

SUDBURY BOARD OF SELECTMEN  
TUESDAY NOVEMBER 28, 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>PUBLIC HEARING</b>			
1.	7:45 PM	<i>VOTE</i>	Tax Classification Hearing - In accordance with General Laws Ch. 40, sec. 56, as amended, to determine the percentage of local tax levy which will be borne by each class of real and personal property, relative to setting the Fiscal Year 2018 tax rate. In attendance will be the Board of Assessors (Joshua M. Fox, Esq, Trevor A. Haydon; Liam J. Vesely, Chair), Cynthia Gerry, Director of Assessing, and presenting will be Harald Scheid, Principal Regional Assessor.
<b>TIMED ITEMS</b>			
2.	8:10 PM	<i>VOTE / SIGN</i>	As the Local Licensing Authority, vote on whether to approve the application of Bullfinchs, Inc, d/b/a Bullfinchs, 730 Boston Post Rd, for a Change of hours to opening at 10AM on Sundays, under G. L. Ch. 138, s.12, Thomas Scott Richardson, Manager.
3.	8:20 PM	<i>VOTE</i>	Vote to open a joint meeting with the Planning Board to vote to appoint Associate Member Nancy Kilcoyne, 35 Hickory Road, to full member with a term expiration of 5/31/18, to fill the remainder of Christopher Morely's term who recently resigned from the Planning Board.
4.			Discuss Master Plan with Planning Board
5.			Discuss Marijuana with Planning Board
6.			Discuss Route 20 and Landham Rd 75% design plan with Planning Board

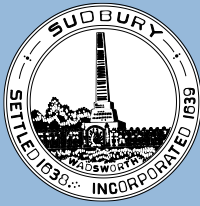
*These agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

Item #	Time	Action	Item
7.		<i>VOTE</i>	Vote to close joint meeting with Planning Board, and resume Board of Selectmen meeting.
<b>MISCELLANEOUS</b>			
8.			Presentation of Envision Melone report from Meagen Donoghue, Planning & Community Development Director, and review draft RFP.
9.			Discussion on Coolidge
10.			Discussion with Finance Committee chair, Bryan Semple, regarding budgeting process.
11.		<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).
12.			Citizen's Comments (cont)
13.			Discuss Upcoming Agenda Items
<b>CONSENT CALENDAR</b>			
14.		<i>VOTE</i>	Vote to approve the regular session minutes of Nov. 7, 2017.
15.		<i>VOTE / SIGN</i>	Vote to sign a proclamation for Sergeant Timothy Bradford Hall, acknowledging his safe return home after spending ten months in Afghanistan, and proclaiming Friday, December 1, 2017 as Sergeant Timothy Bradford Hall Day in Sudbury.
16.		<i>VOTE / SIGN</i>	Vote to authorize the chairman to execute a letter requesting data from GIC to use in processing employees' W-2 forms, as requested by Christine Nihan, Town Accountant.
17.		<i>VOTE</i>	Vote to accept, on behalf of the Town, a gift of \$10,000 from the Friends of Sudbury Senior Citizens, Inc, as requested by Debra Galloway, in a memo dated October 18, 2017, to enable the Council on Aging toward the cost of the University of Massachusetts Boston Gerontology Institute Livable Sudbury Needs Assessment, said funds to be expended under the direction of the Town Manager.
18.		<i>VOTE</i>	Vote to accept the resignation of Christopher Morely, 321 Old Lancaster Road, from the Community Preservation Committee, the Fairbank Community Center Task Force, and the Town Hall Blue Ribbon Committee, and to send a letter of thanks for his service to the Town.
19.		<i>VOTE</i>	To approve award of program contracts by the Town Manager on behalf of the Park and Recreation Department for winter art programs to be provided by Garro Studios, LLC, at \$33,000 for full participation.
<b>EXECUTIVE SESSION</b>			
20.			Vote to enter into Executive Session to discuss strategy with respect to potential litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares (Eversource), pursuant to General Laws chapter 30A,

*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
			§21(a)(3).
21.		<i>VOTE</i>	Vote to close Executive Session and not return to Open Session.

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

**SUDBURY BOARD OF SELECTMEN**

Tuesday, November 28, 2017

**PUBLIC HEARING****1: Tax Classification Hearing****REQUESTOR SECTION**

Date of request:

Requestor: Cynthia Gerry, Director of Assessing

Formal Title: Tax Classification Hearing - In accordance with General Laws Ch. 40, sec. 56, as amended, to determine the percentage of local tax levy which will be borne by each class of real and personal property, relative to setting the Fiscal Year 2018 tax rate. In attendance will be the Board of Assessors (Joshua M. Fox, Esq, Trevor A. Haydon; Liam J. Vesely, Chair), Cynthia Gerry, Director of Assessing, and presenting will be Harald Scheid, Principal Regional Assessor.

Recommendations/Suggested Motion/Vote: Tax Classification Hearing - In accordance with General Laws Ch. 40, sec. 56, as amended, to determine the percentage of local tax levy which will be borne by each class of real and personal property, relative to setting the Fiscal Year 2018 tax rate. In attendance will be the Board of Assessors (Joshua M. Fox, Esq., Trevor A. Haydon; Liam J. Vesely. Chair), Cynthia Gerry, Director of Assessing, and presenting will be Harald Scheid, Principal Regional Assessor.

**Background Information:**

Joshua Fox will speak briefly on the Senior Means exemption impact.

Financial impact expected:

Approximate agenda time requested: 20 minutes

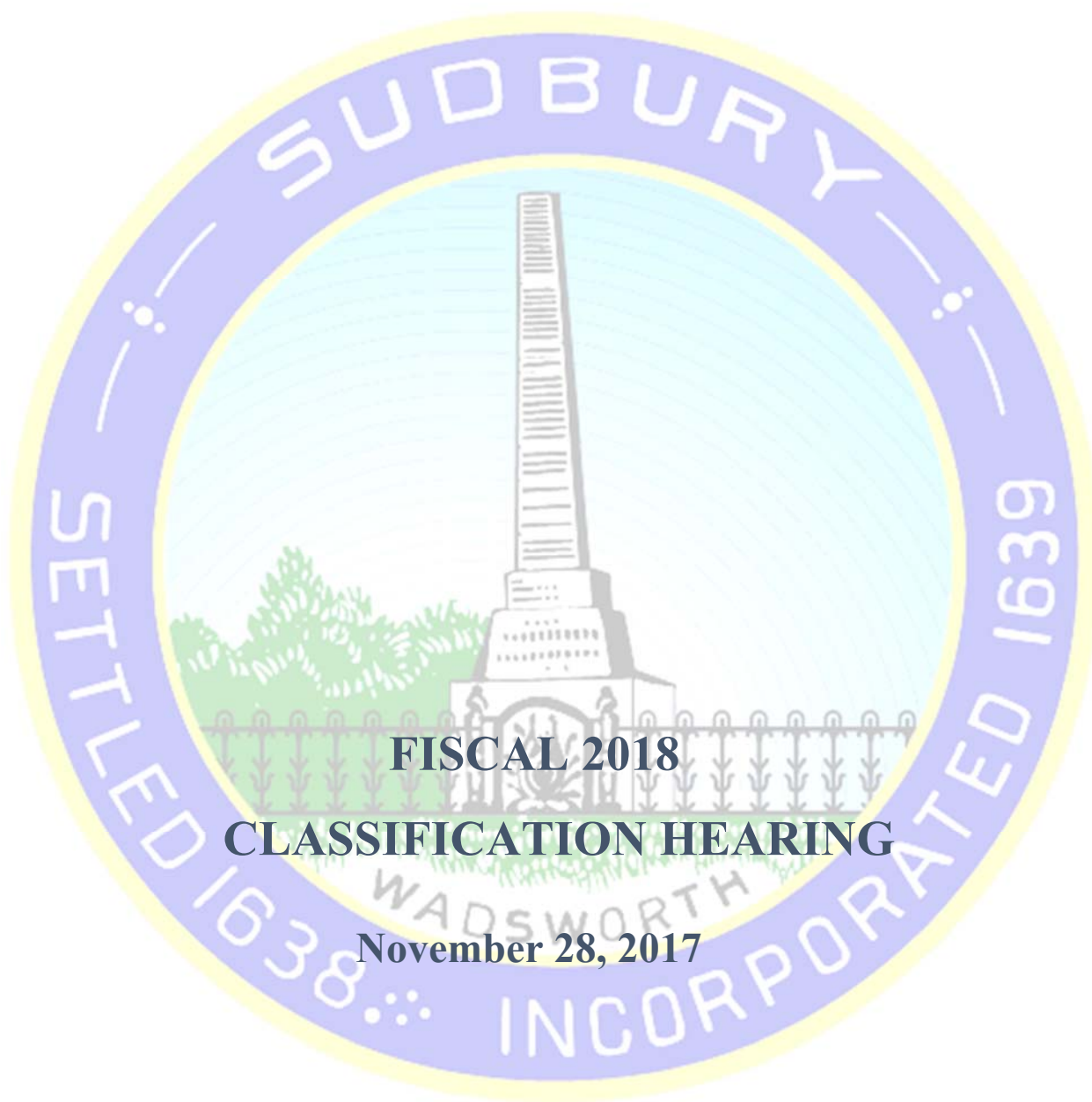
Representative(s) expected to attend meeting: Cynthia Gerry, Board of Assessors, and Harald Scheid

**Review:**

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

11/28/2017 7:30 PM





**FISCAL 2018  
CLASSIFICATION HEARING**

**November 28, 2017**

*Board of Selectmen*  
*Robert C. Haarde, Chair*  
*Susan Iuliano*  
*Patricia Brown*  
*Leonard Simon*  
*Dan Carty*

*Board of Assessors*  
*Liam J. Vesely, Chair*  
*Trevor A. Haydon*  
*Joshua M. Fox*

## Introduction

Each year, prior to the mailing of 3<sup>rd</sup> quarter tax billings, the Board of Selectmen holds a public hearing to determine the percentage of the town's property tax levy to be borne by each major property class. This responsibility and procedure are described in Chapter 40, Section 56 of the Massachusetts General Laws.

The steps in completing the Classification Hearing are outlined below. Also provided is information about the levy, property assessments, and recommendations made by the Board of Assessors.

## Steps in Setting Tax Rates

### Pre-classification Hearing Steps

- Step 1: Determination of the property tax levy (Budget Process)
- Step 2: Determine assessed valuations (Assessors)
- Step 3: Tabulate assessed valuations by class (Assessors)
- Step 4: Obtain DOR value certification (Assessors)
- Step 5: Obtain certification of new growth revenues (Assessors)

### Classification Hearing Steps

- Step 6: Classification hearing presentation (Assessors & Selectmen)
- Step 7: Review and discuss tax shift options (Selectmen)
- Step 8: Voting a tax shift factor (Selectmen)

### Post Classification Hearing Steps

- Step 9: Sign the LA-5 Classification Form (Selectmen)
- Step 10: Send annual recap to DOR for tax rate approval (Assessors)
- Step 11: Obtain DOR approval of tax rates (DOR)

## Terminology

The following are definitions of the terms frequently used in the discussion of tax rates.

Levy: The tax levy (or levy) is the amount of property taxes to be raised. The levy amount is determined by the budget process. The total amount of the approved budget less revenues from other sources like motor vehicle excise, municipal fees, and state aid is the amount to be raised through property taxation. In Sudbury, the levy to be raised is: \$83,323,526. This represents a 4.2% increase over last year's levy of \$79,892,487.

Levy Ceiling: The levy ceiling is 2.5 percent of the full value of the town and represent the maximum property tax revenues that can be raised under Proposition 2 ½. Based on the Sudbury's total valuation of \$4,560,675,215 the town cannot levy taxes in excess of \$114,016,880.

New Growth Revenue: Property taxes derived from newly taxable properties like new construction, additions, renovations, subdivisions, and personal property. The Department of Revenue has certified Sudbury's new growth for fiscal year 2018 at \$983,400.

Levy Limit: Also referred to as the "maximum allowable levy", the levy limit is calculated by adding 2.5 percent of the previous year's levy limit, plus new growth revenue, and proposition 2 ½ overrides, capital expenditure exclusions, and debt exclusions. The certified maximum allowable levy for fiscal year 2018 is 83,524,281.

Excess Levy Capacity: Excess levy capacity is the difference between the levy and the levy limit. Sudbury's excess levy capacity is an estimated \$200,745.

## The Fiscal Year 2018 Levy Limit and Amount to be Raised

The following is a calculation of Sudbury's estimated levy for fiscal year 2018.

Fiscal year 2017 levy limit	\$77,283,873
Levy increase allowed under Prop. 2 ½	1,932,097
New growth revenue	983,400
Debt excluded under Prop. 2 ½	2,247,641
Proposition 21/2 Override	1,077,270
Fiscal year 2018 levy limit	83,524,281
<b>Levy to be raised (rounded by tax rate)</b>	<b>\$83,323,536</b>
<b>Excess levy capacity</b>	<b>\$200,745</b>

## Valuations by Class Before Tax Shift

<u>Major Property Class</u>	<u>Valuation</u>	<u>Percent</u>	<u>Res vs CIP%</u>
Residential	4,252,412,677	93.2409%	93.2409%
Commercial	172,317,688	3.7783%	
Industrial	29,891,300	0.6554%	6.7591%
Personal Property	106,053,550	2.3259%	
TOTAL	4,560,675,215	100.0000%	

## Shifting the Tax Burden

Municipalities with a large commercial/industrial tax base often see fit to shift the tax burden to help maintain lower residential taxes. Sudbury, though having a relative small commercial tax base, has chosen to adopt a split tax rate.

The goal of recent classification hearings has been to adopt residential and commercial tax rates that yield relatively uniform tax increases in both sectors. Though the commercial, industrial, and personal property (CIP) sector makes up approximately 6.75 percent of the taxable valuation base, adoption of the recommended classification shift factor (see below) has resulted in this sector paying about 9 percent of Sudbury's property taxes.

With both residential and commercial/industrial class property valuations rising from 3 to 4 percent, a CIP shift factor of 1.33 will yield similar tax increases.

The Board of Assessors point out that a CIP shift factor of 1.33 with a corresponding residential shift factor of 0.976078 would result in a "relatively" uniform tax rate increase in both sectors.

## Tax Rates and Options

Sudbury's uniform, single tax rate without applying shift factors is \$18.27 per thousand.

There are any number of tax rate options the Board of Selectmen might chose. Several that might be considered are as follows:

Option	CIP Shift	Res. Shift	CIP Tax Rate	Res. Tax Rate
Single Tax Rate	1.0000	1.000000	18.27	18.27
10% Shift	1.1000	0.992751	20.10	18.14
20% Shift	1.2000	0.985502	21.92	18.01
30% Shift	1.3000	0.978253	23.75	17.87
33% Shift (same % burden as last year)	1.3300	0.976078	24.30	17.83
38% Shift (FY2017 factor)	1.3800	0.972453	25.21	17.77
40% Shift	1.4000	0.971004	25.58	17.74
50% Shift (maximum allowed)	1.5000	0.963754	27.41	17.61

Based on the balanced CIP/Res. increase scenario above, the Board of Assessors has calculated the following tax rates:

<u>Property Class</u>	<u>FY2018</u>	<u>FY2017</u>
Residential	17.83 (before exemption)	17.74
Commercial	24.30	25.01
Industrial	24.30	25.01
Personal Property	24.30	25.01

Note that the fiscal year 2018 tax rates are an estimate based on the available data as of this writing. Also, Sudbury's Means Tested Senior Exemption will be factored into the final Residential Tax Rate.

Option	CIP Shift	Res. Shift	CIP Tax Rate	Res. Tax Rate	Res. Tax Rate/SMTE*
Single Tax Rate	1	1	18.27	18.27	18.37
No Residential Tax Rate Increase	1.1	0.992751	20.10	18.14	18.24
No Added Revenues from CIP Class	1.2	0.985502	21.92	18.01	18.10
Balanced CIP/Res. Increase	1.33	0.979588	23.56	17.83	17.93
No CIP Tax Rate Increase	1.38	0.972453	25.21	17.77	17.86
Maximum Shift Factor	1.5	0.963754	27.41	17.61	17.70

\* Options table including a column factoring in Sudbury's Senior Means Exemption Program. The Senior Exemption will add approximately 9 to 10 cents to the residential tax rate.

## Tax Impacts

With some exceptions, fiscal year 2018 residential valuations have increased approximately 3 percent.

The average residential tax bill calculation will change as follows:

FY2017 Average Single Family Valuation:	\$705,800
Taxes at \$17.74 per thousand	\$12,521
 FY 2018 Average Single Family Valuation:	 \$726,900
Taxes at \$17.83 per thousand	\$12,960
 Average Tax Increase	 \$439
Percent Increase	3.51%

## Voting a Tax Shift Factor

The Sudbury Board of Selectmen votes in accordance with M.G.L., Ch. 40, Sec. 56, as amended, the percentage of local tax levy which will be borne by each class of real and personal property, relative to setting the Fiscal Year 2018 tax rates and sets the Residential Factor at 0.976078, (or other Factor) with a corresponding CIP shift of 1.33 (or other corresponding CIP shift), pending certification of the Town's annual tax recap by the Massachusetts Department of Revenue.

## Residential Exemption

Adopting the Residential Exemption would allow the Selectmen to exempt from qualified residential properties a percentage of the average assessed value for the class. The exemption can be as high as twenty (20%) percent of the average assessed value for the residential property class. To compensate for the reduction, the residential tax rate would need to be increased. The residential exemption has the effect of shifting the tax burden from the lower valued properties to higher value properties. In the past the Board has voted not to adopt the Residential Exemption described in this section. Because Sudbury's Means Tested Senior Exemption Program uses a special form of the State Residential Exemption, it may not be possible to also adopt the Residential Exemption described here. However, a vote is still needed and the description below is included for completeness.

Currently, fifteen Massachusetts cities and towns have adopted the Residential Exemption. Historically, the exemption has been adopted in those communities with a high percentage of apartments and other investment property or seasonal homes. In general terms, the exemption shifts real estate taxes onto Class I properties that are not occupied by the property owner as the owner's principal residence or are held for investment.

Assuming the maximum exemption allowance, the FY18 exemption value would be \$135,925 for qualifying properties. It would apply to owner occupied residential properties. A study documented in the November 2011 Residential Exemption Report indicated that about 83% of Sudbury's residential property owners would meet the statutory requirements to qualify for the exemption. A small percent of homeowners and all residential land owners would not receive the benefit.

Although some owner occupied properties would receive an exemption of up to 20%, the tax rate for the entire residential class would increase. As a result, while some properties would receive a tax reduction under the Residential Exemption option, we estimate the FY18 tax bill would rise even for qualified properties with assessments above a breakeven assessment of about \$726,000K (including primary residences, apartments and other vacant land).

## Small Commercial Exemption

An exemption of up to 10% of the property valuation can be granted to commercial properties (not industrial) having one or more businesses employing 10 or fewer employees. Implementing this exemption requires increasing the CIP tax rate to offset lost revenues from qualifying properties.

For fiscal year 2018, 33 properties in the Town have been identified as meeting qualifying standards. Sudbury's nominal commercial class for FY18 hosts 190 accounts. In addition, there are 9 mixed use/part commercial, 49-chapter land, and 19 industrial properties all of which would be subject to an increased tax rate generated by the adoption of a small commercial exemption. The class 3 value reduction for those qualifying properties if a 10% small commercial exemption is adopted is \$1,022,460. The associated tax rate increase for all class 3 and class 4 properties has been approximated at twelve cents (for purposes of illustration we used a factor of 1.33 in our analysis). The average

tax savings for the 33 accounts is approximately \$719/ account.

### Considerations:

- a) The qualifying 33 taxpayers will receive a measurable tax benefit. Other small businesses (not qualifying) will bear the increased burden along with larger commercial and industrial properties.



- b) 20 of the qualifying 33 accounts are commercial condominiums. However, within the same condominium complexes 62 units will not make the cut for different reasons. The properties are otherwise quite similar in size, use, and assessment.
- c) Many of the small businesses appearing on the Department of Unemployment Assistance (DET) list as qualifying will not benefit from the exemption, as they are tenants in larger commercial properties with assessed values exceeding the allowable \$1,000,000 cap.

Based on the foregoing, we can conclude the following:

- The vast majority of Sudbury's small businesses will not stand to benefit by adoption of this exemption, as they are tenants in strip malls, and other large commercial buildings.
- They in fact will be penalized with the increased tax rate. Mill Village is a good example of this. The property consists of 30+ small businesses, all of whom would be penalized. Another example are the tenants at the Cummings building on Rte. 117.
- As evidenced by the small number of eligible accounts the lion's share of Sudbury's small business community will not benefit from this exemption.

## Open Space Exemption

A maximum value exemption of 25% may be applied under the Open Space Exemption, where the classification of open space land has been adopted by the Town. Sudbury has no properties classified as open space, but makes available the 3 chapter classifications – Chapter 61 Forestry, Chapter 61A Agriculture, and 61B Recreation which offer significant valuation and tax reductions.

The Open Space exemption cannot presently be implemented, and therefore the Board of Assessors advises against adoption.



## VOTING THE EXEMPTIONS

The Selectmen cannot consider an **Open Space Discount** as the Town does not utilize the Class 2 Open Space Option, therefore the Open Space Discount cannot be considered and a vote is not justified.

Example Vote(s) on Residential and/or Small Commercial Exemption Options:

1. This language including negative and affirmative options speaks to the Residential Exemption only:

**Motion:** [Not] to adopt a Residential Exemption for Fiscal Year 2018, or

**Motion:** [To] adopt a Residential Exemption for Fiscal Year 2018 of \_\_\_\_% of the **Average of all Residential Value** for those eligible residential properties, which will shift the burden within the Residential Class.

2. This language including negative and affirmative options speaks to the Small Commercial only:

**Motion:** [Not] adopt the Small Commercial Exemption for Fiscal Year 2018, or

**Motion:** [To] adopt the Small Commercial Exemption for Fiscal Year 2018 of \_\_\_\_% of the **Assessed Value of the eligible properties occupied by business (as)** on the DET list valued at less than \$1 million, which will shift the burden within the Commercial & Industrial Classes.

## ADDENDUM

### SUDBURY'S MEANS TESTED SENIOR TAX EXEMPTION

Finally, we are asking this evening that the SelectBoard vote on the cap which will be used to fund the Sudbury Senior Means Tested Exemption Program for FY 2018. Section 3 of Chapter 169 of the Acts of 2012, specifies that the total cap on the exemptions granted by the act shall be set annually by the board of selectmen, within a range of .5 to 1 per cent of the residential property tax levy for the town of Sudbury. The vote is traditionally taken following the mandatory Classification Hearing votes.

Massachusetts Chapter 169 of the Acts of 2012 established, and Chapter 10 of the Acts of 2016 renewed a pilot program in Sudbury for granting certain qualified senior residents a measure property tax relief. FY18 is the fifth year of the program. The exemption is similar to the Residential Tax Exemption in that it shifts the tax burden from qualified residential property owners to other residential property owners. For FY14, the statute limited the total exemptions granted under the pilot program to a dollar cap equal to 0.5% of the residential levy (after any CIP shift). For FY 17 the Selectmen voted to continue with the cap of 0.5%.

For FY18, Selectmen have the option, if needed, to increase this percentage up to and including 1.0%.

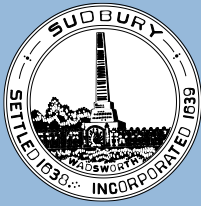
Applications are required, and the Assessors administer this program for all applicants deemed qualified by the Board of Assessors. For FY18, the Assessors received 115 applications and the Board of Assessors identified 113 applicants tentatively qualified to receive the exemption. In order for the Assessors to complete the necessary calculations, the Board of Selectmen must first vote the Residential Factor and CIP shift values for FY18 in the Classification Hearing. That vote will determine a tentative residential tax rate, which will then be used in the calculations and result in an increase in the tentative residential tax rate.

For FY18, the interplay between the Classification Hearing decision and the Senior Tax Exemption calculations seems to involve the potential need to adjust the 0.5% cap which has been in place since FY 2014.

The Act also provides an alternative to increasing the cap, whereby the income threshold may be adjusted above the nominal 10.0% until the need is reduced to fall within the cap.

Suggested Motion:

Vote in accordance with Chapter 169 of the Acts of 2012, the total FY18 cap on the exemptions granted by the Means Tested Senior Tax Exemption shall be 9% of the residential property tax levy.

**SUDBURY BOARD OF SELECTMEN**

Tuesday, November 28, 2017

**TIMED ITEM****2: Bullfinchs Sunday Change of Hours****REQUESTOR SECTION**

Date of request:

Requestor: Bullfinchs, Inc, d/b/a Bullfinchs

Formal Title: As the Local Licensing Authority, vote on whether to approve the application of Bullfinchs, Inc, d/b/a Bullfinchs, 730 Boston Post Rd, for a Change of hours to opening at 10AM on Sundays, under G. L. Ch. 138, s.12, Thomas Scott Richardson, Manager.

Recommendations/Suggested Motion/Vote: As the Local Licensing Authority, vote on whether to approve the application of Bullfinchs, Inc, d/b/a Bullfinchs, 730 Boston Post Rd, for a Change of hours to opening at 10AM on Sundays, under G. L. Ch. 138, s.12, Thomas Scott Richardson, Manager.

Background Information:

Please see application attached.

Financial impact expected:\$75 Application Fee

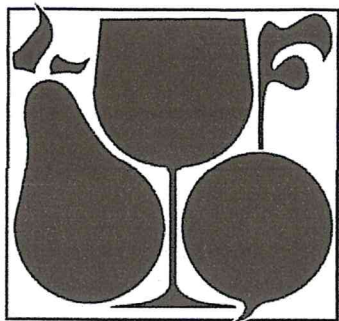
Approximate agenda time requested: 15 minutes

Representative(s) expected to attend meeting: Terry Richardson, Bullfinchs Restaurant Bookkeeper

Review:

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

11/28/2017 7:30 PM



## Bullfinchs restaurant

730 boston post road  
sudbury . ma . 01776  
978.443.4094  
[www.bullfinchs.com](http://www.bullfinchs.com)  
[bullfinchs@gmail.com](mailto:bullfinchs@gmail.com)

RECEIVED  
BOARD OF SELECTMEN  
SUDBURY, MA

2017 OCT 31 P 2:00

### CORPORATE VOTE

October 1, 2017

At a meeting of the Board of Directors of Bullfinch's, Inc., held at 730 Boston Post Road, Sudbury, MA 01776, on October 1, 2017, it was duly voted that the Corporation apply to the Licensing Board for the Town of Sudbury for:

Amending opening hours on Sundays to 10:00 a.m..

