salaried Executives

Name	Title	Address	City	State	Zip Code
JEFF WINSTON	PRESIDENT	118 BARTON DR.	SUDBURY	MA	01776
MARTIN GREENSTEIN	TREASURER	9 BROOKDALE RD.	SUDBURY	MA	01776
GEORGE (TERRY) LOCKHART	VICE PRES	196 MORSE RD.	SUDBURY	MA	01776
LYNN PUORRO	EXEC DIRECT	390 LINCOLN ROAD	SUDBURY	MA	01776
NANCY BRUMBACK	CLERK	36 CANTERBURY DR	SUDBURY	MA	01776
DONNA FAYAD	DIRECTOR	60 BARTON DR	SUDBURY	MA	01776

### Statement 2 - Form PC, Page 4, Line 18 - Individuals Authorized to Sign Checks or Responsible for Funds

Name	Title	Address	City	State	Zip
Martin Greenstein	Treasurer	9 Brookdale Rd	Sudbury	MA	01776
Jeff Winston	President	118 Barton Dr	Sudbury	MA	01776
Lynn Puorro	Executive Director	c/o LSRHS, 390 Lincoln Rd	Sudbury	MA	01776

Attachment1.b: SAC\_TaxReturns&Audit\_2017 (2388 : Annual meeting with SAC)

Form **990**  
Department of the Treasury  
Internal Revenue Service

**Return of Organization Exempt From Income Tax**  
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Do not enter social security numbers on this form as it may be made public.  
Information about Form 990 and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).

OMB No. 1545-0047  
**2016**  
Open to Public Inspection

**A** For the 2016 calendar year, or tax year beginning 07/01/16, and ending 06/30/17

**B** Check if applicable:

- ☐ Address change  
☐ Name change  
☐ Initial return  
☐ Final return/terminated  
☐ Amended return  
☐ Application pending

**C** Name of organization

Sudbury Access Corporation

Doing business as

SudburyTV

Number and street (or P.O. box if mail is not delivered to street address)

390

LINCOLN ROAD

Room/suite

City or town, state or province, country, and ZIP or foreign postal code

SUDBURY

MA 01776

**F** Name and address of principal officer:

JEFF WINSTON  
118 BARTON DR.  
SUDBURY

MA 01776

**D** Employer identification number

26-2998786

**E** Telephone number

978-443-9507

**G** Gross receipts \$ 554,949

**H(a)** Is this a group return for subordinates? ☐ Yes ☒ No

**H(b)** Are all subordinates included? ☐ Yes ☐ No

If "No," attach a list. (see instructions)

**I** Tax-exempt status: ☒ 501(c)(3) ☐ 501(c) ( ) ☐ t (insert no.) ☐ 4947(a)(1) or ☐ 527

**J** Website: **u** SUDBURYTV.ORG

**H(c)** Group exemption number **u**

**K** Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other **u**

**L** Year of formation: 2008 **M** State of legal domicile: M

**Part I Summary**

Activities & Governance	1 Briefly describe the organization's mission or most significant activities: See Schedule O		
	2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3	5	
	4	5	
	5	0	
	6	25	
	7a		
Revenue	8	349,127	357,729
	9	330	320
	10	20,430	42,594
	11		
	12	369,887	400,639
Expenses	13		
	14		
	15		
	16a		
	b	0	
	17	304,663	342,927
	18	304,663	342,927
Net Assets or Fund Balances	19	65,224	57,718
	20	1,093,311	1,157,201
	21	1,075	7,244
	22	1,092,236	1,149,957

**Part II Signature Block**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer	Date			
	JEFF WINSTON Type or print name and title	PRESIDENT			
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check <input checked="" type="checkbox"/> if self-employed	PTIN
	Kathleen Winston	Kathleen Winston	09/13/17		P00147725
	Firm's name	Firm's EIN			
	Firm's address	Phone no.			

May the IRS discuss this return with the preparer shown above? (see instructions) ☒ Yes ☐ No

For Paperwork Reduction Act Notice, see the separate instructions.

DAA

Packet Pg. 47

Attachment 1.b: SAC\_TaxReturns&Audit\_2017 (2388 : Annual meeting with SAC)

Form 990 (2016) Sudbury Access Corporation

26-2998786

Page **2****Part III Statement of Program Service Accomplishments**

Check if Schedule O contains a response or note to any line in this Part III

☒**1** Briefly describe the organization's mission:

See Schedule O

**2** Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?☐ Yes ☒ No

If "Yes," describe these new services on Schedule O.

**3** Did the organization cease conducting, or make significant changes in how it conducts, any program services?☐ Yes ☒ No

If "Yes," describe these changes on Schedule O.

**4** Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.**4a** (Code: ) (Expenses \$ 328,599 including grants of \$ ) (Revenue \$ 320

NOTABLE FY2016 ACCOMPLISHMENTS INCLUDE:

Continued production workshops and individual training sessions. In FY2016, 4,949 programs were aired using 6,000 hours of on air time.

**4b** (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$**4c** (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$**4d** Other program services (Describe in Schedule O.)

(Expenses \$ including grants of \$ ) (Revenue \$ )

**4e** Total program service expenses 328,599

**Part IV Checklist of Required Schedules**

	Yes	No
<b>1</b> Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A	<input checked="" type="checkbox"/>	
<b>2</b> Is the organization required to complete Schedule B, Schedule of Contributors (see instructions)?	<input checked="" type="checkbox"/>	
<b>3</b> Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I		<input checked="" type="checkbox"/>
<b>4</b> <b>Section 501(c)(3) organizations.</b> Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II		<input checked="" type="checkbox"/>
<b>5</b> Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C, Part III		<input checked="" type="checkbox"/>
<b>6</b> Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I		<input checked="" type="checkbox"/>
<b>7</b> Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II		<input checked="" type="checkbox"/>
<b>8</b> Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III		<input checked="" type="checkbox"/>
<b>9</b> Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV		<input checked="" type="checkbox"/>
<b>10</b> Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? If "Yes," complete Schedule D, Part V		<input checked="" type="checkbox"/>
<b>11</b> If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
<b>a</b> Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI	<input checked="" type="checkbox"/>	
<b>b</b> Did the organization report an amount for investments—other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII		<input checked="" type="checkbox"/>
<b>c</b> Did the organization report an amount for investments—program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII		<input checked="" type="checkbox"/>
<b>d</b> Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX		<input checked="" type="checkbox"/>
<b>e</b> Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X		<input checked="" type="checkbox"/>
<b>f</b> Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X		<input checked="" type="checkbox"/>
<b>12a</b> Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII		<input checked="" type="checkbox"/>
<b>b</b> Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional		<input checked="" type="checkbox"/>
<b>13</b> Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E		<input checked="" type="checkbox"/>
<b>14a</b> Did the organization maintain an office, employees, or agents outside of the United States?		<input checked="" type="checkbox"/>
<b>b</b> Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV		<input checked="" type="checkbox"/>
<b>15</b> Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If "Yes," complete Schedule F, Parts II and IV		<input checked="" type="checkbox"/>
<b>16</b> Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If "Yes," complete Schedule F, Parts III and IV		<input checked="" type="checkbox"/>
<b>17</b> Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I (see instructions)		<input checked="" type="checkbox"/>
<b>18</b> Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II		<input checked="" type="checkbox"/>
<b>19</b> Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III		<input checked="" type="checkbox"/>

**Part IV Checklist of Required Schedules (continued)**

	Yes	No
<b>20a</b> Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H</i>		<input checked="" type="checkbox"/>
<b>b</b> If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		
<b>21</b> Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i>		<input checked="" type="checkbox"/>
<b>22</b> Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III</i>		<input checked="" type="checkbox"/>
<b>23</b> Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J</i>		<input checked="" type="checkbox"/>
<b>24a</b> Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a</i>		<input checked="" type="checkbox"/>
<b>b</b> Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
<b>c</b> Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
<b>d</b> Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
<b>25a</b> <b>Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations.</b> Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I</i>		<input checked="" type="checkbox"/>
<b>b</b> Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I</i>		<input checked="" type="checkbox"/>
<b>26</b> Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? <i>If "Yes," complete Schedule L, Part II</i>		<input checked="" type="checkbox"/>
<b>27</b> Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III</i>		<input checked="" type="checkbox"/>
<b>28</b> Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
<b>a</b> A current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>	<input checked="" type="checkbox"/>	
<b>b</b> A family member of a current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>		<input checked="" type="checkbox"/>
<b>c</b> An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? <i>If "Yes," complete Schedule L, Part IV</i>		<input checked="" type="checkbox"/>
<b>29</b> Did the organization receive more than \$25,000 in non-cash contributions? <i>If "Yes," complete Schedule M</i>		<input checked="" type="checkbox"/>
<b>30</b> Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M</i>		<input checked="" type="checkbox"/>
<b>31</b> Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I</i>		<input checked="" type="checkbox"/>
<b>32</b> Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II</i>		<input checked="" type="checkbox"/>
<b>33</b> Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I</i>		<input checked="" type="checkbox"/>
<b>34</b> Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Parts II, III, or IV, and Part V, line 1</i>		<input checked="" type="checkbox"/>
<b>35a</b> Did the organization have a controlled entity within the meaning of section 512(b)(13)?		<input checked="" type="checkbox"/>
<b>b</b> If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2</i>		
<b>36</b> <b>Section 501(c)(3) organizations.</b> Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2</i>		<input checked="" type="checkbox"/>
<b>37</b> Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI</i>		<input checked="" type="checkbox"/>
<b>38</b> Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? <b>Note.</b> All Form 990 filers are required to complete Schedule O.	<input checked="" type="checkbox"/>	



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Page **5****Part V Statements Regarding Other IRS Filings and Tax Compliance**Check if Schedule O contains a response or note to any line in this Part V ☐

		Yes	No
<b>1a</b> Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable	<b>1a</b> 4		
<b>b</b> Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable	<b>1b</b> 0		
<b>c</b> Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	<b>1c</b>		
<b>2a</b> Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	<b>2a</b> 0		
<b>b</b> If at least one is reported on line 2a, did the organization file all required federal employment tax returns? <b>Note.</b> If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)	<b>2b</b>		
<b>3a</b> Did the organization have unrelated business gross income of \$1,000 or more during the year?	<b>3a</b>		X
<b>b</b> If "Yes," has it filed a Form 990-T for this year? If "No" to line 3b, provide an explanation in Schedule O	<b>3b</b>		
<b>4a</b> At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	<b>4a</b>		X
<b>b</b> If "Yes," enter the name of the foreign country: <u>u</u> See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).			
<b>5a</b> Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	<b>5a</b>		X
<b>b</b> Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	<b>5b</b>		X
<b>c</b> If "Yes" to line 5a or 5b, did the organization file Form 8886-T?	<b>5c</b>		
<b>6a</b> Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	<b>6a</b>		X
<b>b</b> If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	<b>6b</b>		
<b>7 Organizations that may receive deductible contributions under section 170(c).</b>			
<b>a</b> Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	<b>7a</b>		X
<b>b</b> If "Yes," did the organization notify the donor of the value of the goods or services provided?	<b>7b</b>		
<b>c</b> Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	<b>7c</b>		X
<b>d</b> If "Yes," indicate the number of Forms 8282 filed during the year	<b>7d</b>		
<b>e</b> Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	<b>7e</b>		X
<b>f</b> Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	<b>7f</b>		X
<b>g</b> If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	<b>7g</b>		
<b>h</b> If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	<b>7h</b>		
<b>8 Sponsoring organizations maintaining donor advised funds.</b> Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?	<b>8</b>		
<b>9 Sponsoring organizations maintaining donor advised funds.</b>			
<b>a</b> Did the sponsoring organization make any taxable distributions under section 4966?	<b>9a</b>		
<b>b</b> Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?	<b>9b</b>		
<b>10 Section 501(c)(7) organizations.</b> Enter:			
<b>a</b> Initiation fees and capital contributions included on Part VIII, line 12	<b>10a</b>		
<b>b</b> Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	<b>10b</b>		
<b>11 Section 501(c)(12) organizations.</b> Enter:			
<b>a</b> Gross income from members or shareholders	<b>11a</b>		
<b>b</b> Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)	<b>11b</b>		
<b>12a Section 4947(a)(1) non-exempt charitable trusts.</b> Is the organization filing Form 990 in lieu of Form 1041?	<b>12a</b>		
<b>b</b> If "Yes," enter the amount of tax-exempt interest received or accrued during the year	<b>12b</b>		
<b>13 Section 501(c)(29) qualified nonprofit health insurance issuers.</b>			
<b>a</b> Is the organization licensed to issue qualified health plans in more than one state? <b>Note.</b> See the instructions for additional information the organization must report on Schedule O.	<b>13a</b>		
<b>b</b> Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	<b>13b</b>		
<b>c</b> Enter the amount of reserves on hand	<b>13c</b>		
<b>14a</b> Did the organization receive any payments for indoor tanning services during the tax year?	<b>14a</b>		X
<b>b</b> If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O	<b>14b</b>		

Attachment 1.b: SAC\_TaxReturns&amp;Audit\_2017 (2388 : Annual meeting with SAC)

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**Part VI Governance, Management, and Disclosure** For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI ☒

**Section A. Governing Body and Management**

	1a	5	Yes	No
<b>1a</b> Enter the number of voting members of the governing body at the end of the tax year If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O.		5		
<b>b</b> Enter the number of voting members included in line 1a, above, who are independent	<b>1b</b>	5		
<b>2</b> Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?			<b>2</b>	<input checked="" type="checkbox"/>
<b>3</b> Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person?			<b>3</b>	<input checked="" type="checkbox"/>
<b>4</b> Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?			<b>4</b>	<input checked="" type="checkbox"/>
<b>5</b> Did the organization become aware during the year of a significant diversion of the organization's assets?			<b>5</b>	<input checked="" type="checkbox"/>
<b>6</b> Did the organization have members or stockholders?			<b>6</b>	<input checked="" type="checkbox"/>
<b>7a</b> Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?			<b>7a</b>	<input checked="" type="checkbox"/>
<b>b</b> Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?			<b>7b</b>	<input checked="" type="checkbox"/>
<b>8</b> Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:				
<b>a</b> The governing body?			<b>8a</b>	<input checked="" type="checkbox"/>
<b>b</b> Each committee with authority to act on behalf of the governing body?			<b>8b</b>	<input checked="" type="checkbox"/>
<b>9</b> Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O			<b>9</b>	<input checked="" type="checkbox"/>

**Section B. Policies** (This Section B requests information about policies not required by the Internal Revenue Code.)

	Yes	No
<b>10a</b> Did the organization have local chapters, branches, or affiliates?	<b>10a</b>	<input checked="" type="checkbox"/>
<b>b</b> If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?	<b>10b</b>	
<b>11a</b> Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	<b>11a</b>	<input checked="" type="checkbox"/>
<b>b</b> Describe in Schedule O the process, if any, used by the organization to review this Form 990.		
<b>12a</b> Did the organization have a written conflict of interest policy? If "No," go to line 13	<b>12a</b>	<input checked="" type="checkbox"/>
<b>b</b> Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	<b>12b</b>	<input checked="" type="checkbox"/>
<b>c</b> Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done	<b>12c</b>	<input checked="" type="checkbox"/>
<b>13</b> Did the organization have a written whistleblower policy?	<b>13</b>	<input checked="" type="checkbox"/>
<b>14</b> Did the organization have a written document retention and destruction policy?	<b>14</b>	<input checked="" type="checkbox"/>
<b>15</b> Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
<b>a</b> The organization's CEO, Executive Director, or top management official	<b>15a</b>	<input checked="" type="checkbox"/>
<b>b</b> Other officers or key employees of the organization	<b>15b</b>	<input checked="" type="checkbox"/>
If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions).		
<b>16a</b> Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?	<b>16a</b>	<input checked="" type="checkbox"/>
<b>b</b> If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?	<b>16b</b>	

**Section C. Disclosure**

**17** List the states with which a copy of this Form 990 is required to be filed u MA

**18** Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.  
☐ Own website ☐ Another's website ☒ Upon request ☐ Other (explain in Schedule O)

**19** Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.

**20** State the name, address, and telephone number of the person who possesses the organization's books and records: u

Lynn Puorro

c/o LSRHS, 390 Lincoln Rd

Sudbury

MA 01776

978-443-9507



**Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**Check if Schedule O contains a response or note to any line in this Part VII ☐**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees****1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
  - List all of the organization's **current** key employees, if any. See instructions for definition of "key employee."
  - List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
  - List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
  - List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.
- List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

☒ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) NANCY BRUMBACK ..... CLERK	0.00 0.00	X						0	0	
(2) DONNA FAYAD ..... DIRECTOR	0.00 0.00	X						0	0	
(3) JEFF WINSTON ..... PRESIDENT	0.00 0.00			X				0	0	
(4) MARTIN GREENSTEIN ..... TREASURER	0.00 0.00			X				0	0	
(5) GEORGE (TERRY) LOCKHART ..... VICE PRES	0.00 0.00			X				0	0	
(6) .....										
(7) .....										
(8) .....										
(9) .....										
(10) .....										
(11) .....										

<b>Part VII</b>	<b>Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees</b> <i>(continued)</i>
-----------------	----------------------------------------------------------------------------------------------------------------------

<b>1b</b>	<b>Sub-total</b>	<b>u</b>			
<b>c</b>	<b>Total from continuation sheets to Part VII, Section A</b>	<b>u</b>			
<b>d</b>	<b>Total (add lines 1b and 1c)</b>	<b>u</b>			

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization 0

		Yes	No
3	Did the organization list any <b>former</b> officer, director, or trustee, key employee, or highest compensated employee on line 1a? <i>If "Yes," complete Schedule J for such individual</i> .....		X
4	For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? <i>If "Yes," complete Schedule J for such individual</i> .....		X
5	Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? <i>If "Yes," complete Schedule J for such person</i> .....		X

## **Section B. Independent Contractors**

**1** Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
Resource Management Inc Fitchburg MA 01420	281 Main St, Suite 5 Personnel svcs	261,650

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization u

**Part VIII Statement of Revenue**Check if Schedule O contains a response or note to any line in this Part VIII ☐

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514
<b>Contributions, Gifts, Grants and Other Similar Amounts</b>	<b>1a</b> Federated campaigns	<b>1a</b>				
	<b>b</b> Membership dues	<b>1b</b>				
	<b>c</b> Fundraising events	<b>1c</b>				
	<b>d</b> Related organizations	<b>1d</b>				
	<b>e</b> Government grants (contributions)	<b>1e</b>				
	<b>f</b> All other contributions, gifts, grants, and similar amounts not included above	<b>1f</b>	357,725			
	<b>g</b> Noncash contributions included in lines 1a-1f: \$					
	<b>h Total.</b> Add lines 1a-1f	<b>u</b>	357,725			
<b>Program Service Revenue</b>	<b>2a</b> Program Service Revenue	<b>Busn. Code</b>	320	320		
	<b>b</b>					
	<b>c</b>					
	<b>d</b>					
	<b>e</b>					
	<b>f</b> All other program service revenue					
	<b>g Total.</b> Add lines 2a-2f	<b>u</b>	320			
	<b>Other Revenue</b>	<b>3</b> Investment income (including dividends, interest, and other similar amounts)	<b>u</b>	9,715		
<b>4</b> Income from investment of tax-exempt bond proceeds		<b>u</b>				
<b>5</b> Royalties		<b>u</b>				
		(i) Real	(ii) Personal			
<b>6a</b> Gross rents						
<b>b</b> Less: rental exps.						
<b>c</b> Rental inc. or (loss)						
<b>d</b> Net rental income or (loss)		<b>u</b>				
<b>7a</b> Gross amount from sales of assets other than inventory		(i) Securities	(ii) Other			
		177,968	9,214			
<b>b</b> Less: cost or other basis & sales exps.		154,303				
<b>c</b> Gain or (loss)		23,665	9,214			
<b>d</b> Net gain or (loss)		<b>u</b>	32,879			32,879
<b>8a</b> Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18		<b>a</b>				
<b>b</b> Less: direct expenses		<b>b</b>				
<b>c</b> Net income or (loss) from fundraising events		<b>u</b>				
<b>9a</b> Gross income from gaming activities. See Part IV, line 19		<b>a</b>				
<b>b</b> Less: direct expenses		<b>b</b>				
<b>c</b> Net income or (loss) from gaming activities	<b>u</b>					
<b>10a</b> Gross sales of inventory, less returns and allowances	<b>a</b>					
<b>b</b> Less: cost of goods sold	<b>b</b>					
<b>c</b> Net income or (loss) from sales of inventory	<b>u</b>					
<b>Miscellaneous Revenue</b>		<b>Busn. Code</b>				
<b>11a</b>						
<b>b</b>						
<b>c</b>						
<b>d</b> All other revenue						
<b>e Total.</b> Add lines 11a-11d	<b>u</b>					
<b>12 Total revenue.</b> See instructions.	<b>u</b>	400,639	320	0	42,59	

Attachment 1.b: SAC\_TaxReturns&amp;Audit\_2017 (2388 : Annual meeting with SAC)

**Part IX Statement of Functional Expenses**

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

☒

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.

	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
<b>1</b> Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
<b>2</b> Grants and other assistance to domestic individuals. See Part IV, line 22				
<b>3</b> Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
<b>4</b> Benefits paid to or for members				
<b>5</b> Compensation of current officers, directors, trustees, and key employees				
<b>6</b> Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
<b>7</b> Other salaries and wages				
<b>8</b> Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
<b>9</b> Other employee benefits				
<b>10</b> Payroll taxes				
<b>11</b> Fees for services (non-employees):				
<b>a</b> Management				
<b>b</b> Legal				
<b>c</b> Accounting	1,225		1,225	
<b>d</b> Lobbying				
<b>e</b> Professional fundraising services. See Part IV, line 17				
<b>f</b> Investment management fees				
<b>g</b> Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)	271,339	271,339		
<b>12</b> Advertising and promotion	582		582	
<b>13</b> Office expenses	259		259	
<b>14</b> Information technology	1,733	1,733		
<b>15</b> Royalties				
<b>16</b> Occupancy				
<b>17</b> Travel				
<b>18</b> Payments of travel or entertainment expenses for any federal, state, or local public officials				
<b>19</b> Conferences, conventions, and meetings	240		240	
<b>20</b> Interest				
<b>21</b> Payments to affiliates				
<b>22</b> Depreciation, depletion, and amortization	47,113	47,113		
<b>23</b> Insurance	7,971		7,971	
<b>24</b> Other expenses. Itemize expenses not covered above (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
<b>a</b> WARRANTIES & SUPPORT	4,193	4,193		
<b>b</b> VIDEO EQUIPMENT	1,960	1,960		
<b>c</b> COMPUTER, OFFICE EQUIP	1,370		1,370	
<b>d</b> SUPPLIES	1,140		1,140	
<b>e</b> All other expenses	3,796	2,261	1,535	
<b>25</b> Total functional expenses. Add lines 1 through 24e	342,921	328,599	14,322	
<b>26</b> Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input checked="" type="checkbox"/> if following SOP 98-2 (ASC 958-720)				

Attachment1.b: SAC\_TaxReturns&amp;Audit\_2017 (2388 : Annual meeting with SAC)

**Part X Balance Sheet**Check if Schedule O contains a response or note to any line in this Part X ☐

		(A) Beginning of year		(B) End of year
<b>Assets</b>	1 Cash—non-interest bearing	57	1	1
	2 Savings and temporary cash investments	557,719	2	617,974
	3 Pledges and grants receivable, net		3	
	4 Accounts receivable, net		4	
	5 Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instructions). Complete Part II of Schedule L		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges		9	
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 327,261		
	b Less: accumulated depreciation	10b 252,498	10c 109,715	74,761
	11 Investments—publicly traded securities	425,820	11	464,447
	12 Investments—other securities. See Part IV, line 11		12	
	13 Investments—program-related. See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets. See Part IV, line 11		15	
16 <b>Total assets.</b> Add lines 1 through 15 (must equal line 34)	1,093,311	16	1,157,201	
<b>Liabilities</b>	17 Accounts payable and accrued expenses	1,075	17	7,244
	18 Grants payable		18	
	19 Deferred revenue		19	
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D		25	
	26 <b>Total liabilities.</b> Add lines 17 through 25	1,075	26	7,244
<b>Net Assets or Fund Balances</b>	<b>Organizations that follow SFAS 117 (ASC 958), check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.</b>			
	27 Unrestricted net assets	1,092,236	27	1,149,957
	28 Temporarily restricted net assets		28	
	29 Permanently restricted net assets		29	
	<b>Organizations that do not follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 30 through 34.</b>			
	30 Capital stock or trust principal, or current funds		30	
	31 Paid-in or capital surplus, or land, building, or equipment fund		31	
	32 Retained earnings, endowment, accumulated income, or other funds		32	
	33 Total net assets or fund balances	1,092,236	33	1,149,957
34 Total liabilities and net assets/fund balances	1,093,311	34	1,157,201	

Form 990 (2016)

Attachment 1.b: SAC\_TaxReturns&amp;Audit\_2017 (2388 : Annual meeting with SAC)

**Part XI Reconciliation of Net Assets**Check if Schedule O contains a response or note to any line in this Part XI ☐

<b>1</b>	Total revenue (must equal Part VIII, column (A), line 12)	<b>1</b>	400,639
<b>2</b>	Total expenses (must equal Part IX, column (A), line 25)	<b>2</b>	342,927
<b>3</b>	Revenue less expenses. Subtract line 2 from line 1	<b>3</b>	57,712
<b>4</b>	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	<b>4</b>	1,092,236
<b>5</b>	Net unrealized gains (losses) on investments	<b>5</b>	
<b>6</b>	Donated services and use of facilities	<b>6</b>	
<b>7</b>	Investment expenses	<b>7</b>	
<b>8</b>	Prior period adjustments	<b>8</b>	
<b>9</b>	Other changes in net assets or fund balances (explain in Schedule O)	<b>9</b>	
<b>10</b>	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	<b>10</b>	1,149,957

**Part XII Financial Statements and Reporting**Check if Schedule O contains a response or note to any line in this Part XII ☐

	Yes	No
<b>1</b> Accounting method used to prepare the Form 990: <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.		
<b>2a</b> Were the organization's financial statements compiled or reviewed by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	X	
<b>b</b> Were the organization's financial statements audited by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
<b>c</b> If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.		X
<b>3a</b> As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?		
<b>b</b> If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits.		