The Directors: Thomas Scott Richardson and Margaret Richardson,

Voted: to authorize Thomas Scott Richardson to sign the application submitted in the name of Bullfinch's, Inc., and to execute in the Corporation's behalf, any necessary papers and do all things required to have the application granted.

Voted: to appoint Thomas Scott Richardson of Bullfinch's, Inc. as its manager or principal representative, and hereby grant him with full authority and control of the premises described in the license and authority and control of the conduct of all business therein as the licensee itself could in any way have and exercise if it were a natural person residing in the Commonwealth of Massachusetts.

Voted: That a copy of this vote duly certified by the Clerk of the Corporation and delivered to the manager appointed, or principal representative, shall constitute the written authority required by G.L.c. 138, 26

It is hereby certified that all the Directors of Bullfinch's, Inc., a corporation duly organized under the laws of the Commonwealth of Massachusetts, are citizens of the United States and a majority are residents of the Commonwealth of Massachusetts.

A true copy attest,

Thomas Scott Richardson

## Bullfinch's Change of Hours – Sundays 10AM

### Department Feedback

#### Fire Department Approval:

From: Whalen, John  
Sent: Tuesday, October 31, 2017 4:02 PM  
Subject: RE: Bullfinchs' Change of Hours

Hello Leila,  
We completed an safety inspection yesterday, and received notice today that all the issues have been corrected.  
The Fire Department has no issues with this application at this time.  
John M. Whalen  
Assistant Fire Chief

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#### Building Department Approval:

From: Herweck, Mark  
Sent: Friday, October 27, 2017 1:16 PM  
Subject: RE: Bullfinchs' Change of Hours

Hi Leila; I will get back to you after the required periodical 110 inspection next week. Shouldn't be an issue.

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#### Police Department Approval:

From: Nix, Scott  
Sent: Friday, October 27, 2017 2:53 PM  
Subject: RE: Bullfinchs' Change of Hours

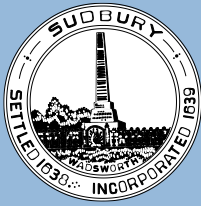
Leila,  
The police department does not have an issue with the changes. Thank you.  
Respectfully,  
Scott Nix  
Chief of Police

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#### Board of Health Approval:

From: Murphy, Bill  
Sent: Friday, October 27, 2017 1:25 PM  
Subject: RE: Bullfinchs' Change of Hours

No issues.  
William C. Murphy, MS,RS,CHO  
Director of Public Health

**SUDBURY BOARD OF SELECTMEN**

Tuesday, November 28, 2017

**TIMED ITEM****3: Joint meeting with Planning Board****REQUESTOR SECTION**

Date of request:

Requestor: Meagen Donoghue, Dir of Planning &amp; Community Development

Formal Title: Vote to open a joint meeting with the Planning Board to vote to appoint Associate Member Nancy Kilcoyne, 35 Hickory Road, to full member with a term expiration of 5/31/18, to fill the remainder of Christopher Morely's term who recently resigned from the Planning Board.

Recommendations/Suggested Motion/Vote: Vote to open a joint meeting with the Planning Board to vote to appoint Associate Member Nancy Kilcoyne, 35 Hickory Road, to full member with a term expiration of 5/31/18, to fill the remainder of Christopher Morely's term who recently resigned from the Planning Board.

Background Information:  
attached resignation letter

Financial impact expected:none

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

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

11/28/2017 7:30 PM

TOWN CLERK  
SUDBURY, MASS

2017 OCT 10 AM 11:11

Rosemary B. Harvell, CMC, CMMC  
Sudbury Town Clerk  
322 Concord Road  
Sudbury, MA 01776

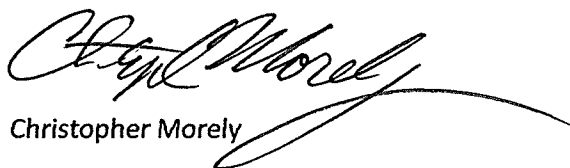
Dear Ms. Harvell—

This letter serves to give written notice, as I verbally gave to the Sudbury Planning Board on September 27, 2017, and to you and others electronically on September 28, 2017, that it is my intention to not complete my elected term of office on the Sudbury Planning Board, and to resign from that Board effective October 12, 2017 at the conclusion of that night's Community Preservation Committee meeting, where I will be representing the Planning Board.

I am also resigning my membership in the Fairbank Community Center Study Task Force, and my membership in the Town Hall Blue Ribbon Committee, with the same effective date.

For the time being I will remain on the Land Acquisition Review Committee.

Sincerely,



Christopher Morely  
321 Old Lancaster Road  
Sudbury, MA 01776

Attachment3.a: Resignation Chris Morely rec'd 10.10.2017 (2516 : Joint meeting with Planning Board)



Golden, Patricia

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**From:** C MORELY <BLASTOFF3210@msn.com>  
**Sent:** Thursday, September 28, 2017 12:29 AM  
**To:** Donoghue, Meagen; Harvell, Rosemary; Golden, Patricia; Stephen Garvin; cline@marllaw.com; Brown, Patricia; Kelly, James  
**Subject:** Chris Morely resigns Planning Board, etc.

Hi All—

Covering my bases here, as I've never resigned from any Town job before...

Earlier tonight at our meeting, I told the Planning Board of my intention to resign from the Board prior to the expiration of my elected term. The effective date of my resignation will be the unfortunately numbered Friday the 13<sup>th</sup> of October, two days after my last Planning Board meeting, and one day after my last Community Preservation Committee meeting as its Planning Board representative.

For the time being I will remain on the Land Acquisition Review Committee.

After an early October flurry of meetings, my membership in the Fairbank Community Center Study Task Force will end, as will my membership in the Town Hall Blue Ribbon Committee. These can be effective the same date as above.

I think that does it, unless I've forgotten a current committee :-).

On a personal note, I certainly have enjoyed working with you all; some, like Sherri, Rosemary and Pat, for a very long time. We have made progress together for the people of Sudbury that we can be proud of, I think.

Sincerely yours,

Christopher Morely

Sent from [Mail](#) for Windows 10

Attachment3.b: Chris Morely resigns Planning Board etc. (2516 : Joint meeting with Planning Board)

**Nancy Kilcoyne**  
Kilcoyne35@hotmail.com

35 Hickory Road, Sudbury, MA 01776

## SUMMARY

**My specialized skill set can be directly applied to the Sudbury Planning Board, and also allow me to contribute in a meaningful way to other Town boards.**

## RELEVANT SKILLS

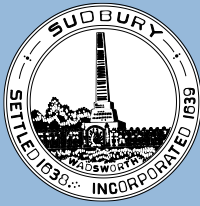
- Development site plan review, due diligence, approvals and construction
- Project management
- Work with local, State and Federal agencies
- Research, writing, editing
- Life-long passion for history, land use and archaeology
- Archaeological digs in Greece and Massachusetts

## EXPERIENCE

- **V.P. Development, Gillespie and Co., Inc., Concord, MA**
  - Conduct due diligence, permit development and coordinate construction of redevelopment and new construction of commercial properties
  - Permitted 500,000 s.f. commercial at 300 Baker Ave., Concord
  - Permit access road and construction at our property - former Lucent campus, Marlborough
- **Project Coordinator, CareMatrix Corporation, Needham, MA**
  - Coordinate due diligence, track and oversee planning and zoning process for 60+ AL/IL/SNF facilities, nationwide
- **Planner, Westchester County Planning Department, White Plains, NY**
  - Site plan review, with an emphasis on impacts, mitigation to environment, compliance with State and local regulations
  - Researched and co-wrote county-wide comprehensive plan
  - Worked with NYSDOT on I-287 widening project
- **Editor, National Geographic Society, Washington, D.C.**
  - Editor, children's books
  - Editor, Research Reports; edited research reports written by Richard Leakey and Jane Goodall for NGS publication

## EDUCATION

- **The George Washington University, Washington, D.C.**
  - M.A., Urban and Regional Planning and Real Estate Development
  - Planning and Development, with an emphasis on land use law, design
- **Boston University, Boston, MA**
  - B.A., Archaeology and Art History



## SUDBURY BOARD OF SELECTMEN

Tuesday, November 28, 2017

4

### MISCELLANEOUS (UNTIMED)

#### 4: Meet with Planning Board to discuss Master Plan

##### REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discuss Master Plan with Planning Board

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

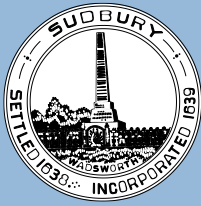
Approximate agenda time requested:

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

11/28/2017 7:30 PM



SUDBURY BOARD OF SELECTMEN  
Tuesday, November 28, 2017

5

**MISCELLANEOUS (UNTIMED)**

**5: Meet with Planning Board to discuss Marijuana**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discuss Marijuana with Planning Board

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

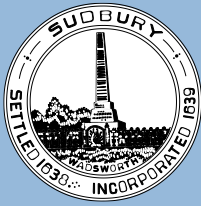
Approximate agenda time requested:

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

11/28/2017 7:30 PM



## MISCELLANEOUS (UNTIMED)

### 6: Meet with Planning Board to discuss Landham Rd

#### REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discuss Route 20 and Landham Rd 75% design plan with Planning Board

Recommendations/Suggested Motion/Vote: Discuss Route 20 and Landham Road 75% design plan with Planning Board

Background Information:  
attached plans (pdf)

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

11/28/2017 7:30 PM

# MASSACHUSETTS DEPARTMENT OF TRANSPORTATION HIGHWAY DIVISION

## PLAN AND PROFILE OF ROUTE 20 (BOSTON POST ROAD) AT LANDHAM ROAD

### IN THE TOWN OF SUDBURY MIDDLESEX COUNTY

FEDERAL AID PROJECT NO.

SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	1	51
PROJECT FILE NO.		607249	

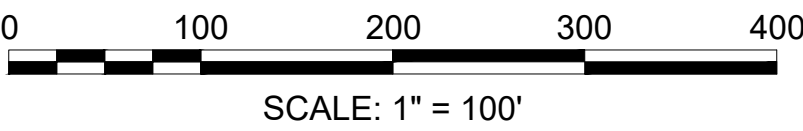
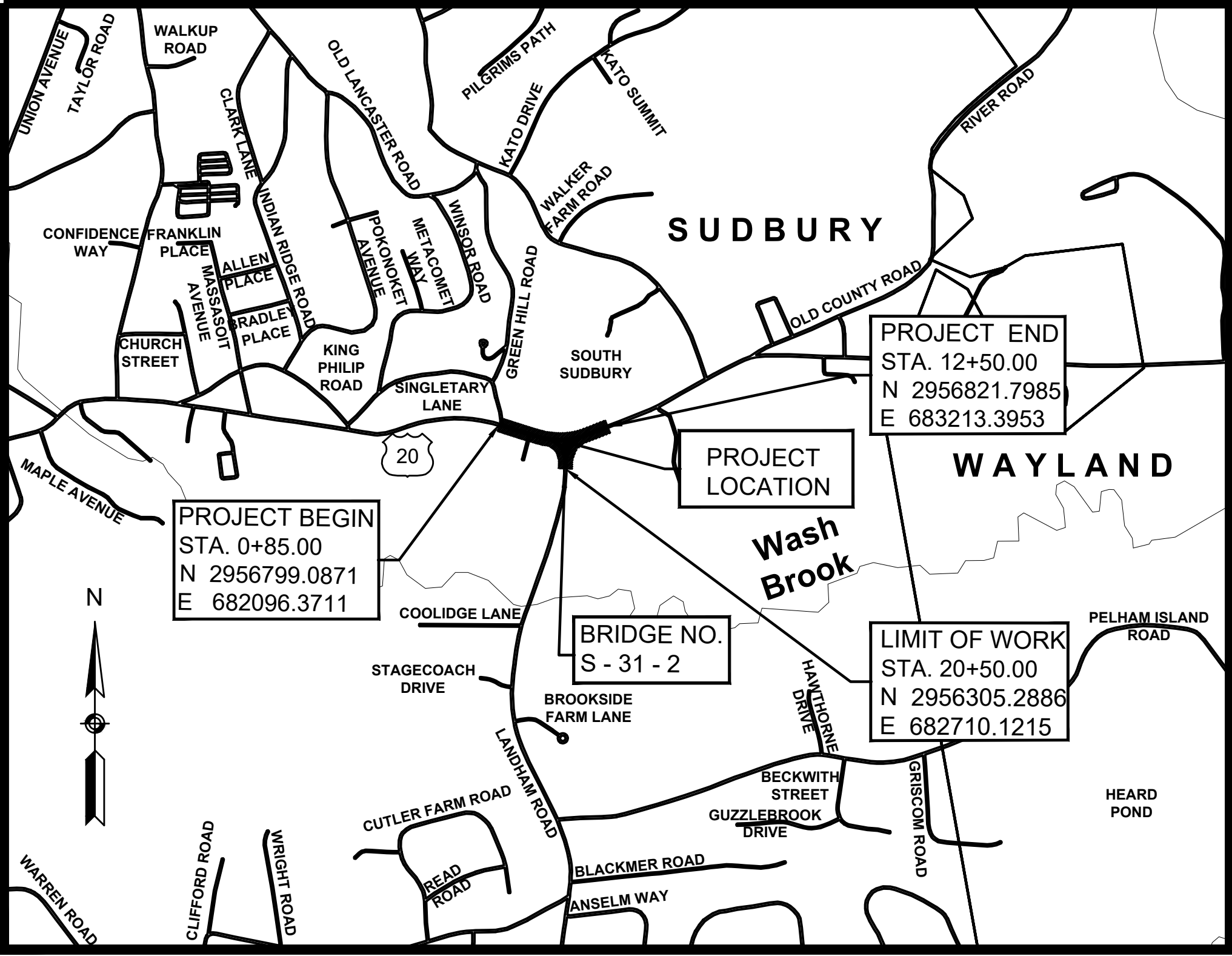
TITLE SHEET & INDEX

THE MASSACHUSETTS HIGHWAY DEPARTMENT STANDARD SPECIFICATIONS FOR HIGHWAYS AND BRIDGES DATED 1988, AS AMENDED, THE SUPPLEMENTAL SPECIFICATIONS DATED JULY 1, 2015, THE 2016 CONSTRUCTION STANDARD DETAILS, THE 2015 OVERHEAD SIGNAL STRUCTURE AND FOUNDATION STANDARD DRAWINGS, MASSDOT TRAFFIC MANAGEMENT PLANS AND DETAIL DRAWINGS, THE LATEST MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS WITH MASSACHUSETTS AMENDMENTS, THE 1990 STANDARD DRAWINGS FOR SIGNS AND SUPPORTS, THE 1968 STANDARD DRAWINGS FOR TRAFFIC SIGNALS AND HIGHWAY LIGHTING, AND THE LATEST EDITION OF THE AMERICAN STANDARD FOR NURSERY STOCK, WILL GOVERN.

# 75%/100% SUBMITTAL

### INDEX

SHEET NO.	DESCRIPTION
1	TITLE SHEET & INDEX
2	LEGEND & ABBREVIATIONS
3	KEY PLAN, TEST PIT & BORING LOCATIONS
4-5	TYPICAL SECTIONS
6-8	CONSTRUCTION BASELINE TIES
9-11	CONSTRUCTION PLANS
12-14	PROFILES
15-17	CURB TIE & GRADING PLAN
18-20	DRAINAGE & UTILITY PLANS
21-24	LANDSCAPE PLANS & DETAILS
25-28	TRAFFIC SIGN & PAVEMENT MARKINGS
29	TRAFFIC SIGN SUMMARY SHEET
30	TRAFFIC LEGEND, ABBREVIATIONS & NOTES
31	TRAFFIC SIGNAL PLAN
32	BICYCLE LOOP DETECTOR DETAILS
33-35	TEMPORARY TRAFFIC CONTROL PLANS
36-37	CONSTRUCTION DETAILS
38	WHEELCHAIR RAMP/DRIVEWAY DETAILS
39-51	CROSS SECTIONS























































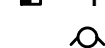
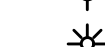

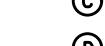

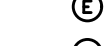

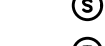
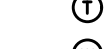



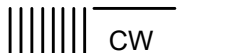
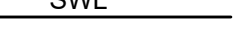

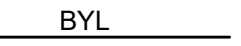
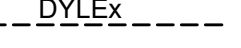
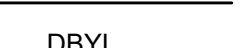





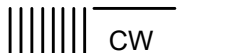
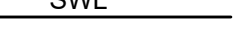

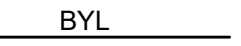
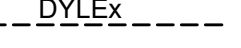
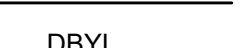





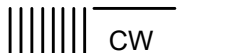
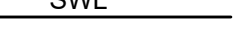

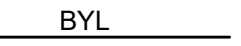
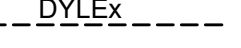
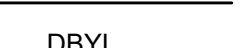



LENGTH OF PROJECT = 1515.00 FEET = 0.287 MILES

### DESIGN DESIGNATION

	RTE 20 WEST OF LANDHAM RD	RTE 20 EAST OF LANDHAM RD	LANDHAM RD SOUTH OF RTE 20
DESIGN SPEED	35 MPH	35 MPH	35 MPH
ADT (2017)	22,350	22,600	11,550
ADT (2027)	23,000	23,250	11,900
K	7.1%	7.5%	8.6%
D	66%	66%	58%
T (PEAK HOUR)	1.0%	1.0%	1.0%
T (AVERAGE DAY)	3.0%	3.0%	1.0%
DHV	1,620	1,740	1,020
DDHV	1,070	1,140	590
FUNCTIONAL CLASSIFICATION	URBAN PRINCIPAL ARTERIAL	URBAN PRINCIPAL ARTERIAL	URBAN MINOR ARTERIAL

<b>GPI</b> Greenman-Pedersen, Inc. <small>Engineers, Architects, Planners, Construction Engineers &amp; Inspectors 181 Ballardvale Street, Suite 202, Wilmington, MA 01887 Tel: (978) 570-2999 Fax: (978) 658-3044 http://www.gpinet.com</small>			
	DATE	DESCRIPTION	REV #
<b>DEPARTMENT OF TRANSPORTATION FEDERAL HIGHWAY ADMINISTRATION</b>  APPROVED:  DIVISION ADMINISTRATOR      DATE	<b>massDOT</b> <small>Massachusetts Department of Transportation Highway Division</small>		
	RECOMMENDED FOR APPROVAL		
	CHIEF ENGINEER	DATE	
	APPROVED		
	HIGHWAY ADMINISTRATOR	DATE	



GENERAL SYMBOLS			PAVEMENT MARKINGS SYMBOLS			GENERAL NOTES		
<div>EXISTING</div> <div><div> JB</div><div> CB</div><div> FP</div><div> GP</div><div> MB</div><div></div><div></div><div> WELL</div><div> EHH</div><div></div><div> GG</div><div> BHL #</div><div> MW #</div><div> TP #</div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div> MHB</div><div> MON</div><div> SB</div><div> TB</div><div></div><div></div><div> UFB</div><div> UPDL</div><div> ULT</div><div> UPL</div><div></div><div></div><div></div><div></div><div> WG</div><div> PM</div></div> <div><div>PROPOSED</div><div><div> JB</div><div> CB</div><div> FP</div><div> GP</div><div> MB</div><div></div><div></div><div> WELL</div><div> EHH</div><div></div><div> GG</div><div> BHL #</div><div> MW #</div><div> TP #</div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div> MHB</div></div><div><div>DESCRIPTION</div><div>JERSEY BARRIER ON BRIDGE OR JERSEY BARRIER</div><div>CATCH BASIN</div><div>CATCH BASIN CURB INLET</div><div>FLAG POLE</div><div>GAS PUMP</div><div>MAIL BOX</div><div>POST SQUARE</div><div>POST CIRCULAR</div><div>WELL</div><div>ELECTRIC HANDHOLE</div><div>FENCE GATE POST</div><div>GAS GATE</div><div>BORING HOLE</div><div>MONITORING WELL</div><div>TEST PIT</div><div>HYDRANT</div><div>LIGHT POLE</div><div>COUNTY BOUND</div><div>GPS POINT</div><div>CABLE MANHOLE</div><div>DRAINAGE MANHOLE</div><div>ELECTRIC MANHOLE</div><div>GAS MANHOLE</div><div>MISC MANHOLE</div><div>SEWER MANHOLE</div><div>TELEPHONE MANHOLE</div><div>WATER MANHOLE</div><div>MASSACHUSETTS HIGHWAY BOUND</div><div>MONUMENT</div><div>STONE BOUND</div><div>TOWN OR CITY BOUND</div><div>TRAVERSE OR TRIANGULATION STATION</div><div>TROLLEY POLE OR GUY POLE</div><div>TRANSMISSION POLE</div><div>UTILITY POLE W/ FIREBOX</div><div>UTILITY POLE WITH DOUBLE LIGHT</div><div>UTILITY POLE W / 1 LIGHT</div><div>UTILITY POLE</div><div>BUSH</div><div>TREE</div><div>STUMP</div><div>SWAMP / MARSH</div><div>WATER GATE</div><div>PARKING METER</div><div>OVERHEAD CABLE/WIRE</div><div>CURBING</div><div>CONTOURS</div><div>UNDERGROUND DRAIN PIPE (DOUBLE LINE 24 INCH AND OVER)</div><div>UNDERGROUND ELECTRIC DUCT (DOUBLE LINE 24 INCH AND OVER)</div><div>UNDERGROUND GAS MAIN (DOUBLE LINE 24 INCH AND OVER)</div><div>UNDERGROUND SEWER MAIN (DOUBLE LINE 24 INCH AND OVER)</div><div>UNDERGROUND TELEPHONE DUCT (DOUBLE LINE 24 INCH AND OVER)</div><div>UNDERGROUND WATER MAIN (DOUBLE LINE 24 INCH AND OVER)</div><div>BALANCE STONE WALL</div><div>GUARD RAIL - STEEL POSTS</div><div>GUARD RAIL - WOOD POSTS</div><div>CHAIN LINK OR METAL FENCE</div><div>WOOD FENCE</div><div>HAY BALES/SILT FENCE</div><div>TREE LINE OR LIMIT OF CLEARING AND GRUBBING</div><div>SAWCUT LINE</div><div>TOP OR BOTTOM OF SLOPE</div><div>LIMIT OF EDGE OF PAVEMENT OR COLD PLANE AND OVERLAY</div><div>BANK OF RIVER OR STREAM</div><div>BORDER OF WETLAND</div><div>100 FT WETLAND BUFFER</div><div>200 FT RIVERFRONT BUFFER</div><div>STATE HIGHWAY LAYOUT</div><div>TOWN OR CITY LAYOUT</div><div>COUNTY LAYOUT</div><div>RAILROAD SIDELINE</div><div>TOWN OR CITY BOUNDARY LINE</div><div>PROPERTY LINE OR APPROXIMATE PROPERTY LINE</div><div>EASEMENT</div></div></div> <tr><td><div>EXISTING</div><div></div></td><td><div>PROPOSED</div><div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div></td><td><div>DESCRIPTION</div><div>PAVEMENT ARROW - WHITE</div><div>LEGEND "ONLY" - WHITE</div><div>STOP LINE</div><div>CROSSWALK</div><div>SOLID WHITE LINE</div><div>SOLID YELLOW LINE</div><div>BROKEN WHITE LINE</div><div>BROKEN YELLOW LINE</div><div>DOTTED WHITE LINE</div><div>DOTTED YELLOW LINE</div><div>DOTTED WHITE LINE EXTENSION</div><div>DOTTED YELLOW LINE EXTENSION</div><div>DOUBLE WHITE LINE</div><div>DOUBLE YELLOW LINE</div></td></tr>	<div>EXISTING</div> <div></div>	<div>PROPOSED</div> <div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>	<div>DESCRIPTION</div> <div>PAVEMENT ARROW - WHITE</div> <div>LEGEND "ONLY" - WHITE</div> <div>STOP LINE</div> <div>CROSSWALK</div> <div>SOLID WHITE LINE</div> <div>SOLID YELLOW LINE</div> <div>BROKEN WHITE LINE</div> <div>BROKEN YELLOW LINE</div> <div>DOTTED WHITE LINE</div> <div>DOTTED YELLOW LINE</div> <div>DOTTED WHITE LINE EXTENSION</div> <div>DOTTED YELLOW LINE EXTENSION</div> <div>DOUBLE WHITE LINE</div> <div>DOUBLE YELLOW LINE</div>					
<div>EXISTING</div> <div></div>	<div>PROPOSED</div> <div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div>	<div>DESCRIPTION</div> <div>PAVEMENT ARROW - WHITE</div> <div>LEGEND "ONLY" - WHITE</div> <div>STOP LINE</div> <div>CROSSWALK</div> <div>SOLID WHITE LINE</div> <div>SOLID YELLOW LINE</div> <div>BROKEN WHITE LINE</div> <div>BROKEN YELLOW LINE</div> <div>DOTTED WHITE LINE</div> <div>DOTTED YELLOW LINE</div> <div>DOTTED WHITE LINE EXTENSION</div> <div>DOTTED YELLOW LINE EXTENSION</div> <div>DOUBLE WHITE LINE</div> <div>DOUBLE YELLOW LINE</div>						

SUDBURY ROUTE 20 (BOSTON POST ROAD) AT LANDHAM ROAD			
STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	2	51
PROJECT FILE NO.		607249	

LEGEND & ABBREVIATIONS

1.

TOPOGRAPHICAL INFORMATION WAS PROVIDED IN NAVD 1988 VERTICAL DATUM AND MA MAINLAND NAD 83 HORIZONTAL DATUM. EXISTING CONDITIONS AND TOPOGRAPHICAL SURVEY PROVIDED BY GREENMAN-PEDERSEN, INC., AUGUST/SEPTEMBER 2014, (978-570-2999).

2.

THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO LOCATE EXACTLY AND TO PRESERVE ANY AND ALL UNDERGROUND UTILITIES. CALL "DIG-SAFE" 1-888-DIGSAFE (344-7233) AT LEAST 72 HOURS BEFORE COMMENCING CONSTRUCTION.

3.

WHERE AN EXISTING UNDERGROUND UTILITY IS FOUND TO CONFLICT WITH THE PROPOSED WORK, THE LOCATION, ELEVATION AND SIZE OF THE UTILITY SHALL BE ACCURATELY DETERMINED WITHOUT DELAY BY THE CONTRACTOR, AND THE INFORMATION FURNISHED TO THE ENGINEER FOR RESOLUTION OF THE CONFLICT.