Form 990 (2016)

**SCHEDULE A**  
(Form 990 or 990-EZ)Department of the Treasury  
Internal Revenue Service**Public Charity Status and Public Support**

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

u **Attach to Form 990 or Form 990-EZ.**u Information about Schedule A (Form 990 or 990-EZ) and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).

OMB No. 1545-0047

**2016****Open to Public  
Inspection**

Name of the organization

Sudbury Access Corporation

Employer identification number

26-2998786

**Part I Reason for Public Charity Status** (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 ☐ A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**
- 2 ☐ A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E (Form 990 or 990-EZ).)
- 3 ☐ A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**
- 4 ☐ A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state: .....
- 5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
- 6 ☐ A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
- 7 ☒ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 8 ☐ A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 9 ☐ An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: .....
- 10 ☐ An organization that normally receives: (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
- 11 ☐ An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**
- 12 ☐ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2).** See **section 509(a)(3).** Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
- a ☐ **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
- b ☐ **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
- c ☐ **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
- d ☐ **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
- e ☐ Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
- f Enter the number of supported organizations: .....
- g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1–10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
(A)						
(B)						
(C)						
(D)						
(E)						
<b>Total</b>						

For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule A (Form 990 or 990-EZ) 2016



Schedule A (Form 990 or 990-EZ) 2016

Sudbury Access Corporation

26-2998786

Page 2

**Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in) <b>u</b>	(a) 2012	(b) 2013	(c) 2014	(d) 2015	(e) 2016	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	355,454	241,528	420,856	349,127	357,725	1,724,69
<b>2</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
<b>3</b> The value of services or facilities furnished by a governmental unit to the organization without charge						
<b>4 Total.</b> Add lines 1 through 3	355,454	241,528	420,856	349,127	357,725	1,724,69
<b>5</b> The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
<b>6</b> Public support. Subtract line 5 from line 4.						1,724,69

**Section B. Total Support**

Calendar year (or fiscal year beginning in) <b>u</b>	(a) 2012	(b) 2013	(c) 2014	(d) 2015	(e) 2016	(f) Total
<b>7</b> Amounts from line 4	355,454	241,528	420,856	349,127	357,725	1,724,69
<b>8</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources	5,024	6,309	6,896	9,052	9,715	36,99
<b>9</b> Net income from unrelated business activities, whether or not the business is regularly carried on						
<b>10</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
<b>11 Total support.</b> Add lines 7 through 10						1,761,68
<b>12</b> Gross receipts from related activities, etc. (see instructions)						32
<b>13 First five years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b>						

**Section C. Computation of Public Support Percentage**

<b>14</b> Public support percentage for 2016 (line 6, column (f) divided by line 11, column (f))	<b>14</b>	97.90 %
<b>15</b> Public support percentage from 2015 Schedule A, Part II, line 14	<b>15</b>	98.21 %
<b>16a 33 1/3% support test—2016.</b> If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and <b>stop here</b> . The organization qualifies as a publicly supported organization		
<b>b 33 1/3% support test—2015.</b> If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and <b>stop here</b> . The organization qualifies as a publicly supported organization		
<b>17a 10%-facts-and-circumstances test—2016.</b> If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and <b>stop here</b> . Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization		
<b>b 10%-facts-and-circumstances test—2015.</b> If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and <b>stop here</b> . Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization		
<b>18 Private foundation.</b> If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions		

Schedule A (Form 990 or 990-EZ) 20

Attachment 1.b: SAC\_TaxReturns&amp;Audit\_2017 (2388 : Annual meeting with SAC)



**Part III Support Schedule for Organizations Described in Section 509(a)(2)**

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II.  
If the organization fails to qualify under the tests listed below, please complete Part II.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in) <b>u</b>	(a) 2012	(b) 2013	(c) 2014	(d) 2015	(e) 2016	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
<b>2</b> Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
<b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513						
<b>4</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
<b>5</b> The value of services or facilities furnished by a governmental unit to the organization without charge						
<b>6 Total.</b> Add lines 1 through 5						
<b>7a</b> Amounts included on lines 1, 2, and 3 received from disqualified persons						
<b>b</b> Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
<b>c</b> Add lines 7a and 7b						
<b>8 Public support.</b> (Subtract line 7c from line 6.)						

**Section B. Total Support**

Calendar year (or fiscal year beginning in) <b>u</b>	(a) 2012	(b) 2013	(c) 2014	(d) 2015	(e) 2016	(f) Total
<b>9</b> Amounts from line 6						
<b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources						
<b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
<b>c</b> Add lines 10a and 10b						
<b>11</b> Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on						
<b>12</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
<b>13 Total support.</b> (Add lines 9, 10c, 11, and 12.)						
<b>14 First five years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b>						

**Section C. Computation of Public Support Percentage**

<b>15</b> Public support percentage for 2016 (line 8, column (f) divided by line 13, column (f))	<b>15</b>	%
<b>16</b> Public support percentage from 2015 Schedule A, Part III, line 15	<b>16</b>	%

**Section D. Computation of Investment Income Percentage**

<b>17</b> Investment income percentage for <b>2016</b> (line 10c, column (f) divided by line 13, column (f))	<b>17</b>	%
<b>18</b> Investment income percentage from <b>2015</b> Schedule A, Part III, line 17	<b>18</b>	%
<b>19a 33 1/3% support tests—2016.</b> If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and <b>stop here</b> . The organization qualifies as a publicly supported organization		►
<b>b 33 1/3% support tests—2015.</b> If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and <b>stop here</b> . The organization qualifies as a publicly supported organization		►
<b>20 Private foundation.</b> If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions		►

**Part IV Supporting Organizations**

(Complete only if you checked a box in line 12 on Part I. If you checked 12a of Part I, complete Sections A and B. If you checked 12b of Part I, complete Sections A and C. If you checked 12c of Part I, complete Sections A, D, and E. If you checked 12d of Part I, complete Sections A and D, and complete Part V.)

**Section A. All Supporting Organizations**

	Yes	No
<b>1</b> Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
<b>2</b> Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
<b>3a</b> Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer (b) and (c) below.</i>		
<b>b</b> Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
<b>c</b> Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
<b>4a</b> Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked 12a or 12b in Part I, answer (b) and (c) below.</i>		
<b>b</b> Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
<b>c</b> Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
<b>5a</b> Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer (b) and (c) below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
<b>b</b> <b>Type I or Type II only.</b> Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
<b>c</b> <b>Substitutions only.</b> Was the substitution the result of an event beyond the organization's control?		
<b>6</b> Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		
<b>7</b> Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>		
<b>8</b> Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>		
<b>9a</b> Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		
<b>b</b> Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		
<b>c</b> Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		
<b>10a</b> Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer 10b below.</i>		
<b>b</b> Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		

Attachment 1.b: SAC\_TaxReturns&amp;Audit\_2017 (2388 : Annual meeting with SAC)

**Part IV Supporting Organizations (continued)**

	Yes	No
<b>11</b> Has the organization accepted a gift or contribution from any of the following persons?		
<b>a</b> A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization?		
<b>11a</b>		
<b>b</b> A family member of a person described in (a) above?		
<b>11b</b>		
<b>c</b> A 35% controlled entity of a person described in (a) or (b) above? If "Yes" to a, b, or c, provide detail in Part VI.		
<b>11c</b>		

**Section B. Type I Supporting Organizations**

	Yes	No
<b>1</b> Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.		
<b>1</b>		
<b>2</b> Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.		
<b>2</b>		

**Section C. Type II Supporting Organizations**

	Yes	No
<b>1</b> Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).		
<b>1</b>		

**Section D. All Type III Supporting Organizations**

	Yes	No
<b>1</b> Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
<b>1</b>		
<b>2</b> Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).		
<b>2</b>		
<b>3</b> By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.		
<b>3</b>		

**Section E. Type III Functionally-Integrated Supporting Organizations**

- 1** Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).
- a** ☐ The organization satisfied the Activities Test. Complete line 2 below.
- b** ☐ The organization is the parent of each of its supported organizations. Complete line 3 below.
- c** ☐ The organization supported a governmental entity. Describe in Part VI how you supported a government entity (see instructions).

**2** Activities Test. Answer (a) and (b) below.

	Yes	No
<b>a</b> Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.		
<b>2a</b>		
<b>b</b> Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.		
<b>2b</b>		
<b>3</b> Parent of Supported Organizations. Answer (a) and (b) below.		
<b>a</b> Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? Provide details in Part VI.		
<b>3a</b>		
<b>b</b> Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in Part VI the role played by the organization in this regard.		
<b>3b</b>		

**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations**

- 1 ☐ Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	<b>Adjusted Net Income</b> (subtract lines 5, 6 and 7 from line 4).	8	

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	<b>Total</b> (add lines 1a, 1b, and 1c)	1d	
e	<b>Discount</b> claimed for blockage or other factors (explain in detail in <b>Part VI</b> ):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 1-1/2% of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by .035.	6	
7	Recoveries of prior-year distributions	7	
8	<b>Minimum Asset Amount</b> (add line 7 to line 6)	8	

Section C - Distributable Amount		Current Year	
1	Adjusted net income for prior year (from Section A, line 8, Column A)	1	
2	Enter 85% of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, Column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	<b>Distributable Amount.</b> Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	
7	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).		

Schedule A (Form 990 or 990-EZ) 2016

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**Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations** (continued)

Section D - Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	
4	Amounts paid to acquire exempt-use assets	
5	Qualified set-aside amounts (prior IRS approval required)	
6	Other distributions (describe in <b>Part VI</b> ). See instructions.	
7	<b>Total annual distributions.</b> Add lines 1 through 6.	
8	Distributions to attentive supported organizations to which the organization is responsive (provide details in <b>Part VI</b> ). See instructions.	
9	Distributable amount for 2016 from Section C, line 6	
10	Line 8 amount divided by Line 9 amount	

Section E - Distribution Allocations (see instructions)		(i) Excess Distributions	(ii) Underdistributions Pre-2016	(iii) Distributable Amount for 2016
1	Distributable amount for 2016 from Section C, line 6			
2	Underdistributions, if any, for years prior to 2016 (reasonable cause required-explain in Part VI). See instructions.			
3	Excess distributions carryover, if any, to 2016:			
a				
b				
c	From 2013 .....			
d	From 2014 .....			
e	From 2015 .....			
f	<b>Total</b> of lines 3a through e			
g	Applied to underdistributions of prior years			
h	Applied to 2016 distributable amount			
i	Carryover from 2011 not applied (see instructions)			
j	Remainder. Subtract lines 3g, 3h, and 3i from 3f.			
4	Distributions for 2016 from Section D, line 7: \$			
a	Applied to underdistributions of prior years			
b	Applied to 2016 distributable amount			
c	Remainder. Subtract lines 4a and 4b from 4.			
5	Remaining underdistributions for years prior to 2016, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.			
6	Remaining underdistributions for 2016. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.			
7	<b>Excess distributions carryover to 2017.</b> Add lines 3j and 4c.			
8	Breakdown of line 7:			
a				
b	Excess from 2013 .....			
c	Excess from 2014 .....			
d	Excess from 2015 .....			
e	Excess from 2016 .....			

Schedule A (Form 990 or 990-EZ) 2016

Attachment 1.b: SAC\_TaxReturns&amp;Audit\_2017 (2388 : Annual meeting with SAC)

Part VI

**Supplemental Information.** Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

Attachment1.b: SAC\_TaxReturns&Audit\_2017 (2388 : Annual meeting with SAC)



SCHEDULE D  
(Form 990)

Department of the Treasury  
Internal Revenue Service

Supplemental Financial Statements

u Complete if the organization answered "Yes" on Form 990,  
Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.  
u Attach to Form 990.

u Information about Schedule D (Form 990) and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).

OMB No. 1545-0047

2016

Open to Public  
Inspection

Name of the organization

Employer identification number

Sudbury Access Corporation

26-2998786

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.

Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?		<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?		<input type="checkbox"/> Yes <input type="checkbox"/> No

Part II Conservation Easements.

Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

<input type="checkbox"/> Preservation of land for public use (e.g., recreation or education)	<input type="checkbox"/> Preservation of a historically important land area
<input type="checkbox"/> Protection of natural habitat	<input type="checkbox"/> Preservation of a certified historic structure
<input type="checkbox"/> Preservation of open space	

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements	2a
b Total acreage restricted by conservation easements	2b
c Number of conservation easements on a certified historic structure included in (a)	2c
d Number of conservation easements included in (c) acquired after 8/17/06, and not on a historic structure listed in the National Register	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year u

4 Number of states where property subject to conservation easement is located u

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? ☐ Yes ☐ No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year u

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year u \$

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? ☐ Yes ☐ No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1 u \$

(ii) Assets included in Form 990, Part X u \$

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items:

a Revenue included on Form 990, Part VIII, line 1 u \$

b Assets included in Form 990, Part X u \$

Schedule D (Form 990) 2016 Sudbury Access Corporation

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Page 2

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets** (continued)

3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):

- a ☐ Public exhibition  
 b ☐ Scholarly research  
 c ☐ Preservation for future generations  
 d ☐ Loan or exchange programs  
 e ☐ Other .....

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? ☐ Yes ☐ No

**Part IV Escrow and Custodial Arrangements.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII and complete the following table:

- c Beginning balance .....  
 d Additions during the year .....  
 e Distributions during the year .....  
 f Ending balance .....

	Amount
1c	
1d	
1e	
1f	

2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII ☐ Yes ☐ No

**Part V Endowment Funds.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance .....					
b Contributions .....					
c Net investment earnings, gains, and losses .....					
d Grants or scholarships .....					
e Other expenditures for facilities and programs .....					
f Administrative expenses .....					
g End of year balance .....					

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

- a Board designated or quasi-endowment    %  
 b Permanent endowment    %  
 c Temporarily restricted endowment    %

The percentages on lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

- (i) unrelated organizations .....  
 (ii) related organizations .....

b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R? .....

	Yes	No
3a(i)		
3a(ii)		
3b		

4 Describe in Part XIII the intended uses of the organization's endowment funds.

**Part VI Land, Buildings, and Equipment.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land .....				
b Buildings .....				
c Leasehold improvements .....				
d Equipment .....		327,261	252,498	74,761
e Other .....				
<b>Total.</b> Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.) <u>  </u>				74,761

Schedule D (Form 990) 2016



**Part VII Investments—Other Securities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 12.) <b>u</b>		

**Part VIII Investments—Program Related.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 13.) <b>u</b>		

**Part IX Other Assets.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 15.) <b>u</b>	

**Part X Other Liabilities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 25.) <b>u</b>	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII ☐



Attachment1.b: SAC\_TaxReturns&Audit\_2017 (2388 : Annual meeting with SAC)

Department of the Treasury  
Internal Revenue Service

Name of the organization

## Transactions With Interested Persons

u Complete if the organization answered "Yes" on Form 990, Part IV, line 25a, 25b, 26, 27, 28a, 28b, or 28c, or Form 990-EZ, Part V, line 38a or 40b.

u Attach to Form 990 or Form 990-EZ.

u Information about Schedule L (Form 990 or 990-EZ) and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).

OMB No.

1.b

**2016**

Open To Public  
Inspection

Employer identification number

Sudbury Access Corporation

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### Part I Excess Benefit Transactions (section 501(c)(3), section 501(c)(4), and 501(c)(29) organizations only).

Complete if the organization answered "Yes" on Form 990, Part IV, line 25a or 25b, or Form 990-EZ, Part V, line 40b.

1	(a) Name of disqualified person	(b) Relationship between disqualified person and organization	(c) Description of transaction	(d) Corrected?	
				Yes	No
(1)					
(2)					
(3)					
(4)					
(5)					
(6)					

2 Enter the amount of tax incurred by the organization managers or disqualified persons during the year under section 4958 ..... u \$ \_\_\_\_\_

3 Enter the amount of tax, if any, on line 2, above, reimbursed by the organization ..... u \$ \_\_\_\_\_

### Part II Loans to and/or From Interested Persons.

Complete if the organization answered "Yes" on Form 990-EZ, Part V, line 38a or Form 990, Part IV, line 26; or if the organization reported an amount on Form 990, Part X, line 5, 6, or 22.

(a) Name of interested person	(b) Relationship with organization	(c) Purpose of loan	(d) Loan to or from the org.?		(e) Original principal amount	(f) Balance due	(g) In default?		(h) Approved by board or committee?		(i) Written agreement?	
			To	From			Yes	No	Yes	No	Yes	No
(1)												
(2)												
(3)												
(4)												
(5)												
(6)												
(7)												
(8)												
(9)												
(10)												

Total ..... u \$ \_\_\_\_\_

### Part III Grants or Assistance Benefiting Interested Persons.

Complete if the organization answered "Yes" on Form 990, Part IV, line 27.

(a) Name of interested person	(b) Relationship between interested person and the organization	(c) Amount of assistance	(d) Type of assistance	(e) Purpose of assistance
(1)				
(2)				
(3)				
(4)				
(5)				
(6)				
(7)				
(8)				
(9)				
(10)				



**SCHEDULE O**  
**(Form 990 or 990-EZ)**Department of the Treasury  
Internal Revenue Service**Supplemental Information to Form 990 or 990-EZ**Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.

u Attach to Form 990 or 990-EZ.

u Information about Schedule O (Form 990 or 990-EZ) and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).

OMB No. 1545-0047

**2016****Open to Public  
Inspection**

Name of the organization

Sudbury Access Corporation

Employer identification number

26-2998786

## Form 990 - Organization's Mission

THE ORGANIZATION'S PURPOSE INCLUDES, BUT IS NOT LIMITED TO, PRODUCING  
PUBLIC, EDUCATIONAL AND GOVERNMENTAL (peg) CABLE ACCESS TELEVISION  
PROGRAMMING FOR THE RESIDENTS, INSTITUTIONS AND ORGANIZATIONS OF SUDBURY,  
MASSACHUSETTS AND PROVIDING FINANCIAL, TECHNICAL AND OTHER ASSISTANCE FOR  
SUCH PROGRAMMING AND OTHER NONPROFIT USES OF THE CABLE ACCESS TELEVISION  
SYSTEM.

## Form 990, Part VI, Line 7a - Election of Members and Their Rights

One director is appointed by the Board of Selectmen for the Town of  
Sudbury. Other directors are elected by majority vote of the Board of  
Directors, who are automatically members as noted above.

## Form 990, Part VI, Line 11b - Organization's Process to Review Form 990

The President reviews the 990 before filing, including comparison to the  
financial statements reviewed by an independent CPA and internal statements  
compiled by the Treasurer.

## Form 990, Part VI, Line 12c - Enforcement of Conflicts Policy

The Board of Directors follows its Conflict of Interest policy before  
entering into any transaction that is covered by said policy. Records are  
kept of the specific actions taken.

## Form 990, Part VI, Line 15b - Compensation Process for Officers

Compensation of key employee is determined by the Board of Directors and

Schedule O (Form 990 or 990-EZ) (2016)

Page 2

Name of the organization

Employer identification number

Sudbury Access Corporation

26-2998786

includes a comparison to the compensation of similar positions in similar sized organization.

Form 990, Part VI, Line 19 - Governing Documents Disclosure Explanation

All governing documents are available upon request. Requests may be made in person at the main address of the organization, by mail sent to the main address or by email to address on the organization's website.

Form 990, Part IX, Line 11g - Other Fees for Services

Description

Program Service

Mgt & General

Fundraising

LEASED EMPLOYEES

\$ 261,694

\$ 0

\$ 0

INDEPENDENT CONTRACTOR

\$ 9,645

\$ 0

\$ 0

Total

\$ 271,339

\$ 0

\$ 0

Form 990, Part XI, Line 9 - Other Changes in Net Assets Explanation

Book / Tax Depreciation Difference

\$ 3

Attachment 1.b: SAC\_TaxReturns&Audit\_2017 (2388 : Annual meeting with SAC)

**SUDBURY ACCESS CORPORATION**

**REVIEWED FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2017 AND 2016**

**(WITH INDEPENDENT ACCOUNTANTS' REPORT THEREON)**

Attachment1.b: SAC\_TaxReturns&Audit\_2017 (2388 : Annual meeting with SAC)



**SUDBURY ACCESS CORPORATION**  
**REVIEWED FINANCIAL STATEMENTS**  
**FOR THE YEARS ENDED JUNE 30, 2017 AND 2016**

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# Bruce D. Norling, CPA, P.C.

## INDEPENDENT ACCOUNTANTS' REVIEW REPORT

The Board of Directors  
Sudbury Access Corporation  
Sudbury, MA 01776

We have reviewed the accompanying financial statements of Sudbury Access Corporation (a nonprofit organization), which comprise the statements of assets, liabilities, and net assets – modified cash basis as of June 30, 2017 and 2016 and the related statements of revenues, expenses and other changes in net assets – modified cash basis for the years then ended. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the modified cash basis of accounting; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

### Accountant's Responsibility

Our responsibility is to conduct the review in accordance with Statements on Standards for Accounting and Review Services promulgated by the American Institute of Certified Public Accountants. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with the modified cash basis of accounting. We believe that the results of our procedures provide a reasonable basis for our conclusion.

**Accountant's Conclusion**

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with the modified cash basis of accounting.

**Basis of Accounting**

We draw attention to Note 2 of the financial statements, which describes the basis of accounting. The financial statements are prepared in accordance with the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our conclusion is not modified with respect to this matter.

*Bruce D. Norling, CPA, P.C.*

Sudbury, Massachusetts  
September 7, 2017

**SUDBURY ACCESS CORPORATION**  
**STATEMENTS OF ASSETS, LIABILITIES, AND NET ASSETS - MODIFIED CASH BASIS**  
**JUNE 30, 2017 AND 2016**

	<u>2017</u>	<u>2016</u>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and Cash Equivalents	\$ 617,980	\$ 557,765
Investments	464,457	425,830
Total Current Assets	<u>1,082,437</u>	<u>983,595</u>
<b>FIXED ASSETS</b>		
Equipment and Fixtures	325,690	313,531
Less: Accumulated Depreciation	<u>(250,926)</u>	<u>(203,815)</u>
Property and Equipment, Net	74,764	109,716
<b>INTANGIBLE ASSETS</b>		
Software	1,571	1,571
Less: Accumulated Amortization	<u>(1,571)</u>	<u>(1,571)</u>
Intangible Assets, Net	<u>-</u>	<u>-</u>
<b>TOTAL ASSETS</b>	<u><u>\$ 1,157,201</u></u>	<u><u>\$ 1,093,311</u></u>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT LIABILITIES</b>		
Accounts Payable	<u>7,244</u>	<u>1,074</u>
Total Current Liabilities	<u>7,244</u>	<u>1,074</u>
<b>NET ASSETS</b>		
Unrestricted Net Assets	<u>1,149,957</u>	<u>1,092,237</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u><u>\$ 1,157,201</u></u>	<u><u>\$ 1,093,311</u></u>

Attachment 1.b: SAC\_TaxReturns&Audit\_2017 (2388 : Annual meeting with SAC)

See Accompanying Independent Accountants' Review Report and Notes to the Financial Statements.

**SUDBURY ACCESS CORPORATION**  
**STATEMENTS OF REVENUES, EXPENSES, AND OTHER CHANGES**  
**IN NET ASSETS - MODIFIED CASH BASIS**  
**FOR THE YEARS ENDED JUNE 30, 2017 AND 2016**

	<u>2017</u>	<u>2016</u>
<b>REVENUES</b>		
Grants	\$ 357,725	\$ 349,127
Program Service Revenue	320	330
Dividend Income	5,748	5,543
Interest Income	3,967	3,509
Realized Gain on Investments	32,879	11,378
	<u>400,639</u>	<u>369,887</u>
<b>EXPENSES</b>		
Leased Employees	261,694	201,019
Depreciation Expense	47,111	34,769
Insurance	7,971	8,159
Internet/Web Expense	1,961	2,143
Independent Contractor	9,645	37,267
Warranties & Support	4,193	-
Repairs	-	3,991
Supplies - Video	460	616
Minor Equipment - Comp/Office	1,593	580
Minor Equipment - Video	1,960	7,758
Minor Software	250	799
Accounting Expense	1,225	1,175
Telephone Expense	1,122	1,179
Supplies - Computer/Office	1,140	1,286
Membership and Subscriptions	1,288	1,019
Advertising	582	395
Conferences & Meetings	240	165
Postage	259	604
Filings	140	140
Other Expense	85	178
Training Expense	-	1,420
	<u>342,919</u>	<u>304,662</u>
<b>CHANGES IN NET ASSETS</b>	57,720	65,225
<b>NET ASSETS, Beginning of Year</b>	<u>1,092,237</u>	<u>1,027,012</u>
<b>NET ASSETS, End of Year</b>	<u><u>\$ 1,149,957</u></u>	<u><u>\$ 1,092,237</u></u>

See Accompanying Independent Accountants' Review Report and Notes to the Financial Statements.

**SUDBURY ACCESS CORPORATION  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEARS ENDED JUNE 30, 2017 AND 2016**

**1. Organization**

Sudbury Access Corporation (SAC), based in Sudbury, Massachusetts, is a non-profit organization formed on July 17, 2008, for the primary purpose of producing public, educational and governmental (“PEG”) access programming for the residents and organizations of Sudbury, Massachusetts and funding Sudbury residents and organizations for the production and cablecasting of PEG access programming.

SAC is a not-for-profit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and classified by the Internal Revenue Service as other than a private foundation. SAC’s programs are funded primarily by grants and program fees.

SAC’s programming includes coverage of Sudbury’s Board of Selectmen’s meetings, annual Town Meeting, other governmental meetings, public hearings and other Sudbury events. SAC also covers various school events, high school sports and the annual telethon for HopeSudbury Foundation, which raises money for worthwhile local causes.

SAC operates two studios, one of which is located within Lincoln Sudbury Regional High School (“LSRHS”), and the other at Sudbury Town Hall. SAC provides volunteer opportunities for Sudbury residents, students and organizations to produce programming content that benefits the community. SAC provides access to production and post-production equipment and facilities, and technical assistance, to all interested residents of the Town. SAC also conducts periodic training programs.

**2. Summary of Significant Accounting Policies**

The significant accounting policies followed are described below to enhance the usefulness of the financial statements to the reader.

**Basis of Accounting**

The accompanying financial statements have been prepared on the modified cash basis of accounting, which is a comprehensive basis of accounting other than generally accepted accounting principles (GAAP). This basis of accounting differs from GAAP by recognizing revenues when payment is received and expenses when paid. Investments are recorded on a cost basis rather than at fair value. It also allows the capitalization and depreciation of fixed assets, and the creation of certain liabilities.

**SUDBURY ACCESS CORPORATION  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEARS ENDED JUNE 30, 2017 AND 2016**

***Cash and Cash Equivalents***

Cash and cash equivalents consist of cash and all highly liquid investments with a maturity of three months or less.

***Investments***

Investments are reported at cost.

***Use of Estimates***

The preparation of financial statements in conformity with a comprehensive basis of accounting other than GAAP requires management to make estimates and assumptions that affect the reported amounts and disclosures of certain assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

***Property and Equipment***

Assets with a useful life of more than one year are capitalized and depreciated. Equipment, furniture and fixtures are stated at cost and depreciated using the double declining balance method and asset lives of five to seven years. All repairs are charged to operations when paid.

***Intangible Assets***

Software is stated at cost and is amortized using the straight line method over a thirty-six month life.

***Advertising***

SAC charges advertising costs to operations when paid.

**3. Cash**

SAC maintains accounts at federal credit unions which are covered by the National Credit Union Share Insurance Fund (NCUSIF) up to \$250,000 and by the Massachusetts Share Insurance Fund (MSIF) for balances in excess of \$250,000.

**SUDBURY ACCESS CORPORATION  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEARS ENDED JUNE 30, 2017 AND 2016**

**4. Investments**

The fair values of investments are estimated based on their quoted market values for each specific investment. The cost and fair value of investments are as follows:

	<u>Fair Value</u>	<u>Cost</u>
Equity Mutual Funds	\$ 545,288	\$ 464,457
<b>Total Investments</b>	<b>\$ 545,288</b>	<b>\$ 464,457</b>

**5. Leased Employees**

SAC uses a professional employer organization ("PEO") to pay salary and benefits to its operational employees.

**6. Contract**

SAC holds a multi-year contract ending November 15, 2017 with the Town of Sudbury to produce public, educational and governmental ("PEG") programming. In return, SAC has title to equipment previously owned by the cable companies and the Town provides financial support of at least 95% of the PEG access funding the Town receives from cable companies who provide services in the Town.

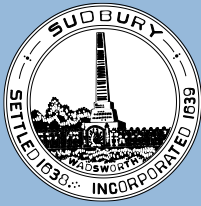
**7. Concentration of Market Risk**

SAC relies significantly on its contract with the Town of Sudbury (grant revenue) to support its operations. In turn, the Town relies on funds from COMCAST and Verizon to support PEG programming. The Cable companies are required by contract to disburse 4.25% of Gross Annual Revenues plus specific capital amounts to the Town. The COMCAST license expires in 2020, the Verizon license expires in 2022. Should revenue available from Comcast and/or Verizon to the Town of Sudbury decrease significantly, this may adversely impact SAC financially and result in reducing costs and/or programs.

**8. Subsequent Events**

SAC did not have any recognized or nonrecognized subsequent events after June 30, 2017, the date of the statement of financial position. Subsequent events have been evaluated through September 7, 2017, the date the financial statements were available to be issued.



**SUDBURY BOARD OF SELECTMEN**

Tuesday, October 24, 2017

**PUBLIC HEARING****2: Dog Hearing Update (continued from 9/12)****REQUESTOR SECTION**

Date of request:

Requested by: Patty Golden

Formal Title: Update on compliance with June 14, 2017 Notice of Decision and Order, re: Boomer the Dog, which was updated by vote of the Board of Selectmen on August 8, 2017. (Update from 9/12/17 meeting)

Recommendations/Suggested Motion/Vote: Update on compliance with June 14, 2017 Notice of Decision and Order, re: Boomer the Dog, which was updated by vote of the Board of Selectmen on August 8, 2017. (Update from 9/12/17 meeting)

Background Information:  
attached documents

Financial impact expected:N/A

Approximate agenda time requested: 30 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM



# Sudbury Police Department

## Office of the Chief of Police

75 Hudson Road  
Sudbury, MA 01776  
Business (978) 443-1042  
Fax (978) 443-1045  
nixs@sudbury.ma.us

**Scott Nix**  
*Chief of Police*

September 6, 2017

To: Melissa Rodrigues, Town Manager  
From: Scott Nix, Chief of Police  
RE: Dangerous Dog Hearing Supplemental Report – Boomer 39 Poplar Street

Melissa,

As requested by the Board of Selectmen, here is a summary of compliance regarding the aforementioned Dangerous Dog Hearing:

- ◆ I am scheduled to visit the residence at 39 Poplar Street upon Mrs. Burke's return on September 8, 2017. Findings, in addition to those listed below, will be reported to the Board of Selectmen during the meeting of September 12, 2017.
- ◆ A wrought iron gate been installed on the front entrance. ACO Condon visited the residence on 9-5-17 (see attached report) where she was greeted at the front door. From her vantage point she observed an interior gate further in the residence, on the second, floor preventing any of the dogs from gaining access to the front door as a secondary precaution to the wrought iron gate. I had previously verified the installation of the wrought iron gate while driving by the residence. I have had conversation with Mrs. Burke regarding other measures within the residence. I will very during my visit but on advice of counsel do not want pictures taken.
- ◆ A fence has been erected and inspected by the ACO on 9-5-17. The fence consists of a six foot wooden panel fence along the front portion of the property with a six foot post fencing with heavy gauge wire fencing attached thereto. The only concern with the construction of the fence was the vulnerability under the gate which needs additional measures to prevent digging under in the area. To be further inspected on the 8<sup>th</sup>.
- ◆ Certificate of insurance has been provided via email to the Town Manager and subsequently forwarded to me, Town Counsel and Selectmen Haarde (see attached).
- ◆ Microchip has been completed by Sudbury Animal Hospital on June 26, 2017 (see attached).
- ◆ Training has continued by their trainer, Daniel Titus, who is scheduled to be present during my visit. I will verify the continued training and he provided a letter dated 8-3-17

indicating the continued training to that point while explaining Boomer's progress (see attached).

- ◆ The letter of apology has not been provided on advice of counsel which was acknowledged by the Board of Selectmen.
- ◆ There have been no further reported incidents regarding the dog in question, "Boomer."
- ◆ The owner, son of the Burke's, has secured a lease whereby he will be moving out September 15<sup>th</sup> with Boomer relocating with him to Natick, MA. To be verified following the 15<sup>th</sup> while adding the same measures must be maintained if he is going to visit the residence at 39 Poplar Street. Information surrounding the hearing and stipulations established with be conveyed to the new jurisdiction upon confirmation of the move as ordered.

Respectfully,



Scott Nix  
Chief of Police





Melissa Murphy-Rodrigues, Esq.  
Town Manager

**TOWN OF SUDBURY**  
*Office of the Town Manager*  
[www.sudbury.ma.us](http://www.sudbury.ma.us)

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

June 14, 2017

CERTIFIED MAIL – RETURN RECEIPT REQUESTED

Ms. Lisa Burke  
39 Poplar Street  
Sudbury, MA 01776

**NOTICE OF DECISION AND ORDER  
DANGEROUS DOG**

Dear Ms. Burke:

On Thursday, June 8, 2017, the Sudbury Board of Selectmen, held a public hearing in accordance with Massachusetts General Laws, Chapter 140, Section 157 to determine whether the dog owned and/or kept by you in the Town of Sudbury is a Nuisance Dog or Dangerous Dog as those terms are defined in said statute. The hearing was held based on complaints and reports that, on two separate occasions, your dog known as "Boomer" was not properly restrained and attacked an adult and a child without provocation.

Based on the credible evidence and sworn testimony provided at said hearing, the Board unanimously voted to declare that Boomer is a Dangerous Dog and it unanimously voted to impose the following conditions:

1. The dog shall be confined to the premises of the owner, which means that the dog shall be kept within the house and restrained so that it cannot escape at any time.
2. Within thirty days of entry of this Order, the owner shall install secondary doors or gates, acceptable to the Animal Control Officer, to ensure that the dog cannot escape at any time.
3. The dog shall not be permitted outside the house at any time unless it is humanely muzzled, which may include a basket-type muzzle. If the dog is outside the enclosure described below, it shall be on a leash having a minimum tensile strength of 300 pounds and not exceeding three feet in length and held by a responsible adult and it shall also be fitted with a shock collar controlled by the person walking the dog.



**TOWN OF SUDBURY**  
*Office of the Town Manager*  
[www.sudbury.ma.us](http://www.sudbury.ma.us)

278 Old Sudbury Road  
 Sudbury, MA 01776-1843  
 978-639-3381

Fax: 978-443-0756

Email: [townmanager@sudbury.ma.us](mailto:townmanager@sudbury.ma.us)

Melissa Murphy-Rodrigues, Esq.  
 Town Manager

4. The owner shall install at the property a six-foot high stockade fence, embedded in the ground for not less than two feet to serve as a secure enclosure for the dog. The plans and specifications for said enclosure shall be approved by the Animal Control Officer prior to installation. The enclosure shall be installed and approved by the Animal Control Officer within thirty days of entry of this Order.
5. Notwithstanding Paragraphs 1 and 3 of this Order, the dog may be permitted outside on the premises of the Owner only when enclosed within the fence described in Paragraph 4. In addition to being within the enclosure, the dog shall be muzzled and either fitted with a shock collar controlled by a nearby adult or trained to use the electric fence.
6. Within one week of entry of this order, the owner shall provide the Town Manager with proof of insurance in an amount not less than \$100,000 insuring the owner against any claim, loss, damage or injury to persons, domestic animals or property resulting from the acts, whether intentional or unintentional, of the dog.
7. The dog shall continue training with a professional trainer twice per week for one hour each session. Proof of training shall be provided to the Animal Control Officer on a weekly basis. Said training shall continue for four months or such longer period of time as may be recommended by the Animal Control Officer. Within four months of entry of this order, the dog shall be evaluated by the Animal Control Officer to determine whether further training is necessary.
8. Within seven days of entry of this order, the owner shall provide the Animal Control Officer with information from which the dog can be identified, to wit: microchip implantation.
9. The owner shall notify the Town Manager if the dog is going to be relocated to another residence, whether within or outside the Town. Prior to moving the dog to another jurisdiction, the Town Clerk and Animal Control Officer of that jurisdiction shall be notified of this Order.
10. Within seven days of entry of this Order, the owner shall provide a written apology to Sam Rocca.
11. If it is determined, after further public hearing, that there has been a violation of this Order or that the dog has bitten or attacked another person or domestic animal, the Board may order that the dog may be seized by the Animal Control Officer and euthanized.



**TOWN OF SUDBURY**  
*Office of the Town Manager*  
[www.sudbury.ma.us](http://www.sudbury.ma.us)

Melissa Murphy-Rodrigues, Esq.  
Town Manager

278 Old Sudbury Road  
Sudbury, MA 01776-1843  
978-639-3381

Fax: 978-443-0756

Email: [townmanager@sudbury.ma.us](mailto:townmanager@sudbury.ma.us)

If you are aggrieved by this decision, you may appeal to the District Court within ten (10) days of the date written above.

Very truly yours,

Melissa Rodrigues, Esq.  
Town Manager



**Nix, Scott**

---

**From:** Boardmans Animal Control <jabbal@verizon.net>  
**Sent:** Friday, July 21, 2017 12:57 PM  
**To:** Nix, Scott  
**Subject:** RE: Boomer

Hi Chief

Jennifer at 39 Poplar today, 6 foot fence is in process, not completed. Son has signed a lease on new residence, will be moving effective August 12th.

Jennifer intends on stopping by again early next week to obtain all specific information on where he is relocating to. Once we know, she will forward all related documents to the ACO in that town.

Thanks,  
 Joyce for Jennifer

Jennifer A. Condon - Owner, Inspector/Officer State of Massachusetts Certified, Graduate of ACOAM Class of 2008  
 Donna DeWallace - PT, Officer State of Massachusetts Certified, Graduate of ACOAM Class of 2010 Michael (Mike)  
 Albanese - Officer State of Massachusetts Certified, Graduate of ACOAM Spring Class of 2016 Boardmans Animal Control Inc  
 145-147 Parker Street  
 Maynard, MA 01754  
 Office: (978) 897-5596; PAGER: (508) 722-9659

-----Original Message-----

From: Nix, Scott [mailto:NixS@sudbury.ma.us]  
 Sent: Thursday, July 20, 2017 5:57 AM  
 To: Condon, Jennifer <jabbal@verizon.net>  
 Subject: Re: Boomer

Great. Thank you.

Respectfully,

Scott Nix  
 Chief of Police

----- Original message -----

From: Boardmans Animal Control <jabbal@verizon.net>  
 Date: 7/19/17 16:54 (GMT-05:00)  
 To: "Nix, Scott" <NixS@sudbury.ma.us>  
 Subject: RE: Boomer

Attachment2.a: Dangerous Dog Supplement for 9-12-17 (2493 : Dog Hearing Update (continued from 9/12))

Hi Chief,

I am off tomorrow but will follow up first thing on Friday.

Thanks,

From: Nix, Scott [mailto:NixS@sudbury.ma.us]  
Sent: Wednesday, July 19, 2017 3:41 PM  
To: Condon, Jennifer <jabbal@verizon.net>  
Subject: Boomer

Good afternoon,

Do you know if Boomer has moved as of yet? If not, could you follow up at your convenience to see where we stand?  
Thank you!

Scott

Respectfully,

Scott Nix  
Chief of Police  
Sudbury Police Department  
75 Hudson Road  
Sudbury, MA 01776  
(978) 443-1042  
nixs@sudbury.ma.us<mailto:nixs@sudbury.ma.us>

Attachment2.a: Dangerous Dog Supplement for 9-12-17 (2493 : Dog Hearing Update (continued from 9/12))



**Nix, Scott**

---

**From:** Boardmans Animal Control <jabbal@verizon.net>  
**Sent:** Wednesday, September 6, 2017 12:24 PM  
**To:** Nix, Scott  
**Subject:** 39 POPLAR

I was at Burke residence at 39 Poplar yesterday, 9/5/17. Upon approach to front door they have installed a heavy duty rod iron gate. Mr. Burke answered door, both dogs were found to be secured on second floor by a gate. I walked the property with Mr. Burke, they have completed fencing (as modified by BOS). On the street side it is stockade fencing, on the down side of property and rear it is post fencing with heavy gauge wire fencing. I feel confident that this fence will secure the dog known as "Boomer". I indicated to Mr. Burke that I will required to meet with both his Son, and the dog "Boomer" prior to the Son moving from property, which is scheduled to occur on the 15<sup>th</sup> of this month. Mr. Burke informed me that everything is set up for the move. I will follow-up with the Burke's next week, prior to the departure date to obtain the location the Son and dog are moving to. Once I have this information, I will speak with the Animal Control Officer in the appropriate town, and forward Sudbury's hearing document for their records.

Regards,  
 Jennifer

Jennifer A. Condon – Owner, Inspector/Officer  
*State of Massachusetts Certified, Graduate of ACOAM Class of 2008*  
 Donna DeWallace – PT, Officer  
*State of Massachusetts Certified, Graduate of ACOAM Class of 2010*  
 Michael (Mike) Albanese – Officer  
*State of Massachusetts Certified, Graduate of ACOAM Spring Class of 2016*  
[\*Boardmans Animal Control Inc\*](#)  
 145-147 Parker Street  
 Maynard, MA 01754  
 Office: (978) 897-5596; PAGER: (508) 722-9659

Attachment2.a: Dangerous Dog Supplement for 9-12-17 (2493 : Dog Hearing Update (continued from 9/12))



Form 12

PLACE ACCOUNT STICKER HERE

Phone  
number ( ) -  
Clinic/Shelter  
code

ENTER



CHECK HERE

985 113 000 696 514

IMPORT

expedited  
enrollment in the HomeAgain® pet safety and wellness network

## PET/PRIMARY CONTACT INFORMATION

## Pet Information

Pet name Boomer BurkeDog ☒ Cat ☐ Other GSD

## Primary contact

First name SueLast name BurkeAddress 39 Poplar St

Apt.

City SwantonState MAZIP 01776E-mail SBurke376@aol.com

Phone 1 (508) 333 - 2016

Phone 2 ( ) -

Ext.

I understand I will receive pet recovery, service-related communications. Please also send me: (check all that apply)

☐ Lost Pet Alert emails when a pet is lost in my area☐ Email newsletters with information about pet protection and safety

## Alternate contact

First name

Last name

Phone 1 ( ) -

Ext.

Phone 2 ( ) -

Ext.

DO NOT SEND CASH. DEBIT CARDS ARE NOT ACCEPTED.

## PAYMENT OPTIONS

HomeAgain® membership services are \$19.99 per year.\*

VISA

M/C

AMEX

DISCOVER

Account #

-

-

-

Expiration date

mm

yy

Billing  
address

Complete if address is different than above.

Apt.

City

State

ZIP

Check enclosed for annual membership fee

Make check payable to HomeAgain® and mail to: HomeAgain® P.O. Box 28153, Miami, FL 33102-8153

Enrollment paid  
by clinicPromotion code  
(if applicable)

Signature

Print name

Date

You understand that once charged, membership fees are non-refundable.

\* Membership fees are subject to change.

**IMPORTANT** Please return this form to the HomeAgain® Pet Recovery Service or we will not be able to identify your pet if lost.To enroll, mail this form to HomeAgain, P.O. Box 28153, Miami, FL 33102-8153, visit [www.homeagain.com](http://www.homeagain.com) or call 1-888-HOMEAGAIN (1-888-466-3242).

**Make it even easier to identify your pet.**  
**Save your lost pet a trip to the shelter to be scanned for a chip!**

HomeAgain® offers  
high quality collar tags  
engraved with  
your pet's name and  
microchip ID number.

Additional styles  
available at  
[HomeAgain.com](http://HomeAgain.com).

See back to order by mail.

## Round Tags

1 1/4" - up to 12 characters for name

N - Blue and Yellow Round: \$14

O - Pink Round: \$14



## House Tags

1 1/4" - up to 10 characters for name

P - Nickel-Plated House: \$14

Q - Pink House: \$14

S - Gold-Plated House: \$14



6/27/2017

## Order Information

## Order Information

	Owner	Microchip #	Pet Name	Payment Status	Price
1.	Jack Burke	985113000696514	Boomer	To Be Invoiced	\$0.00
Grand Total:					\$0.00

Attachment2.a: Dangerous Dog Supplement for 9-12-17 (2493 : Dog Hearing Update (continued from 9/12))



OWNER'S NAME BURKE PET BOOMER 1A

DATE 1/7/15 (?) is gonorrhea as healing from (?)  
 positive neuter (large fluid on scrotum does not look active)  
 - 3.0 BUN, completely healthy light, + large clonus

Rx: RIMADYL 101 7# 10 B.S. 25 AM/BS

collected part of gave part of clonus

12/28/15 Bite other dog scamus while playing  
 on 12/20/15

1/25/17 R(1) WT: 89.9  
 1yr 50x 98 Grunted when walked in  
 KH 226 ROUN

6/26/17 annual exam/snap40X WT: 92.9  
 home again microchip

Heartworm +  
 Lyme +  
 Ehrlichiosis +  
 Anaplasmosis +  
 Date: 6/26/17 EX

985 113 000 696 514

- no VITICIS. Normal app & energy. Mandated to wear muzzle.  
 S. BSE - wearing E's mesh muzzle, 11 teeth. Still grating, but did well today.  
 O EENT eyes clear, ears clear, N No oral exam. RIN normal. H/L/CV: normal  
 rate & rhythm, no murmur. Lungs: clear. Abd Wb: soft, non-painful. MS 11: ambly.  
 Integ. w/e.

A. 4 y.o. NM 6.5D. 11 aggressive  
 P. 4DX: 0.44

Scanned for microchip, none found; placed Home Again Microchip Sp inter. &  
 verified placement at trainer

(21)

Titus Dog Training  
102 Belcher Drive  
Sudbury, MA 01776  
(978) 697-0588

Boardmans Animal Control  
147 Parker Street  
Maynard, MA 01754

August 3, 2017

Dear Ms. Condon,

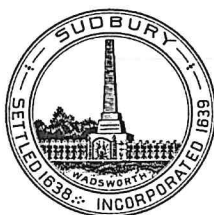
It has been my pleasure to work with Lisa Burke and Boomer of 39 Poplar Street, Sudbury, Massachusetts since April 18, 2017. Over that time period, I have held twelve private lessons with Lisa and Boomer. He is a wonderful animal with a lot of energy. Boomer has competed basic obedience and is continuing behavioral modifications, with which he is excelling. We have also been working on introducing Boomer to people coming on the property, mainly my wife, who has been kind enough to help out and has done this on many occasions. With each occasion, Boomer has shown improvement and is doing quite well. Over this time, Lisa has become a more confident owner and handler. She has signed up for ten more lessons and is very enthusiastic to have her dogs be the best they can be.

If you have any questions or concerns, please feel free to contact me at (978) 697 – 0588.

Thank you,

Daniel J Titus





# Town of Sudbury

Office of Selectmen

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

August 2, 2017

CERTIFIED MAIL – RETURN RECEIPT REQUESTED

Ms. Lisa Burke  
39 Poplar Street  
Sudbury, MA 01776

## NOTICE OF HEARING TO REVIEW COMPLIANCE WITH ORDER TO RESTRAIN DANGEROUS DOG

Dear Ms. Burke:

On Tuesday, August 8, 2017, at 8:00 pm at the Sudbury Town Hall, the Sudbury Board of Selectmen, will hold a public hearing in accordance with Massachusetts General Laws, Chapter 140, Section 157 to determine whether you have complied with the terms of the Board's June 14, 2017 order to restrain the dangerous dog owned and/or kept by you in the Town of Sudbury, and/or to determine whether all or any portion of said order should be modified or withdrawn or if any additional conditions should be imposed.

You are invited to attend the hearing and at that time you may produce any documentation and/or witnesses which show that you have complied with the order. You may be represented by counsel at your own expense. You are also invited to make an appointment to examine the Board of Selectmen's file on this matter during regular business hours.

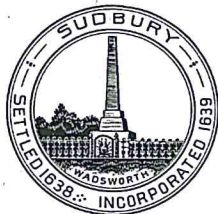
Please be advised that if you are found to have violated the Board's order you may be subject to financial penalties and/or further enforcement action by the Board. In addition, in accordance with G.L. c. 140, Section 157(h), you may be required to surrender the dog to the Town and be prohibited from owning another dog in the Commonwealth for a period of five years. Therefore, due to the serious consequences that may follow a finding that you violated the order of the Board of Selectmen, your prompt attention to this matter is strongly suggested.

If you have any questions in this regard, you may contact Town Manager, Melissa Rodrigues, at (978) 639-3381.