4.

THE CONTRACTOR SHALL MAKE ALL ARRANGEMENTS FOR THE ALTERATION AND ADJUSTMENT OF GAS, ELECTRIC, TELEPHONE AND ANY OTHER PRIVATE UTILITIES BY THE UTILITY COMPANIES.

5.

AREAS OUTSIDE THE LIMITS OF PROPOSED WORK DISTURBED BY THE CONTRACTOR'S OPERATIONS SHALL BE RESTORED BY THE CONTRACTOR TO THEIR ORIGINAL CONDITION AT THE CONTRACTOR'S EXPENSE.

6.

THE TERM "PROPOSED" (PROP.) MEANS WORK TO BE CONSTRUCTED USING NEW MATERIALS, OR, WHERE APPLICABLE, RE-USING EXISTING MATERIALS IDENTIFIED AS "REMOVE & RESET" (R&R).

7.

ALL EXISTING SIGNS WITHIN THE PROJECT LIMITS SHALL BE RETAINED UNLESS NOTED OTHERWISE.

8.

ALL PROPOSED PAVEMENT MARKINGS SHALL BE THERMOPLASTIC.

9.

ALL EXISTING STATE, COUNTY, CITY AND TOWN LOCATION LINES AND PRIVATE PROPERTY LINES HAVE BEEN ESTABLISHED FROM AVAILABLE INFORMATION AND THEIR EXACT LOCATIONS ARE NOT GUARANTEED.

10.

ALL TRANSVERSE JOINTS, AND ALL LONGITUDINAL JOINTS BETWEEN NEW SURFACE PAVEMENT AND EXISTING SURFACE PAVEMENT TO REMAIN SHALL BE COATED WITH A HOT MIX ASPHALT JOINT SEALANT MEETING SPECIAL PROVISION ITEM 453.

11.

ALL DISTURBED AREAS NOT DESIGNATED TO BE PAVED SHALL HAVE LOAM BORROW PLACED AND SEEDED. THE LOAM BORROW SHALL HAVE A MINIMUM DEPTH OF 4 INCHES AND SHALL BE PLACED FLUSH WITH THE TOP OF THE ADJACENT CURB, EDGING, BERM OR PAVEMENT SURFACE.

12.

PRIOR TO THE START OF ANY NEW UTILITY WORK, ALL ELEVATIONS OF EXISTING UTILITIES IN THOSE AREAS ARE TO BE VERIFIED. THE ENGINEER IS TO BE NOTIFIED IMMEDIATELY SHOULD ANY DISCREPANCIES OCCUR.

13.

ALL CASTINGS SHALL BE SET FLUSH WITH FINISHED GRADE. "HOOK LOCK CASCADE GRATES" SHALL BE USED ON ALL MASSDOT FACILITIES.

14.

ALL PUBLICLY OWNED GATE BOXES, SERVICE BOXES, MANHOLE FRAMES AND COVERS SHALL BE ADJUSTED TO GRADE BY THE CONTRACTOR.

15.

ALL NEW SIDEWALKS AND DRIVEWAY GRADES SHALL MATCH EXISTING GRADES AT BACK OF SIDEWALK LINE UNLESS SHOWN OTHERWISE ON THE PLANS AND CROSS-SECTIONS.

16.

THE CONTRACTOR SHALL TAKE EVERY PRECAUTION TO PROTECT ALL EXISTING TREES AND ROOTS THAT ARE NOT DESIGNATED FOR REMOVAL.

17.

DRAINAGE ELEVATIONS ARE PROVIDED FOR DESIGN PURPOSES ONLY. THE CONTRACTOR SHALL VERIFY BY TEST PIT, THE LOCATIONS OF EXISTING UTILITIES WHICH MAY CONFLICT WITH THE PROPOSED DRAINAGE DESIGN. ANY FIELD ADJUSTMENTS REQUIRED WILL BE MADE AS APPROVED OR DIRECTED BY THE ENGINEER. ONLY AFTER THE CONTRACTOR VERIFIES ELEVATIONS FOR THE CONSTRUCTABILITY OF THE DRAINAGE SYSTEM SHALL ANY STRUCTURES BE ORDERED. ANY FIELD ADJUSTMENTS TO LINE & GRADE UP TO A DEPTH OF 5' SHALL BE INCLUDED IN THE COST OF THE PIPE. PIPE EXCAVATION GREATER THAN 5' WILL BE PAID UNDER CLASS B TRENCH EXCAVATION.

18.

EXISTING WATER MAIN IS ASBESTOS CONCRETE. EXTREME CARE SHALL BE TAKEN DURING UTILITY INSTALLATIONS AND COMPACTION OF SUBGRADE WITHIN THE FULL DEPTH AREAS NOT TO DISTURB THE MAIN.

GENERAL ABBREVIATIONS

AADT	ANNUAL AVERAGE DAILY TRAFFIC	F&C	FRAME AND COVER	PVI	POINT OF VERTICAL INTERSECTION
ABAN	ABANDON	F&G	FRAME AND GRATE	PVT	POINT OF VERTICAL TANGENCY
ADJ	ADJUST	FDN.	FOUNDATION	PVMT	PAVEMENT
APPROX.	APPROXIMATE	FLDSTN	FIELDSTONE	PWW	PAVED WATER WAY
A.C.	ASPHALT CONCRETE	GAR	GARAGE	R	RADIUS OF CURVATURE
ACCM PIPE	ASPHALT COATED CORRUGATED METAL PIPE	GD	GROUND	R&D	REMOVE AND DISPOSE
BIT.	BITUMINOUS	GG	GAS GATE	RCP	REINFORCED CONCRETE PIPE
BC	BOTTOM OF CURB	GI	GUTTER INLET	RD	ROAD
BD.	BOUND	GIP	GALVANIZED IRON PIPE	RDWY	ROADWAY
BL	BASELINE	GRAN	GRANITE	REM	REMOVE
BLDG	BUILDING	GRAV	GRAVEL	RET	RETAIN
BM	BENCHMARK	GRD	GUARD	RET WALL	RETAINING WALL
BO	BY OTHERS	HDW	HEADWALL	ROW	RIGHT OF WAY
BOS	BOTTOM OF SLOPE	HMA	HOT MIX ASPHALT	RR	RAILROAD
BR.	BRIDGE	HOR	HORIZONTAL	R&R	REMOVE AND RESET
CB	CATCH BASIN	HWY	HIGHWAY	R&S	REMOVE AND STACK
CBCI	CATCH BASIN WITH CURB INLET	HYD	HYDRANT	RT	RIGHT
CC	CEMENT CONCRETE	INV	INVERT	SB	STONE BOUND
CCM	CEMENT CONCRETE MASONRY	JCT	JUNCTION	SHLD	SHOULDER
CEM	CEMENT	L	LENGTH OF CURVE	SMH	SEWER MANHOLE
CI	CURB INLET	LB	LEACH BASIN	ST	STREET
CIP	CAST IRON PIPE	LP	LIGHT POLE	STA	STATION
CLF	CHAIN LINK FENCE	LT	LEFT	SSD	STOPPING SIGHT DISTANCE
CL	CENTERLINE	MAX	MAXIMUM	SHLO	STATE HIGHWAY LAYOUT LINE
CMP	CORRUGATED METAL PIPE	MB	MAILBOX	SW	SIDEWALK
CSP	CORRUGATED STEEL PIPE	MH	MANHOLE	T	TANGENT DISTANCE OF CURVE/TRUCK %
CO.	COUNTY	MHB	MASSACHUSETTS HIGHWAY BOUND	TAN	TANGENT
CONC	CONCRETE	MIN	MINIMUM	TEMP	TEMPORARY
CONT	CONTINUOUS	NIC	NOT IN CONTRACT	TC	TOP OF CURB
CONST	CONSTRUCTION	NO.	NUMBER	TOS	TOP OF SLOPE
CR GR	CROWN GRADE	PC	POINT OF CURVATURE	TYP	TYPICAL
DHV	DESIGN HOURLY VOLUME	PCC	POINT OF COMPOUND CURVATURE	UPL	UTILITY POLE
DI	DROP INLET	P.G.L.	PROFILE GRADE LINE	VAR	VARIES
DIA	DIAMETER	PI	POINT OF INTERSECTION	VERT	VERTICAL
DIP	DUCTILE IRON PIPE	POC	POINT ON CURVE	VC	VERTICAL CURVE
DW	STEADY DON'T WALK - PORTLAND ORANGE	POT	POINT ON TANGENT	WCR	WHEEL CHAIR RAMP
DWY	DRIVEWAY	PRC	POINT OF REVERSE CURVATURE	WG	WATER GATE
ELEV (or EL.)	ELEVATION	PROJ	PROJECT	WIP	WROUGHT IRON PIPE
EMB	EMBANKMENT	PROP	PROPOSED	WM	WATER METER/WATER MAIN
EOP	EDGE OF PAVEMENT	PSB	PLANTABLE SOIL BORROW	X-SECT	CROSS SECTION
EXIST (or EX)	EXISTING	PT	POINT OF TANGENCY		
EXC	EXCAVATION	PVC	POINT OF VERTICAL CURVATURE		



SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

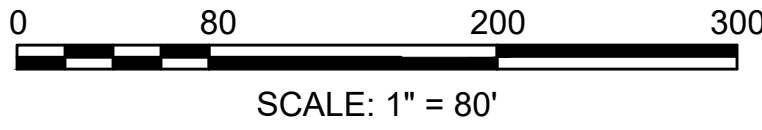
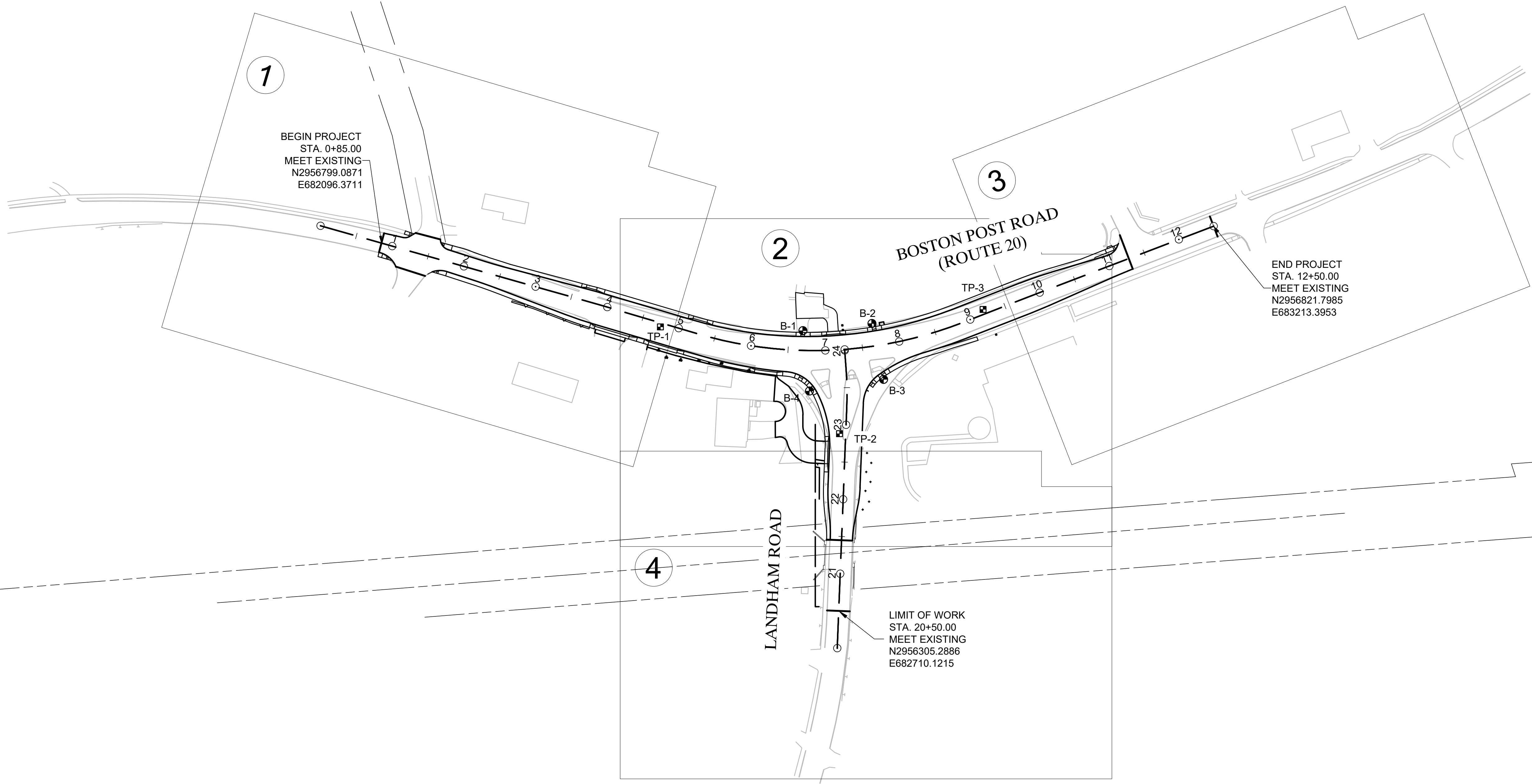
STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	3	51
PROJECT FILE NO.		607249	

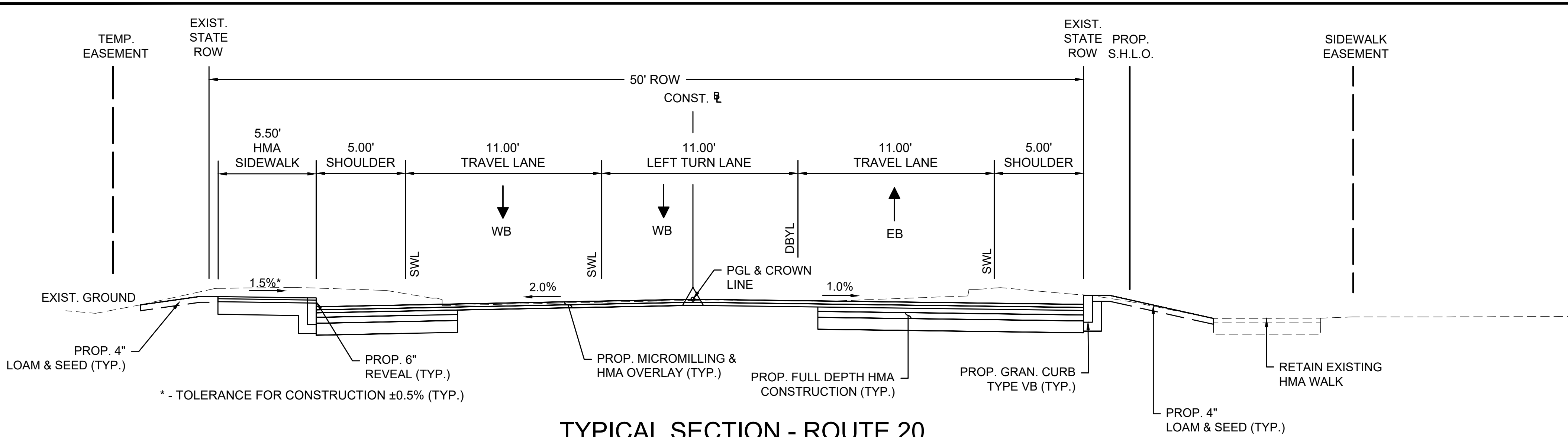
KEY PLAN, TEST PIT & BORING LOCATIONS

SHEET REFERENCE:	1	2	3	4
Drawing Title:	Drawing Number:			
CONSTRUCTION BASELINE TIES	6	7	8	-
CONSTRUCTION PLANS	9	10	11	-
PROFILES	12	13	14	-
DRAINAGE & UTILITY PLANS	18	19	20	-
LANDSCAPE PLANS & DETAILS	21	22	23	24
TRAFFIC SIGN & PAVEMENT MARKINGS	25	26	27	28
TRAFFIC SIGNAL PLAN	-	31	-	-

- C-# = PAVEMENT CORE LOCATION AND NUMBER
- TP-# = TEST PIT LOCATION AND NUMBER
- B-# = BORING LOCATION AND NUMBER (SEE SPECIAL PROVISIONS FOR LOGS)

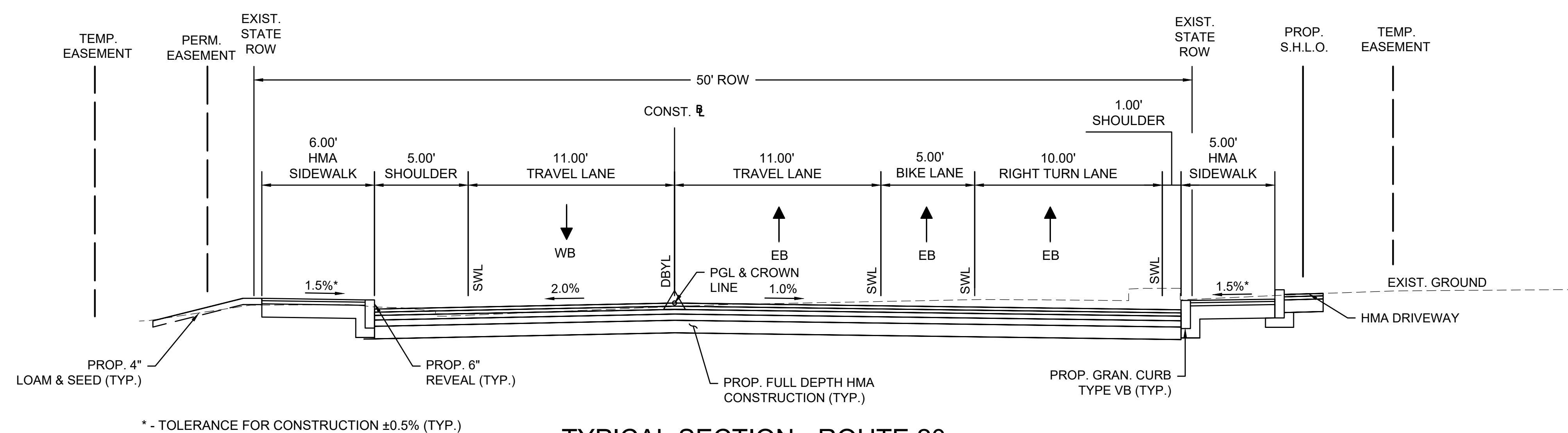
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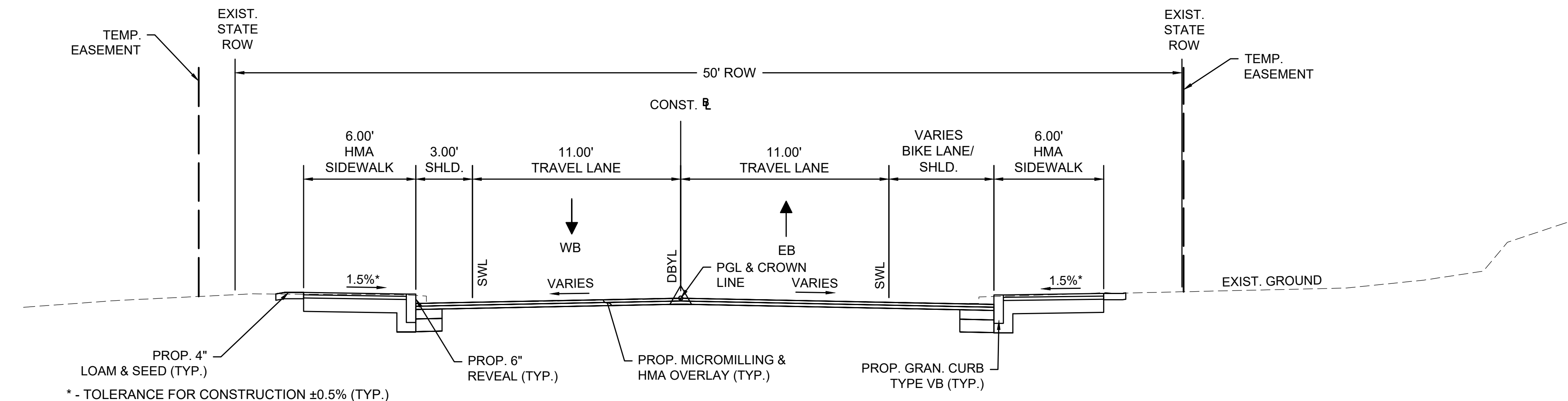
TYPICAL SECTION - ROUTE 20

STA. 9+00 TO STA. 10+50



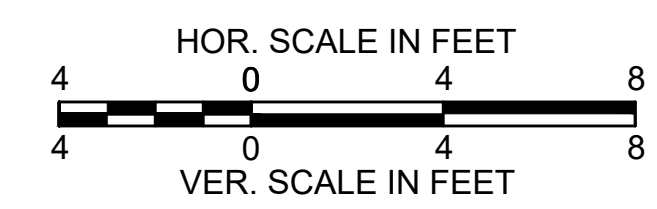
TYPICAL SECTION - ROUTE 20

STA. 3+90 TO STA. 5+30



TYPICAL SECTION - ROUTE 20

STA. 0+85 TO STA. 3+55



## PAVEMENT NOTES

### PROPOSED FULL DEPTH HMA CONSTRUCTION

SURFACE COURSE: 1.75" SUPERPAVE SURFACE COURSE - 12.5 (SSC-12.5) OVER  
2.25" SUPERPAVE INTERMEDIATE COURSE - 19.0 (SIC-19.0) OVER

BASE: 4.5" SUPERPAVE BASE COURSE - 37.5 (SBC-37.5) OVER

SUBBASE: 4" DENSE GRADED CRUSHED STONE OVER  
8" GRAVEL BORROW TYPE B (OR SUITABLE EXISTING MATERIAL)

### PROPOSED MICROMILLING & HMA OVERLAY

SURFACE COURSE: 1.75" SUPERPAVE SURFACE COURSE - 12.5 (SSC-12.5) OVER  
2.25" SUPERPAVE INTERMEDIATE COURSE - 19.0 (SIC-19.0) OVER

SURFACE MILLING: VARIABLE DEPTH (2.75" ± 0.75") PAVEMENT MICROMILLING (ITEM 415.)

### PROPOSED FULL DEPTH HMA CONSTRUCTION LESS THAN 4 FEET

SURFACE COURSE: 1.75" SUPERPAVE SURFACE COURSE - 12.5 (SSC-12.5) OVER  
2.25" SUPERPAVE INTERMEDIATE COURSE - 19.0 (SIC-19.0) OVER

BASE: 6" HIGH EARLY STRENGTH CEMENT CONCRETE BASE COURSE

SUBBASE: 8" GRAVEL BORROW TYPE B (OR SUITABLE EXISTING MATERIAL)

### PROPOSED HMA SIDEWALKS

SURFACE COURSE: 1" SUPERPAVE SURFACE COURSE - 9.5 (SSC-9.5) OVER  
1.5" SUPERPAVE INTERMEDIATE COURSE - 12.5 (SIC-12.5) OVER

SUBBASE: 8" GRAVEL BORROW TYPE B

### PROPOSED CEMENT CONCRETE ISLANDS, WHEELCHAIR RAMPS AND WALKWAYS

SURFACE COURSE: 4" CEMENT CONCRETE (AIR ENTRAINED 4000 PSI, 3/4", 610) OVER

SUBBASE: 8" GRAVEL BORROW TYPE B

### PROPOSED HMA DRIVEWAYS

SURFACE COURSE: 1.5" SUPERPAVE SURFACE COURSE - 9.5 (SSC-9.5) OVER  
2" SUPERPAVE INTERMEDIATE COURSE - 12.5 (SIC-12.5) OVER

SUBBASE: 8" GRAVEL BORROW TYPE B

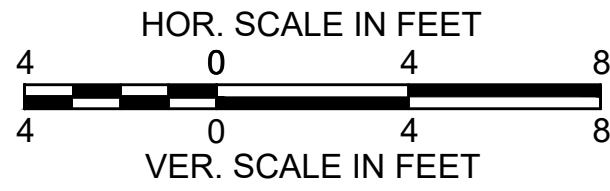
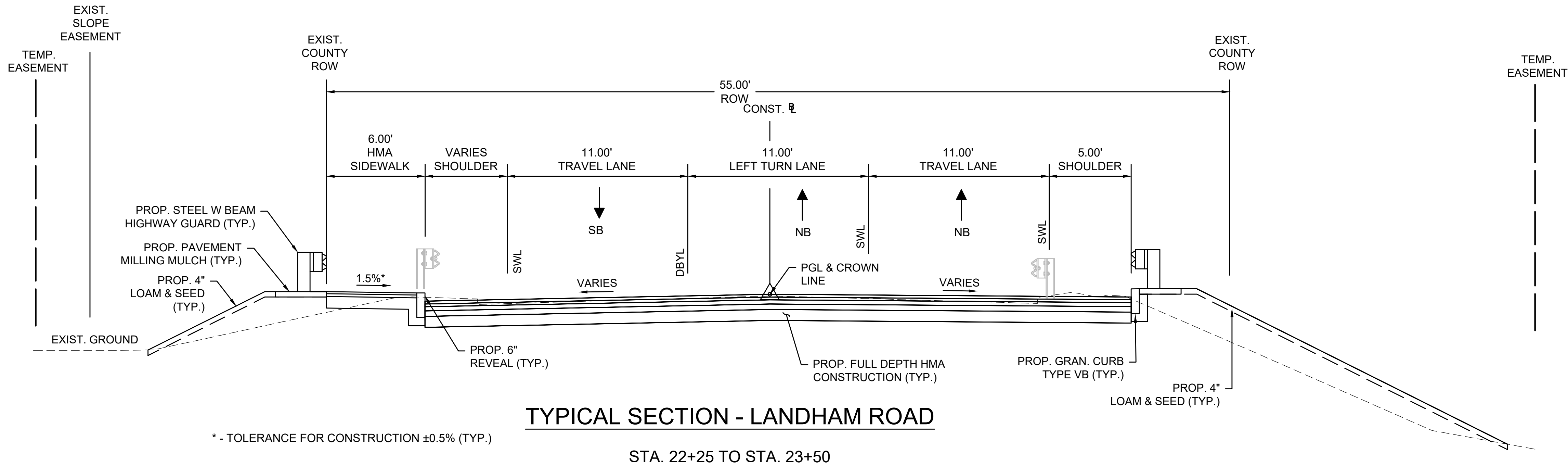
## GENERAL NOTES

- THE SECTIONS OF ROADWAY NOT COVERED IN THE RANGE OF STATIONS ASSOCIATED WITH THE TYPICAL SECTIONS ARE IN AREAS OF TRANSITION AND THEREFORE HAVE NOT BEEN SHOWN.
- ASPHALT EMULSION FOR TACK COAT (RS-1) SHALL BE APPLIED AT THE RATE OF 0.07 GALLONS PER SQUARE YARD OVER MILLED SURFACES AND 0.05 GALLONS PER SQUARE YARD OVER TIGHT PAVED SURFACES PER SECTION 450.53.
- ALL HMA SHALL BE IN ACCORDANCE WITH QUALITY ASSURANCE OF HMA AND SUPERPAVE SPECIFICATIONS. ASPHALT EMULSION FOR TACK COAT RS-1H SHALL BE APPLIED TO PAVEMENT LAYERS PRIOR TO PAVING FOR BONDED STRENGTH. HMA JOINT SEALANT SHALL BE APPLIED TO ALL COLD JOINTS IN SURFACE COURSE.
- PAVEMENT MICROMILLING SHALL ACHIEVE THE CROSS SLOPES AS NOTED ON THE TYPICAL SECTIONS FOR NORMAL SECTION AND MAINTAIN EXISTING CROSS SLOPE FOR TRANSITIONS AND SUPERELEVATED SECTIONS AND/OR AS DIRECTED BY THE ENGINEER.
- BASED ON SOIL SURVEY CLASSIFICATION AND GRADATION OF SUB-BASE MATERIALS, THE FULL DEPTH CONSTRUCTION IS INTENDED TO EXCAVATE THE EXISTING ASPHALT CONCRETE PAVEMENT TO ALLOW FOR THE EXISTING GRAVEL SUB-BASE TO BE TESTED BY MASSDOT. EXISTING SUB-BASE MATERIAL MEETING SPECIFICATIONS SHALL REMAIN TO BE USED ON SITE, FINE GRADED AND COMPACTED AS DIRECTED BY THE ENGINEER.
- SUITABLE EXCAVATED MATERIAL FROM WITHIN THE RIGHT-OF-WAY SHALL BE USED ON SITE AS DIRECTED BY ENGINEER.

SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	5	51
PROJECT FILE NO.		607249	

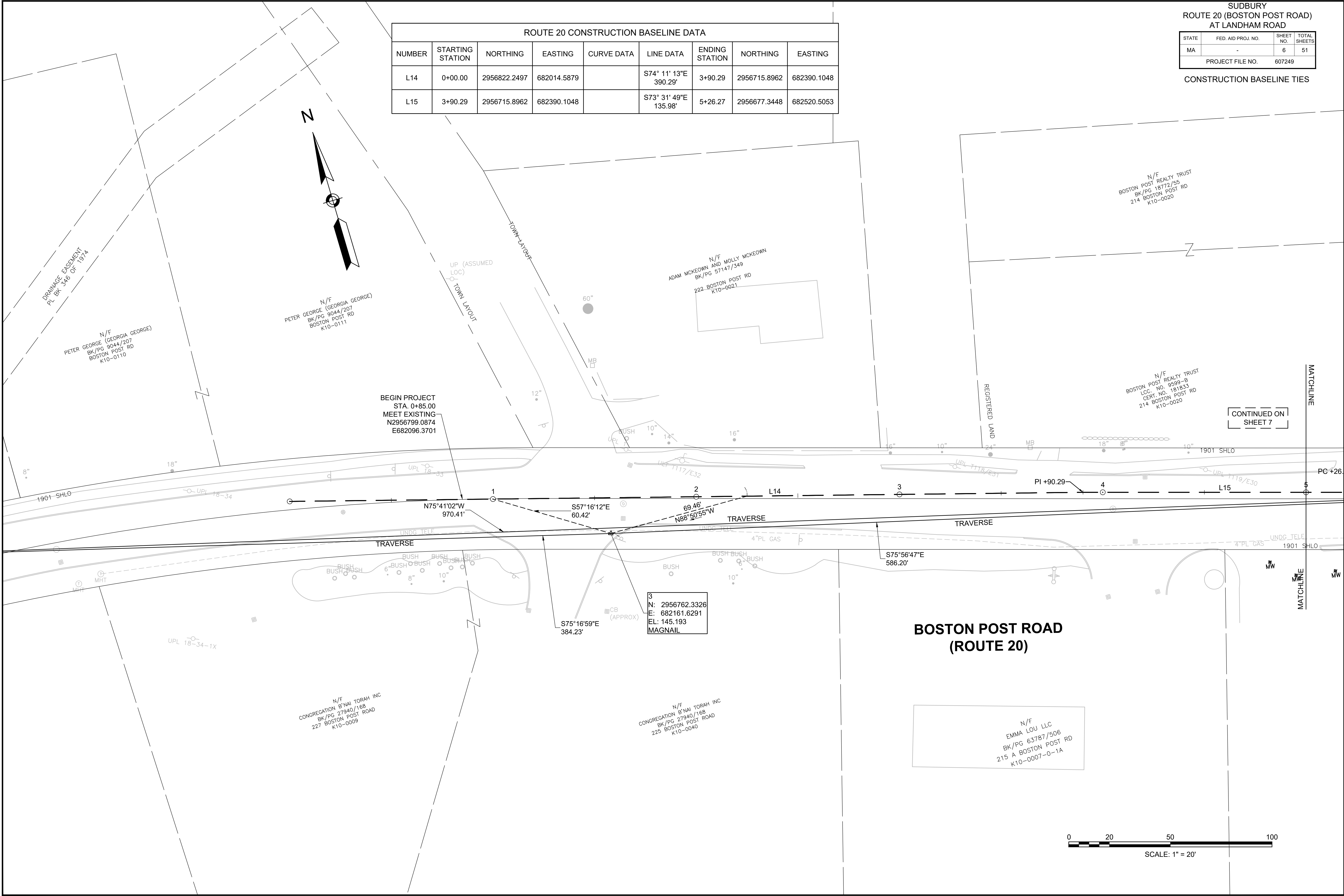
TYPICAL SECTIONS



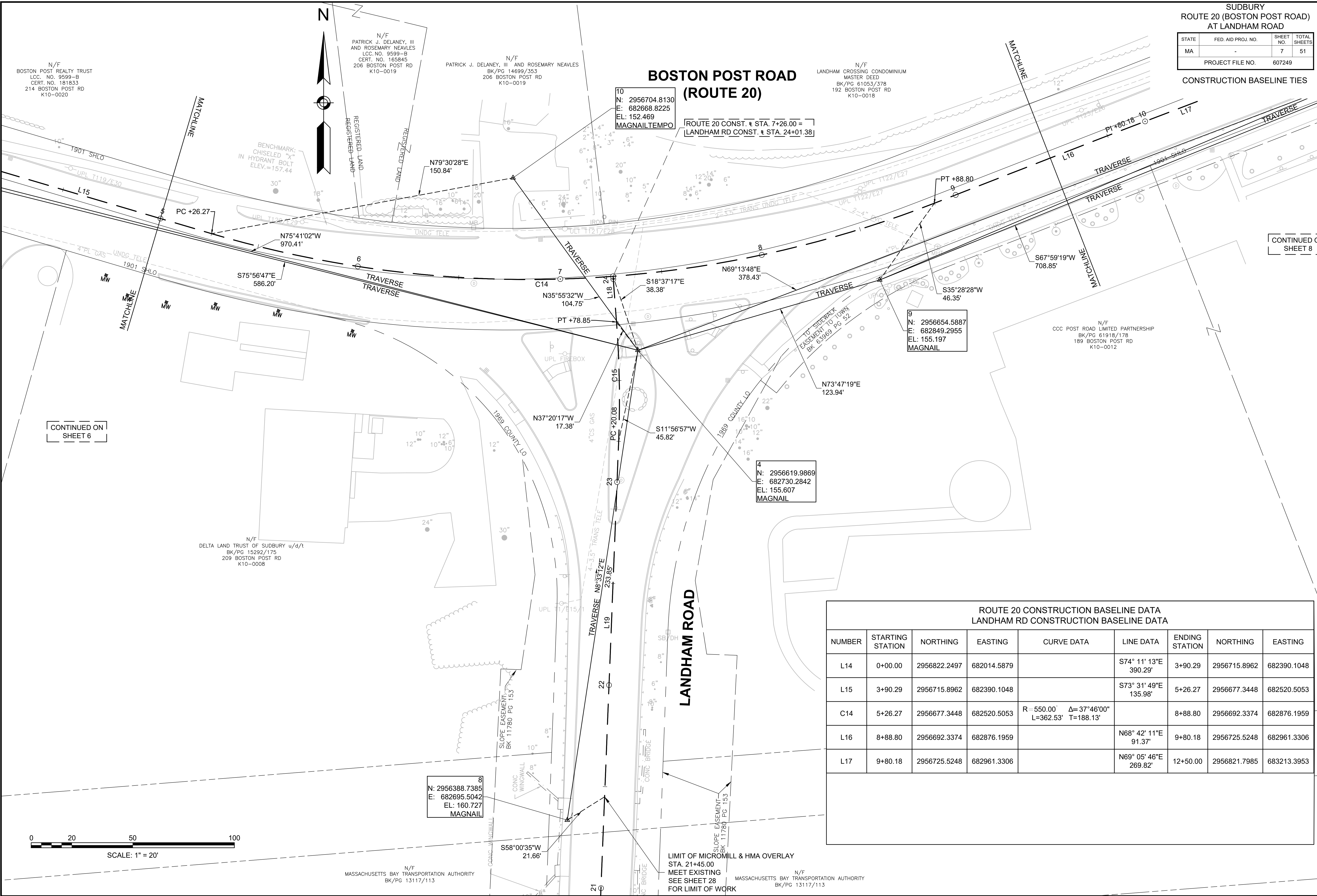


## CONSTRUCTION BASELINE TIES

NUMBER	STARTING STATION	NORTHING	EASTING	CURVE DATA	LINE DATA	ENDING STATION	NORTHING	EASTING
L14	0+00.00	2956822.2497	682014.5879		S74° 11' 13"E 390.29'	3+90.29	2956715.8962	682390.1048
L15	3+90.29	2956715.8962	682390.1048		S73° 31' 49"E 135.98'	5+26.27	2956677.3448	682520.5053







CONTINUED ON  
SHEET 6

CONTINUED ON  
SHEET 8

SUDBURY ROUTE 20 (BOSTON POST ROAD) AT LANDHAM ROAD			
STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	7	51
PROJECT FILE NO.		607249	
CONSTRUCTION BASELINE TIES			

ROUTE 20 CONSTRUCTION BASELINE DATA LANDHAM RD CONSTRUCTION BASELINE DATA								
NUMBER	STARTING STATION	NORTHING	EASTING	CURVE DATA	LINE DATA	ENDING STATION	NORTHING	EASTING
L14	0+00.00	2956822.2497	682014.5879		S74° 11' 13"E 390.29'	3+90.29	2956715.8962	682390.1048
L15	3+90.29	2956715.8962	682390.1048		S73° 31' 49"E 135.98'	5+26.27	2956677.3448	682520.5053
C14	5+26.27	2956677.3448	682520.5053	R = 550.00' Δ= 37°46'00" L=362.53' T=188.13'		8+88.80	2956692.3374	682876.1959
L16	8+88.80	2956692.3374	682876.1959		N68° 42' 11"E 91.37'	9+80.18	2956725.5248	682961.3306
L17	9+80.18	2956725.5248	682961.3306		N69° 05' 46"E 269.82'	12+50.00	2956821.7985	683213.3953



SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	8	51
PROJECT FILE NO.		607249	

CONSTRUCTION BASELINE TIES

ROUTE 20 CONSTRUCTION BASELINE DATA								
NUMBER	STARTING STATION	NORTHING	EASTING	CURVE DATA	LINE DATA	ENDING STATION	NORTHING	EASTING
L16	8+88.80	2956692.3374	682876.1959		N68° 42' 11"E 91.37'	9+80.18	2956725.5248	682961.3306
L17	9+80.18	2956725.5248	682961.3306		N69° 05' 46"E 269.82'	12+50.00	2956821.7985	683213.3953

N/F  
BRIAN T. MOLONEY, JR., AND  
MARINA C. MELIONES  
BK/PG 65780/296  
186 BOSTON POST RD  
K10-0017

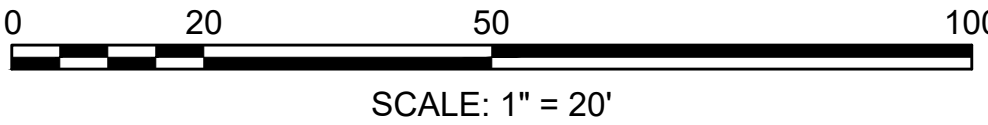
N/F  
LISA A. LACAVA  
BK/PG 27115/330  
174 BOSTON POST RD  
K10-0016

BENCHMARK:  
CHISELED "X"  
IN HYDRANT BOLT  
ELEV.=151.71

END PROJECT  
STA. 12+50.00  
N2956821.7985  
E683213.3953

5  
N: 2956754.1836  
E: 683084.1180  
EL: 152.588  
MAGNAIL

BOSTON POST ROAD  
(ROUTE 20)



CONTINUED ON  
SHEET 7

CCC POST ROAD N/F  
BK/PG 61918/178  
189 BOSTON POST RD  
K10-0012

E DATA  
VE DATA

SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	9	51
PROJECT FILE NO.		607249	

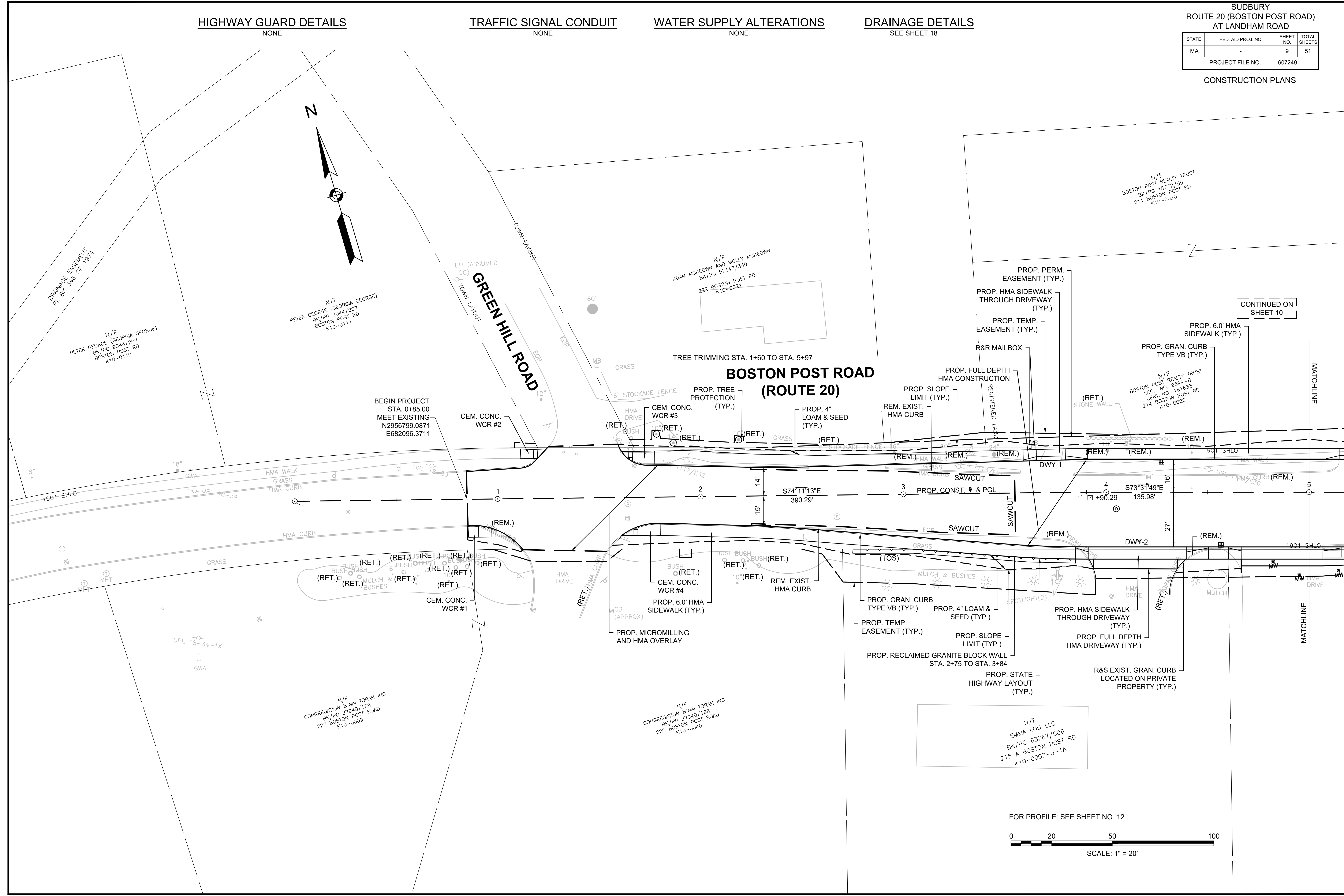
## CONSTRUCTION PLANS

HIGHWAY GUARD DETAILS  
NONE

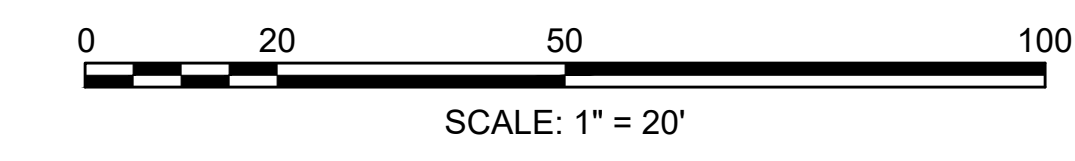
TRAFFIC SIGNAL CONDUIT  
NONE

WATER SUPPLY ALTERATIONS  
NONE

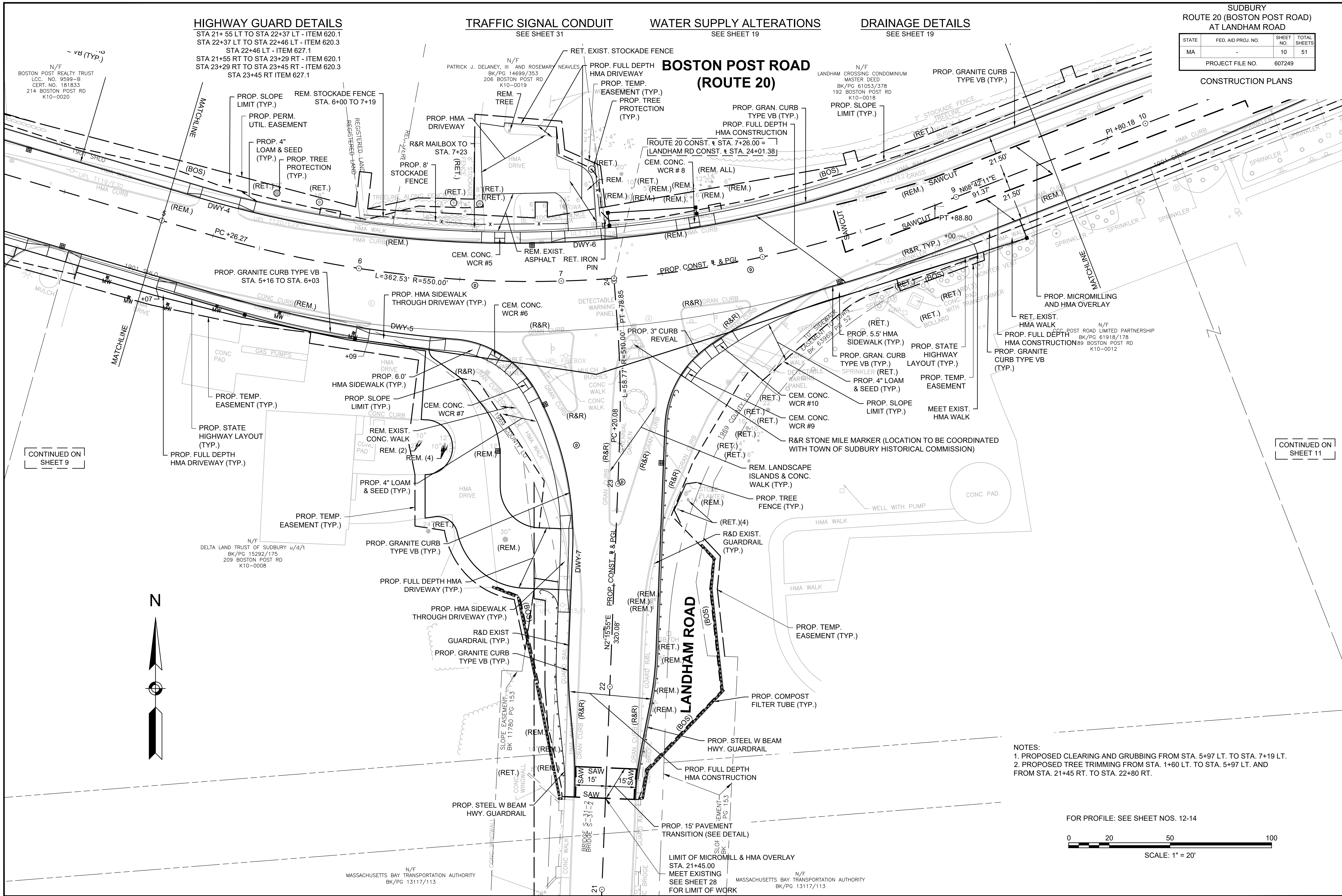
**DRAINAGE DETAILS**  
SEE SHEET 18



FOR PROFILE: SEE SHEET NO. 12









STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEET
MA	-	11	51
PROJECT FILE NO.		607249	

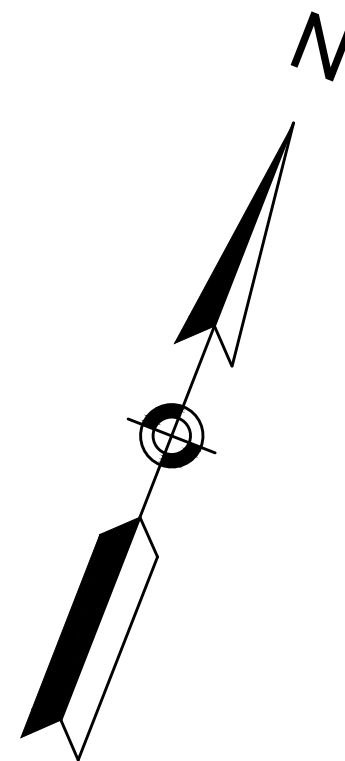
HIGHWAY GUARD DETAILS  
NONE

NONE

NONE

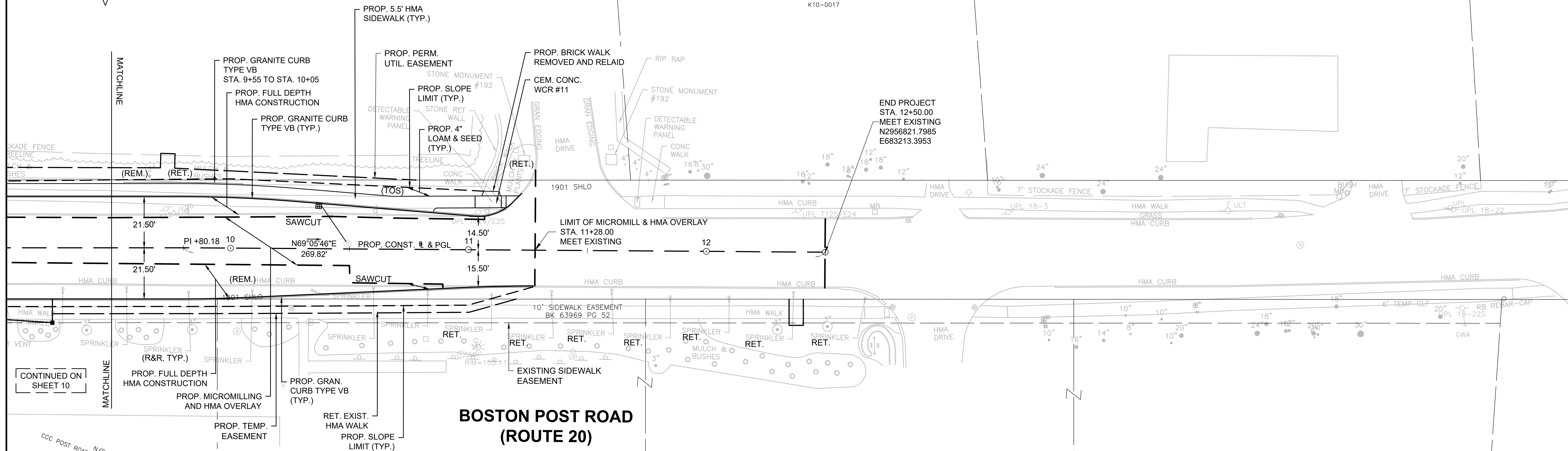
NONE

## SEE SHEET 20

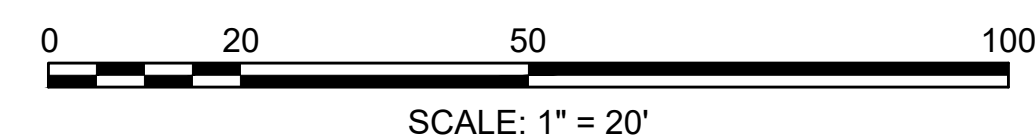


N/F  
BRIAN T. MOLONEY, JR., AND  
MARINA C. MELIONES  
BK/PG 65780/296  
186 BOSTON POST RD  
K10-0017

N/F  
LISA A. LACAVA  
BK/PG 27115/330  
174 BOSTON POST RD  
K10-0016



FOR PROFILE: SEE SHEET NO. 13

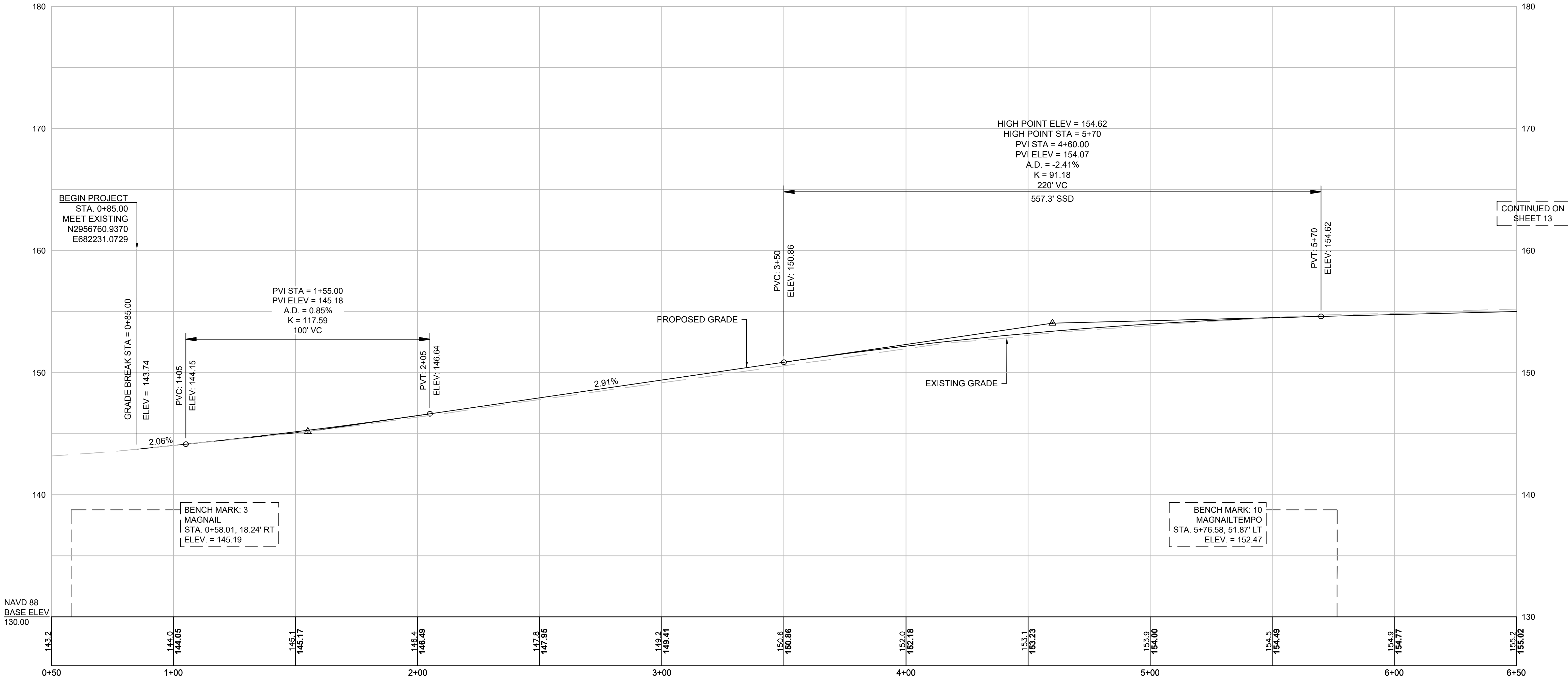


SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

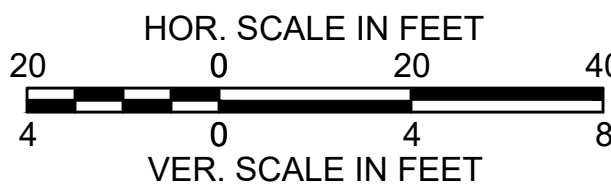
STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	12	51
PROJECT FILE NO.		607249	