Very truly yours,

Leila S. Frank  
Selectmen's Office

Attachment 2.b: Aug 2 Cert Hearing Notice Letter (2493 : Dog Hearing Update (continued from 9/12))



**TOWN OF SUDBURY**  
*Office of the Town Manager*  
[www.sudbury.ma.us](http://www.sudbury.ma.us)

Melissa Murphy-Rodrigues, Esq.  
 Town Manager

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

August 10, 2017

CERTIFIED MAIL – RETURN RECEIPT REQUESTED

Ms. Lisa Burke  
 39 Poplar Street  
 Sudbury, MA 01776

**NOTICE OF DECISION AND ORDER  
 DANGEROUS DOG**

Dear Ms. Burke:

On Tuesday August 8, 2017, the Sudbury Board of Selectmen, held a public hearing in accordance with Massachusetts General Laws, Chapter 140, Section 157 to determine whether or not to amend the June 14 Order of Conditions concerning a dog kept by you in the Town of Sudbury, which was deemed a Nuisance Dog or Dangerous Dog as those terms are defined in said statute.

The Board voted to remove Condition Number 10, which read

Within seven days of entry of this Order, the owner shall provide a written apology to Sam Rocca.

The other 10 conditions remain, and must be complied with. I have attached a copy of that order for your convenience.

Very truly yours,

Melissa Rodrigues, Esq.  
 Town Manager

CC: Chief Nix  
 Board of Selectmen

Attachment2.c: Aug\_10\_dog\_ltr (2493 : Dog Hearing Update (continued from 9/12))

**SUDBURY BOARD OF SELECTMEN**

Tuesday, October 24, 2017

**MISCELLANEOUS (UNTIMED)****3: Interview CPC candidates****REQUESTOR SECTION**

Date of request:

Requested by: Patty Golden

Formal Title: Interview two candidates, Scott Smigler, 125 Plympton Road, and Taryn Trexler, 253 Concord Road, and potentially vote to select a candidate to fill a vacancy on the Community Preservation Committee (CPC) for a term ending 5/31/20.

Recommendations/Suggested Motion/Vote: Interview two candidates, Scott Smigler, 125 Plympton Road, and Taryn Trexler, 253 Concord Road, and potentially vote to select a candidate to fill a vacancy on the Community Preservation Committee (CPC) for a term ending 5/31/20.

Background Information:  
attached are both candidates' applications

Financial impact expected:

Approximate agenda time requested: 15 minutes

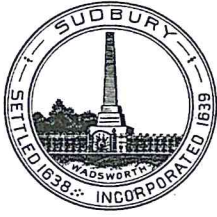
Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM





# Town of Sudbury

## Community Preservation Committee

Flynn Building  
278 Old Sudbury Rd  
Sudbury, MA 01776

TO: Board of Selectmen

FROM: Meagen P. Donoghue *MPD*

RE: CPC Appointment

DATE: October 18, 2017

2017 OCT 18 A 10:16  
CLERK OF SELECTMEN  
SUDBURY, MA

On October 12, 2017, the Community Preservation Committee (CPC) interviewed two candidates for the position of At-Large member for recommendation to the Board of Selectmen. The candidates included Taryn Trexler and Scott Smigler. See attached resumes.

Both candidates come with a breadth of experience and interviewed with the CPC very well. So well that when it came time to vote, the CPC had three in favor for Ms. Trexler and three in favor for Mr. Smigler, with one abstention.

Therefore, due to the split decision of the CPC, the decision will be up to the Board of Selectmen to determine the one available At-large position.

The next meeting of the CPC is November 15, 2017, for what is known as the start of the "Season," when we begin reviewing applications for the upcoming Annual Town Meeting. To have a full board by this time would make for an efficient review period.

Should you have any questions, please do not hesitate to contact the Office of Planning and Community Development.

Thank you.

Attachment3.a: PCD\_memo\_CPC\_applicants (2518 : Interview CPC candidates)



**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: Community Preservation Committee

Name: Scott Smigler

Address: 125 Plympton Road

Email Address: [REDACTED]

Home phone: [REDACTED]

Work or Cell phone: [REDACTED]

Years lived in Sudbury: 3

Brief resume of background and pertinent experience:

I believe I can bring a unique skillset and perspective to CPC. I founded and currently operate two companies that employ 150+ individuals on a full-time basis. One is a marketing agency, and the other is a data analytics company. The companies have grown organically, which has helped me to develop important skills and values that can help the CPC address its opportunities and challenges: 1) Being an active and objective listener to understand needs and requirements, 2) Thinking pragmatically and proactively, 3) Creative problem-solving balanced with big-picture thinking, 4) Strategic prioritization, 5) Collaboration.

Municipal experience (if applicable):

Indirectly, I have learned a lot about how municipalities function, and their strengths and weaknesses, through my advocacy related to Sudbury Station

Educational background:

Honors Degree in Finance from Bentley College

Reason for your interest in serving:

Sudbury will be my home for many years. I value the community, and I believe that what happens at CPC can have a big impact on the town. It faces challenges, and I believe I can make a positive contribution. I also believe I will learn a lot in the process from its other members.

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

Available several nights per week. Sometimes on the weekends. Usually not available days during the week.

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

No

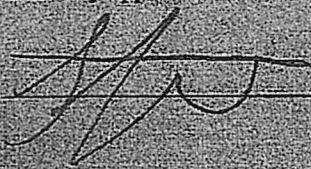


(Initial here that you have read, understand and agree to the following statement)

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 9/27/17

Attachment 3.a: PCD memo CPC applicants (2518 : Interview CPC candidates)



**TOWN OF SUDBURY**  
**APPLICATION FOR APPOINTMENT TO**  
**Community Preservation Committee**

Board of Selectmen  
 278 OLD SUDBURY ROAD  
 SUDBURY, MA 01776

PHONE (978)639-3381  
 FAX (978) 443-0756  
 E-MAIL: boardofselectmen@sudbury.ma.us

Name:  
 Taryn Trexler

**Brief resume of background and experience:**

I have worked for several years in the Historic Preservation field as a consultant for architectural firms, government projects, and landscape conservation issues. Most of my work was in Pennsylvania before relocating to Massachusetts; I am currently taking a few years off to be with my young children.

Address:  
 253 Concord Road, Sudbury, MA, 01776

Home phone:  
 Work phone: h: (978) 443-2767 c: (413) 971-0097

Years lived in Sudbury: 2

E-Mail Address: taryntrexler@gmail.com

**Municipal experience (If applicable):**

Historic Commission (appointed), Lower Merion Township, PA - 2010-11 - provided counsel regarding the preservation or demolition of resources of historic significance located in the Township, but not within a local historic district.

**Educational background:**

MSHP Masters in Historic Preservation (Univ. of Pennsylvania)

**Employment and/or other pertinent experience:**

Work experience in the Historic Preservation field working on a variety of state (PA Section 106), federal (cultural landscape projects for the NPS), and local preservation issues (preservation advocacy, historic district creation). I have also completed Section 106 training from the ACHP.

Reason for your interest in serving: We moved to Sudbury in part because of its commitment to community preservation (architectural and landscape heritage); serving on CPC would combine my desire to volunteer with the Town with an cause I am passionate about.

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

I am available for weekday evening meetings and day/weekend with advance notice.

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

n/a

TT (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 committees' mission statement as adopted by the Board of Selectmen 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



Digitally signed by Taryn Trexler

DN: cn=Taryn Trexler, o, ou,

email=taryntrexler@gmail.com, c=US

Date: 2017.09.28 11:24:13 -04'00'

Date 9/29/17

Attachment3.a: PCD\_memo\_CPC\_applicants (2518 : Interview CPC candidates)

**SUDBURY BOARD OF SELECTMEN**

Tuesday, October 24, 2017

**MISCELLANEOUS (UNTIMED)****4: Discuss and vote to call Special Election****REQUESTOR SECTION**

Date of request:

Requested by: Patty Golden

Formal Title: Discuss possible Special Town Election; vote to call Election for Monday, Dec. 11, 2017.

Recommendations/Suggested Motion/Vote: Discuss possible Special Town Election; vote to call Election for Monday, Dec. 11, 2017.

Background Information:  
attached schedule and draft ballot question

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
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM

### **Schedule for Special Town Election if called on Monday, December 11**

**Tuesday, October 17-** Ballot questions submitted to Town Counsel for review.

**Tuesday, October 24-** Board of Selectmen must give notice of proposed ballot questions, and request for written arguments pro and con. Notice must be on the website for 46 days prior to election, which is October 25.

Board should also vote to submit final ballot questions to Town Clerk in order to meet the November 6 deadline.

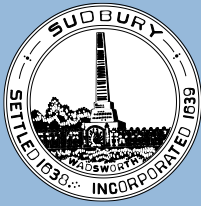
**Monday, November 6** - The deadline for the Board of Selectmen to submit in writing the vote of the Board with the wording of the ballot question(s) to the Town Clerk.

**Tuesday, November 21** - Last day to register to vote at the Special Town Election

**Monday, December 4** - Warrant must be received by voters and posted. (The deadline for submitting the arguments pro and con for ballot questions is determined by the deadline for sending the warrant to the printer).

**Friday, December 8** – 5 PM Deadline for absentee ballot application

**Monday, December 11** - Special Town Election

**SUDBURY BOARD OF SELECTMEN**

Tuesday, October 24, 2017

**MISCELLANEOUS (UNTIMED)****5: Give notice of ballot question for 12/11 STE****REQUESTOR SECTION**

Date of request:

Requested by: Patty Golden

Formal Title: Give notice of proposed ballot question(s), for Dec. 11 Special Town Election, and request written arguments pro/con.

Recommendations/Suggested Motion/Vote: Give notice of proposed ballot question(s), for Dec. 11 Special Town Election, and request written arguments pro/con.

Background Information:

Financial impact expected:n/a

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM

## BALLOT QUESTION

*Shall the Town of Sudbury be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bonds issued in order to construct a new Fire Station #2 and appurtenant structures on Town-owned land, for site development, purchasing additional equipment, technology, furniture, landscaping, and all expenses connected therewith, including professional, engineering, and architectural services and preparation of plans, specifications and bidding documents, supervision of work, relocation, and borrowing costs and expenses?*

YES \_\_\_\_\_ NO \_\_\_\_\_

**SUMMARY:** The 2017 Special Town Meeting approved Article 8 for the expenditure of funds to construct a new Fire Station #2 on Town-owned land at the location of the current Fire Station #2 located on Boston Post Road.

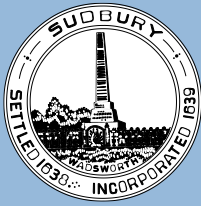
This ballot question seeks to exclude from the Proposition 2 ½ levy limit the principal and interest to pay for this project. If this debt exclusion receives approval via this ballot, permanent bonding will be obtained at the conclusion of the project based on actual expenditures.

At the time of warrant signing, the total project cost has not been finalized; however, predicated upon an estimated total project cost of \$7.1 million, impact on the tax rate is: \$0.16 per \$1,000 assessed value at the highest point of the bonding period (based upon a 20-year bond at 4.0%). For example, the tax impact on the 2017 average home value of \$705,763 is estimated at \$100 in the first year of debt service, and would decline approximately \$2/year during the bonding period.

A “yes” vote on this question will authorize the Town to exclude from the levy limit the debt required to fund construction of a new Fire Station #2 Headquarters with all associated work and expenditures connected thereto and a “no” vote will mean the project cannot go forward without the appropriation being re-voted followed by approval of a debt exclusion at an election.

**ARGUMENT FOR PASSAGE:**

**ARGUMENT IN OPPOSITION:**



## MISCELLANEOUS (UNTIMED)

### 6: Forecasting

#### REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Presentation of financial state of the Town and three-year financial forecast.

Recommendations/Suggested Motion/Vote: Presentation of financial state of the Town and three-year financial forecast.

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
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM



# 2017 FINANCIAL CONDITION OF THE TOWN

Presented October 24, 2017 Board of Selectmen  
October 30, 2017 Finance Committee

## Town Charter

- Town Charter Part IV Town Manager Section 10. Financial management responsibilities
  - *To prepare, annually, a financial forecast of the town revenue, expenditures and the general financial condition of the Town.*
- The Charter also states that the Town Manager shall be responsible for all the financial management functions of the Town including:
  - *Preparing and submitting an operating and capital budget*

## Financial Condition of Sudbury

- S &P Global Rating has assigned the Town of Sudbury, MA its AAA/Stable rating as of 10/10/2017
- S & P stated that the rating reflects the Town's
  - *Very strong economy*
  - *Strong management, with good financial policies and practices*
  - *Strong budgetary performance*
  - *Strong budgetary flexibility*

## Financial Condition

- Stabilization Fund \$4,574,462.59
- Melone Stabilization Fund \$1,100,000
- Free cash \$1,783,347
- OPEB Trust: \$5,880,200 as of July 1
- The Town received the Excellence in Financial Reporting Award in 2016

## Projected Financial Forecast

A forecast of projected revenues and expenditures is a useful management and policy making tool that enables a municipality to evaluate and make smart policy choices.

A forecast can serve as an early warning system to detect future gaps between revenues and expenditures.

It does not insulate a community from potential surprises or emergencies, but it does allow the administration to plan for, consider and correct potential issues.

## Projected Financial Forecast

- A forecast is comprised of educated estimates based on past expenditures and revenues and the expertise of town staff.
- It is most effective when it encompasses a 3 year period.
- It is not detailed like a budget, but rather is a summary.
- It is conservative.

## Why Forecast?

- Good practice: management tool to aid in budget process
- Bond Rating Agencies look favorably
- Required by charter

## Revenue Forecasting

- Revenue projections identify the funds available for the budget
- Annually, as we begin our budget process, we review the revenues from the prior years searching for trends and anomalies.
- Please recognize that this is early for forecasting and the numbers we discuss are early estimates.

## Revenues

- The Town of Sudbury has four major categories of revenues:
  - *Real Estate & Personal Property Taxes*
  - *Intergovernmental Aid*
  - *Local Receipts*
  - *Other Available Funds*

## Real Estate & Personal Property Taxes

- Accounts for 86% of all revenues received annually
- Largest portion of revenues
- The tax levy is the amount a community can raise through property tax. The levy can be any amount up to the levy limit.
- Raises 2.5% annually as per the limitations of Prop 2 ½
- Can rise more through three mechanisms
  - *Debt/Capital Exclusions (Temporary increase to tax levy)*
  - *Override (Permanent increase to tax levy)*
  - *New Growth (Taxes attributed to the value of new construction and added permanently to the tax levy)*

## Intergovernmental Aid

- Comprises 8% of all revenues received annually
- Comprised of 3 main components
  - *Chapter 70*
  - *MSBA payments*
  - *Unrestricted General Government Aid*
- Varies from year to year

## Local Receipts

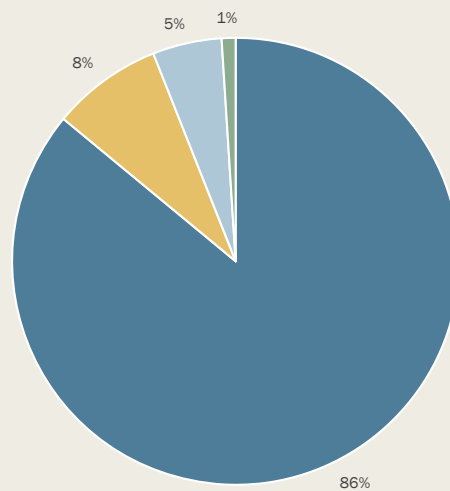
- Accounts for 5% of all revenues received annually
- Based on local fees, fines, permits and other charges
- Always budgeted conservatively to account for changes

## Other Available Funds

- Accounts for 1% of revenues received annually
- Comprised of actual revenues already received (Examples include: ambulance receipts and free cash)
- Can vary greatly from year to year

## Revenues

- Real Estate & Personal Property Taxes
- Intergovernmental Aid
- Local Receipts
- Other Available Funds



## Revenue Projection

	FY18	FY19	FY20	FY21
REVENUES	Budgeted	Projected	Projected	Projected
Real Estate and Personal Property	82,486,789	85,407,651	88,023,412	90,612,916
Intergovernmental Revenue	7,973,385	7,973,385	7,973,385	7,973,385
Local Receipts	4,724,200	4,835,500	4,896,900	4,958,300
Other Available	659,912	660,000	660,000	660,000
Free Cash	282,359	586,810	611,810	636,810
TOTAL REVENUES:	96,126,645	99,463,346	102,165,507	104,841,411

Please be cautioned that these are early projections for management and should not be relied on by any resident, committee or commission.

## Forecasting Potential Expenses

- Expenses include:
  - Education
  - General Government
  - Public Safety
  - Public Works
  - Human Services
  - Culture and Recreation
  - Employee Benefits
  - Other and transfers
  - OPEB
  - Debt Service
  - Town Manager's Capital Budget



## What drives budgetary increases?

- Fixed costs
  - Insurance
- Personnel
  - Step increases
  - CBA
- Contracts for services
- Need for increased services or changes to services due to changes in population, demographics, priorities, state/federal mandates and by-law changes.
- While services remain relatively stable, population, commercial base and expectations increase and change. We strive to maintain conservative budget increases while balancing providing top notch services to our community.

## Expenditure Forecast

	FY18	FY19	FY20	FY21
EXPENDITURES	Budgeted	Projected	Projected	Projected
General Government	2,893,759	3,034,849	3,110,071	3,174,740
Public Safety	8,093,604	8,510,235	8,688,415	8,853,702
Public Works	5,358,109	5,416,980	5,512,296	5,598,367
Human Services	732,771	746,364	768,102	787,689
Culture & Recreation	1,305,443	1,340,031	1,374,763	1,408,541
Employee Benefits (Town and SPS)	12,274,154	12,948,529	13,662,516	14,418,512
Other & Transfers	755,050	513,116	514,742	516,384
OPEB Normal Cost (Town and SPS)	471,036	471,036	471,036	471,036
Town Debt Service	3,453,050	3,100,625	3,090,425	3,008,513
Town Manager Capital Budget	413,190	1,000,000	1,025,000	1,050,000
<b>TOTAL TOWN (EXCLUDING SCHOOLS):</b>	<b>35,750,166</b>	<b>37,081,765</b>	<b>38,217,366</b>	<b>39,287,484</b>

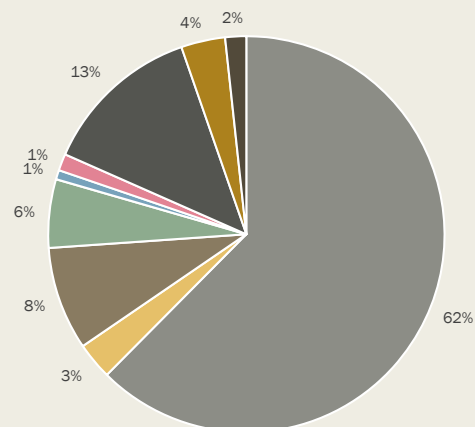
Please be cautioned that these are early projections for management and should not be relied on by any resident, committee or commission.

## Expenditure Forecasting

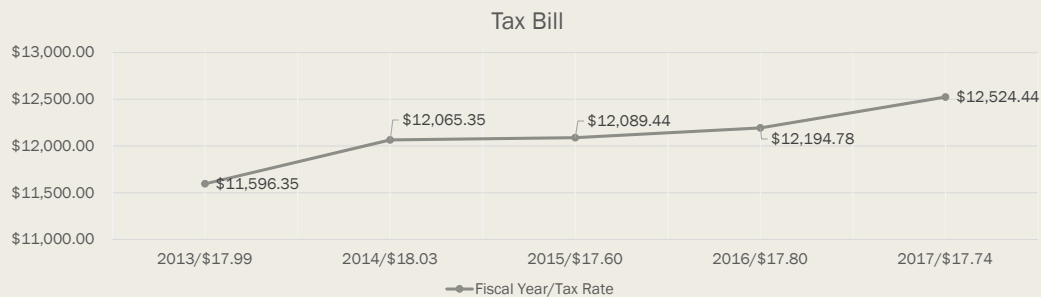
- The forecast reflects
  - Known contractual increases for services and personnel.
    - Examples include software licenses and other service contracts like Town Counsel.
  - Educated estimates for all other expenditures.

## Expenditures

- Education (62%)
- General Government (3%)
- Public Safety (8%)
- Public Works (6%)
- Human Services (1%)
- Culture & Recreation (1%)
- Employee Benefits - Town & SPS (13%)
- Town Debt Service (4%)
- Other & Transfers, OPEB Normal Cost (Town & SPS), and Town Manager's Capital Budget (2%)



## Tax Bill of an average home on Rice Road



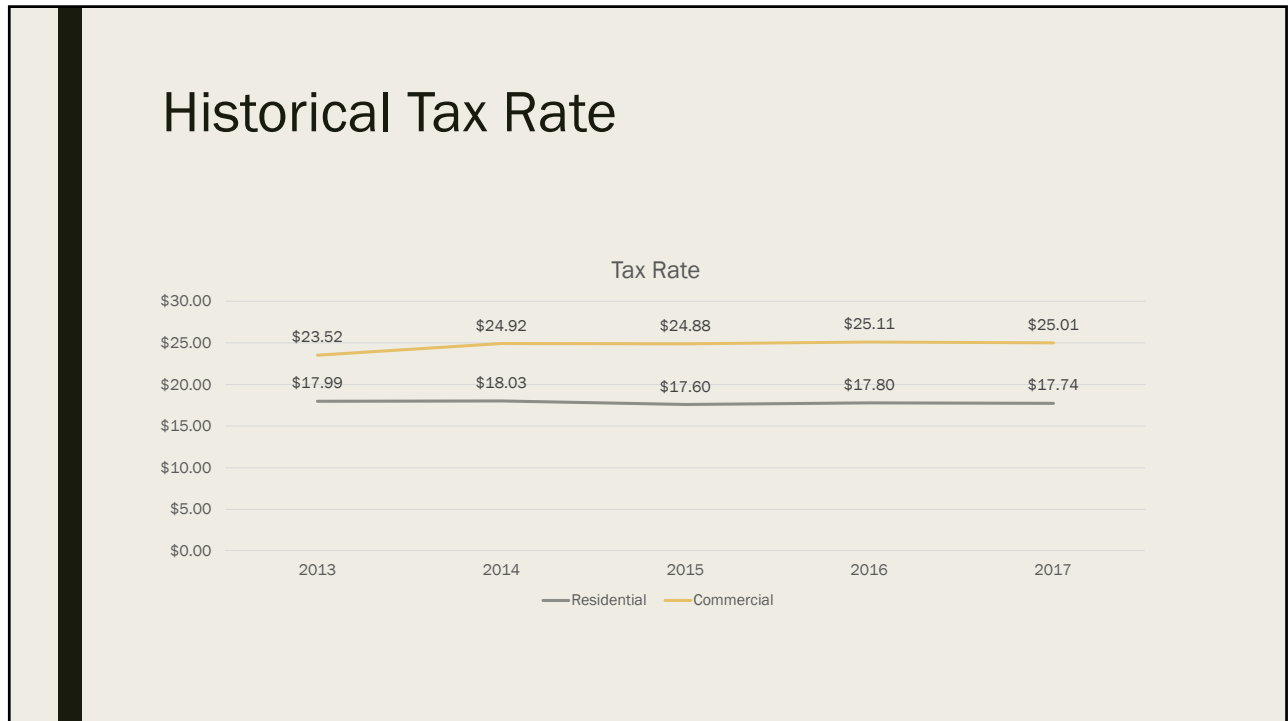
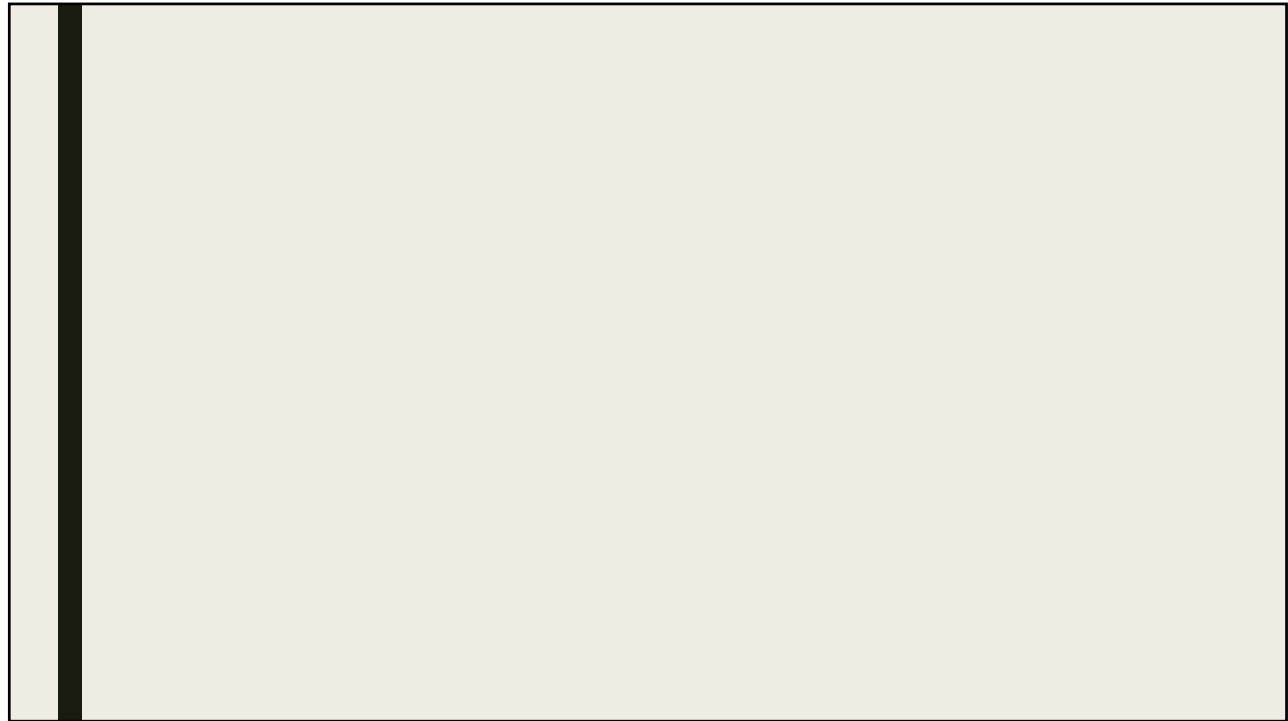
## Budget Process

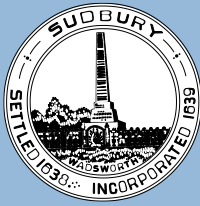
In accordance with the Town of Sudbury charter, along with corresponding by-laws, the Town Manager is responsible to annually prepare operating and capital budgets by January 31<sup>st</sup> for the Town as a whole. The following schedule has been established to comply with this requirement for the operating budget:

- The Town Manager, with the assistance of the Finance Director, will prepare a financial projection by November 1<sup>st</sup>. The goal is to have 3 years, but will include one year at a minimum.
- The Finance Director will provide budget guidance and supporting documents to all Town Departments by November 15<sup>th</sup>.
- On or prior to December 1<sup>st</sup> all departments will provide budget requests to the Finance Director.
- The Town Manager and Finance Director will meet with Department Heads individually to discuss budget requests. All meetings will be scheduled on or prior to December 15<sup>th</sup>.
- The Town Manager, with the assistance of the Finance Director, will compile budget requests and prepare a comprehensive Town budget by December 31<sup>st</sup>.
- The Town Manager, with the assistance of the Finance Director, will prepare the preliminary budget book and provide the document to the Board of Selectmen and Finance committee by January 31<sup>st</sup>.
- The Town Manager and Town Departments will participate in Finance Committee hearings. Deliberations as scheduled by the Finance Committee after submittal of the budget book.
- The Finance Committee shall, not later than March 31<sup>st</sup>, submit to the Selectmen their written report with their recommendations, including the amounts requested by those originating the above estimates (Town Manager's comprehensive budget). The Selectmen shall cause the Finance Committee's budget submittal including requested amounts, recommendations, and the Finance Committee's report of reasons for differences to be printed in the warrant for the Annual Town Meeting.
- Town Manager will present the final budget at the Annual Town Meeting (date to be determined) to request approval.

## What is missing: Capital Forecasting

- Our internal team is meeting this week to discuss draft changes to five year capital plan.
- Our goal is to address not only needs, but also potential funding sources and funding policies.
- We have an enormous need to invest in our assets.



**SUDBURY BOARD OF SELECTMEN**

Tuesday, October 24, 2017

**MISCELLANEOUS (UNTIMED)****7: CPC application request****REQUESTOR SECTION**

Date of request:

Requestor: Selectman Pat Brown

Formal Title: Discussion authorizing the Town Manager to apply to the Community Preservation Committee (CPC) for \$150,000 in community housing funds, to offer as a local contribution to the Coolidge at Sudbury (Phase 2) project.

Recommendations/Suggested Motion/Vote: Discussion authorizing the Town Manager to apply to the Community Preservation Committee (CPC) for \$150,000 in community housing funds, to offer as a local contribution to the Coolidge at Sudbury (Phase 2) project.

Background Information:  
from Pat Brown?

Financial impact expected:

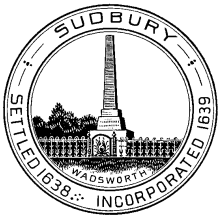
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM



# Town of Sudbury

*Sudbury Housing Trust*

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

<http://www.sudbury.ma.us>  
[Housing@sudbury.ma.us](mailto:Housing@sudbury.ma.us)

7.a

Date: January 28, 2016  
To: Planning Board, Board of Selectmen  
From: Sudbury Housing Trust  
CC: Jody Kablack, Melissa Murphy-Rodrigues  
RE: Sudbury Housing Production Plan

The Sudbury Housing Trust plans to sponsor the renewal of the Sudbury Housing Production Plan (HPP) this spring, and asks for the endorsement of the Planning Board and Board of Selectmen before starting. Both the Planning Board and the Selectmen are required to adopt the HPP plan, and should endorse the effort and provide overall leadership during its development. Sudbury's current HPP is valid until 7/13/2016.

**HPP Regulations:** Housing Production Plans, defined in 760 CMR 56.03 and administered by the Department of Housing and Community Development (DHCD), offer proactive strategies for planning and developing affordable housing. As defined, the HPP identifies the housing needs of a community and the goals and strategies it will use to identify and achieve the 10% threshold of the MGL Chapter 40B state mandate.

By taking a proactive approach in the adoption of a HPP, cities and towns are better able to achieve their affordable housing and community planning goals. HPPs also give communities that are under the 10% threshold of Chapter 40B, but are making steady progress in producing affordable housing on an annual basis, more control over comprehensive permit applications for a specified period of time.

More specifically, when a municipality has a *certified* HPP plan, the Zoning Board of Appeals may deny decisions on comprehensive permit applications as "consistent with local needs" under MGL Chapter 40B as a 'safe harbor'.

A HPP becomes certified only when the following 2 steps are completed: (1) an approved Housing Production Plan is on file at DHCD, **and** (2) a municipality approves the creation of affordable units equal to ½ of 1% of the total number of housing units (in Sudbury 30 units) for one-year certification, or 1.0% (60 units) for a two-year certification. For this purpose, units are created when a comprehensive permit approving the requisite number of housing units is approved, or the units are constructed. It is interesting to note that as of 11/25/15 Tyngsborough is the only HPP certified community in Massachusetts, though 120 communities have approved HPPs. Certification is only complete when units are created (approved or constructed).

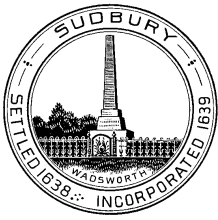
**Sudbury SHI 2016:** The Town's status relative to the 10% threshold is documented on the Subsidized Housing Inventory (SHI), also administered by DHCD. Sudbury has 5921 housing units counted on the 2010 Federal census, requiring 592 affordable units to be at 10%. Currently Sudbury has 358 affordable units, 6.05% in total, and 234 short of the 10% goal. The SHI 10% number changes at every decennial census.

**Sudbury SHI 2020:** Based on actual Building Dept. data for 2010-2015, and estimates for housing growth from 2016 – 2020 (40 units per year), Sudbury's total housing units will increase by 373 units in 2020, to 6294. This new total housing unit number for 2020 increases the SHI 10% number to 629, requiring 266 units to get to 10%. These numbers are estimates, which could be higher or lower, as described below. These projections do not take into account either of the potential pending 40B applications, however they do count 5 Home Preservation units added by the Housing Trust through this decade. Additional calculations of potential developments are shown below for illustration.

With one 250 unit project developed in the next few years (and 5 projected units through the Sudbury Housing Trust Home Preservation Program), Sudbury could attain 10%, but will be 41 units short in 2020 with the change in the total number of housing units. Adding two 250 unit projects will jump the SHI to 12.7% in 2020, and keep Sudbury at over 10% until 2030.

Attachment 7.a: Sudbury HPP - Project Introduction to BOS PB (2509 : CPC application request)





# Town of Sudbury

*Sudbury Housing Trust*

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

<http://www.sudbury.ma.us>  
[Housing@sudbury.ma.us](mailto:Housing@sudbury.ma.us)

7.a

**Sudbury's break even number to be at or above 10% past 2020 (until 2030) would be met with the creation of approximately 300 qualified affordable housing units.**

	1/1/16 2010 Census	2020 Census: +5 HP units	2020 Census: +250 rental units + 5 HP units	2020 Census: +500 rental units +5 HP units	2020 Census: +300 rental units
Total Housing Units	5921	6294 (+373 units total)	6544	6794	6594
10% Requirement	592	629	654	679	659
Affordable units (numerator)	358	363	613	863	663
Difference (+/- 10%)	-234	-266	-41	+184	+4
SHI%	6.05%	5.77%	9.37%	12.7%	10.05%

**HPP Renewal:** Sudbury has a Housing Production Plan that was approved by Department of Housing and Community Development on 7/14/11 and will expire on 7/13/16, after 5 years per the regulations. A renewal of the plan is required to maintain the approved plan status. With an approved plan, Sudbury has an opportunity to avail itself of the provisions and protections of a HPP as described above. Given the pending 40B applications that could be submitted in the next few months, it is prudent to be prepared with an updated HPP should one, or both developments, not proceed.

The HPP renewal process includes writing the plan, holding a public workshop, and finally adoption of the plan by the Planning Board and Board of Selectmen. There are three required components to the Housing Production Plan:

1. Needs Analysis – compilation of demographic data and housing information. Including affordability gaps, needs for age-restricted housing, family household population trends, and other pertinent information.
2. Goals – defined mix of housing desired, consistent with local and regional needs, including rental, homeownership, for families, individuals, persons with special needs, and seniors. The goals set out the numerical goal for annual housing production to reach 10%, with minimum annual production of 0.50% (30 units for Sudbury);
3. Implementation Strategies – Specific projects, sites, initiatives with dates and outcomes.

In order to maintain the approved status of the Sudbury HPP, and not have the plan expire, the HPP must be adopted and delivered to DHCD by April 1, 2016. The Trust plans to hold a public workshop on February 29, 2016, and then proceed to complete the plan and present to the Boards in March 2016.

The HPP effort requires dedicated resources to complete. The Department of Planning and Community Development will provide input and overall oversight, the RHSO will develop the Need Analysis section under its Sudbury allocation, and the Goals and Strategies sections will be prepared by Jennifer Goldson, a consultant to the Sudbury Housing Trust who assisted in the compilation of the HPP in 2011. Additionally Jennifer will lead the public workshop.

We request that you schedule time on your next agenda to discuss this topic, and vote to support moving forward to complete the Housing Production Plan update as described herein.

## DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CH40B SUBSIDIZED HOUSING INVENTORY

## Sudbury

DHCD ID #	Project Name	Address	Type	Total SHI Units	Affordability Expires	Built w/ Comp. Permit?	Subsidizing Agency
3073	Musketaquid Village	55 Hudson Rd.	Rental	64	Perp	No	DHCD
3074	n/a	Great Rd, Ford Road, Great Lake Dr, Oakwood Ave	Rental	8	Perp	YES	DHCD
3075	n/a	Greenwood Rd, Curry Lane, Beachwood Ave, Richard Ave	Rental	4	Perp	YES	DHCD
3076	n/a	Fairbanks Circle, 45&47 Meadow Rd./62&64 Pine St	Rental	12	Perp	Yes	DHCD
3077	Longfellow Glen	655 Boston Post Road	Rental	120	2071	Yes	DHCD MassHousing
3078	Orchard Hill at Sudbury	761 Boston Post Road	Rental	45	2049	Yes	MassHousing
3079	Landham Road	Landham Road	Rental	3	Perp	YES	DHCD
4015	Carriage Lane	717-729 Boston Post Road	Ownership	4	Perp	Yes	MassHousing
4473	DDS Group Homes	Confidential		0	N/A	No	DDS
7874	Sudbury Meadows	534 North Rd	Ownership	2	Perp	YES	MassHousing
8839	Villages at Old County Road	6 Old County Rd	Ownership	10	Perp	YES	MassHousing
8841	Longfellow Rd	Longfellow Rd	Ownership	1	Perp	NO	DHCD
8982	The Residences at Sudbury Commons	29 Hudson Road	Ownership	0	Perp	YES	MassHousing
8983	Sudbury Villages	275, 289, 295, 303 Boston Post Road	Ownership	0	Perp	YES	MassHousing
9000	Habitat for Humanity--Dutton Road	Dutton Road, Pratts Mill	Ownership	2	Perp	YES	DHCD
9001	Maplewood Ave	Maplewood Ave	Ownership	1	Perp	NO	DHCD

9/15/2016

Sudbury  
Page 1 of 2

This data is derived from information provided to the Department of Housing and Community Development (DHCD) by individual communities and is subject to change as new information is obtained and use restrictions expire.

Attachment 7.b: Sudbury-SHI-11.17.16 (2509 : CPC application request)

## DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CH40B SUBSIDIZED HOUSING INVENTORY

## Sudbury

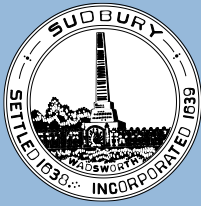
DHCD ID #	Project Name	Address	Type	Total SHI Units	Affordability Expires	Built w/ Comp. Permit?	Subsidizing Agency
9236	Howell Rd	Howell Rd	Ownership	1	Perp	NO	DHCD
9279	Oakwood Ave	Oakwood Ave	Ownership	1	Perp	NO	DHCD
9298	Maynard Road	Maynard Road	Ownership	3	Perp	YES	MassHousing
9352	The Coolidge at Sudbury	189 Boston Post Road	Rental	64	Perp	YES	DHCD
9366	Pinewood Avenue	Pinewood Avenue	Ownership	1	Perp	NO	DHCD
9508	Landham Crossing	192 Boston Post Road	Ownership	8	Perp	YES	MassHousing
9527	Johnson Farm	189 Landham Road	Rental	0	Perp	YES	MassHousing
9657	Eddy Street	Eddy Street	Ownership	1	Perp	NO	DHCD
9682	Willis Lake Drive	Willis Lake Drive	Rental	1	Perp	NO	DHCD
9773	Pratts Mill Road	Pratts Mill Road	Ownership	1	Perp	NO	DHCD
9885	Robbins Road	Robbins Road	Ownership	1	perp	NO	DHCD
9952	Avalon Sudbury	526-528 Boston Post Road	Rental	250	Perp	YES	Mass Housing Partnership
Sudbury Totals				608	Census 2010 Year Round Housing Units		5,921
					Percent Subsidized		10.27%

9/15/2016

This data is derived from information provided to the Department of Housing and Community Development (DHCD) by individual communities and is subject to change as new information is obtained and use restrictions expire.

Sudbury  
Page 2 of 2

Attachment 7.b: Sudbury-SHI-11.17.16 (2509 : CPC application request)



SUDBURY BOARD OF SELECTMEN  
Tuesday, October 24, 2017

8

**MISCELLANEOUS (UNTIMED)**  
**8: Draft BOS meeting schedule 2018**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion and possible vote to approve draft 2018 BOS meeting schedule

Recommendations/Suggested Motion/Vote: Discussion and possible vote to approve draft 2018 BOS meeting schedule

Background Information:  
attached draft schedule

Financial impact expected:

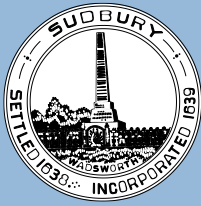
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM



## SUDBURY BOARD OF SELECTMEN

Tuesday, October 24, 2017

9

### MISCELLANEOUS (UNTIMED)

#### 9: SFPCCF mission statement

##### REQUESTOR SECTION

Date of request:

Requestor: Selectman Dan Carty

Formal Title: Discussion and possible vote to amend Strategic Financial Planning Committee for Capital Funding mission statement to add two members from Community Preservation Committee (CPC).

Recommendations/Suggested Motion/Vote: Discussion and possible vote to amend the Strategic Financial Planning Committee for Capital Funding mission statement to add two members from the Community Preservation Committee (CPC).

Background Information:  
attached current version of mission statement

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
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM





**Strategic Financial Planning Committee for Capital Funding  
Town of Sudbury  
Voted to establish October 1, 2013 by the Sudbury Board of Selectmen  
Amended May 20, 2014  
Amended October 14, 2014  
Amended July 28, 2015**

### **Mission Statement**

The Board of Selectmen is creating this committee to annually generate, evaluate and recommend financing strategies both short and long term, in connection with the Town's Capital Improvement Planning (CIP) for the capital needs of the Town, the Sudbury Public Schools and Lincoln-Sudbury Regional High School so as to protect the Town's investment in its capital assets. The capital projects to be considered by this committee will be those submitted to the CIAC, but could also include projects brought forth by the Town, L-S or SPS even if they have not been submitted to the CIAC yet. The committee shall work to create and submit to the Selectmen a report that the Board, Finance Committee, Capital Improvement Advisory Committee and staff can use for considering the financing of the projects that have been submitted.

### **Membership**

Members of *Strategic Financial Planning Committee for Capital Funding* shall be appointed by the Selectmen according to the following list. All appointments shall expire on June 30, 2016, but may be extended by the Board of Selectmen.

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

The Committee shall elect a Chair and a Clerk from among its members. They may also elect a Vice-Chair to act as Chair in the absence of the Chair. The Chair will run meetings, be the designated communications link with the Town Manager or other Town staff, and schedule committee meetings. The Clerk shall insure that full minutes and a list of members in attendance are kept of each meeting and promptly submitted to the Committee for approval, filing with the Town Clerk, and posting to the Town's website.

## Staffing Assistance

The Sudbury Finance Director/Treasurer-Collector shall be available to assist with the work of this committee.

## Tasks

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

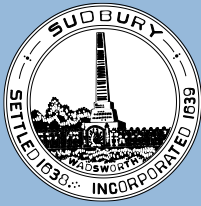
The Committee shall develop and submit to the Board of Selectmen prior to June 1, 2015 a report on the effectiveness of the committee in accomplishing the tasks set forth for the committee and a recommendation on the question of continuing this committee beyond June 30, 2015.

## Compliance with State and Local Laws and Town Policies

The Strategic Financial Planning Committee for Capital Funding is responsible for conducting its activities in a manner which is in compliance with all relevant state and local laws and regulations including but not limited to the Open Meeting Law, Public Records Law, and Conflict of Interest Law, as well as all Town policies which affect committee membership. In particular, all appointments are subject to the following:

- The Code of Conduct for Selectmen Appointed Committee. A resident or employee who accepts appointment to a Town committee by the Board of Selectmen agrees that he/she will follow this code of conduct.
- The Town's Email Communication for Committee Members Policy. Anyone appointed to serve on a Town committee by the Board of Selectmen agrees that he/she will use email communication in strict compliance with the Town of Sudbury's email policy, and further understands that any use of email communication outside of this policy can be considered grounds for removal from the committee by the Selectmen.
- Use of the Town's Website. The Committee will keep minutes of all meetings and post them on the Town's website. The committee will post notice of meetings on the Town's website as well as at the Town Clerk's Office.





## SUDBURY BOARD OF SELECTMEN

Tuesday, October 24, 2017

**MISCELLANEOUS (UNTIMED)****10: BOS newsletter**REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Review Selectmen's newsletter

Recommendations/Suggested Motion/Vote: Review Selectmen's newsletter

Background Information:

Financial impact expected:

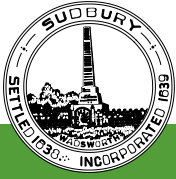
Approximate agenda time requested:

Representative(s) expected to attend meeting:

## Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM



# BOARD OF SELECTMEN NEWSLETTER

TOWN OF SUDBURY

## THE NEW MASSACHUSETTS MARIJUANA LAW

By Vice-Chairman Len Simon

Last November the voters of Massachusetts legalized the use, growing and possession of marijuana by adults for non-medical purposes, that is recreational use. Although the ballot question was approved by a majority of voters statewide, 52% to 45% (3% blank) it was rejected by Sudbury voters, 5518 voting 'No' and 5219 voting 'Yes'.

In July 2017 the legislature enacted a law that made several significant changes to the law approved by voters statewide last November. These changes for municipalities were in the areas of the licensing process, an optional local tax surcharge, and local restrictions or prohibitions that might be considered. The state's 2012 law regarding use of marijuana for humanitarian medical uses will be incorporated in the newly adopted marijuana act.

The new law provides for a 5 member Cannabis Control Commission, whose members were appointed in September

2017, to be assisted by a 25 member Cannabis Advisory Board. Together they will have the authority to adopt regulations and issue licenses for the commercial production and sale of marijuana. The new regulations are to be issued by March 15, 2018. By April 2018 the Cannabis Control Commission (CCC) can accept applications for recreational marijuana licenses. Any license application must conform to local zoning bylaws in effect as of the time of application. If Sudbury has a bylaw in effect at the time of license application, it must so inform the CCC.

Currently, Sudbury has no marijuana bylaw in effect and the regulations have not yet been issued by the CCC. There are important policy and planning issues to be considered regarding production and sale of marijuana in town. Sudbury can follow the lead of other communities and enact a zoning moratorium which

would impose a temporary limit on the ability of an applicant to locate a recreational marijuana establishment in Sudbury. Such a moratorium, if enacted, could extend to at least December 31, 2018. This would provide the town with the opportunity to review the as yet unpublished regulations and to consider a prohibition, or other limitations, on a marijuana establishment.

### Contents

The New Massachusetts Marijuana Law .....	1
Update on Fairbank Community Center Project .....	2
Sudbury and Transportation Needs.....	3
Eversource Sudbury To hudson Transmission Reliability Project Update .....	5
Understanding Sudbury's CPA Finances .....	6

Marijuana sales will carry a state sales tax of 6.25% and an excise tax of 10.75%, for a total of 17% in state taxes. Individual communities will be permitted to add an additional local tax of up to 3%, bringing the total tax to as high as 20%.

Restrictions on the personal use of recreational marijuana:

- The minimum age to purchase marijuana products is 21 years.
- Personal possession, up to 2 ounces.
- Cultivation of up to 6 marijuana plants per person in a primary residence, with maximum of 12 plants.
- A person may give away or transfer up to one ounce of marijuana, or 5 grams of

- concentrate, to another person 21 or older, provided such transfer is not advertised or promoted to the public.
- Cultivation and processing of



**Marijuana plant**

- marijuana plants may not be visible from a public place.
- Marijuana or marijuana products over 1 ounce within a

residence must be secured by a lock.

- Smoking marijuana in a public place carries the same limitations as tobacco.

- Open containers of marijuana in a motor vehicle are prohibited.

Proving a person is 'driving under the influence' (DUI) may be difficult because no field sobriety test for marijuana has been established. Also, no laboratory test exists to determine a legal limit for 'driving under'.

The Board of Selectmen will use the Town Forum in March 2018 to further discuss, educate, and answer questions about the new marijuana law.

## UPDATE ON FAIRBANK COMMUNITY CENTER PROJECT

*We Need to Hear From You!*

By Selectman Pat Brown

The goal of this project is to present Annual Town Meeting in May of 2018 with a concept for the Fairbank Community Center which we can support as a town. Only when we have a clear concept of what we want to create can we request funds for detailed design to bring that concept to fruition.

Following the Annual Town Forum in January of 2017, Town Staff worked diligently to recommend a design for the

Fairbank Community Center. The report :

<https://sudbury.ma.us/boardofselectmen/2017/04/25/fairbank-community-center-internal-working-group-report/>

recommends renovating the existing space, reassigning the space currently occupied by the Sudbury Public Schools Administration to accommodate some of the requirements of both the Senior Center and Park & Recreation programs, and

adding a new addition to the Community Center.

Additionally, the Fairbank Study Task Force requested further study to understand the level of capital and of operating expense required by the renovated community center, and the level of compensating revenue we could realistically expect given the competitive environment. The Task Force approved an RFP to hire a consultant to provide these

services, and the Town Manager appointed an executive team composed of town staff and members of the Task Force to evaluate the responses to that RFP. The Town has engaged PROs Consulting to build a shared vision within the Task Force and the community of what the Fairbank Community Center should provide while remaining realistic about the costs, both capital and operating, that we can undertake. Previous studies we have conducted for this project provide a basis for their work. The team from PROs came to Sudbury for an initial visit

several days during the week of October 2 to visit the building and to interview town staff and various user communities - including meeting with the Fairbank Study Task Force on October 4 - to be sure they understand our priorities and our expectations.

The observation that resonates with me is, "The project is only feasible if we can agree to build it." The Task Force is attempting to come to consensus on that project: a community center that serves our needs efficiently and economically. Help us envision it.

As one next step, the consultant will develop a community survey sometime in the next several weeks to be offered both on-line and also in hard-copy in various locations throughout town. We'll announce it as postings on the town website, the town Facebook page, in the Senior Center, the Goodnow Library, and various town buildings. When we do, please take a few minutes to fill out the survey, and please spread the word! The more people who weigh in, the more useful the survey will be.

Thank you.