PROFILES

ROUTE 20



FOR CONSTRUCTION PLANS: SEE SHEET NOS. 9-10

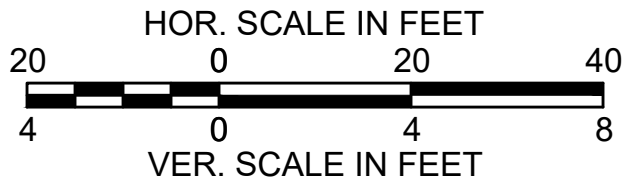
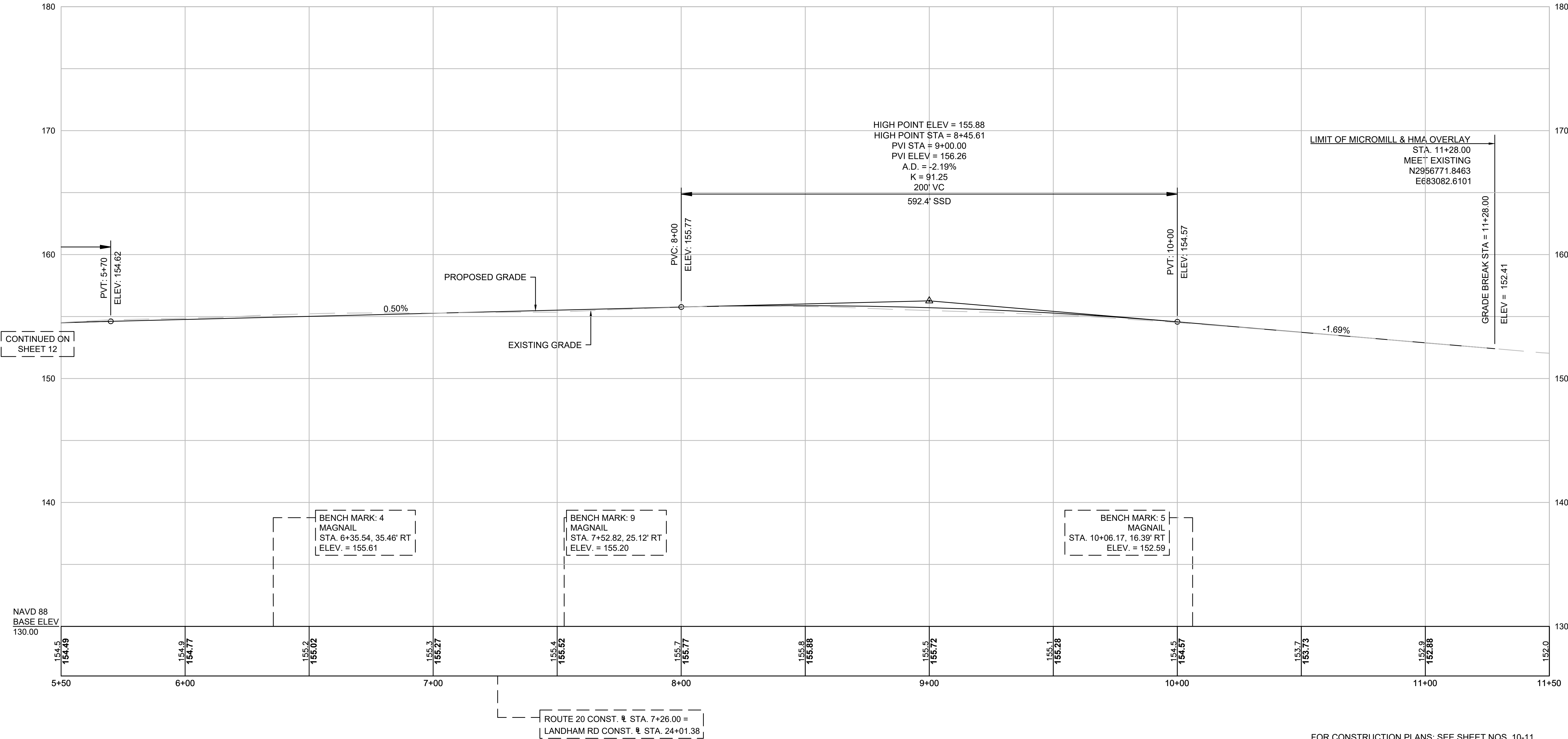


SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	13	51
PROJECT FILE NO.		607249	

PROFILES

ROUTE 20

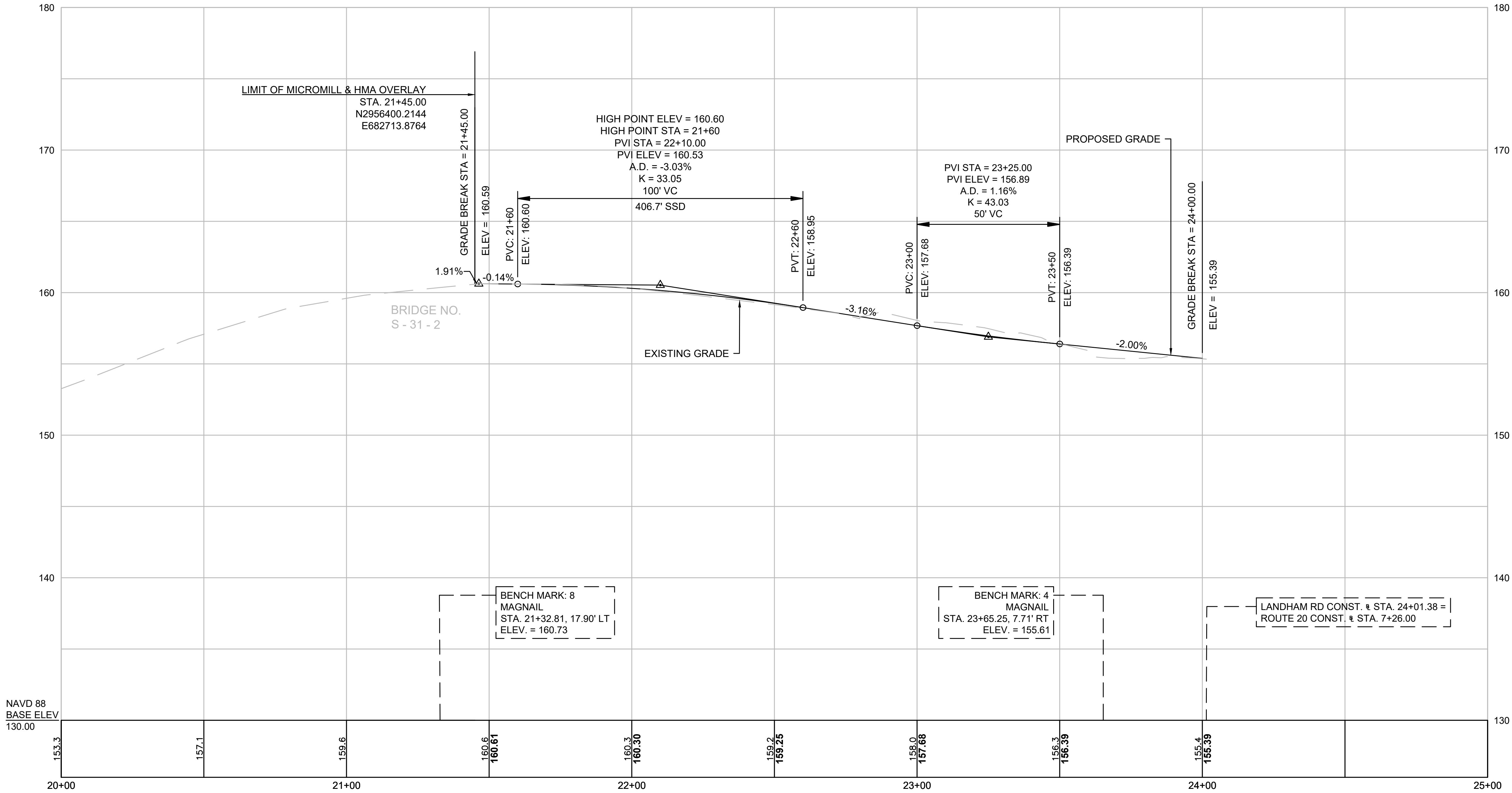


SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

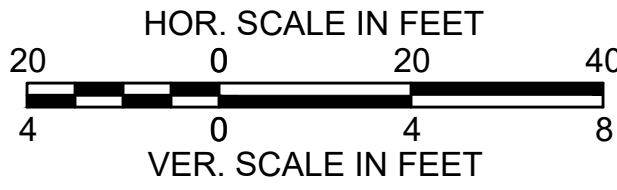
STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	14	51
PROJECT FILE NO.		607249	

PROFILES

LANDHAM RD



FOR CONSTRUCTION PLAN: SEE SHEET NO. 10

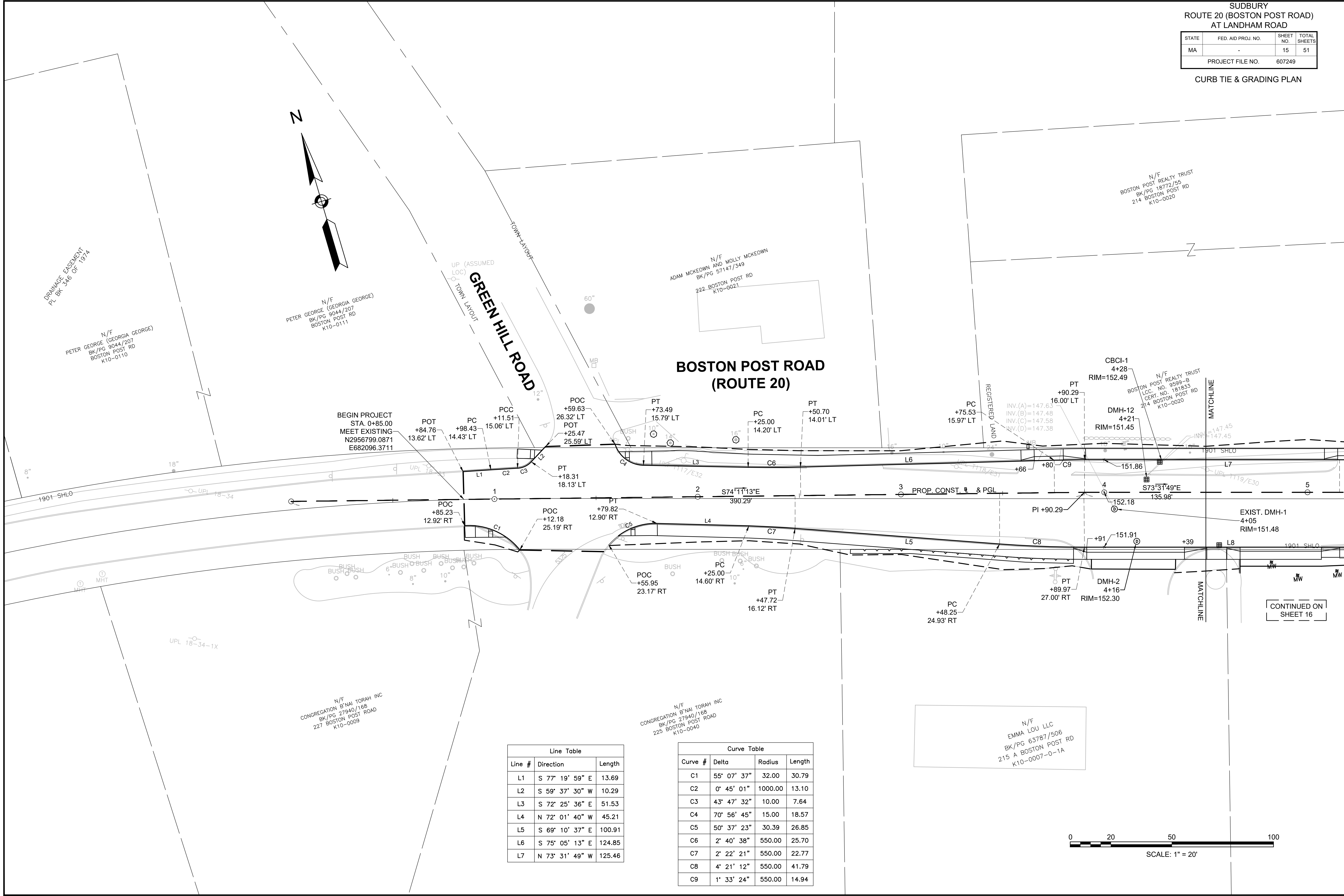




SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	15	51
PROJECT FILE NO.		607249	

CURB TIE & GRADING PLAN



Line Table		
Line #	Direction	Length
L1	S 77° 19' 59" E	13.69
L2	S 59° 37' 30" W	10.29
L3	S 72° 25' 36" E	51.53
L4	N 72° 01' 40" W	45.21
L5	S 69° 10' 37" E	100.91
L6	S 75° 05' 13" E	124.85
L7	N 73° 31' 49" W	125.46

Curve Table			
Curve #	Delta	Radius	Length
C1	55° 07' 37"	32.00	30.79
C2	0° 45' 01"	1000.00	13.10
C3	43° 47' 32"	10.00	7.64
C4	70° 56' 45"	15.00	18.57
C5	50° 37' 23"	30.39	26.85
C6	2° 40' 38"	550.00	25.70
C7	2° 22' 21"	550.00	22.77
C8	4° 21' 12"	550.00	41.79
C9	1° 33' 24"	550.00	14.94



SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	16	51
PROJECT FILE NO.		607249	

## CURB TIE &amp; GRADING PLAN

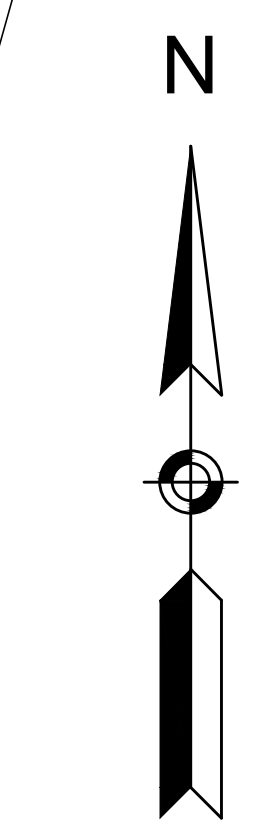
**BOSTON POST ROAD  
(ROUTE 20)**

CONTINUED ON  
SHEET 17

Curve Table				
Curve #	Delta		Radius	Length
C10	37°	46' 00"	538.50	354.95
C11	11°	51' 35"	561.00	116.12
C13	5°	26' 31"	581.50	55.23
C17	57°	05' 43"	50.00	49.83
C18	20°	04' 27"	200.00	70.07
C19	51°	48' 20"	50.00	45.21
C20	30°	35' 24"	150.00	80.08
C21	7°	28' 14"	200.00	26.08
C22	8°	55' 29"	150.00	23.36
C23	7°	54' 10"	200.00	27.59
C24	9°	10' 08"	150.00	24.00
C26	6°	52' 18"	566.00	67.88

BOUND LOCATION TABLE					
BASELINE	TYPE	STATION	OFFSET	NORTHING	EASTING
RTE 20	P-BND	5+50.83	32.74' RT	2956638.313	682536.130
RTE 20	P-BND	6+03.21	34.01' RT	2956626.386	682590.470
RTE 20	P-BND	7+25.42	32.40' LT	2956688.619	682715.038
RTE 20	P-BND	7+25.75	25.75' LT	2956682.305	682715.827
RTE 20	P-BND	7+71.29	30.03' LT	2956691.291	682758.271
RTE 20	P-BND	7+71.33	26.84' LT	2956688.147	682758.812
RTE 20	P-BND	9+25.12	31.47' RT	2956676.207	682921.463

Line Table		
Line #	Direction	Length
L8	N 73° 31' 49" W	149.62
L15	S 2° 15' 55" W	113.25
L16	S 2° 15' 55" W	50.92
L17	N 5° 12' 19" W	17.94
L18	N 11° 11' 24" E	24.42
L23	N 73° 31' 49" W	24.08



LANDHAM ROAD



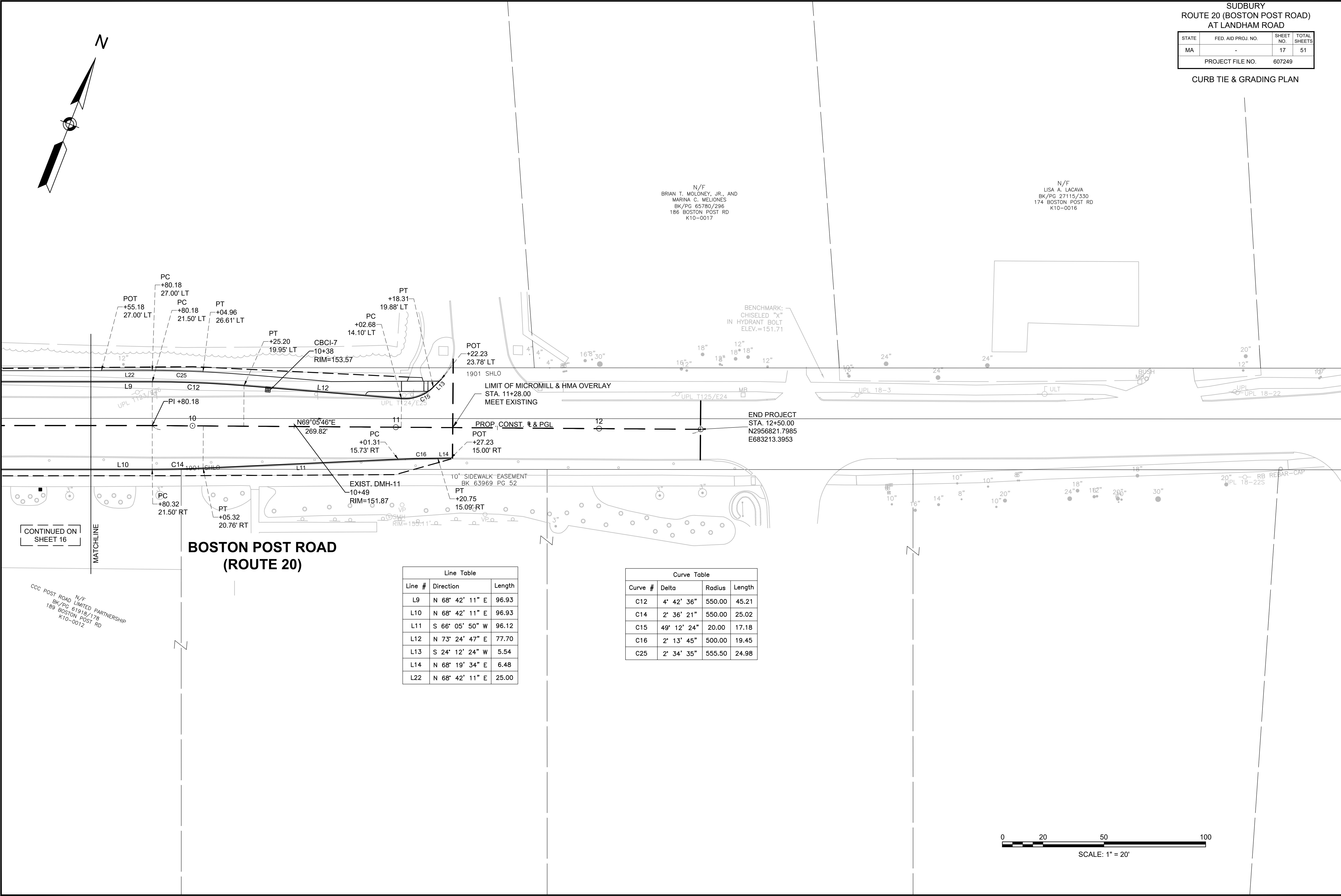
SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	17	51
PROJECT FILE NO.		607249	

CURB TIE & GRADING PLAN

N/F  
BRIAN T. MOLONEY, JR., AND  
MARINA C. MELIONES  
BK/PG 65780/296  
186 BOSTON POST RD  
K10-0017

N/F  
LISA A. LACAVA  
BK/PG 27115/330  
174 BOSTON POST RD  
K10-0016



N

N

N

BOSTON POST ROAD  
(ROUTE 20)