## SUDBURY AND TRANSPORTATION NEEDS

By Selectman Dan Carty

In the U.S., more than 1 in 7 Americans are "senior" (ages 65 or older). But in Sudbury, seniors account for slightly more than 1 in 5 residents. Between the 2010 census and today, the town's overall population grew by 5%, yet residents 60 years and older jumped by more than six times that, and such growth is expected to continue. In fact, researchers at the Center for Social and Demographic Research on Aging (CSDRA, part of the UMass McCormack graduate school) predict that by the year 2030 – 13 short years away – Sudbury residents 60 years and up will likely account for 35% of the town population. Planning has begun, starting with

the Council on Aging (COA) and now involving other town leaders and departments that are involved and will be impacted.

The COA has known for some time that transportation is a crucial need for residents of all ages in Sudbury but particularly for seniors. As age increases, the desire and/or ability to drive often decreases; without transportation options, seniors face isolation and other challenges. Isolation, in fact, is so serious that the AARP Foundation termed it a health epidemic: the risks of prolonged isolation on mental and physical well-being are equivalent to smoking 15 cigarettes a day.

In 2014, a MetroWest Regional Coordinating Council survey identified Sudbury as one of the top area communities with "unmet transportation needs" of seniors and those with disabilities. The most frequently cited "transportation challenges" were lack of night service, lack of weekend service, and few or no services available. A recent survey conducted by the Sudbury Senior Center provided similar results – without transportation, residents fear isolation and are concerned about loss of autonomy.

Sudbury has no public transportation and no ready access to commuter rail and "The Ride." The MetroWest Regional

Transit Authority (MWRTA) supports two Council on Aging vans that operate between 8:30 a.m. and 4 p.m. on weekdays and are managed by the Senior Center. However, these vans can barely keep up with current demand, let alone that which is expected to grow.

How is the town addressing these challenges?

Recently, the Board of Selectmen authorized the Town Manager to join CrossTown Connect (CTC), a regional transit association that operates in Concord, Acton, Maynard, Stow, Boxborough, Littleton, and Westford. We allocated \$15,000 of the COA earmarked National Development mitigation funds for a one-year CTC pilot program. The goal is to expand services for employment, child care, social services (work hours, weekdays); to provide weekday short-notice, accessible options for unscheduled needs of any resident without available transportation; and to offer evening (until 8 PM) accessible service, for seniors, disabled, and families without transportation,

who would like to socialize, attend town cultural and other activities, or run errands. The Senior Center has just leased a third van from the MWRTA and is exploring, with CTC, ways to offer such services as soon as possible.

The prior services are made possible because the Senior Center has also secured a Title III-B grant to extend its van services, with a fixed-route shuttle two days/week along Route 20 from the MWRTA fixed route bus terminus at Wayside Country Store to Wayland Town Center. There will be two morning and afternoon route diversions to pick up and drop off residents in north, mid and south Sudbury. On Mondays riders will have the opportunity to go to Emerson Medical on Baker Avenue or Emerson Hospital; on Wednesdays riders will be able to shop and do errands along Route 20. Residents 55 years and older, or with disabilities, will receive first priority for seats on the 12-person shuttle. We expect a late fall start.

Another initiative is regional exploration of short-notice

transportation (possibly using existing taxi companies) to fill in the options offered by current van services. Because of our membership in CTC, we are able to take advantage of other communities' services as well as design Sudbury and multi-town options.

Finally, thanks to a \$15,000 grant from the Sudbury Foundation, \$10,000 from Friends of Sudbury Seniors, and a matching \$10,000 from the town, a Livable Sudbury assessment will be conducted by the UMass-Boston Center for Social and Demographic Research on Aging. Public forums to present initial demographic findings to the community and to explore the strengths, weaknesses, and suggestions with respect to the livability of Sudbury are planned for November 8th, both during the day and in the evening. More details will be announced in the near future.

[Special thanks to Alice Sapienza, Council on Aging]

# CrossTownConnect



Your Community, Your Transportation, Your Way

## EVERSOURCE SUDBURY TO HUDSON TRANSMISSION RELIABILITY PROJECT UPDATE

By Selectman Susan Iuliano

Eversource has proposed building a high-voltage transmission line running from the Sudbury Eversource Substation to the Hudson Light & Power Substation. Seeking required state approvals, Eversource has filed a Petition with the Energy Facilities Siting Board (EFSB) and related requests with the Department of Public Utilities. Eversource also has filed an Environmental Notification Form for the project proposal with the state under the Massachusetts Environmental Protection Act (MEPA). The EFSB Petition proposes a Preferred Project of an underground transmission line along an unused rail line owned by the MBTA (the right-of-way or ROW), a Noticed Variation project of overhead lines on the MBTA ROW, and a Noticed Alternative project buried under the streets of Sudbury.

The Town of Sudbury, seeking to prevent the harms to our community that would result from the proposed project, sought and was granted Intervenor status to act as a party in the EFSB proceedings. The Selectmen

and Town staff have been working diligently with Special Counsel to prepare testimony and to pursue various legal motions, including efforts to compel Eversource to provide proof of its claims (among others) that this project is necessary, that its construction cost estimates are reasonable, and that it will not harm protected natural resources and habitats, our drinking water supply, and our residents.

The tight schedule imposed by the EFSB has required concentrated efforts to prepare our case. We have hired several expert witnesses and have filed pre-hearing testimony on critical matters including the asserted reliability needs, the environmental impacts, and construction challenges. Three weeks of hearings on this matter will commence on October 31. We will have the opportunity to challenge Eversource witnesses and to present evidence.

The Town also has filed a Complaint in Land Court, asserting that the MBTA did not have the authority to enter into

a lease option agreement allowing Eversource to use the ROW for a transmission line. Under the prior public use doctrine, public land acquired for a particular public use may not be diverted to another inconsistent use without explicit legislation authorizing the diverted use. The MBTA acquired the ROW, some of it by eminent domain, for transportation purposes, and not for the unrelated use of a transmission line. Further, the Town has moved to stay the EFSB proceedings until the Land Court matter has been resolved, because Eversource must establish site control as part of the EFSB process.

Finally, the Town has submitted comments in the MEPA process in an effort to avoid or mitigate damage to our environment.

Fighting this battle on multiple fronts is costly. The Selectmen appreciate the town's support for additional funding for this litigation at our October 16 Special Town Meeting, especially as we enter this critical phase of the proceedings. Our investment now is aimed at protecting our



resources to benefit many generations of Sudbury residents in the future.

Click here for the latest [Eversource](#) updates.

## UNDERSTANDING SUDBURY'S CPA FINANCES

By Selectman Pat Brown

The Community Preservation Act (CPA) allows communities to create a local community preservation fund for open space protection, historic preservation, affordable housing and outdoor recreation. Community preservation funds are raised locally by imposing a surcharge of not more than 3% of the tax levy against real property and matched by the state. The fund must be spent for the approved purposes, and cannot be used for other municipal or school expenses. Sudbury adopted the CPA with a 3% local surcharge in 2002.

Here's the Sudbury CPA budget for FY18 from the Annual Town Meeting Warrant for 2017, page "FC-40" in the Finance Committee Report. What does it mean?

Looking at Revenues, "CPA Surcharge & Fees" is primarily the 3% local property tax surcharge ("local receipts"), "Intergovernmental" is the state match and "Investment Income" is whatever return is realized on the current fund balance.

The state match is distributed from the CPA Trust Fund every fall. It matches the

previous year's local receipts at a rate determined by the Massachusetts Department of Revenue (DOR). The \$534,729 for Intergovernmental receipts for FY16 is based upon the local receipts of \$1,668,643 for FY15 (ending June 30, 2015) and the state match of 32%. The state match has declined as more communities adopt the CPA and trust fund revenues have not kept pace. DOR has estimated a 15% "first

round" match of the FY17 local receipts this fall. Sudbury's match, given our 3% surcharge, is slightly higher.

This fall when the Community Preservation Committee (CPC) estimates its reserves prior to 2018 Annual Town Meeting, it includes the certified local receipts for "last year" (FY17) and the state match for those receipts.

The major expense is debt service (principal and interest)

Warrant for the 2017 Sudbury Annual Town Meeting, page FC-40

[https://sudbury.ma.us/townmeeting/2017/04/27/2017-annual-town-meetingspecial-town-election-warrant/tam-site-warrant-4-6-17\\_final/](https://sudbury.ma.us/townmeeting/2017/04/27/2017-annual-town-meetingspecial-town-election-warrant/tam-site-warrant-4-6-17_final/)

**FY18 CPA FUNDS BUDGET**

The CPC has submitted several articles for consideration, only some of which have been approved by the Finance Committee as of the printing of this document. However, a complete budget for FY18 has been provided below.

	FY16 Actual	FY17 Appropriated	FY18 Recommended
<b>CPA FUNDS \$2014 &amp; #3400</b>			
Beginning Fund Balance	5,134,450	5,423,002	5,200,204
Revenues			
CPA Surcharge & Fees	1,756,562	1,700,000	1,800,000
Intergovernmental	534,729	305,000	305,000
Investment Income	27,465	20,000	20,000
<b>Total Revenues</b>	<b>2,318,757</b>	<b>2,025,000</b>	<b>2,125,000</b>
Expenditures			
Major Land Purchases			
Debt Service	1,279,739	1,266,198	1,229,779
Administrative	64,167	90,000	87,500
Other	483,209	690,000	920,975
<b>Total Expenditures</b>	<b>1,827,115</b>	<b>2,046,198</b>	<b>2,238,254</b>
Excess / (Deficiency)	491,642	(20,198)	(112,254)
Transfers In/Out	(202,600)	(202,600)	(212,600)
<b>Ending CPA Operating Fund Balance</b>	<b>5,423,002</b>	<b>5,200,204</b>	<b>4,875,350</b>

	FY16 Actual	FY17 Recommended	FY18 Recommended
<b>ENDING FUNDS BALANCE</b>			
Projects (in-use)	790,623	1,600,000	1,447,556
Unassigned	4,632,379	3,533,443	3,427,794
	<b>5,423,002</b>	<b>5,200,204</b>	<b>4,875,350</b>

FC-40



on previous land purchases. CPC Administrative Funds may be used to characterize proposed CPA projects (property appraisal, for example). The mysterious "Other" category is the cost of the CPA projects approved by Town Meeting. Truly. For the FY18 Recommended budget, the \$920,975 "Other" is the total cost of all the CPA items presented at 2017 Annual Town Meeting: \$70,975 for Haskell playground resurfacing (Article 28), \$220,000 for Featherland Court reconstruction (Article 29), \$600,000 for the Town Hall reconstruction design (Article 31) and \$30,000 for the Regional Housing Services Office (Article 32).

At 2017 Annual Town Meeting, Article 28 was Indefinitely Postponed. All other CPA articles were approved. Therefore, the FY18 deficiency is \$70,975 smaller: that is, the deficiency really is \$41,300 rather than the \$112,254 shown.

Total Revenues minus Total Expenditures should yield the amount to be returned to the total CPA reserves. However, the \$212,600 "Transfer Out" is the CPA funds Town Meeting appropriated for the support of affordable housing by the Sudbury Housing Authority (Article 33). The odd "Transfer Out" item is an artifact of

Sudbury's accounting software.

In summary, Town Meeting has appropriated all of CPC's FY18 revenues, and \$41,300 of reserves. The state match continues to decline. CPC is committed to prudent management of our funds.

#### **BOB HAARDE – FIRE STATION #2**

At the October 16 Town Meeting, Sudbury Legislators in attendance voted by well more than two-thirds to support a new Fire Station 2.

Station 2 was built in 1961 and creates challenges for modern firefighting. The primary need for updating this fire station is that it simply does not fit current fire trucks, which are longer, wider and taller. The bays are too narrow for today's firefighting and ambulance vehicles, and create difficult paths for firefighters and vehicles to maneuver. Firefighters are on duty 24 hours a day for multiple day shifts and the current station does not support the housing of firefighters of both genders.

The new station is estimated to cost \$7,100,000. The average tax payer will pay \$100 per year for twenty years.

Over the past 25 years, Sudbury has grown in population and development. Emergency calls have increased

significantly and the Fire Department has added additional personnel, vehicles and equipment to handle those calls. With the new developments proposed, the Fire Department estimates an additional 348 calls per year, a 15 percent increase. Even before those developments, the Fire Department was unable to provide ambulance transports and needed mutual aid from neighboring communities 95 times in Fiscal Year 2016. This meant that 95 people had to wait for ambulances to arrive from another community.

Through the negotiations with the Raytheon developer, National Development, the Town received land, design funds and an agreement for the developer to treat all the station's stormwater and wastewater in perpetuity. The Town negotiated \$80,000 for design fees for the station. The Town negotiated many other benefits for the community, including funds for school technology, fields, seniors and public safety. The public safety funds were used to purchase police radios and toward the purchase of a ladder truck.

The election for the ballot question for Fire Station 2 will be held on December 11, 2017.

## SELECTMEN'S OFFICE HOURS

TUESDAY, OCTOBER 31, 2017

9AM – 10AM

FLYNN BUILDING (278 OLD SUDBURY RD), SILVA ROOM



*CHAIRMAN HAARDE and SELECTMAN BROWN will be available to discuss topics of interest and hear from residents any questions, concerns or ideas they may have about town topics.*



## SUDBURY BOARD OF SELECTMEN

Tuesday, October 24, 2017

11

### MISCELLANEOUS (UNTIMED)

#### 11: Discussion on Superintendent Unification

##### REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion on potential Superintendent unification

Recommendations/Suggested Motion/Vote: Discussion on potential Superintendent unification

Background Information:

Financial impact expected:

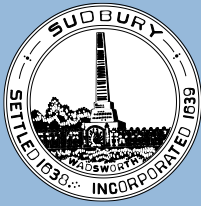
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM



## 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:

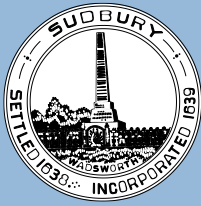
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM



## SUDBURY BOARD OF SELECTMEN

Tuesday, October 24, 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:

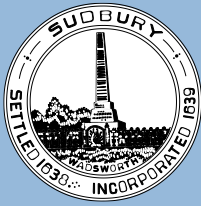
Approximate agenda time requested:

Representative(s) expected to attend meeting:

##### Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM



## SUDBURY BOARD OF SELECTMEN

Tuesday, October 24, 2017

**CONSENT CALENDAR ITEM****14: Approve Minutes**REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to approve the regular session minutes of 9/26/17.

Recommendations/Suggested Motion/Vote: Vote to approve the regular session minutes of 9/26/17.

Background Information:  
attached draft (with Pat Brown's edits)

Financial impact expected:

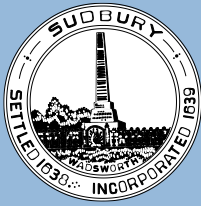
Approximate agenda time requested:

Representative(s) expected to attend meeting:

## Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM



## SUDBURY BOARD OF SELECTMEN

Tuesday, October 24, 2017

**CONSENT CALENDAR ITEM****15: SMILE Mass Gobble Wobble 2017****REQUESTOR SECTION**

Date of request: October 10, 2017

Requestor: Susan Brown, SMILE Mass

Formal Title: Vote to Grant a Special Permit to SMILE Mass, to Hold the “Gobble Wobble for SMILE MASS” on Saturday November 18, 2017, from 9:00 A.M. through approximately 12:00 P.M., subject to Police Department safety requirements, Proof of Insurance Coverage and the assurance that any litter will be removed at the race’s conclusion.

Recommendations/Suggested Motion/Vote: Vote to Grant a Special Permit to SMILE Mass, to Hold the “Gobble Wobble for SMILE MASS” on Saturday November 18, 2017, from 9:00 A.M. through approximately 12:00 P.M., subject to Police Department safety requirements, Proof of Insurance Coverage and the assurance that any litter will be removed at the race’s conclusion.

Background Information:

Financial impact expected:N/A

Approximate agenda time requested:

Representative(s) expected to attend meeting:

## Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Leila S. Frank	Pending
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM





# TOWN OF SUDBURY

Office of Selectmen  
www.sudbury.ma.us

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

Email: [BOSSadmin@sudbury.ma.us](mailto:BOSSadmin@sudbury.ma.us)

## APPLICATION FOR A CHARITABLE WALK/RELAY PERMIT ON A PUBLIC WAY

Written permission to conduct a fundraising walk or relay race in any public street, public sidewalk or public way within the Town must be obtained from the Board of Selectmen prior to the event. The Chief of Police will determine the appropriate public safety requirements for this event and the cost of such special duty officers, if any required, will be borne by the applicant. The Town of Sudbury requires a Certificate of Insurance of no less than \$1,000,000, naming the Town as an additional insured. All cleanup from the event will be completed by the applicant within 8 hours after the stated ending time or applicant will be billed for the Town's cost to clean up. Application processing can take up to four weeks as approval from the Police, Building and Park & Recreation departments may be required prior to Board of Selectmen approval. Processing begins after all required materials are received, so please plan accordingly.

Organization Name SMILE Mass  
Event Name 6th annual Gobble Wobble Road Race  
Organization Address 66 Dudley Road  
Name of contact person in charge Susan Brown/Lotte Diomedede  
Telephone Number [REDACTED]  
Email address [REDACTED]  
Date of event 11/18/17 Rain Date N/A  
Starting time 9:00 Ending time noon  
Route of the race/relay and portion of the road requested to be used (please indicate on map and attach to this application) attached  
Anticipated number of participants 250  
Assembly area (enclose written permission of owner if private property to be used for assembly) Curtis Middle School  
Organization that proceeds will go to SMILE Mass  
Any other important information our insurance renews in October, will get to you in early November

*The undersigned applicant agrees that the applicant and event participants will conform to applicable laws, by-laws and regulations as well as any special requirement that may be made as a condition of the granting of permission pursuant to this application. I/we agree to hold the Town of Sudbury harmless from any and all liability and will defend the Town of Sudbury in connection therewith.*

Signature of Applicant

[Signature]

Date 9/27/17



## TOWN OF SUDBURY

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

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

Email: [BOSSadmin@sudbury.ma.us](mailto:BOSSadmin@sudbury.ma.us)

### CONTINUED: APPLICATION FOR A CHARITABLE WALK/RELAY PERMIT...

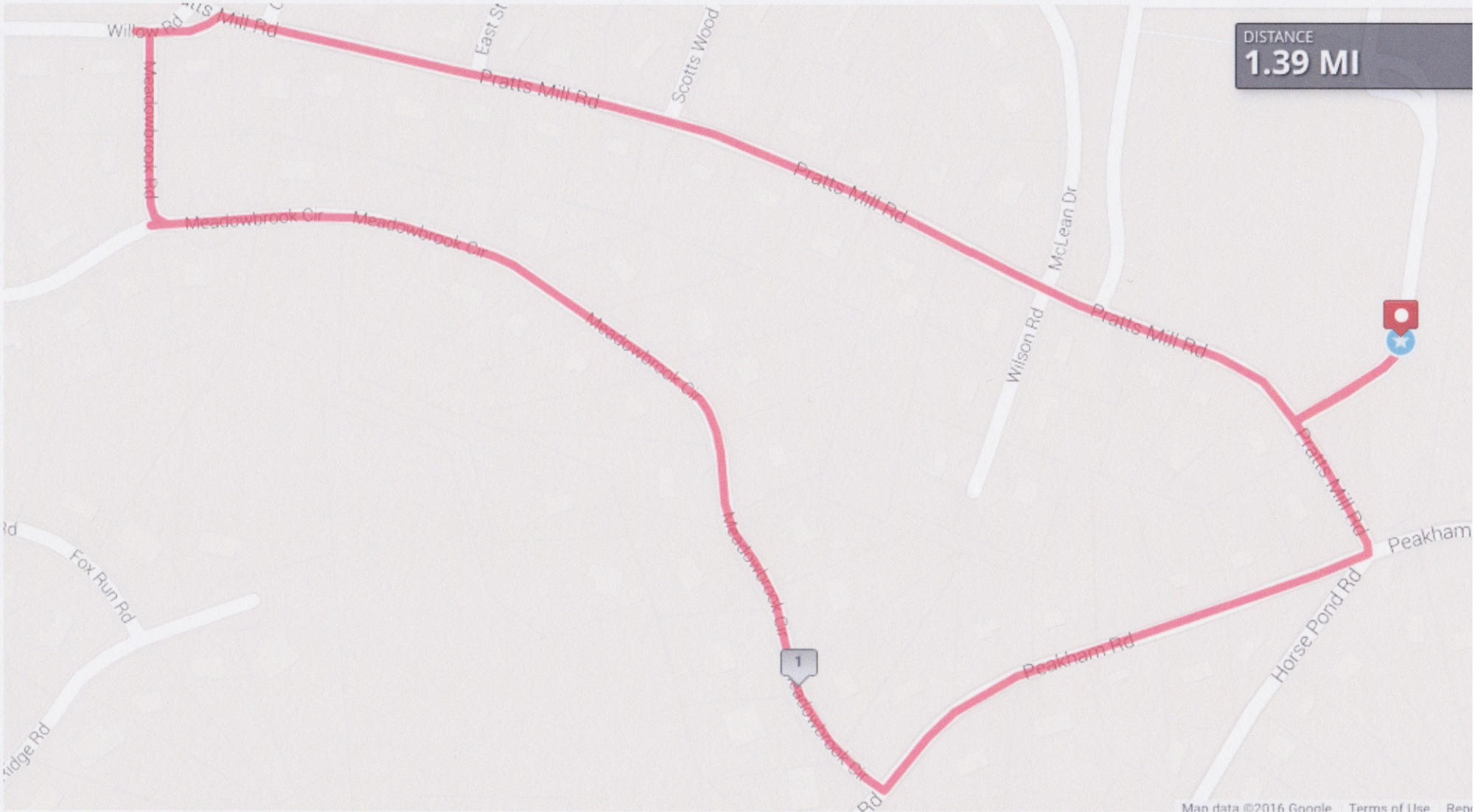
#### Application Checklist:

- ☒ Application Form
- ☒ Map of Route
- ☐ Evidence of Certificate of Insurance (please see details above) *will provide in Nov. early*  
*our insurance renews in October*

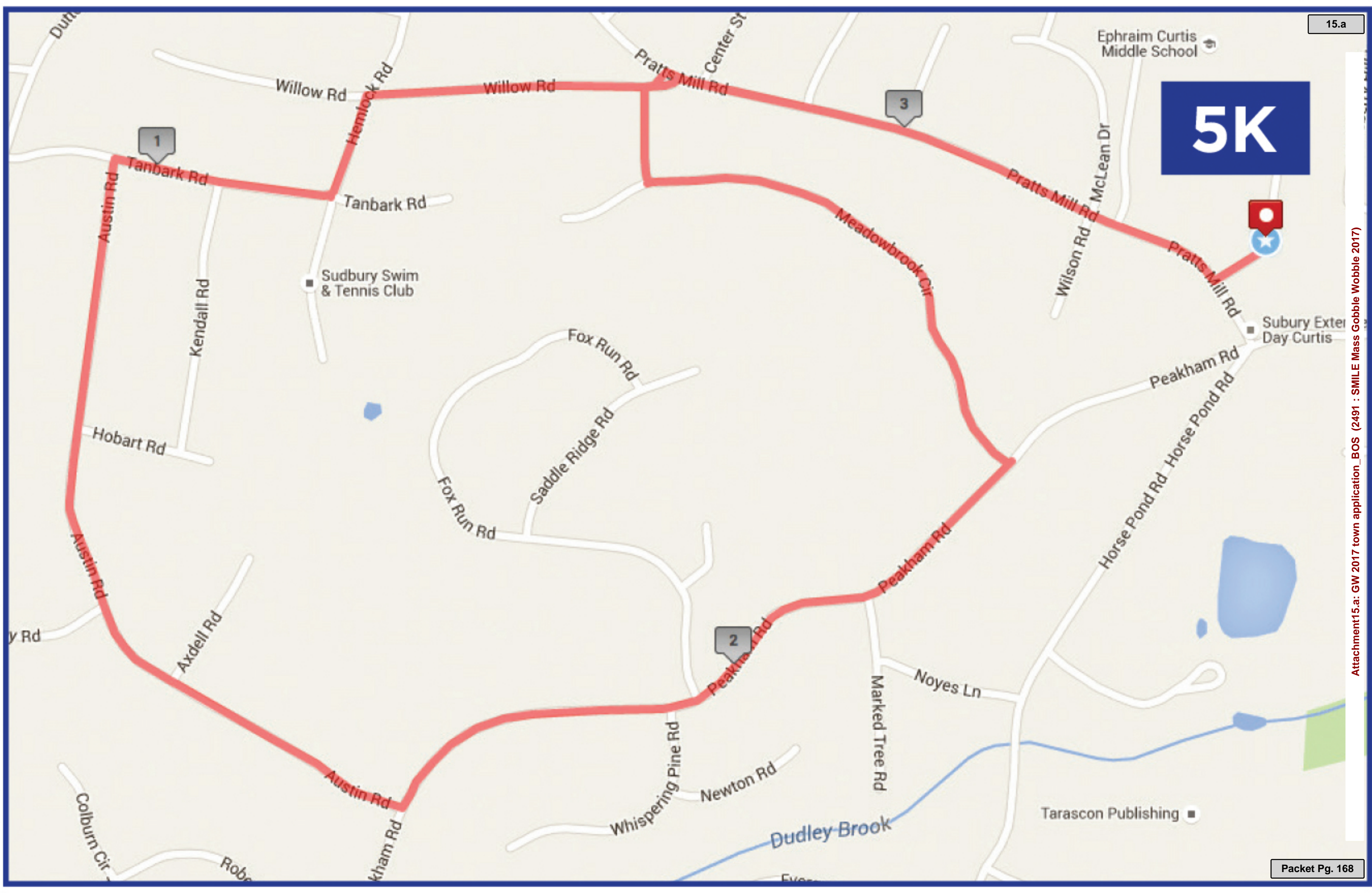
Please submit completed application and materials to:

Board of Selectmen  
 278 Old Sudbury Rd.  
 Sudbury, MA 01776  
 Fax: 978-443-0756  
 Email: [BOSSadmin@sudbury.ma.us](mailto:BOSSadmin@sudbury.ma.us)



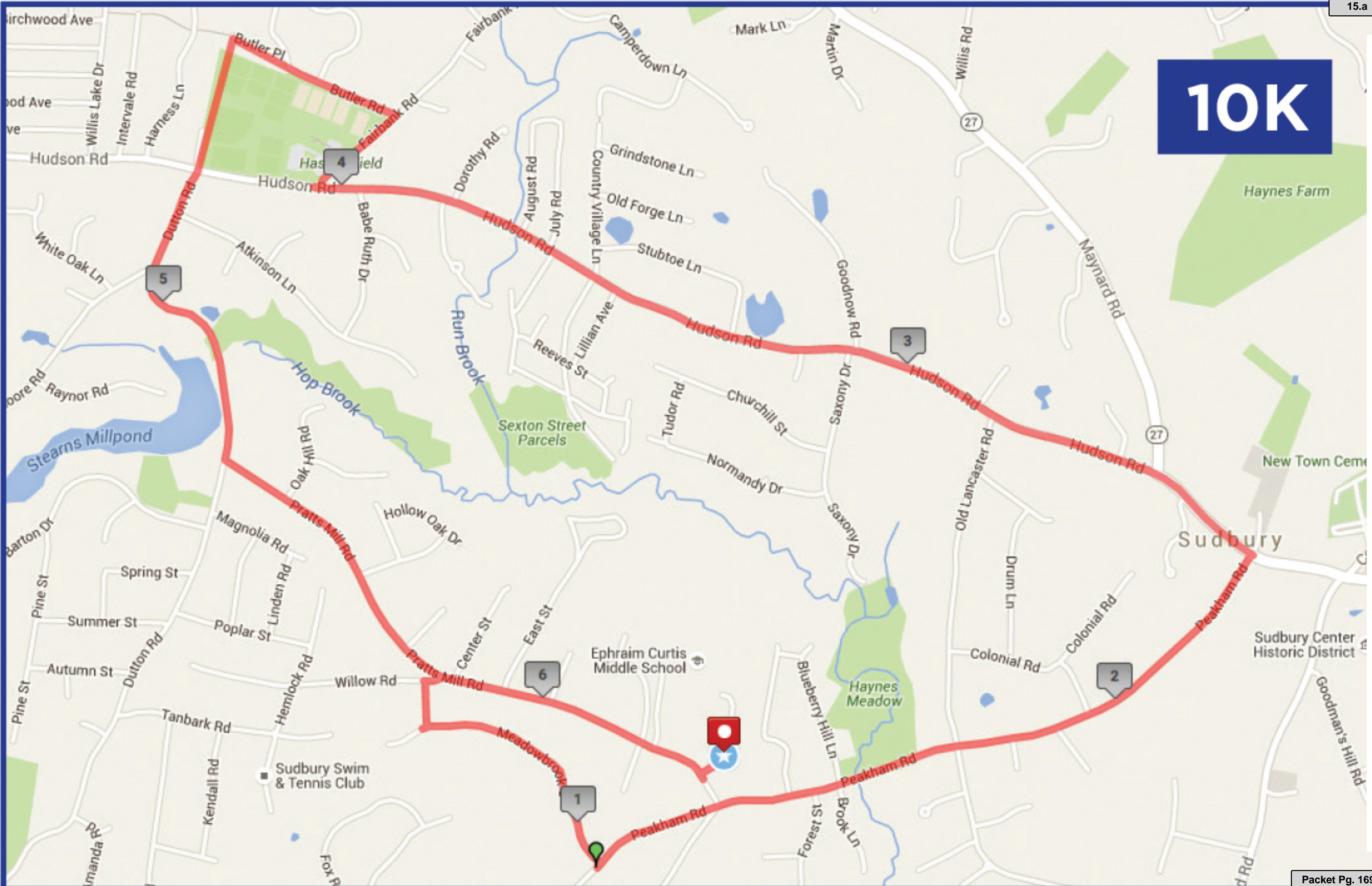








10K





# SMILE Mass Gobble Wobble 5K/10K Department Feedback

## November 18, 2017

### Fire Department Approval:

From: Whalen, John

Sent: Friday, September 29, 2017 7:36 AM

Subject: **ACCEPTED**: SMILE Mass Gobble Wobble 2017

When: Saturday, November 18, 2017 9:00 AM-12:00 PM (UTC-05:00) Eastern Time (US & Canada).

---

### Highway Department Approval:

From: Nason, Dan

Sent: Friday, October 06, 2017 11:54 AM

Subject: Accepted: SMILE Mass Gobble Wobble 2017

When: Saturday, November 18, 2017 9:00 AM-12:00 PM (UTC-05:00) Eastern Time (US & Canada).

Leila,

The DPW has no issues with this event assuming there is nothing required of our department (barricades, road closures, cones, etc.).

Dan

---

### Park & Recreation Approval:

From: McNamara, Kayla

Sent: Friday, September 29, 2017 9:38 AM

Subject: **ACCEPTED**: SMILE Mass Gobble Wobble 2017

When: Saturday, November 18, 2017 9:00 AM-12:00 PM (UTC-05:00) Eastern Time (US & Canada).

---

### Police Department Approval:

From: Nix, Scott

Sent: Thursday, September 28, 2017 4:40 PM

Subject: **ACCEPTED**: SMILE Mass Gobble Wobble 2017

When: Saturday, November 18, 2017 9:00 AM-12:00 PM (UTC-05:00) Eastern Time (US & Canada).

---



## SUDBURY BOARD OF SELECTMEN

Tuesday, October 24, 2017

**CONSENT CALENDAR ITEM****16: Serving Extensions: Thanksgiving and New Year's Eve 2017**REQUESTOR SECTION

Date of request:

Requested by: Leila S. Frank

Formal Title: Vote to approve a one-hour extension of the licensed closing hour and serving of alcoholic beverages for licensees who make application in advance to the Town Manager's Office: 29 Sudbury, 29 Hudson Rd; Bullfinchs, 730 Boston Post Rd, and for Lavender, 519A Boston Post Road, (1AM to 2AM) on Wednesday, November 22, 2017 (Thanksgiving eve) and Sunday, December 31, 2017 (New Year's Eve), on the condition that the kitchen remains open and food is served.

Recommendations/Suggested Motion/Vote:

Background Information:

Please see 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
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM





# Town of Sudbury

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

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

## APPLICATION FOR SERVING HOURS EXTENSION 2017

Please complete this application form and return to the Selectmen's Office by **Thursday, October 12, 2017**. You will be notified of request approval via email.

TO THE LICENSING AUTHORITY  
SUDBURY, MASSACHUSETTS

Restaurant Name: 29 Sudbury  
Restaurant Address: 29 Hudson Rd  
Name of applicant: Ashley Hanson  
Phone: 774-278-0894 Email: ashley@wholehousegroup.com

**Serving Hours Extension(s) Requested** (please check all that apply)

- ☒ Night Before Thanksgiving: Wednesday, November 22, 2017  
☒ New Year's Eve: Sunday, December 31, 2017

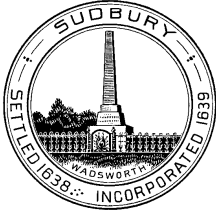
10/4/17  
Date

[Signature]  
Applicant Signature

**Please submit completed application to:**

[BOSadmin@sudbury.ma.us](mailto:BOSadmin@sudbury.ma.us)

Board of Selectmen, 278 Old Sudbury Rd, Sudbury, MA 01776  
Fax: (978) 443-0756



# Town of Sudbury

Office of Selectmen  
www.sudbury.ma.us

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

## APPLICATION FOR SERVING HOURS EXTENSION 2017

Please complete this application form and return to the Selectmen's Office by **Thursday, October 12, 2017**. You will be notified of request approval via email.

TO THE LICENSING AUTHORITY  
SUDBURY, MASSACHUSETTS

Restaurant Name: \_\_\_\_\_

Restaurant Address: \_\_\_\_\_

Name of applicant: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Serving Hours Extension(s) Requested** (please check all that apply)

- ☐ Night Before Thanksgiving: Wednesday, November 22, 2017  
☐ New Year's Eve: Sunday, December 31, 2017

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Signature

**Please submit completed application to:**

[BOSSadmin@sudbury.ma.us](mailto:BOSSadmin@sudbury.ma.us)

Board of Selectmen, 278 Old Sudbury Rd, Sudbury, MA 01776

Fax: (978) 443-0756



## SUDBURY BOARD OF SELECTMEN

Tuesday, October 24, 2017

**CONSENT CALENDAR ITEM****17: Accept annual EPMG reimbursement grant**REQUESTOR SECTION

Date of request:

Requestor: Fire Chief Bill Miles

Formal Title: Vote to accept, on behalf of the Town, a 2016 EPMG fire reimbursement grant of \$4460, as requested by Fire Chief Bill Miles.

Recommendations/Suggested Motion/Vote: Vote to accept, on behalf of the Town, a 2016 EPMG fire reimbursement grant of \$4460, as requested by Fire Chief Bill Miles.

Background Information:

This is a recurring (annual) reimbursement grant for mobile data terminal in car 3, and funds have already been wired and received by the Town.

Financial impact expected: zero as this is a reimbursement grant

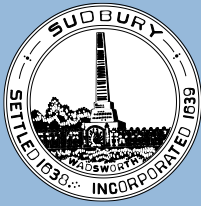
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM



## SUDBURY BOARD OF SELECTMEN

Tuesday, October 24, 2017

**CONSENT CALENDAR ITEM****18: HopeSudbury donation to Fire Dept**REQUESTOR SECTION

Date of request:

Requestor: Fire Chief Bill Miles

Formal Title: Vote to accept, on behalf of the Town, a donation of \$2500 from HOPEsudbury to the Fire Department toward the purchase of new Firefighting Gloves for each member of the department.

Recommendations/Suggested Motion/Vote: Vote to accept, on behalf of the Town, a donation of \$2500 from HOPEsudbury to the Fire Department toward the purchase of new Firefighting Gloves for each member of the department.

Background Information:  
attached emails

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
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM

**From:** Tanya B <[t.broadbent5@gmail.com](mailto:t.broadbent5@gmail.com)>  
**Date:** October 17, 2017 at 9:31:18 AM EDT  
**To:** <[whalenJ@sudbury.ma.us](mailto:whalenJ@sudbury.ma.us)>  
**Cc:** Beth Farrell <[kmfarrell313@earthlink.net](mailto:kmfarrell313@earthlink.net)>  
**Subject:** Fwd: Help from HOPEsudbury

Good morning John,

I wanted to follow up on behalf of HOPEsudbury and let you know the board unanimously approved a donation of \$2500 to replace firefighting gloves for the station. Based on the cost information you provided our hope is all 38 members in the Department will receive the needed new gloves. Can you let me know the best way to proceed (I.e. a check made out for \$2500 to Sudbury Fire Department? Town of Sudbury?).

Please let me know if there is any further info you need from us to proceed. Also, if the \$2500 falls short of what you need for the 38 gloves, I am happy to bring it back to our board.

Thank you,  
 Tanya Broadbent  
 978-239-6769  
 Treasurer, HOPEsudbury

**From:** "Whalen, John" <[WhalenJ@sudbury.ma.us](mailto:WhalenJ@sudbury.ma.us)>  
**Subject:** Help from HOPEsudbury  
**Date:** September 25, 2017 at 9:56:58 AM EDT  
**To:** "Farrell, Beth" <[kmfarrell313@earthlink.net](mailto:kmfarrell313@earthlink.net)>

Hello Beth,

The Sudbury Fire Department appreciates the past donation of firefighting gloves by HOPEsudbury.

We would like to request the same type of donation for firefighting glove once again.

These glove provide protection for our members and do need to be replaced due to wear and tear. Current firefighting gloves run about \$65.00 to \$75.00 a pair, and we have thirty eight members in the department.

If you need any additional information please contact me.

Thank you

John M. Whalen  
 Assistant Fire Chief  
 Sudbury Fire Dept.  
 978-440-5312

-----Original Message-----

From: Miles, William

Sent: Thursday, September 21, 2017 5:32 AM

To: Farrell, Beth <[kmfarrell313@earthlink.net](mailto:kmfarrell313@earthlink.net)>; Fire Department <[fire@sudbury.ma.us](mailto:fire@sudbury.ma.us)>

Subject: RE: Help from HOPEsudbury

Good Morning, Beth

I believe HOPEsudbury helped us purchase gloves for the Firefighter's turnout gear in the past.

Assistant Fire Chief John Whalen worked on this with your group in the past. John is on vacation this week so I will speak to him when he returns on Monday.

Thank you for your offer and for your note.

Bill Miles

-----Original Message-----

From: Beth Farrell [<mailto:kmfarrell313@earthlink.net>]

Sent: Tuesday, September 19, 2017 5:30 PM

To: Fire Department <[fire@sudbury.ma.us](mailto:fire@sudbury.ma.us)>

Subject: Help from HOPEsudbury

Hi Captain Miles. I hope you're doing well.

I wanted to reach out as HOPEsudbury is looking for ideas for its HOPE at Home money. I know in years past, we asked you for a wish list of an item or items that might be beneficial or enjoyed by your outstanding department.

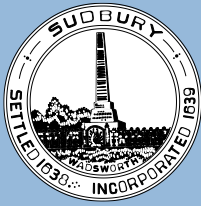
If you could let me know how HOPEsudbury can help you and thank you on behalf of our donors and Town, it would be great!

Thank you so much.

Beth Farrell  
Co-President

(978) 407-4944  
Sent from my iPhone

Attachment18.a: HopeSudbury\_FF\_donation\_emails (2511 : HopeSudbury donation to Fire Dept)



## SUDBURY BOARD OF SELECTMEN

Tuesday, October 24, 2017

**CONSENT CALENDAR ITEM****19: Park & Rec donation 5K Run**REQUESTOR SECTION

Date of request:

Requestor: Kayla McNamara, Park &amp; Rec Director

Formal Title: Vote to accept, on behalf of the Town, various donations totaling \$650 to support Park and Recreation's Halloween 5K/Fun Run and Fall Fest, to be deposited in the Program Contributions and Donations Account (191448/483100) as requested by Kayla McNamara, Director of Parks, Recreation & Aquatics.

Recommendations/Suggested Motion/Vote: Vote to accept, on behalf of the Town, various donations totaling \$650 to support Park and Recreation's Halloween 5K/Fun Run and Fall Fest, to be deposited in the Program Contributions and Donations Account (191448/483100) as requested by Kayla McNamara, Director of Parks, Recreation & Aquatics.

Background Information:  
attached memo

Financial impact expected:

Approximate agenda time requested:

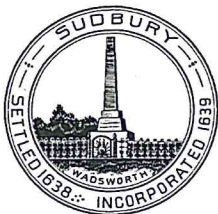
Representative(s) expected to attend meeting:

## Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM





# Town of Sudbury

## Park & Recreation Department

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

McNamarak@sudbury.ma.us

### Memorandum

TO: Patty Golden  
FROM: Kayla McNamara  
RE: Donations  
DATE: September 29, 2017

RECEIVED  
BOARD OF SELECTMEN  
SUDBURY, MA  
2017 OCT -5 P 12:23

To the Board of Selectmen:

Please accept the following donation to support the Park and Recreation Halloween 5K/Fun Run and Fall Fest. These checks will be deposited in the Program Contributions and Donations Account 191448/483100.

Black Horse Real Estate Inc.	\$ 50.00
Especially for Pets	\$500.00
Santander	\$100.00

I have enclosed a copy of the check. The total donation is \$650.

Please let me know when the Selectmen approve this donation and I will deposit the check.

Thank you,

Kayla McNamara  
Director of Parks, Recreation & Aquatics  
40 Fairbank Road  
Sudbury, MA 01776-1843  
978-639-3259

Attachment19.a: Park\_Rec\_Donation\_5K (2505 : Park & Rec donation 5K Run)

**SUDBURY BOARD OF SELECTMEN**

Tuesday, October 24, 2017

**CONSENT CALENDAR ITEM****20: Park and Rec/Pool Donation****REQUESTOR SECTION**

Date of request:

Requestor: Kayla McNamara, Director of Parks, Rec, &amp; Aquatics

Formal Title: Vote to accept, on behalf of the Town, a \$1,000 donation from Lucinda Lagasse to the Pool Donations Account (191748/483100) as requested by Kayla McNamara, Director of Parks, Recreation & Aquatics.

Recommendations/Suggested Motion/Vote: Vote to accept, on behalf of the Town, a \$1,000 donation from Lucinda Lagasse to the Pool Donations Account (191748/483100) as requested by Kayla McNamara, Director of Parks, Recreation & Aquatics.

Background Information:

Attached memo from Kayla McNamara.

Financial impact expected:

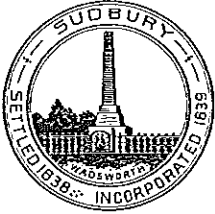
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Town Counsel	Pending
Barbara Saint Andre	Pending
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM



# Town of Sudbury

## Park & Recreation Department

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

McNamarak@sudbury.ma.us

### Memorandum

TO: Patty Golden  
FROM: Kayla McNamara  
RE: Donations  
DATE: October 5, 2017

To the Board of Selectmen:

Please accept this \$1,000 donation from Lucinda Lagasse for deposit into the Pool Donations account.

I have enclosed a copy of the check.

Please let me know when the Selectmen approve this donation and I will deposit the check into the Pool Donations Account 191748/483100.

Thank you,

Kayla McNamara  
Director of Parks, Recreation & Aquatics  
40 Fairbank Road  
Sudbury, MA 01776-1843  
978-639-3259

Attachment20.a: Park\_Rec\_Donation\_pool\_no\_check (2510 : Park and Rec/Pool Donation)

LUCINDA G. LAGASSE

381 DUTTON ROAD  
SUDBURY, MA 01776-2509  
TEL.: (978) 443-4879  
FAX: (978) 579-9631

21 August 2017

Kayla McNamara  
Parks, Recreation & Aquatics Director  
Fairbank Community Center  
40 Fairbank Road  
Sudbury, MA 01776

Dear Kayla:

I'd like to donate the enclosed to the Atkinson Pool, for use to maintain or repair the pool and its facilities, and/or for professional staff development.

You all are a great team, and I am daily glad you are there.

Sincerely,

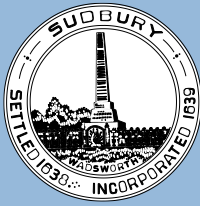


Lucinda Lagasse

Enclosure

Cc: Chery Finley

Attachment20.a: Park\_Rec\_Donation\_pool\_no\_check (2510 : Park and Rec/Pool Donation)



## SUDBURY BOARD OF SELECTMEN

Tuesday, October 24, 2017

**CONSENT CALENDAR ITEM****21: Easement acceptance - Livermore Estates****REQUESTOR SECTION**

Date of request:

Requestor: Beth Suedmeyer, Environmental Planner

Formal Title: Pursuant to the provisions of G.L. c. 83, §4, Article XII s. 3 of the Sudbury General Bylaws, and any other enabling authority, vote to accept the Grant of Easement set forth in the document entitled "DECLARATION OF RESTRICTIVE COVENANTS AND GRANT OF EASEMENT REGARDING STORMWATER MANAGEMENT SYSTEM" granted by Maynard Road – HP, LLC, for stormwater system maintenance purposes upon the property shown as "Definitive Flexible Subdivision 'Livermore Estates' Plan of Land in Sudbury, MA" By Connorstone Engineering, Inc., dated: May 16, 2017 that is recorded with the Middlesex South Registry of Deeds as Plan No. 842 of 2017.

Recommendations/Suggested Motion/Vote: Pursuant to the provisions of G.L. c. 83, §4, Article XII s. 3 of the Sudbury General Bylaws, and any other enabling authority, vote to accept the Grant of Easement set forth in the document entitled "DECLARATION OF RESTRICTIVE COVENANTS AND GRANT OF EASEMENT REGARDING STORMWATER MANAGEMENT SYSTEM" granted by Maynard Road - HP, LLC, for stormwater system maintenance purposes upon the property shown as "Definitive Flexible Subdivision 'Livermore Estates' Plan of Land in Sudbury, MA" By Connorstone Engineering, Inc., dated: May 16, 2017 that is recorded with the Middlesex South Registry of Deeds as Plan No. 842 of 2017.

## Background Information:

See memorandum attached dated 10/17/17 from Beth Suedmeyer, Environmental Planner. Also copy of easement attached.

Financial impact expected:n/a

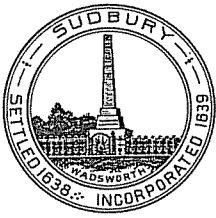
Approximate agenda time requested:

Representative(s) expected to attend meeting:

## Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM



# Town of Sudbury

Planning and Community Development Department

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

<http://www.sudbury.ma.us/services/planning>

TO: Board of Selectmen  
FROM: Beth Suedmeyer, Environmental Planner, Planning and Community Development *BAS*  
RE: Request for Acceptance of Easements for Livermore Estates (Assessors Map E07, Parcel 0150 and Map E06, Parcels 0352 and 0353) and Highcrest at Meadow Walk (Assessors Map K07, Parcel 0022) for the October 24, 2017 BOS Meeting  
DATE: October 17, 2017

On May 31, 2017, the Planning Board issued a Decision to grant Maynard Road – HP, LLC (Owner) a Stormwater Management Permit for Livermore Estates, also known as 322 and 328 Maynard Road, and on June 14, 2017, the Planning Board issued a Decision to grant Pulte Homes of New England LLC (Owner) a Stormwater Management Permit for Highcrest at Meadow Walk, also known as 2-23 Farmstead Lane. Each Decision included a condition stating the Owner is responsible for the perpetual maintenance of the stormwater management system located on the property.

Furthermore, the Stormwater Management Permit Decisions stipulate:

A restrictive covenant requiring construction of the stormwater system in accordance with the Plan, and maintenance of the stormwater management system in accordance with the Operation and Maintenance Plan shall be recorded on the Premises. This covenant shall allow for the placement of municipal liens on the Premises if the owner fails to fully construct the system or fails to maintain the system and the Town needs to do so. The Applicant shall submit the covenant for review and approval of the Board or its representative prior to recording at the Middlesex South District Registry of Deeds.

As such, through the attached covenants, the Owners identified above agree to provide such perpetual maintenance of the stormwater system by imposing restrictive and protective covenants on the properties. In the event that the Owner fails to do so, an easement over the property is created to allow the Town, through its Department of Public Works, to perform such maintenance and charge and assess the Owner for the cost.

The combination of requiring a covenant and easement has become the Planning Board's standard practice since the fall of 2016, when Town Counsel suggested owners grant an easement to the Town to better protect the Town in the event it elects to remedy a failed stormwater system. The grant of easement provides the explicit right of the Town to enter upon private property to conduct inspections and to perform any required work.

I respectfully ask for the Board's acceptance of these easements.

Cc: Dan Nason, DPW Director



DECLARATION OF RESTRICTIVE  
COVENANTS AND GRANT OF EASEMENT  
REGARDING  
STORMWATER MANAGEMENT SYSTEM

This Declaration of Restrictive Covenants and Grant of Easement (this "Restriction") is made as of this \_\_\_\_\_ day of \_\_\_\_\_ 2017, by MAYNARD ROAD – HP, LLC a Massachusetts limited liability company, with a usual place of business at 490-B Boston Post Road, Suite 202, Sudbury, MA 01776, (the "Owner"), in favor of the Town of Sudbury (the "Town"), a Massachusetts municipal corporation, by and through its Board of Selectmen, having an address of 278 Old Sudbury Road, Sudbury, MA 01776.

Whereas, Owner applied to the Sudbury Planning Board for approval of a Flexible Subdivision of land situated on Maynard Road (the "Project") upon the property shown on a plan of land entitled "Definitive Flexible Subdivision 'Livermore Estates' Plan of Land in Sudbury, MA" ; prepared by: Connorstone Engineering, Northborough, Massachusetts, dated August 1, 2003, last revised May 16, 2017 and recorded in the Middlesex South District Registry of Deeds (the "Registry") as Plan No. 842 of 2017 (the "Land"); and

Whereas, a stormwater management system required to drain stormwater relating to the Project is to be located on the Land; and

Whereas, the Sudbury Planning Board's decision to grant Owner that certain Stormwater Management Permit dated May 31, 2017 (the "Decision") is contingent upon the Owner being responsible for the perpetual maintenance of the stormwater management system located on the Land as set forth in the Decision, including, without limitation, catch basins, detention basins, pipes, drainage swales, recharge basins, basin outlets, sedimentation basins, spillways and other structures, facilities, and/or appurtenances related thereto as the same may be altered from time to time. (the "Stormwater System"); and

Whereas, the Owner agrees to provide such perpetual maintenance of the Stormwater System by imposing restrictive and protective covenants on the Land and by granting an easement over the Land and to allow the Town, if Owner fails to do so, to perform such maintenance and charge and assess the Owner and/or its successors and assigns for the cost thereof.

Now therefore, the Owner hereby declares the following covenants and grants the following easement:

1. The Owner, and/or its successors and assigns, shall be responsible, at its sole cost and expense, for constructing, installing, maintaining, operating, repairing, and replacing, the

Stormwater System located on the Land for the purpose of allowing for the proper and efficient flow of Stormwater as described in the Best Management Practices and the Operation and Maintenance Plan and the Stormwater Operations and Maintenance Manuals entitled "Stormwater Operations and Management Plan Livermore Estates, Maynard Road, Sudbury, Lot 1" and "Stormwater Operations and Management Plan Livermore Estates, Maynard Road, Sudbury, Lot 2", prepared by Connorstone Engineering, Northborough, Massachusetts, last revised March 10, 2017 on file with the Town, as the same may be amended or renewed from time to time with the prior written consent of the Town such consent not to be unreasonably withheld, delayed or conditioned.

2. The Owner hereby grants to the Town the non-exclusive, perpetual right and easement to enter the Land and any and all portions thereof for the purpose of inspecting the Stormwater System to determine compliance with the terms hereof, and to take any and all actions necessary or convenient to abate or remedy any violation hereof upon the terms and conditions set forth herein. Notwithstanding the above, the Town shall have no obligation to take any such actions.

3. In the event of a failure by the Owner to comply with the requirements of this Restriction resulting in the failure of the Stormwater System to function properly, the Town shall have the right to deliver to the then Owner of the Land a written notice (pursuant to the notice provision below) to remedy said violation specifying the work that is required in order to enable the Stormwater System to function properly and providing for a thirty day time period in which to complete such work. If the remedy is of such a nature that the same cannot be reasonably completed within said thirty day period, then the Town shall impose such other, additional timeframe upon the Owner as is reasonable under the circumstances. In the event the remedy is not completed in a manner reasonably satisfactory to the DPW within said thirty day period (or such other additional timeframe imposed by the DPW), or the Owner shall fail to commence such remedy within the applicable period, or thereafter fail to prosecute the completion of same with diligence and continuity, then the Town may, but shall have no obligation to, enter upon the Land and remedy the failure described in its notice as set forth in Paragraph 4 below.

4. In connection with any such entry, the Town shall use reasonable efforts (a) to give prior notice to Owner of same, except in the case of emergency, and (b) not to unreasonably interfere with the conduct of the business on the Land, or with access to the Land, except to the extent as may be reasonably required in order to prosecute such remedy. The Town shall promptly restore or replace any portion of the areas outside the Stormwater System disturbed in the exercise of its rights hereunder.

Prior to exercising any right to enter the Land under this Restriction, or, in the case of emergency, as soon as is practicable, the Town agrees to carry and keep in effect, at the Town's

sole cost and expense, comprehensive general liability insurance covering the Land in commercially reasonable amount in light of the nature of the work to be undertaken which may be included under the Town's so-called blanket or master insurance policy covering other property or insureds in addition to those required hereunder. The Town shall also cause any party performing work on the Town's behalf on the Land and/or the Stormwater System in accordance with the terms of this Restriction to obtain and keep such insurance prior to entering upon the Land. Any insurance provided for above shall name Owner as additional insured and certificate holder, provided however, that the coverage amounts set forth in the Town's policy of insurance naming the Owner as an additional insured shall be limited to \$100,000 as set forth in G.L. c. 258.

5. The rights hereby granted to the Town include the right to enforce the obligations of the Owner set forth herein by appropriate legal proceedings and to obtain injunctive and other equitable relief against any violation, including, without limitation, relief requiring repair, maintenance or replacement of the Stormwater System (it being agreed that the Town has no adequate remedy at law), and shall be in addition to, and not in limitation of, any other rights and remedies available to the Town. The Town shall have the option to enforce said obligations, but does not have the obligation to do so. The actual expenses incurred by the Town in abating or remedying any violation hereof and in enforcing the duties of the Owner hereunder shall be paid by the Owner within thirty days after delivery of written notice to Owner by the Town accompanied by reasonable evidence of such expenses, and, if not paid within the time allowed, the Town may recover its costs by means of a municipal lien and/or betterment assessments on the Land in accordance with G.L. c. 80 and/or other applicable law. Any election by the Town as to the manner and timing of its right to enforce these covenants or otherwise exercise its rights hereunder shall not be deemed or construed to be a waiver of such rights.

6. Within twenty days after written request therefor, the Town shall execute and deliver to the then Owner an estoppel certificate stating that to the best of the Town's knowledge as of the date of the certificate whether any default has occurred under this Restriction by the Owner, and if there are known defaults, specifying the nature thereof. Notwithstanding anything contained herein to the contrary, the issuance of an estoppel certificate shall in no event subject the Town to any liability whatsoever, notwithstanding the negligent or otherwise inadvertent failure of the Town to disclose correct and/or relevant information included in any such estoppel certificate, but the Town shall be estopped from claiming or enforcing hereunder any then-existing default not set forth in such certificate, the same, if any, being waived upon the issuance of any such certificate.

7. No amendment, release or rescission of this Restriction shall be effective without the written approval of the Town.

8. This Restriction shall run with the land and shall bind and inure to the benefit of the owners of the Land and their respective successors and assigns.
9. The covenants and obligations contained herein are for the benefit of and enforceable by the Town in perpetuity. The Owner acknowledges that said covenants, as they are held by the Town, constitute perpetual restrictions held by a governmental body, as those terms are defined in G.L. c. 184, §26, and are thus not subject to G.L. c. 184, §§27-30, and, in any event, shall be enforceable for a term of at least 99 years.
10. The Owner, its successors and assigns, solely during the period of its and their respective ownership of the Land, shall defend, indemnify and hold the Town harmless from any and all claims, damages, losses, costs and liabilities, including, without limitation, reasonable attorneys' fees, relating to the Stormwater System and/or the Owner's actions taken or the Owner's failure to take action as may be required under this Restriction, excluding in any event from the foregoing indemnity, any matter arising from the negligence or willful misconduct of the Town.
11. The Owner agrees to record this Restriction with the Registry within twenty business days after the date hereof, but the failure to do so shall not affect the validity hereof. The Owner further agrees to provide the Town with a copy of the recorded Restriction within seven business days after its recording.
12. All notices required or permitted hereunder shall be in writing and addressed to the parties as set forth above or at such other addresses as the parties may designate from time to time by notice given in accordance with the terms hereof. Notices may be given by hand delivery, or by recognized overnight delivery service, including the U.S. Postal Service, and shall be deemed given upon receipt in hand, or one business day after deposit with such overnight delivery service, as applicable.
13. The Owner agrees to obtain from any mortgagee having a mortgage on the Land as of the date hereof a subordination to this Restriction, stating that such mortgages shall be subject to this Restriction. Such subordinations shall be obtained and recorded promptly with the Registry.
14. The recitals stated in the preamble of this Restriction are incorporated herein in their entirety.

Executed under seal this \_\_\_\_ day of \_\_\_\_\_ 2017.

Maynard Road – HP, LLC  
 By its Manager  
 Heritage – Sudbury Realty Trust

By: \_\_\_\_\_  
 Vincent J. Gately, Trustee

Commonwealth of Massachusetts

Middlesex, SS

On this \_\_\_\_\_ day of \_\_\_\_\_ 2017, personally appeared Vincent J. Gately, Trustee Heritage – Sudbury Realty Trust, as aforesaid, proved to me through satisfactory evidence of identification which was Massachusetts driver's license to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose on behalf of the Maynard Road – HP, LLC.

\_\_\_\_\_  
 Notary public  
 Comm. Exp.:

## ACCEPTANCE OF EASEMENT

On this \_\_\_\_ day of \_\_\_\_\_ 2017, the Town of Sudbury, acting by and through its Board of Selectmen pursuant to the provisions of G.L. c. 83, §4, Article XII § 3 of the Sudbury General Bylaws, and any other enabling authority, hereby accepts the foregoing Declaration of Restrictive Covenants and Grant of Easement.

TOWN OF SUDBURY,

By Its Board of Selectmen

\_\_\_\_\_  
Robert C. Haarde, Chairman

\_\_\_\_\_  
Leonard A. Simon, Vice Chairman

\_\_\_\_\_  
Patricia Brown, Member

\_\_\_\_\_  
Susan N. Iuliano, Member

\_\_\_\_\_  
Daniel E. Carty, Member

## COMMONWEALTH OF MASSACHUSETTS

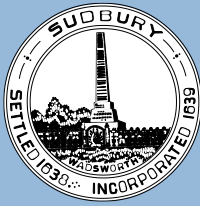
Middlesex, ss.

On this \_\_\_\_ day of \_\_\_\_\_ 2017, before me, the undersigned notary public, personally Appeared members of the Sudbury Board of Selectmen, proved to me through satisfactory evidence of identification which was \_\_\_\_\_, to be the persons whose names are signed on the preceding or attached document, and acknowledged to me that they signed it voluntarily for its stated purpose as members of the Board of Selectmen of the Town of Sudbury.

\_\_\_\_\_  
Notary Public

My commission expires:





## SUDBURY BOARD OF SELECTMEN

Tuesday, October 24, 2017

**CONSENT CALENDAR ITEM****22: Easement Acceptance Highcrest at Meadow Walk**REQUESTOR SECTION

Date of request:

Requestor: Beth Suedmeyer, Environmental Planner

Formal Title: Pursuant to the provisions of G.L. c. 83, §4, Article XII s. 3 of the Sudbury General Bylaws, and any other enabling authority, vote to accept the Grant of Easement set forth in the document entitled "DECLARATION OF RESTRICTIVE COVENANTS AND GRANT OF EASEMENT REGARDING STORMWATER MANAGEMENT SYSTEM" granted by Pulte Homes of New England LLC, for stormwater system maintenance purposes upon the property shown as "Subdivision Plan of Land in Sudbury, Massachusetts" prepared by VHB, Inc., dated: May 6, 2016 that is recorded with the Middlesex South Registry of Deeds as Plan No. 1005 of 2016.

Recommendations/Suggested Motion/Vote: Pursuant to the provisions of G.L. c. 83, §4, Article XII s. 3 of the Sudbury General Bylaws, and any other enabling authority, vote to accept the Grant of Easement set forth in the document entitled "DECLARATION OF RESTRICTIVE COVENANTS AND GRANT OF EASEMENT REGARDING STORMWATER MANAGEMENT SYSTEM" granted by Pulte Homes of New England LLC, for stormwater system maintenance purposes upon the property shown as "Subdivision Plan of Land in Sudbury, Massachusetts" prepared by VHB, Inc., dated: May 6, 2016 that is recorded with the Middlesex South Registry of Deeds as Plan No. 1005 of 2016.

## Background Information:

See memorandum attached dated 10/17/17 from Beth Suedmeyer, Environmental Planner. Also copy of easement attached.

Financial impact expected: not applicable

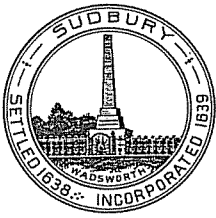
Approximate agenda time requested:

Representative(s) expected to attend meeting:

## Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Barbara Saint Andre	Pending
Robert C. Haarde	Pending
Board of Selectmen	Pending

10/24/2017 7:30 PM



# Town of Sudbury

Planning and Community Development Department

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

<http://www.sudbury.ma.us/services/planning>

TO: Board of Selectmen  
FROM: Beth Suedmeyer, Environmental Planner, Planning and Community Development *BAS*  
RE: Request for Acceptance of Easements for Livermore Estates (Assessors Map E07, Parcel 0150 and Map E06, Parcels 0352 and 0353) and Highcrest at Meadow Walk (Assessors Map K07, Parcel 0022) for the October 24, 2017 BOS Meeting  
DATE: October 17, 2017

On May 31, 2017, the Planning Board issued a Decision to grant Maynard Road – HP, LLC (Owner) a Stormwater Management Permit for Livermore Estates, also known as 322 and 328 Maynard Road, and on June 14, 2017, the Planning Board issued a Decision to grant Pulte Homes of New England LLC (Owner) a Stormwater Management Permit for Highcrest at Meadow Walk, also known as 2-23 Farmstead Lane. Each Decision included a condition stating the Owner is responsible for the perpetual maintenance of the stormwater management system located on the property.

Furthermore, the Stormwater Management Permit Decisions stipulate:

A restrictive covenant requiring construction of the stormwater system in accordance with the Plan, and maintenance of the stormwater management system in accordance with the Operation and Maintenance Plan shall be recorded on the Premises. This covenant shall allow for the placement of municipal liens on the Premises if the owner fails to fully construct the system or fails to maintain the system and the Town needs to do so. The Applicant shall submit the covenant for review and approval of the Board or its representative prior to recording at the Middlesex South District Registry of Deeds.

As such, through the attached covenants, the Owners identified above agree to provide such perpetual maintenance of the stormwater system by imposing restrictive and protective covenants on the properties. In the event that the Owner fails to do so, an easement over the property is created to allow the Town, through its Department of Public Works, to perform such maintenance and charge and assess the Owner for the cost.

The combination of requiring a covenant and easement has become the Planning Board's standard practice since the fall of 2016, when Town Counsel suggested owners grant an easement to the Town to better protect the Town in the event it elects to remedy a failed stormwater system. The grant of easement provides the explicit right of the Town to enter upon private property to conduct inspections and to perform any required work.

I respectfully ask for the Board's acceptance of these easements.

Cc: Dan Nason, DPW Director

Attachment 22.a: BOS Memo SW Covenant and Easement Livermore and Highcrest (2508 : Easement Acceptance Highcrest at Meadow Walk)

DECLARATION OF RESTRICTIVE  
COVENANTS AND GRANT OF EASEMENT  
REGARDING  
STORMWATER MANAGEMENT SYSTEM

This Declaration of Restrictive Covenants and Grant of Easement (this "Restriction") is made as of this \_\_\_\_ day of \_\_\_\_\_, 2017 by PULTE HOMES OF NEW ENGLAND LLC, a Michigan limited liability company with a usual place of business at 115 Flanders Road, Suite 200, Westborough, MA 01581, (the "Owner"), in favor of the Town of Sudbury (the "Town"), a Massachusetts municipal corporation, by and through its Board of Selectmen, having an address of 278 Old Sudbury Road, Sudbury, MA 01776.

Whereas, the Owner applied to the Sudbury Planning Board for approval of the development "Highcrest at Meadow Walk" and related improvements (the "Project") upon a portion of a certain parcel of land on the northerly side of Boston Post Road, Town of Sudbury, Middlesex County, Massachusetts, known as 2-23 Farmstead Lane being shown as Lot 4 (352,197 Sq. Ft.) on a plan of land entitled "Subdivision Plan of Land in Sudbury, Massachusetts", prepared by VHB, Inc., dated May 6, 2016 and recorded with the Middlesex South District Registry of Deeds (the "Registry") as Plan No. 1005 of 2016 (the "Highcrest Lot 4 Land"); and

Whereas, the stormwater management system required to drain stormwater relating to the Project is to be located on the Highcrest Lot 4 Land; and

Whereas, the Sudbury Planning Board's decision to grant Owner that certain Stormwater Management Permit dated June 14, 2017 (the "Decision") is contingent upon the Owner being responsible for the perpetual maintenance of the stormwater management system located on the Highcrest Lot 4 Land, including, without limitation, catch basins, detention basins, pipes, drainage swales, recharge basins, basin outlets, sedimentation basins, spillways and other structures, facilities, and/or appurtenances related thereto (as the same may be altered from time to time, the "Stormwater System"); and

Whereas, the Owner agrees to provide such perpetual maintenance of the Stormwater System by imposing restrictive and protective covenants on the Highcrest Lot 4 Land and by granting an easement over the Highcrest Lot 4 Land and to allow the Town, if Owner fails to do so, to perform such maintenance and charge and assess the Owner for the cost thereof,

Now therefore, the Owner hereby declares the following covenants and grants the following easement:

1. The Owner, and/or its successors and assigns, shall be responsible, at its sole cost and expense, for constructing, installing, maintaining, operating, repairing, and replacing, the Stormwater System located on the Highcrest Lot 4 Land for the purpose of allowing for the proper and efficient flow of stormwater as described in the Stormwater Operations and Maintenance Manual, Highcrest at Meadow Walk, Sudbury Massachusetts, prepared by VHB revised through April 2017, on file with the Town, as the same may be amended or renewed from

time to time with the prior written consent of the Town such consent not to be unreasonably withheld, delayed or conditioned.

2. The Owner hereby grants to the Town the non-exclusive, perpetual right and easement to enter the Highcrest Lot 4 Land and any and all portions thereof for the purpose of inspecting the Stormwater System to determine compliance with the terms hereof, and to take any and all actions necessary or convenient to abate or remedy any violation hereof upon the terms and conditions set forth herein. Notwithstanding the above, the Town shall have no obligation to take any such actions.

3. In the event of a failure by the Owner to comply with the requirements of this Restriction resulting in the failure of the Stormwater System to function properly, the Town shall have the right to deliver to the then Owner of the Highcrest Lot 4 Land a written notice (pursuant to the notice provision below) to remedy said violation specifying the work that is required in order to enable the Stormwater System to function properly and providing for a thirty (30) day time period in which to complete such work. If the remedy is of such a nature that the same cannot be reasonably completed within said thirty (30) day period, then the Town shall impose such other, additional timeframe upon the Owner as is reasonable under the circumstances. In the event the remedy is not completed in a manner reasonably satisfactory to the Town within said thirty (30) day period (or such other additional timeframe imposed by the Town), or the Owner shall fail to commence such remedy within the applicable period, or thereafter fail to prosecute the completion of same with diligence and continuity, then the Town may, but shall have no obligation to, enter upon the Highcrest Lot 4 Land and remedy the failure described in its notice as set forth in Paragraph 4 below.

4. In connection with any such entry, the Town shall use reasonable efforts (a) to give prior notice to Owner of same, except in the case of emergency, and (b) not to unreasonably interfere with the conduct of the business on the Highcrest Lot 4 Land, or with access to the Highcrest Lot 4 Land, except to the extent as may be reasonably required in order to prosecute such remedy. The Town shall promptly restore or replace any portion of the areas outside the Stormwater System disturbed in the exercise of its rights hereunder.

Prior to exercising any right to enter the Highcrest Lot 4 Land under this Restriction, or, in the case of emergency, as soon as is practicable, Town agrees to carry and keep in effect, at the Town's sole cost and expense, comprehensive general liability insurance covering the Highcrest Lot 4 Land in commercially reasonable amount in light of the nature of the work to be undertaken which may be included under the Town's so-called blanket or master insurance policy covering other property or insureds in addition to those required hereunder. The Town shall also cause any party performing work on the Town's behalf on the Highcrest Lot 4 Land and/or the Stormwater System in accordance with the terms of this Restriction to obtain and keep such insurance prior to entering upon the Highcrest Lot 4 Land. Any insurance provided for above shall name Owner as additional insured and certificate holder, provided however, that the coverage amounts set forth in the Town's policy of insurance naming the Owner as an additional insured shall be limited \$100,000 as set forth in M.G.L. c. 258.

5. The rights hereby granted to the Town include the right to enforce the obligations of the Owner set forth herein by appropriate legal proceedings and to obtain injunctive and other

equitable relief against any violation, including, without limitation, relief requiring repair, maintenance or replacement of the Stormwater System (it being agreed that the Town has no adequate remedy at law), and shall be in addition to, and not in limitation of, any other rights and remedies available to the Town. The Town shall have the option to enforce said obligations, but does not have the obligation to do so. The actual expenses incurred by the Town in abating or remedying any violation hereof and in enforcing the duties of the Owner hereunder shall be paid by the Owner within thirty (30) days after delivery of written notice to Owner by the Town accompanied by reasonable evidence of such expenses, and, if not paid within the time allowed, the Town may recover its costs by means of a municipal lien and/or betterment assessments on the Property in accordance with G.L. Chapter 80 and/or other applicable law. Any election by the Town as to the manner and timing of its right to enforce these covenants or otherwise exercise its rights hereunder shall not be deemed or construed to be a waiver of such rights.

6. Within twenty (20) days after written request therefor, the Town shall execute and deliver to the then Owner an estoppel certificate stating that to the best of the Town's knowledge as of the date of the certificate whether any default has occurred under this Restriction by the Owner, and if there are known defaults, specifying the nature thereof. Notwithstanding anything contained herein to the contrary, the issuance of an estoppel certificate shall in no event subject the Town to any liability whatsoever, notwithstanding the negligent or otherwise inadvertent failure of the Town to disclose correct and/or relevant information included in any such estoppel certificate, but the Town shall be estopped from claiming or enforcing hereunder any then-existing default not set forth in such certificate, the same, if any, being waived upon the issuance of any such certificate.

7. No amendment, release or rescission of this Restriction shall be effective without the written approval of the Town.

8. This Restriction shall run with the Highcrest Lot 4 Land and shall bind and inure to the benefit of the owners of the Property and their respective successors and assigns.

9. The covenants and obligations contained herein are for the benefit of and enforceable by the Town in perpetuity. The Owner acknowledges that said covenants, as they are held by the Town, constitute perpetual restrictions held by a governmental body, as those terms are defined in G.L. c. 184, §26, and are thus not subject to G.L. c. 184, §§27-30, and, in any event, shall be enforceable for a term of at least 99 years.

10. The Owner, its successors and assigns, solely during the period of its and their respective ownership of the Highcrest Lot 4 Land, shall defend, indemnify and hold the Town harmless from any and all claims, damages, losses, costs and liabilities, including, without limitation, reasonable attorneys' fees, relating to the Stormwater System and/or the Owner's actions taken or the Owner's failure to take action as may be required under this Restriction, excluding in any event from the foregoing indemnity, any matter arising from the negligence or willful misconduct of the Town.

11. The Owner agrees to record this Restriction with the Middlesex South District Registry of Deeds within twenty (20) business days after the date hereof, but the failure to do so

shall not affect the validity hereof. The Owner further agrees to provide the Town with a copy of the recorded Restriction within seven (7) business days after its recording.

12. All notices required or permitted hereunder shall be in writing and addressed to the parties as set forth above or at such other addresses as the parties may designate from time to time by notice given in accordance with the terms hereof. Notices may be given by hand delivery, or by recognized overnight delivery service, including the U.S. Postal Service, and shall be deemed given upon receipt in hand, or one (1) business day after deposit with such overnight delivery service, as applicable.

13. The Owner agrees to obtain from any mortgagee having a mortgage on the Highcrest Lot 4 Land as of the date hereof a subordination to this Restriction, stating that such mortgages shall be subject to this Restriction. Such subordinations shall be obtained and recorded promptly.

14. The recitals stated in the preamble of this Restriction are incorporated herein in their entirety.

[End of text. Signatures on next page.]



Executed under seal as of the day first above written.

PULTE HOMES OF NEW ENGLAND LLC,  
a Michigan limited liability company

By: Pulte Homes of New England LLC, its Manager

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: Authorized Real Estate Signatory

### COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

On this \_\_\_ day of \_\_\_\_\_, 2017, before me, the undersigned notary public, personally appeared the above-named \_\_\_\_\_, proved to me through satisfactory evidence of identification, which was \_\_\_\_\_, to be the person whose name is signed on the preceding document, and acknowledged to me that he/she signed it voluntarily for its stated purpose.

ACCEPTANCE OF EASEMENT

On this \_\_\_\_ day of \_\_\_\_\_, 2017, the Town of Sudbury, acting by and through its Board of Selectmen pursuant to the provisions of G.L. c. 83, §4, Article XII s. 3 of the Sudbury General Bylaws, and any other enabling authority, hereby accepts the foregoing Grant of Easement.

TOWN OF SUDBURY,

By Its Board of Selectmen

Robert C. Haarde, Chairman

\_\_\_\_\_  
Leonard A. Simon, Vice Chairman

\_\_\_\_\_  
Patricia Brown, Member

\_\_\_\_\_  
Susan N. Iuliano , Member

\_\_\_\_\_  
Daniel E. Carty, Member

**COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

On this \_\_\_ day of \_\_\_\_\_, 2017, before me, the undersigned notary public, personally appeared the above-named \_\_\_\_\_, member(s) of the Sudbury Board of Selectmen, proved to me through satisfactory evidence of identification, which was \_\_\_\_\_, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that s/he/they signed it voluntarily for its stated purpose on behalf of the Town of Sudbury.