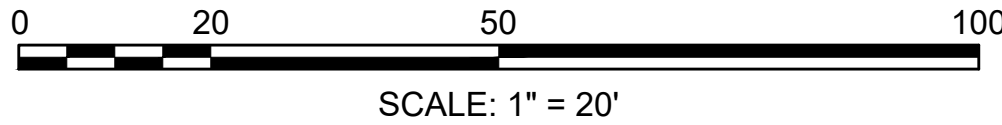
CONTINUED ON  
SHEET 16

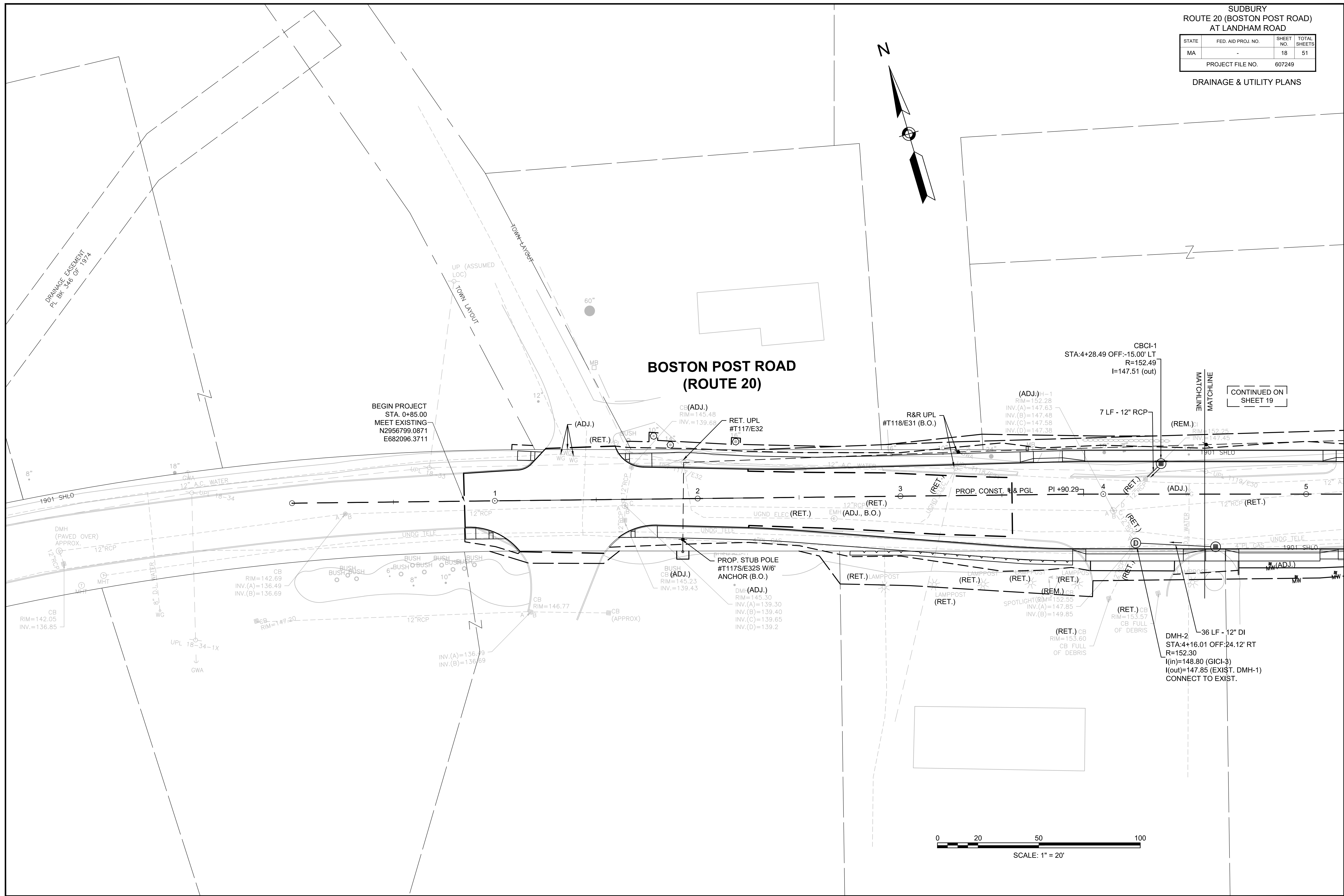
MATCHLINE

CCC POST ROAD N/F  
BK/PG 61918/178  
189 BOSTON POST RD  
K10-0012

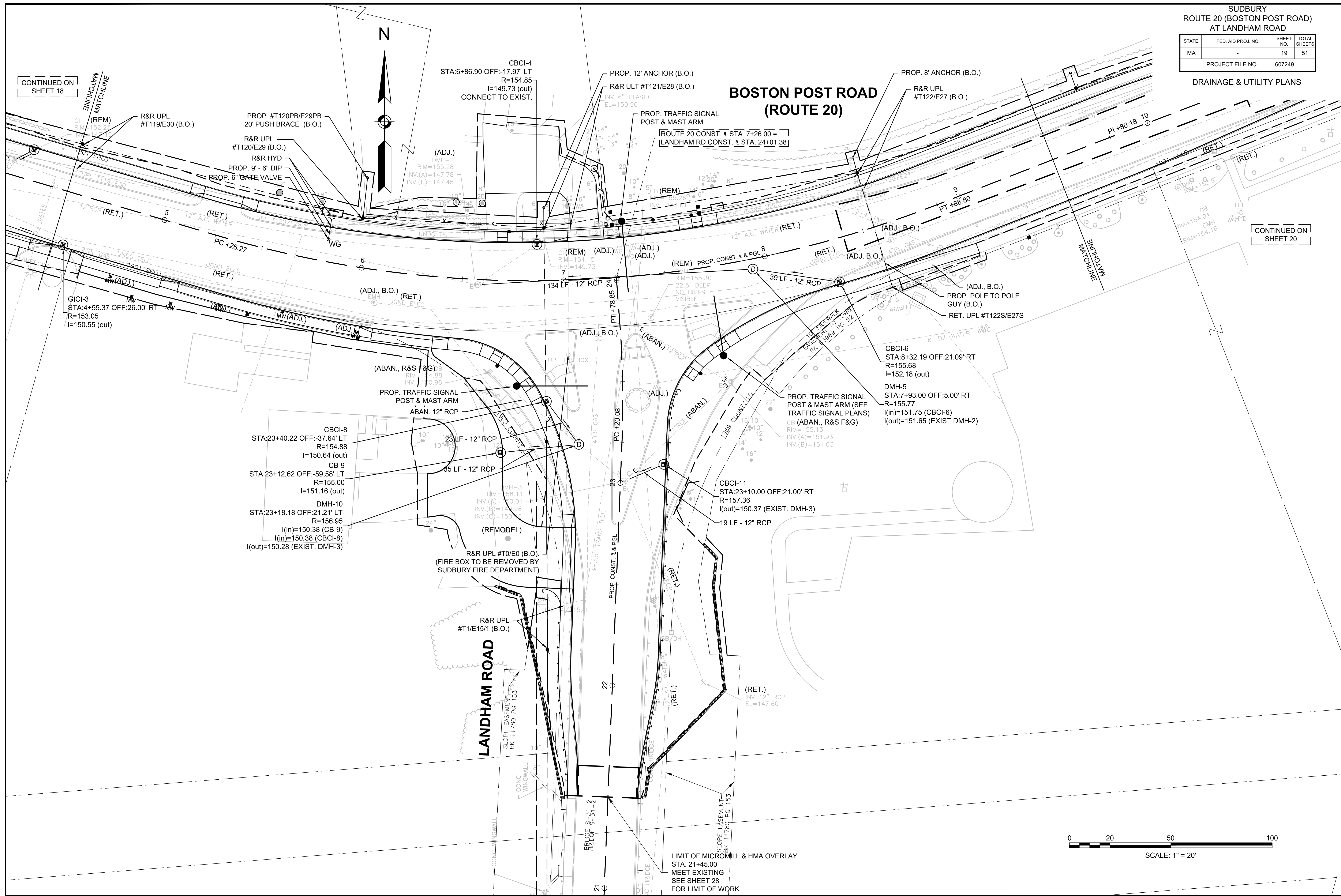
Line Table		
Line #	Direction	Length
L9	N 68° 42' 11" E	96.93
L10	N 68° 42' 11" E	96.93
L11	S 66° 05' 50" W	96.12
L12	N 73° 24' 47" E	77.70
L13	S 24° 12' 24" W	5.54
L14	N 68° 19' 34" E	6.48
L22	N 68° 42' 11" E	25.00

Curve Table			
Curve #	Delta	Radius	Length
C12	4° 42' 36"	550.00	45.21
C14	2° 36' 21"	550.00	25.02
C15	49° 12' 24"	20.00	17.18
C16	2° 13' 45"	500.00	19.45
C25	2° 34' 35"	555.50	24.98







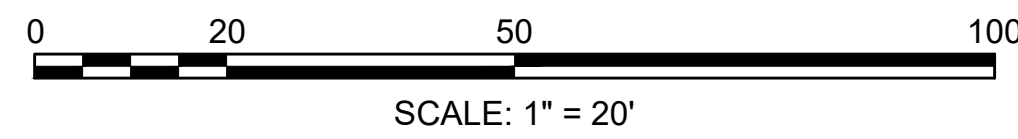
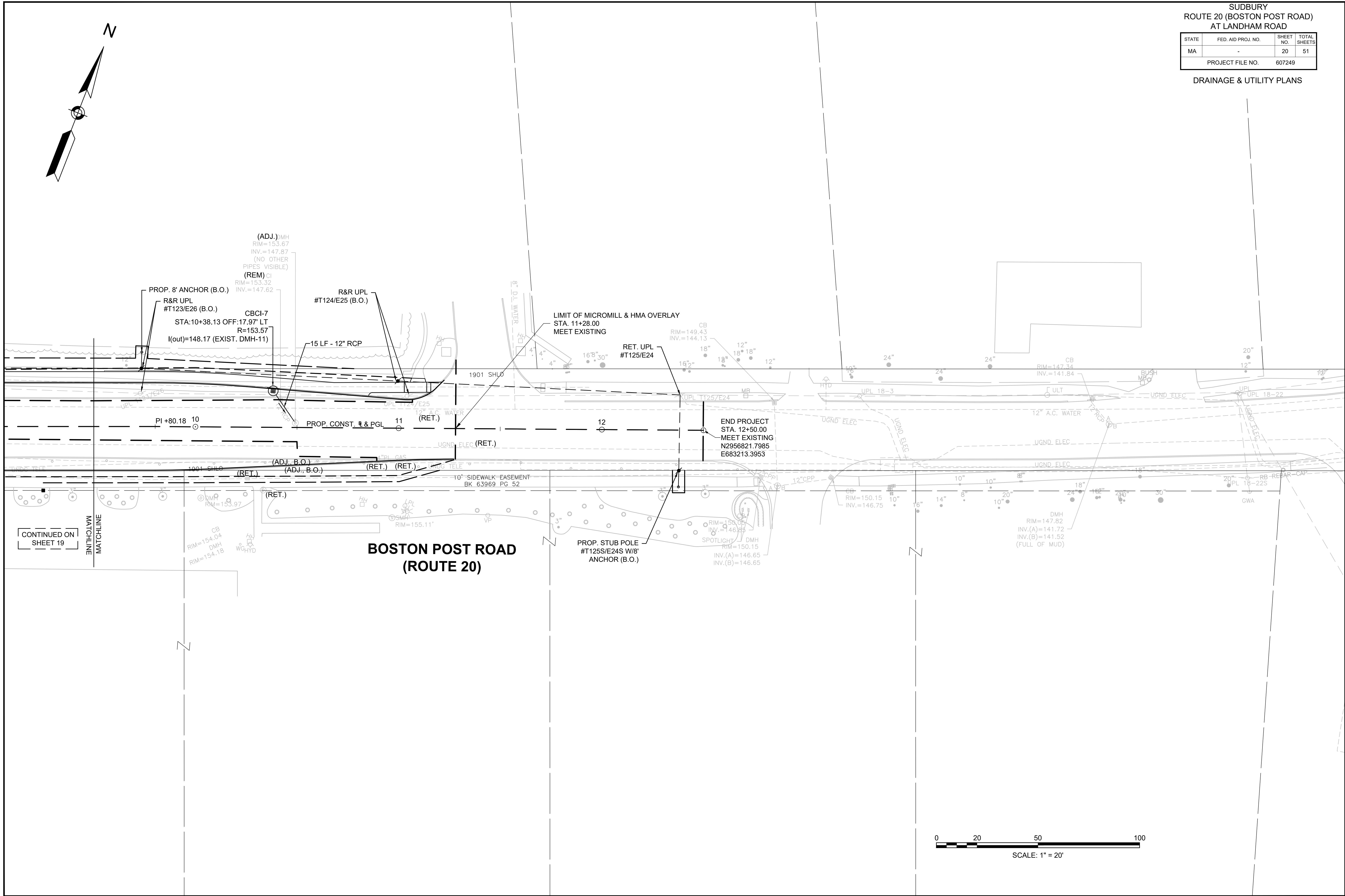




SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	20	51
PROJECT FILE NO.		607249	

DRAINAGE & UTILITY PLANS



SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

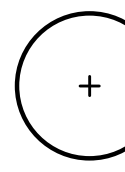
STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	21	51
PROJECT FILE NO.		607249	

## LANDSCAPE PLANS

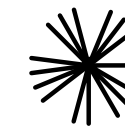
## LEGEND



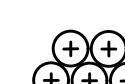
EXISTING DECIDUOUS TREE (TYP.)



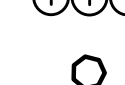
PROP. DECIDUOUS TREE (TYP.)



PROP. EVERGREEN TREE (TYP.)



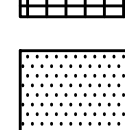
PROP. SHRUBS (TYP.)



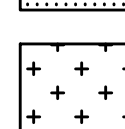
PROP. INDIVIDUAL TREE  
PROTECTION (TYP.)



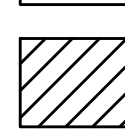
PROP. PERENNIAL PLANTING



PROP. SHOULDER SEED MIX



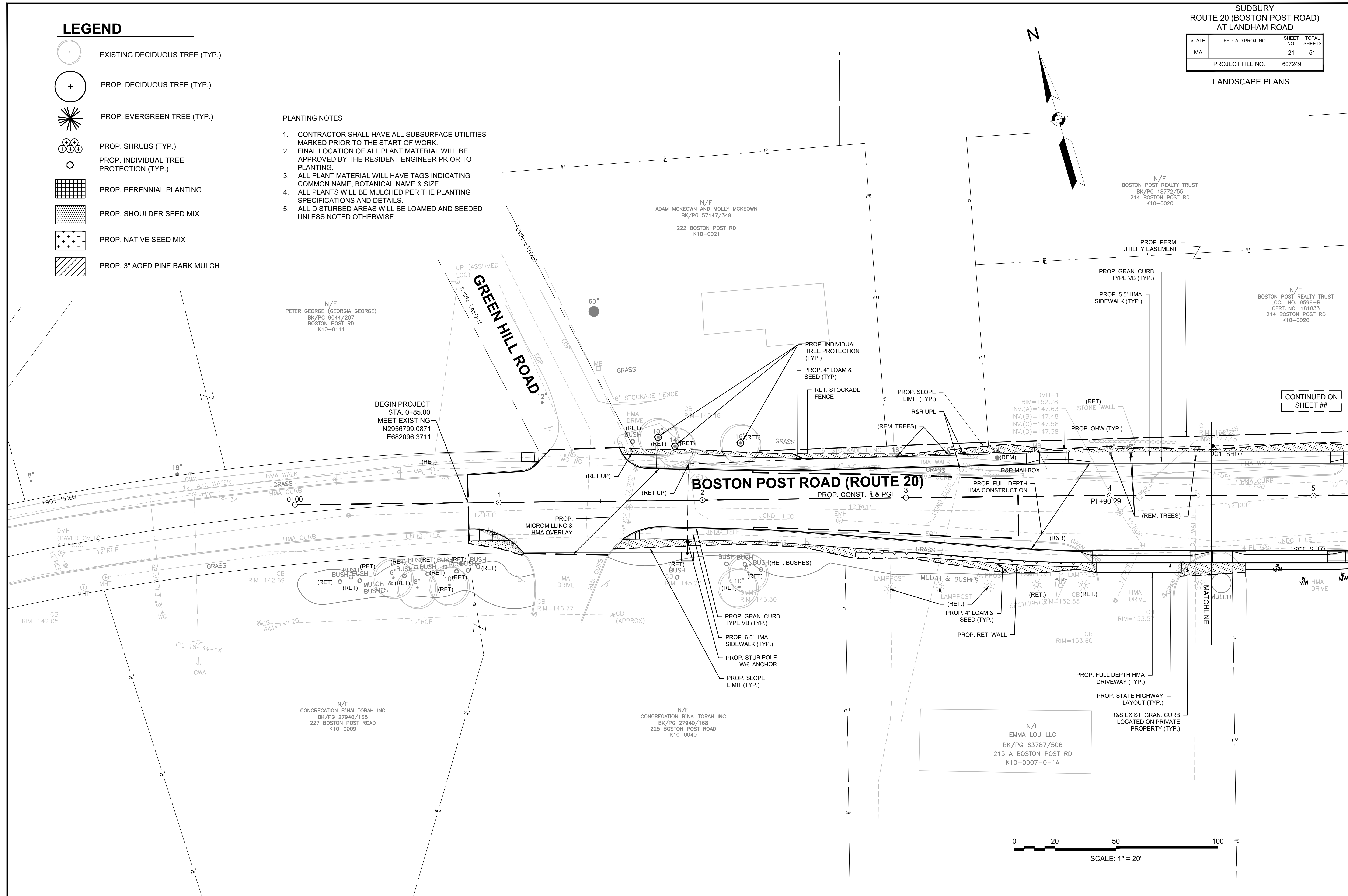
PROP. NATIVE SEED MIX



PROP. 3" AGED PINE BARK MULCH

### PLANTING NOTES

1. CONTRACTOR SHALL HAVE ALL SUBSURFACE UTILITIES MARKED PRIOR TO THE START OF WORK.
2. FINAL LOCATION OF ALL PLANT MATERIAL WILL BE APPROVED BY THE RESIDENT ENGINEER PRIOR TO PLANTING.
3. ALL PLANT MATERIAL WILL HAVE TAGS INDICATING COMMON NAME, BOTANICAL NAME & SIZE.
4. ALL PLANTS WILL BE MULCHED PER THE PLANTING SPECIFICATIONS AND DETAILS.
5. ALL DISTURBED AREAS WILL BE LOAMED AND SEEDED UNLESS NOTED OTHERWISE.



CONTINUED ON  
SHEET ##

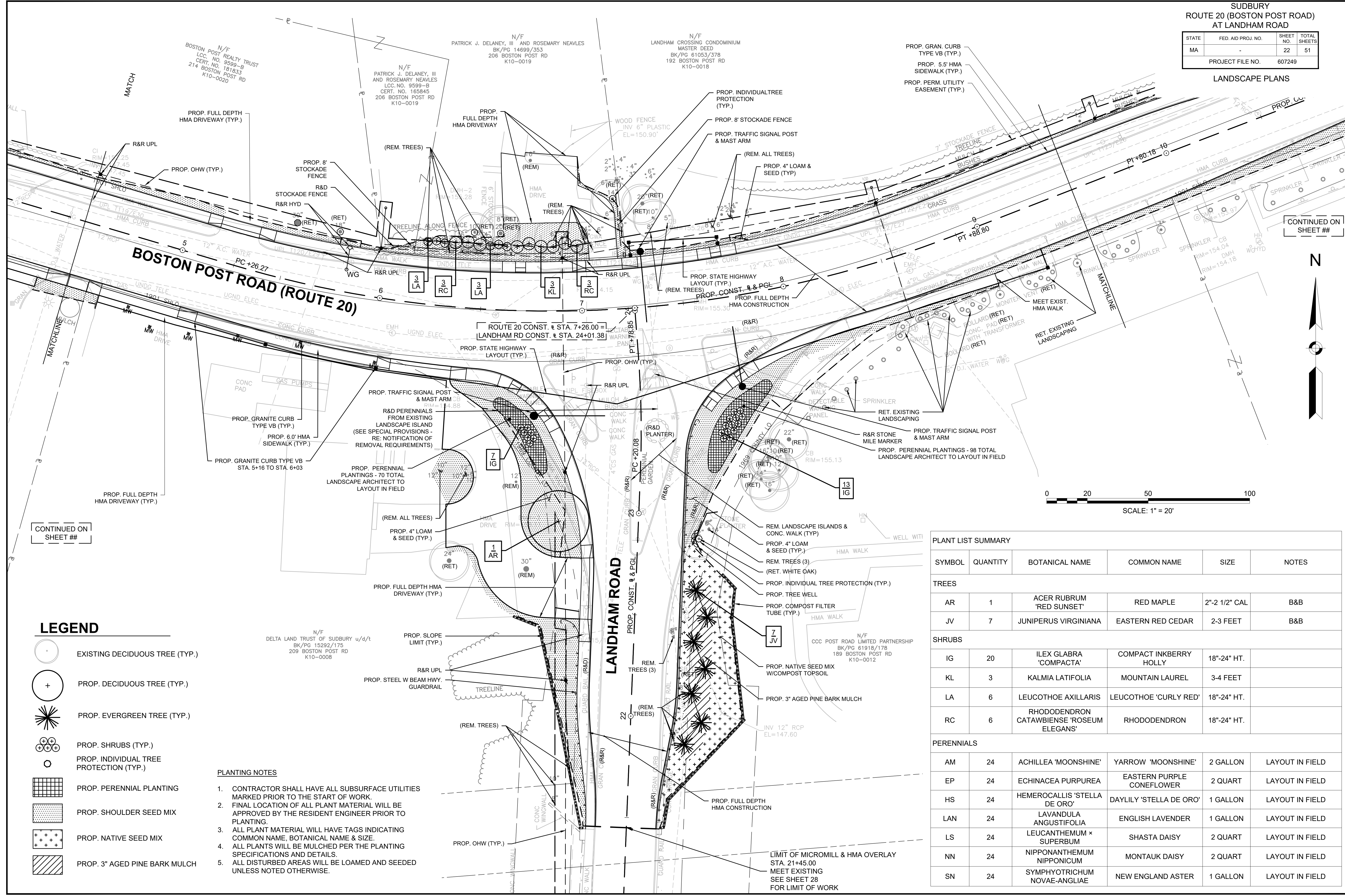


SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	22	51

PROJECT FILE NO. 607249

LANDSCAPE PLANS



LEGEND

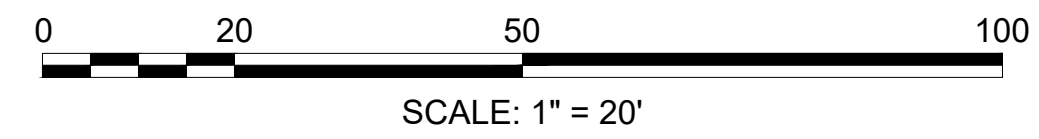
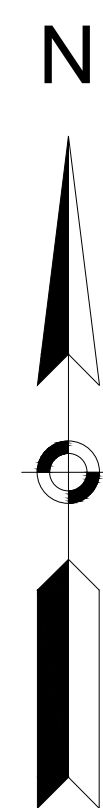
- EXISTING DECIDUOUS TREE (TYP.)
- PROP. DECIDUOUS TREE (TYP.)
- PROP. EVERGREEN TREE (TYP.)
- PROP. SHRUBS (TYP.)
- PROP. INDIVIDUAL TREE PROTECTION (TYP.)
- PROP. PERENNIAL PLANTING
- PROP. SHOULDER SEED MIX
- PROP. NATIVE SEED MIX
- PROP. 3" AGED PINE BARK MULCH

PLANTING NOTES

- CONTRACTOR SHALL HAVE ALL SUBSURFACE UTILITIES MARKED PRIOR TO THE START OF WORK.
- FINAL LOCATION OF ALL PLANT MATERIAL WILL BE APPROVED BY THE RESIDENT ENGINEER PRIOR TO PLANTING.
- ALL PLANT MATERIAL WILL HAVE TAGS INDICATING COMMON NAME, BOTANICAL NAME & SIZE.
- ALL PLANTS WILL BE MULCHED PER THE PLANTING SPECIFICATIONS AND DETAILS.
- ALL DISTURBED AREAS WILL BE LOAMED AND SEEDED UNLESS NOTED OTHERWISE.

PLANT LIST SUMMARY

SYMBOL	QUANTITY	BOTANICAL NAME	COMMON NAME	SIZE	NOTES
TREES					
AR	1	ACER RUBRUM 'RED SUNSET'	RED MAPLE	2"-2 1/2" CAL	B&B
JV	7	JUNIPERUS VIRGINIANA	EASTERN RED CEDAR	2-3 FEET	B&B
SHRUBS					
IG	20	ILEX GLABRA 'COMPACTA'	COMPACT INKBERRY HOLLY	18"-24" HT.	
KL	3	KALMIA LATIFOLIA	MOUNTAIN LAUREL	3-4 FEET	
LA	6	LEUCOTHOE AXILLARIS	LEUCOTHOE 'CURLY RED'	18"-24" HT.	
RC	6	RHODODENDRON CATAWBIENSE 'ROSEUM ELEGANS'	RHODODENDRON	18"-24" HT.	
PERENNIALS					
AM	24	ACHILLEA 'MOONSHINE'	YARROW 'MOONSHINE'	2 GALLON	LAYOUT IN FIELD
EP	24	ECHINACEA PURPUREA	EASTERN PURPLE CONEFLOWER	2 QUART	LAYOUT IN FIELD
HS	24	HEMEROCALLIS 'STELLA DE ORO'	DAYLILY 'STELLA DE ORO'	1 GALLON	LAYOUT IN FIELD
LAN	24	LAVANDULA ANGUSTIFOLIA	ENGLISH LAVENDER	1 GALLON	LAYOUT IN FIELD
LS	24	LEUCANTHEMUM x SUPERBUM	SHASTA DAISY	2 QUART	LAYOUT IN FIELD
NN	24	NIPPONANTHEMUM NIPPONICUM	MONTAUK DAISY	2 QUART	LAYOUT IN FIELD
SN	24	SYMPHYOTRICHUM NOVAE-ANGLIAE	NEW ENGLAND ASTER	1 GALLON	LAYOUT IN FIELD

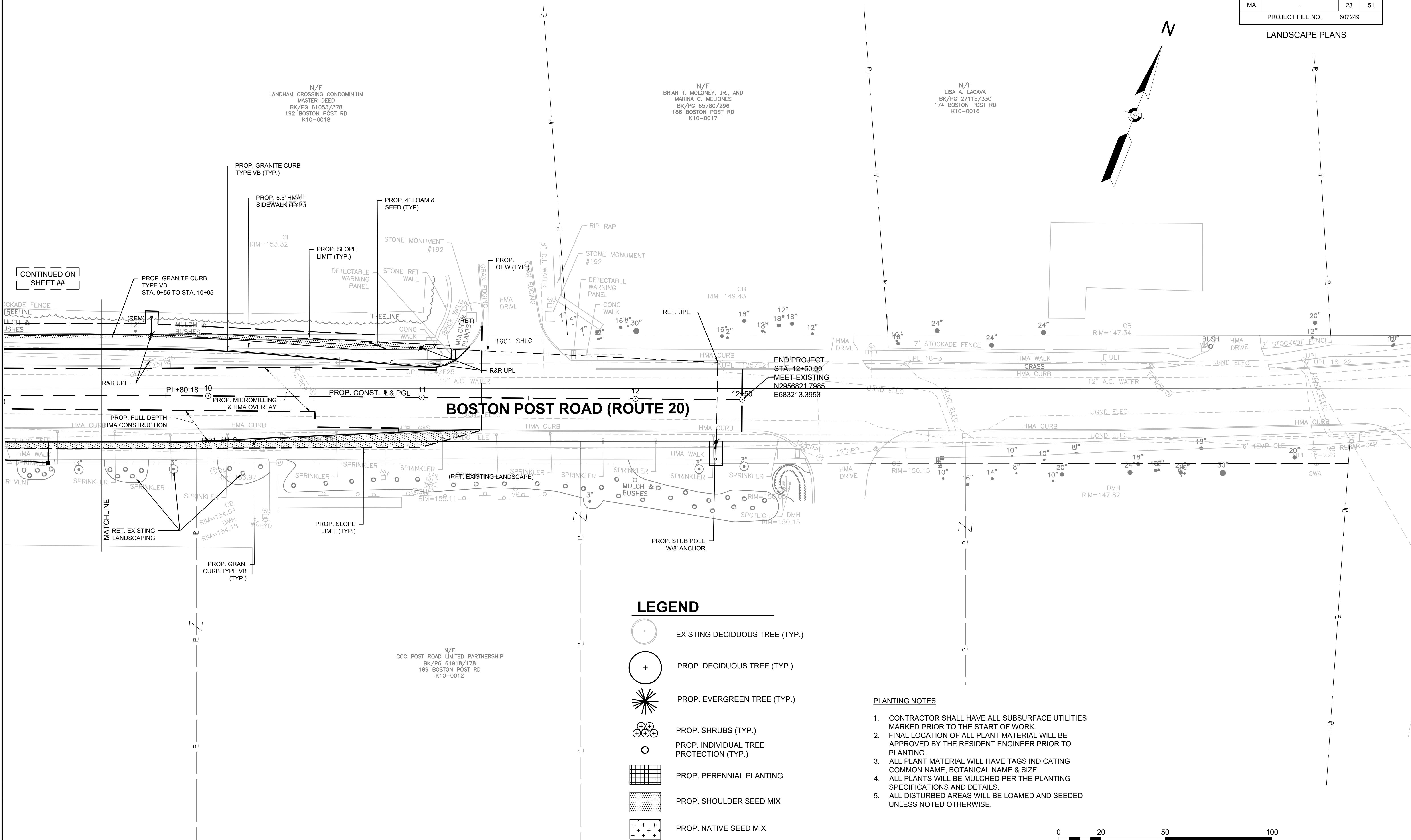
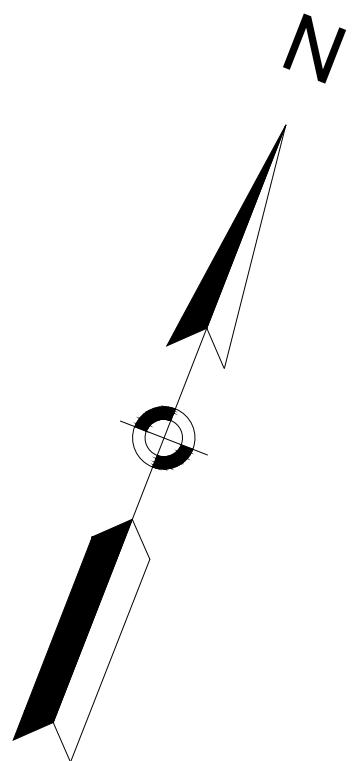




SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	23	51
PROJECT FILE NO.		607249	

LANDSCAPE PLANS

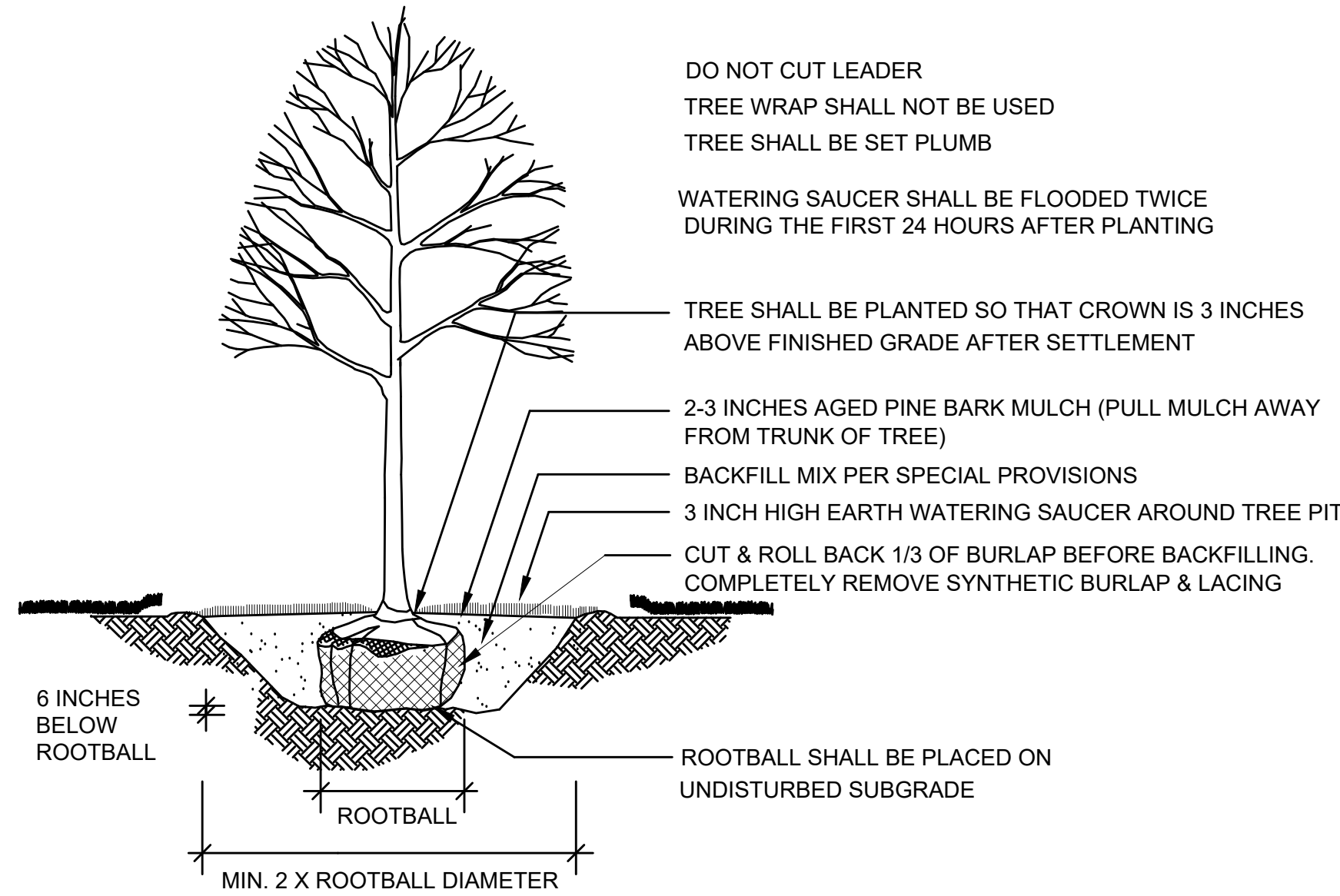




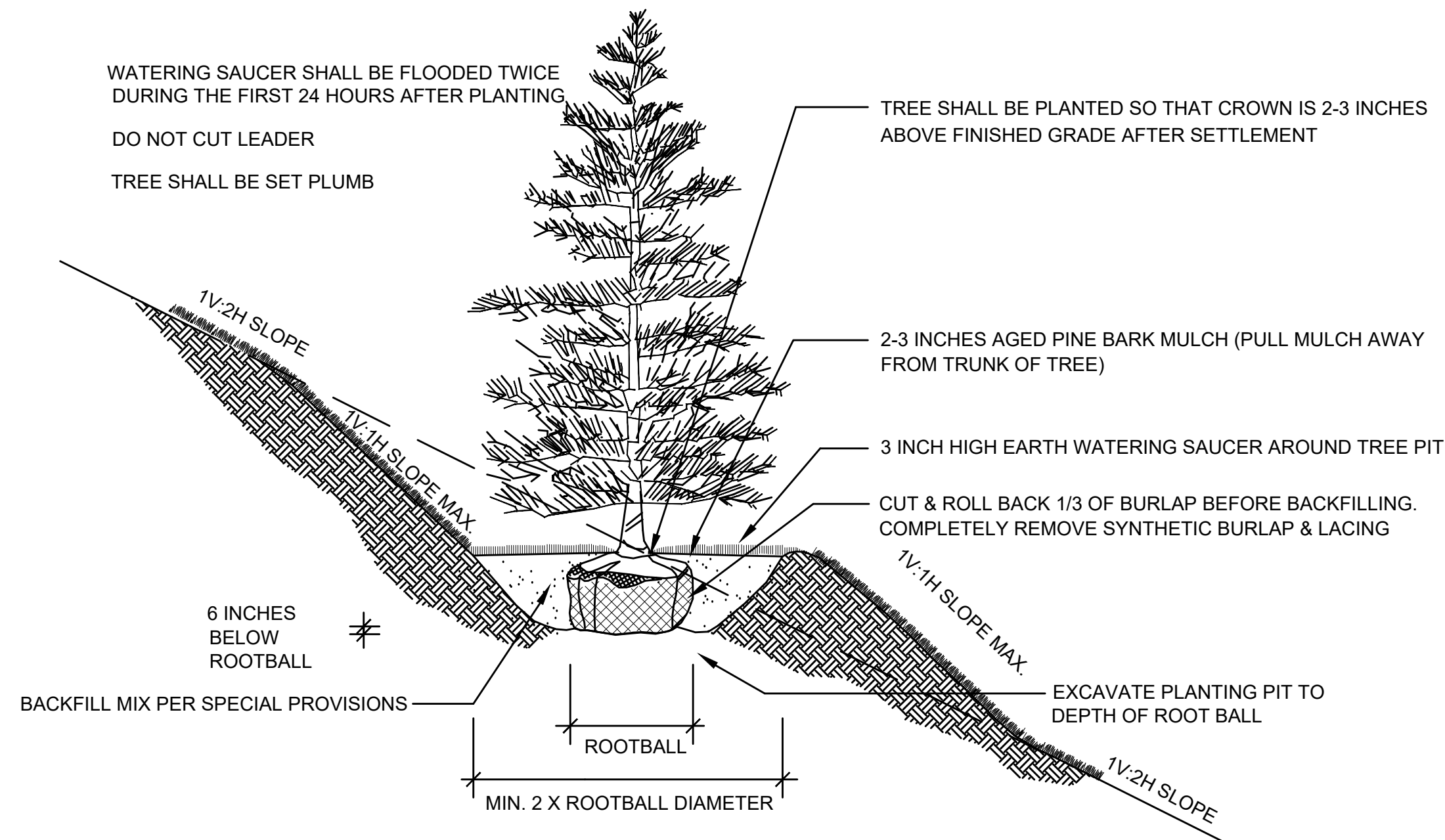
SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	24	51
PROJECT FILE NO.		607249	

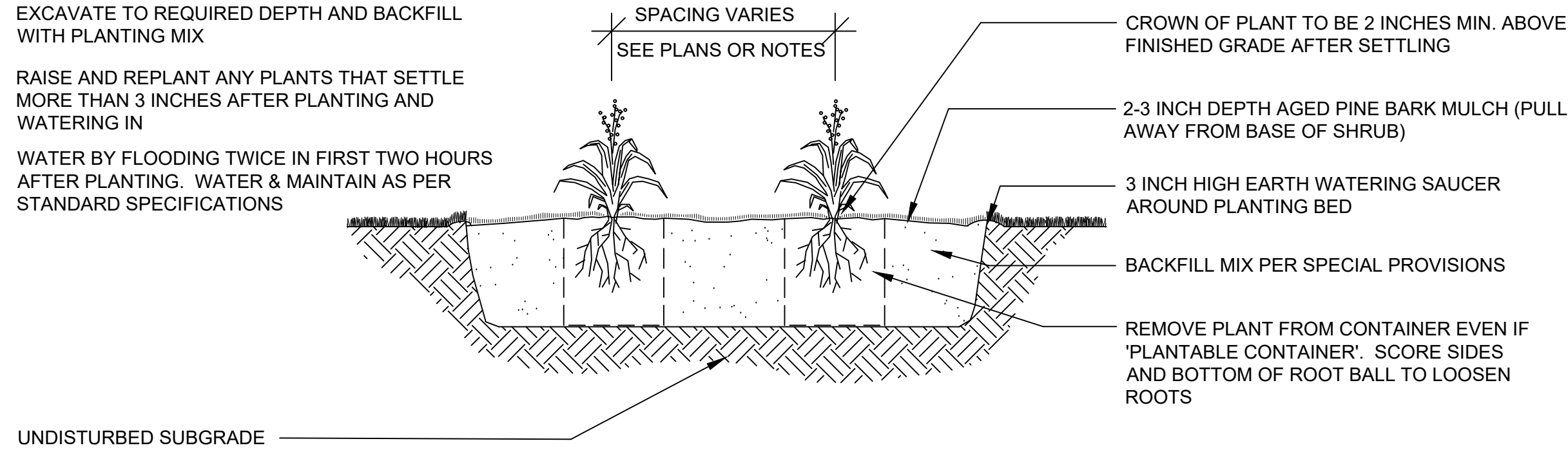
LANDSCAPE DETAILS



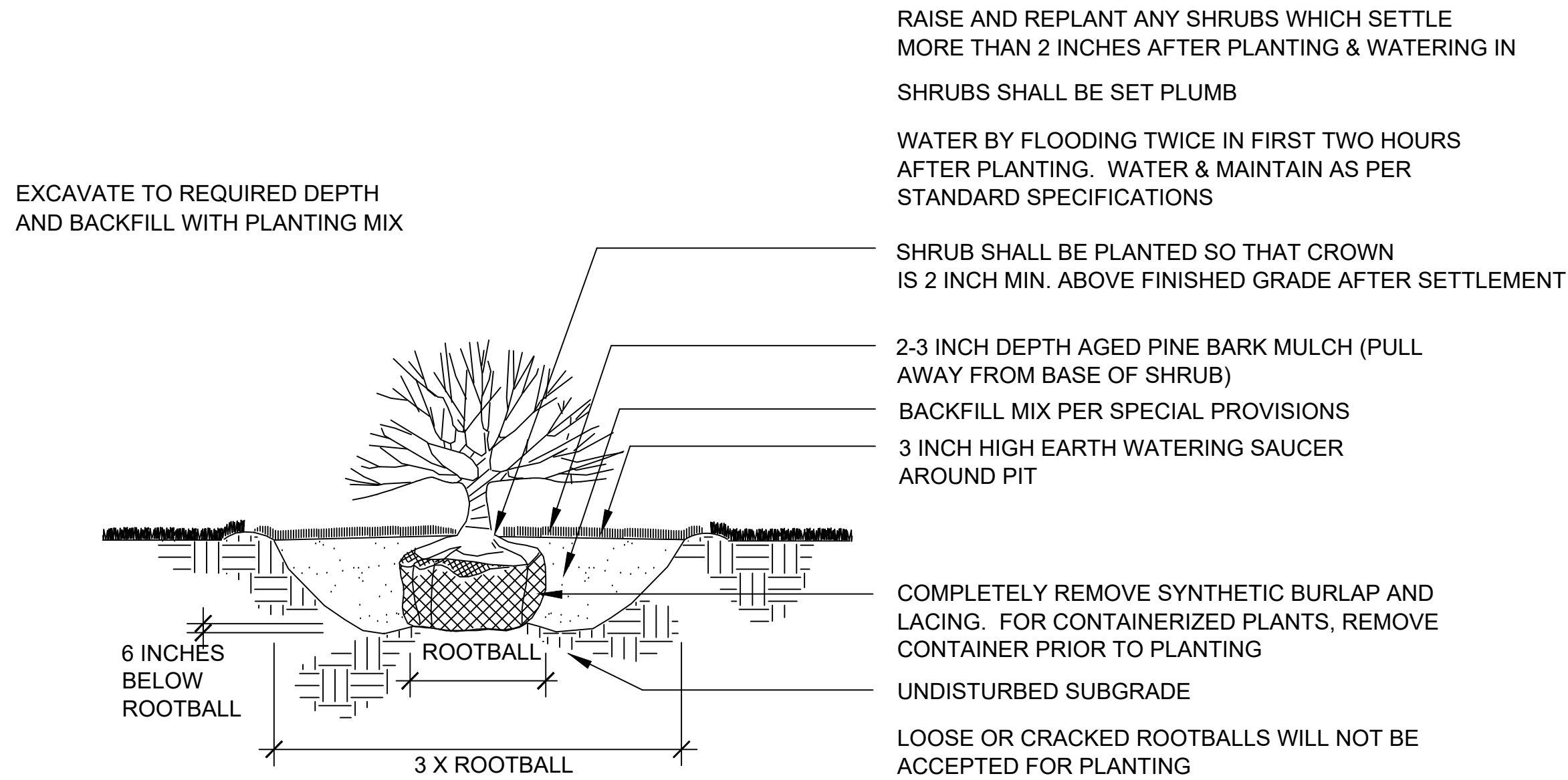
1 DECIDUOUS TREE PLANTING  
NOT TO SCALE



2 EVERGREEN TREE PLANTING (SLOPE)  
NOT TO SCALE



3 PERENNIAL PLANTING  
NOT TO SCALE

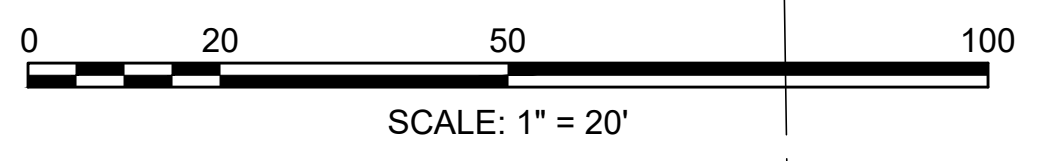
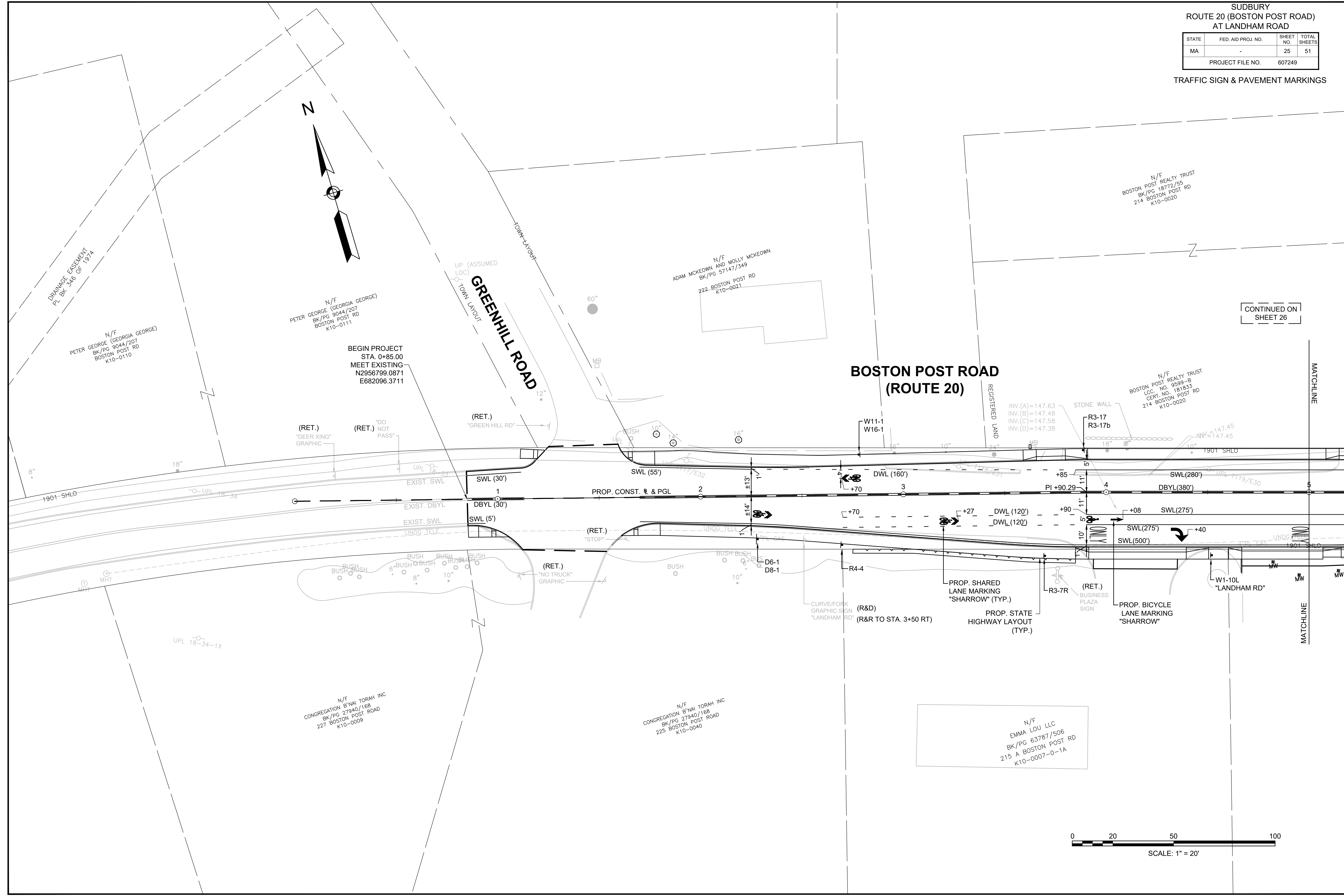


4 SHRUB PLANTING  
SCALE: 1" = 1.0

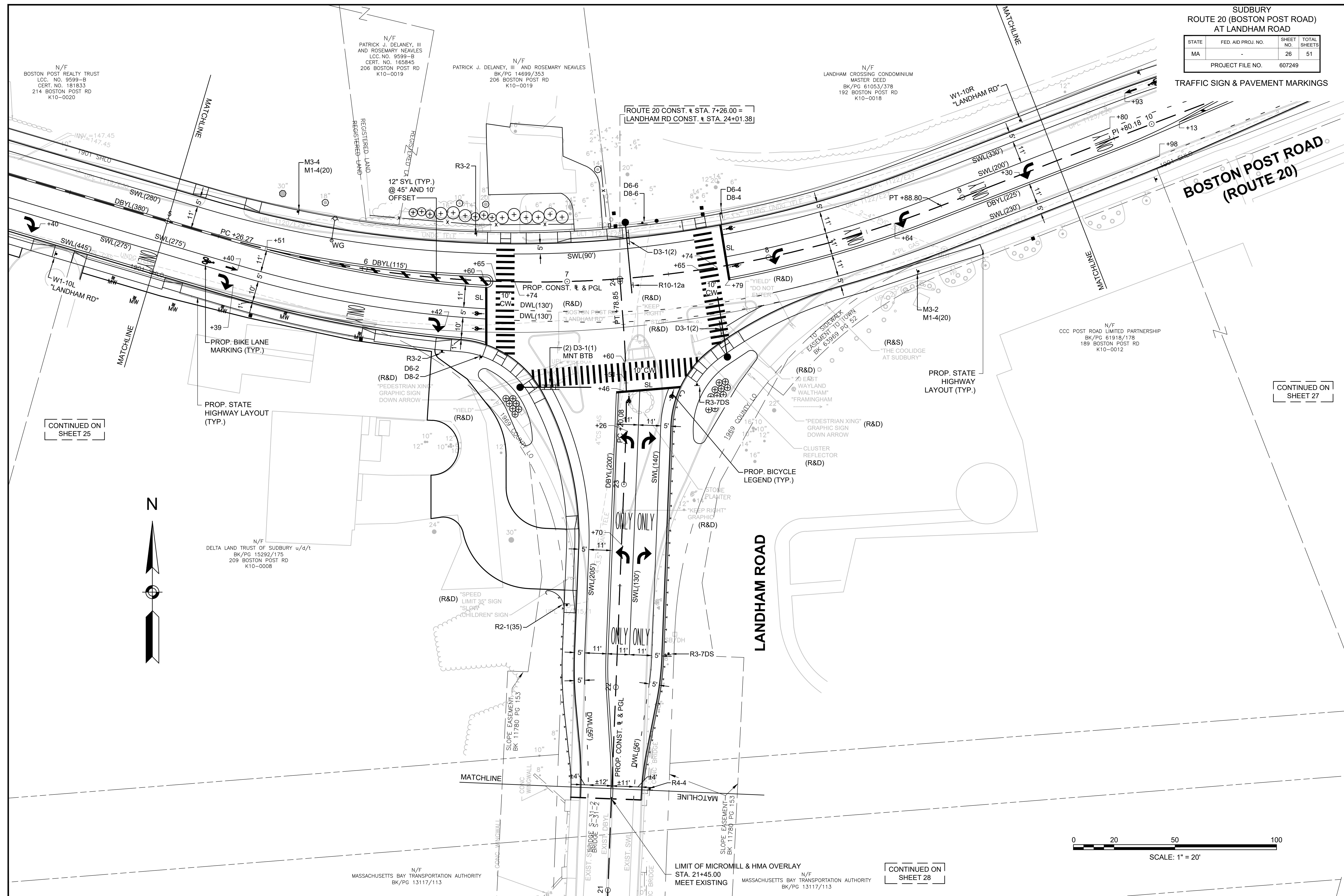
SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	25	51
PROJECT FILE NO.		607249	

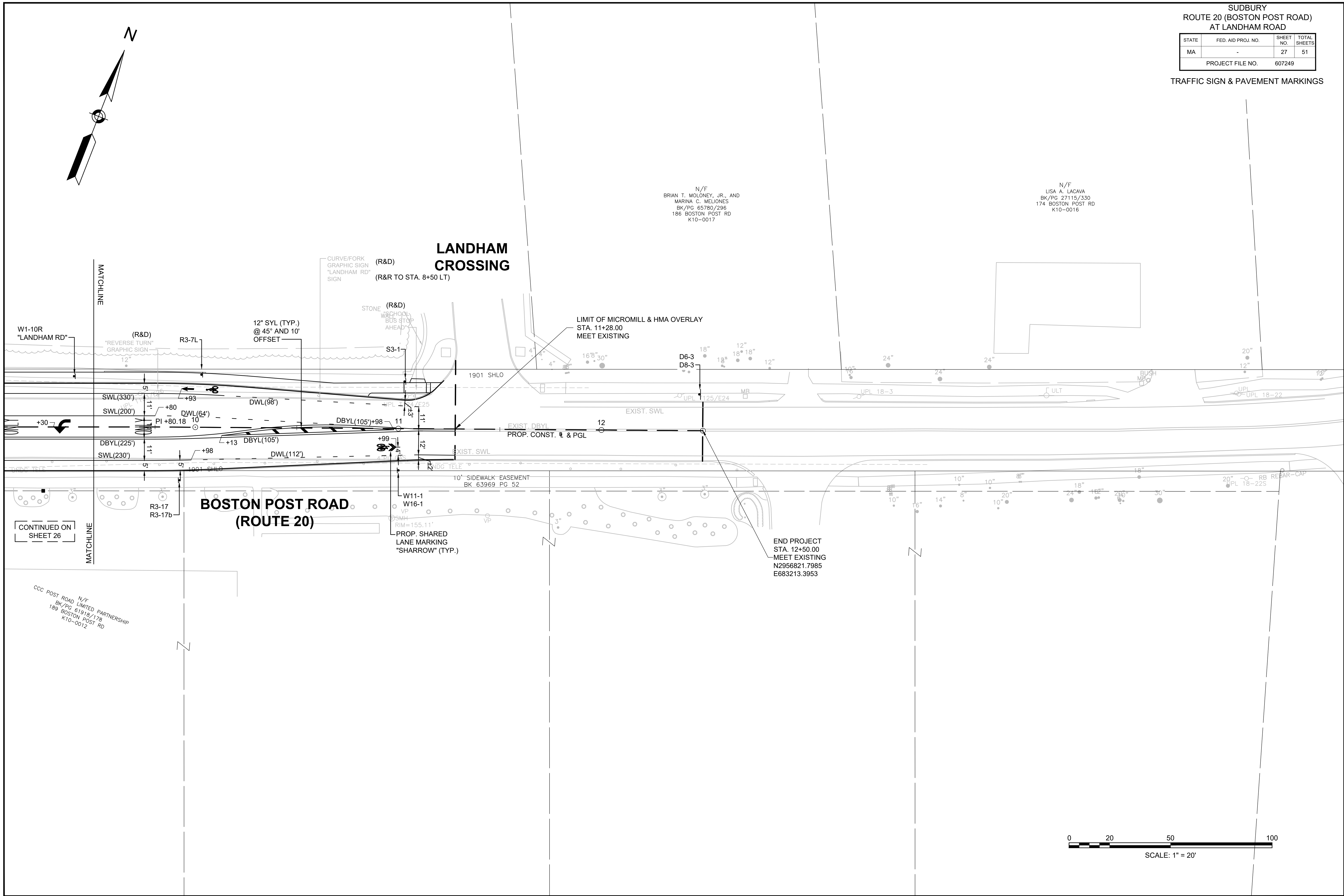
TRAFFIC SIGN & PAVEMENT MARKINGS

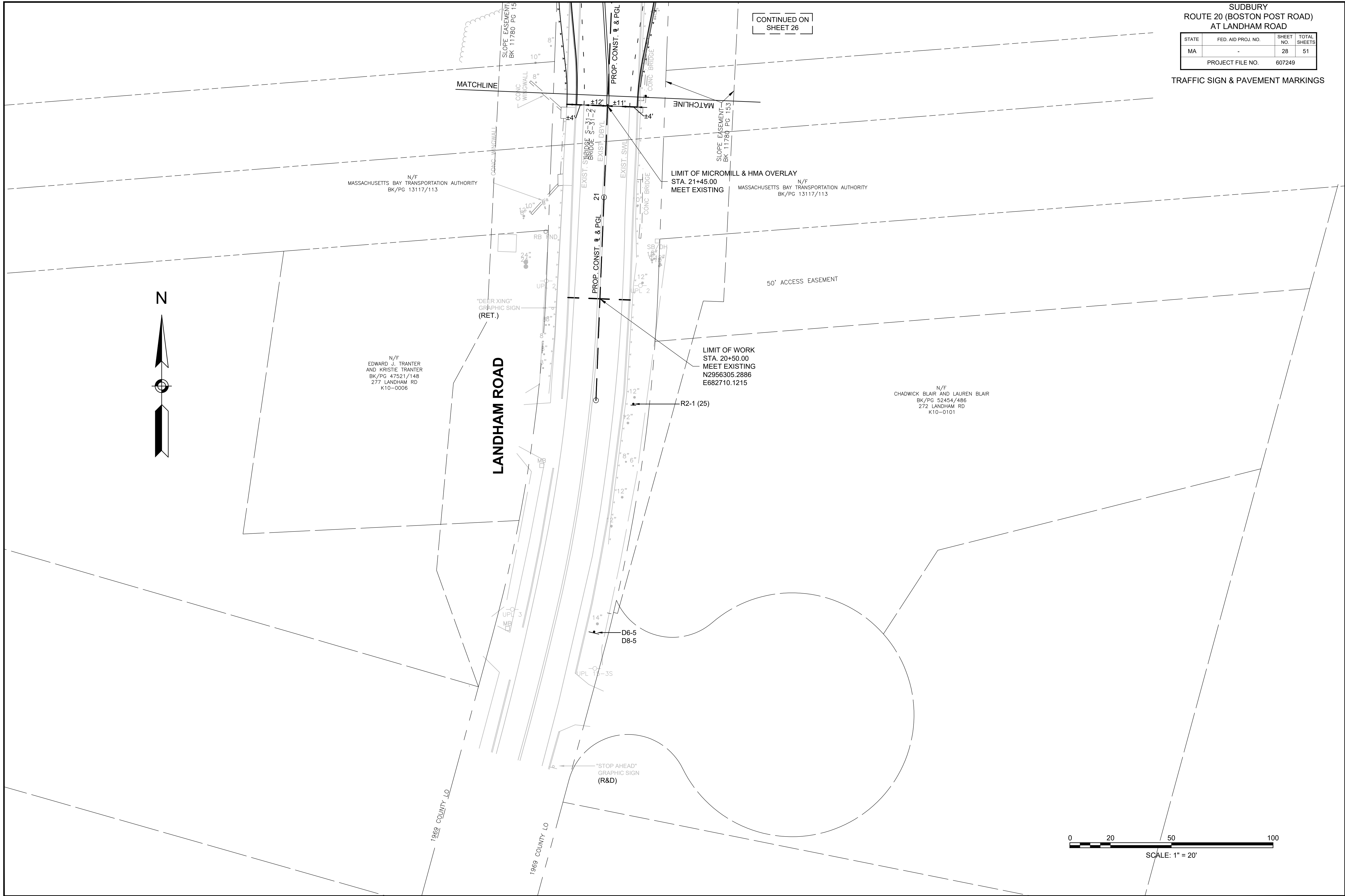














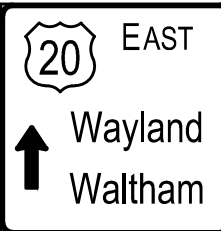

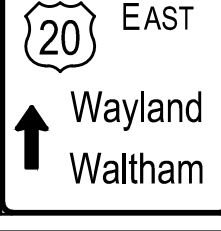

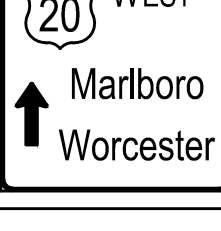

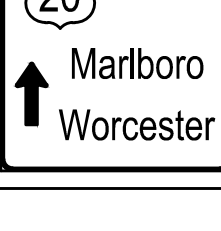

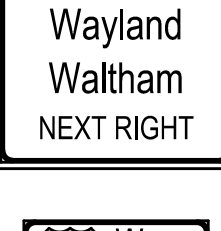
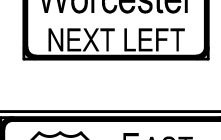
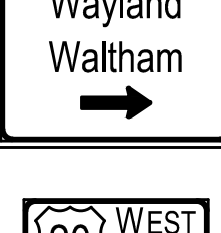

IDENTIFI- CATION NUMBER	SIZE OF SIGN		TEXT	TEXT DIMENSIONS (INCHES)		NUMBER OF SIGNS REQUIRED	COLOR			POST SIZE AND NUMBER REQUIRED	UNIT AREA IN SQUARE FEET	AREA IN SQUARE FEET	
	WIDTH	HEIGHT		LETTER HEIGHT	VERTICAL SPACING		BACK- GROUND	LEGEND	BORDER				
R2-1(25)	24"	30"		MUTCD STANDARD		1	WHITE	BLACK	BLACK	P5 (1 REQ'D)	5.00	5.00	
R2-1(35)	24"	30"		MUTCD STANDARD		1	WHITE	BLACK	BLACK	P5 (1 REQ'D)	5.00	5.00	
R3-2	24"	24"		MUTCD STANDARD		2	WHITE	BLACK	BLACK	P5 (2 REQ'D)	4.00	8.00	
R3-7DS	30"	30"		MASSDOT STANDARD		2	WHITE	BLACK	BLACK	P5 (2 REQ'D)	6.25	12.50	
R3-7L	30"	30"		MUTCD STANDARD		1	WHITE	BLACK	BLACK	P5 (1 REQ'D)	6.25	6.25	
R3-7R	30"	30"		MUTCD STANDARD		1	WHITE	BLACK	BLACK	P5 (1 REQ'D)	6.25	6.25	
R3-17	30"	24"		MUTCD STANDARD		2	WHITE	BLACK	-	P5 (2 REQ'D)	5.00	10.00	
R3-17b	30"	12"		MUTCD STANDARD		2	WHITE	BLACK	BLACK	MNT w/R3-17	2.50	5.00	
R4-4	36"	30"		MUTCD STANDARD		2	WHITE	BLACK	BLACK	P5 (2 REQ'D)	7.50	15.00	
R10-12a	30"	36"		MASSDOT STANDARD		1	WHITE	BLACK LEGEND & CIRCLE; YELLOW ARROW	BLACK	MNT ON 35' MAST ARM	7.50	7.50	
W1-10L	36"	36"		MUTCD STANDARD		1	YELLOW	BLACK SYMBOL	BLACK	P5 (1 REQ'D)	9.00	9.00	
W1-10R	36"	36"		MUTCD STANDARD		1	YELLOW	BLACK SYMBOL	BLACK	P5 (1 REQ'D)	9.00	9.00	
W11-1	24"	24"		MUTCD STANDARD		2	YELLOW	BLACK SYMBOL	BLACK	P5 (2 REQ'D)	4.00	8.00	
W16-1	18"	24"		MUTCD STANDARD		2	YELLOW	BLACK SYMBOL	BLACK	MNT w/W11-1	3.00	6.00	
M1-4(20)	24"	24"		MUTCD STANDARD		2	BLACK	BLACK SHIELD & LEGEND	-	P5 (2 REQ'D)	4.00	8.00	
M3-2	24"	12"		MUTCD STANDARD		1	WHITE	BLACK	BLACK	MNT w/M1-4(20)	2.00	2.00	
M3-4	24"	12"		MUTCD STANDARD		1	WHITE	BLACK	BLACK	MNT w/M1-4(20)	2.00	2.00	
S3-1	36"	36"		MUTCD STANDARD		1	FLOUR- ESCENT YELLOW/ GREEN	BLACK & RED	BLACK	P5 (1 REQ'D)	9.00	9.00	
D3-1(1) (POS)	102"	18"		12"C/9"C	9"C	3" 3"	2	GREEN H/I	SILVER/ WHITE H/I	SILVER/ WHITE H/I	MNT ON MAST ARM	PAY UNDER ITEM 874.	
D3-1(2) (POS)	90"	18"		12"C/9"C	9"C	3" 3"	2	GREEN H/I	SILVER/ WHITE H/I	SILVER/ WHITE H/I	MNT ON MAST ARM	PAY UNDER ITEM 874.	

SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	29	51
PROJECT FILE NO.		607249	

TRAFFIC SIGN SUMMARY

- NOTES: 1. ALL WARNING, REGULATORY AND ROUTE MARKERS SHALL BE FABRICATED WITH HIGH INTENSITY ENCAPSULATED LENS REFLECTIVE SHEETING (SEE SECTION M9.30.0) TYPE III OR IV.
2. ALL SIGNS NOTED AS "(R&R)" SHALL BE MOUNTED ON NEW P5 POSTS OR AS OTHERWISE INDICATED.
3. ALL P5 POSTS SHALL BE TELESCOPIC RECTANGULAR TYPE POSTS.
4. QUANTITIES OF SIGNS AND POSTS SHOWN ON THIS SHEET MAY DIFFER FROM THE PAVEMENT MARKING AND SIGNING PLANS. WHERE DIFFERENCES OCCUR, THE PAVEMENT MARKINGS AND SIGNING PLANS SHALL PREVAIL.

IDENTIFI- CATION NUMBER	SIZE OF SIGN		TEXT	TEXT DIMENSIONS (INCHES)		NUMBER OF SIGNS REQUIRED	COLOR			POST SIZE AND NUMBER REQUIRED	UNIT AREA IN SQUARE FEET	AREA IN SQUARE FEET
	WIDTH	HEIGHT		LETTER HEIGHT	VERTICAL SPACING		BACK- GROUND	LEGEND	BORDER			
D6-1	60"	60"		18"x18" 8"C ARROW 8"C	7"C/6"C 5" 5" 8"	1	GREEN H/I	SILVER/ WHITE H/I	WHITE H/I	PAY UNDER ITEM 841.1	25.00	25.00
D8-1	60"	36"		8"C (75% SPACING) 8"C 6"C	2.5" 4.5" 4.5" 2.5"	1	GREEN H/I	SILVER/ WHITE H/I	WHITE H/I	MNT w/D6-1	15.00	15.00
D6-2	60"	60"		18"x18" 8"C ARROW 8"C	9"D/7"C/6"C 5" 8" 8"	1	GREEN H/I	SILVER/ WHITE H/I	WHITE H/I	PAY UNDER ITEM 841.1	25.00	25.00
D8-2	60"	36"		8"C (75% SPACING) 8"C 8"x18" ARROW	2" 4" 4" 2"	1	GREEN H/I	SILVER/ WHITE H/I	WHITE H/I	MNT w/D6-2	15.00	15.00
D6-3	60"	60"		18"x18" 8"C ARROW 8"C	9"D/7"C/6"C 5" 8" 8"	1	GREEN H/I	SILVER/ WHITE H/I	WHITE H/I	PAY UNDER ITEM 841.1	25.00	25.00
D8-3	60"	36"		8"C (75% SPACING) 8"C 6"C	2.5" 4.5" 4.5" 2.5"	1	GREEN H/I	SILVER/ WHITE H/I	WHITE H/I	MNT w/D6-3	15.00	15.00
D6-4	60"	60"		18"x18" 8"C ARROW 8"C	9"D/7"C/6"C 5" 8" 8"	1	GREEN H/I	SILVER/ WHITE H/I	WHITE H/I	PAY UNDER ITEM 841.1	25.00	25.00
D8-4	60"	36"		8"C (75% SPACING) 8"C 8"x18" ARROW	2" 4" 4" 2"	1	GREEN H/I	SILVER/ WHITE H/I	WHITE H/I	MNT w/D6-4	15.00	15.00
D6-5	60"	66"		18"x18" 8"C ARROW 6"C	9"D/7"C/6"C 4" 4" 6" 6"	1	GREEN H/I	SILVER/ WHITE H/I	WHITE H/I	PAY UNDER ITEM 841.1	27.50	27.50
D8-5	48"	42"		18"x18" 8"C ARROW 6"C	9"D/7"C/6"C 2" 2" 4" 2"	1	GREEN H/I	SILVER/ WHITE H/I	WHITE H/I	MNT w/D6-5	14.00	14.00
D6-6	60"	66"		18"x18" 8"C ARROW 6"C	9"D/7"C/6"C 4" 4" 6" 6"	1	GREEN H/I	SILVER/ WHITE H/I	WHITE H/I	PAY UNDER ITEM 841.1	27.50	27.50
D8-6	48"	42"		18"x18" 8"C ARROW 6"C	9"D/7"C/6"C 2" 2" 2" 2"	1	GREEN H/I	SILVER/ WHITE H/I	WHITE H/I	MNT w/D6-6	14.00	14.00



SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	30	51
PROJECT FILE NO.		607249	

TRAFFIC LEGEND ABBREVIATIONS  
& NOTES

GENERAL NOTES

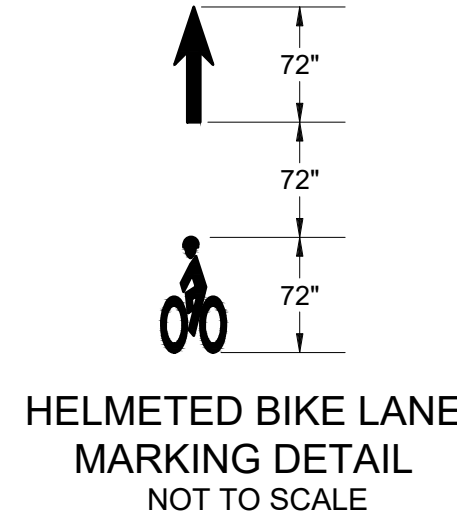
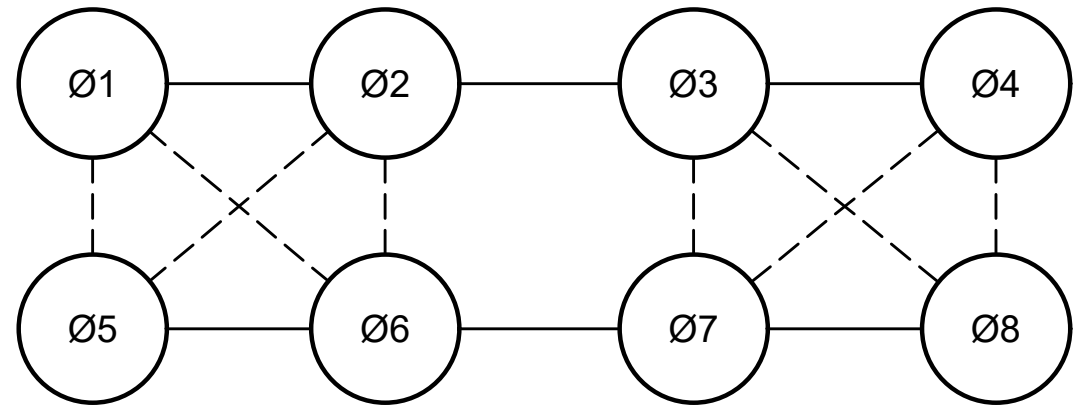
- ALL EXISTING SIGNS WITHIN THE PROJECT LIMITS SHALL BE RETAINED UNLESS NOTED OTHERWISE.
  - IF EXISTING SIGNS (AS NOTED ON PLANS) ARE MISSING IN THE FIELD, THEY SHOULD BE REPLACED BY THE CONTRACTOR
  - ALL PROPOSED PAVEMENT MARKINGS SHALL BE THERMOPLASTIC.
- TRAFFIC SIGNAL NOTES**
- SEE CONSTRUCTION AND TRAFFIC PLANS FOR ADDITIONAL DETAILS.
  - PROPOSED CONTROLLERS SHALL BE A NEMA TS2, KEYBOARD ENTRY, MENU-DRIVEN TYPEWHERE AN EXISTING UNDERGROUND UTILITY IS FOUND TO CONFLICT WITH THE PROPOSED WORK, THE LOCATION, ELEVATION AND SIZE OF THE UTILITY SHALL BE ACCURATELY DETERMINED WITHOUT DELAY BY THE CONTRACTOR, AND THE INFORMATION FURNISHED TO THE ENGINEER FOR RESOLUTION OF THE CONFLICT.
  - POLE-MOUNTED SIGNALS SHALL BE MOUNTED TO PROVIDE A 2-FOOT MINIMUM CLEARANCE BETWEEN VERTICAL PROJECTION OF THE CURBLINE AND THE SIGNAL VISOR. WHEN FEASIBLE, INSTALL AT BACK OF SIDEWALK UNLESS OTHERWISE NOTED. PROVIDE SPECIAL MOUNTING HARDWARE AS REQUIRE.
  - CONSTRUCTION OF THE TRAFFIC CONTROL SIGNAL SYSTEMS SHOWN ON THE FOLLOWING DRAWINGS SHALL CONFORM TO THE MASSACHUSETTS HIGHWAY DEPARTMENT'S "STANDARD SPECIFICATIONS FOR HIGHWAYS AND BRIDGES", 1988 ED. AS AMENDED, AND THE FEDERAL HIGHWAY ADMINISTRATION'S "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES", 2009 EDITION AS AMENDED.
  - ALL TRAFFIC CONTROL SIGNAL EQUIPMENT SHALL BE LISTED ON THE CURRENT MASSDOT'S "APPROVED LIST" AND IS SUBJECT TO THE APPROVAL OF THE DESIGN ENGINEER AND/OR THE MASSDOT.
  - ALL OVERHEAD CONDUCTORS FOR SIGNAL HOUSINGS SHALL BE STRANDED WIRE.
  - ALL PROPOSED WIRE LOOP DETECTORS SHALL BE CENTERED WITHIN RESPECTIVE LANES UNLESS OTHERWISE NOTE.
  - ALL PROPOSED LENSES SHALL HAVE TUNNEL VISORS.
  - ALL MAST ARM MOUNTED SIGNALS SHALL BE RIGIDLY MOUNTED.
  - FLASHING OPERATION PER 2009 M.U.T.C.D., SECTION 4D.28 - 4D.31.
  - IF THE ASSIGNED RIGHT OF WAY FOR ANY TRAFFIC MOVEMENT IS TO REMAIN IN EFFECT DURING THE NEXT CALLED PHASE, THE SIGNAL INDICATIONS FOR THAT TRAFFIC MOVEMENT SHALL NOT CHANGE DURING THE CHANGE INTERVAL(S).
  - ALL NEW TRAFFIC CONTROLLER CABINETS SHALL BE EQUIPPED WITH A LEVER-TYPE METER BY-PASS. SPECIFICATIONS FOR THE BY-PASS MUST BE APPROVED BY THE APPROPRIATE UTILITY COMPANY.
  - WHERE CALLED FOR ON THE PLANS, THE PROPOSED LOCATIONS OF THE OPTICOM DETECTOR UNITS AND CONFIRMATION BEACON ARE PERCEIVED BEST BUT NOT FINAL. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO ENSURE OPTIMUM PLACEMENT IN COOPERATION WITH THE LOCAL MUNICIPALITY'S FIRE FIGHTING DEPARTMENT. THE OPTICAL DETECTOR UNITS SHALL HAVE AN UNOBSTRUCTED LINE-OF-SIGHT VIEW ALONG THE ROUTE OF APPROACHING PRIORITY VEHICLE.
  - THE CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING AND VERIFYING THAT THERE IS SUFFICIENT CLEARANCE BETWEEN ALL PROPOSED TRAFFIC SIGNAL POLES AND EXISTING AND RELOCATED OVERHEAD UTILITY LINES. THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR COORDINATING WITH THE AFFECTED UTILITY COMPANIES RELATIVE TO THE SCOPE OF ANY REQUIRED RELOCATIONS. THIS SHALL BE PERFORMED WITHIN TEN DAYS AFTER AWARD OF THE CONTRACT.
  - THE CONTRACTOR SHALL REMOVE AND DELIVER ALL EXISTING TRAFFIC SIGNAL EQUIPMENT WITHIN THE PROJECT LIMITS TO THE APPROPRIATE OWNER'S MAINTENANCE DEPOT EXCEPT FOR LOCATIONS NOTED ON THE PLANS.

LOOP DETECTOR NOTES

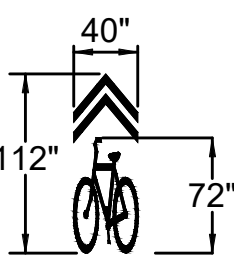
- SEE LOOP DETECTOR DETAIL SHEET FOR SPLICE PATTERN AND OTHER INFORMATION.
- DELAY AND EXTENSION TIMES ARE IN SECONDS.
- DELAY TIME SHALL BE EFFECTIVE ONLY DURING THE RED PORTION OF THE PHASE THAT IS CALLED BY A DETECTOR.

NEMA DUAL RING PHASING NOTES

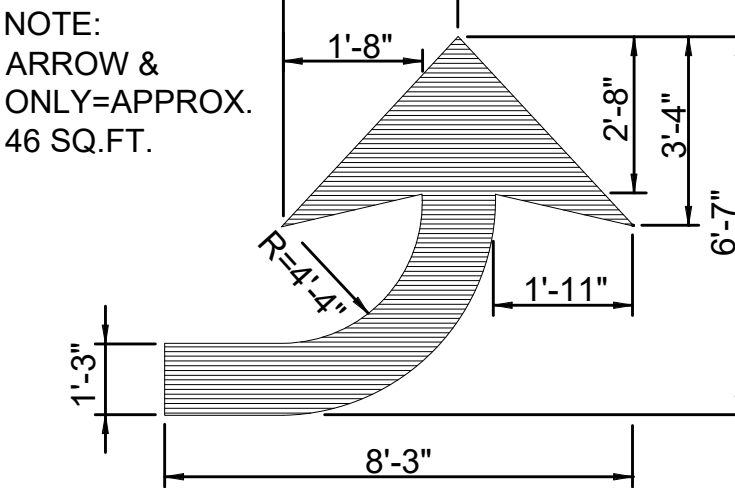
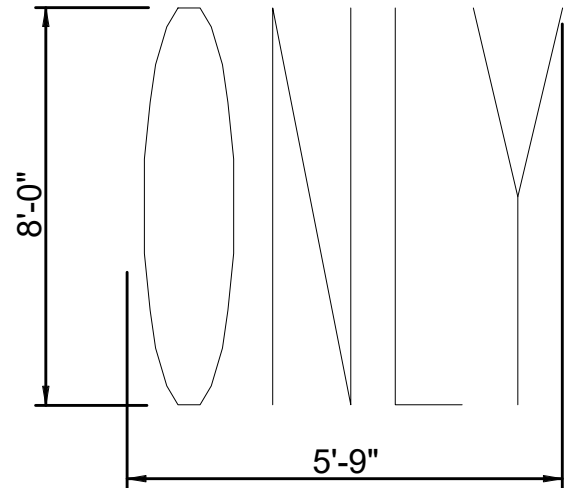
- PHASES ASSOCIATED BY A SOLID LINE SHALL NOT OPERATE CONCURRENTLY.
- PHASES ASSOCIATED BY A DASHED LINE MY OPERATE CONCURRENTLY.



HELMETED BIKE LANE  
MARKING DETAIL  
NOT TO SCALE



SHARED LANE "SHARROW"  
MARKING DETAIL  
NOT TO SCALE



GENERAL ABBREVIATIONS

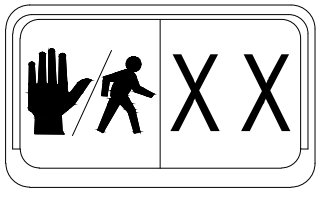
MAX	MAXIMUM
MIN	MINIMUM
BO	BY OTHERS
PROP	PROPOSED
R & D	REMOVE AND DISPOSE
R & R	REMOVE AND RESET
R & S	REMOVE AND STACK
REM	REMOVE
RET	RETAIN

TRAFFIC SIGNAL ABBREVIATIONS

R	STEADY CIRCULAR RED
Y	STEADY CIRCULAR AMBER
G	STEADY CIRCULAR GREEN
RL	STEADY RED LEFT ARROW
YL	STEADY AMBER LEFT ARROW
GL	STEADY GREEN LEFT ARROW
GV	STEADY GREEN VERTICAL ARROW
RR	STEADY RED RIGHT ARROW
YR	STEADY AMBER RIGHT ARROW
GR	STEADY GREEN RIGHT ARROW
FR	FLASHING CIRCULAR RED
FY	FLASHING CIRCULAR AMBER
FRL	FLASHING RED LEFT ARROW
FRR	FLASHING RED RIGHT ARROW
W	WALK - LUNAR WHITE
DW	DON'T WALK - PORTLAND ORANGE
FDW	FLASHING DON'T WALK - PORTLAND ORANGE
L	DETECTOR - LOCK
NL	DETECTOR - NON-LOCK
	VEHICLE MOVEMENT
	PEDESTRIAN MOVEMENT
	PERMISSIVE VEHICULAR MOVEMENT
	DETECTOR CONTROLLING PHASE

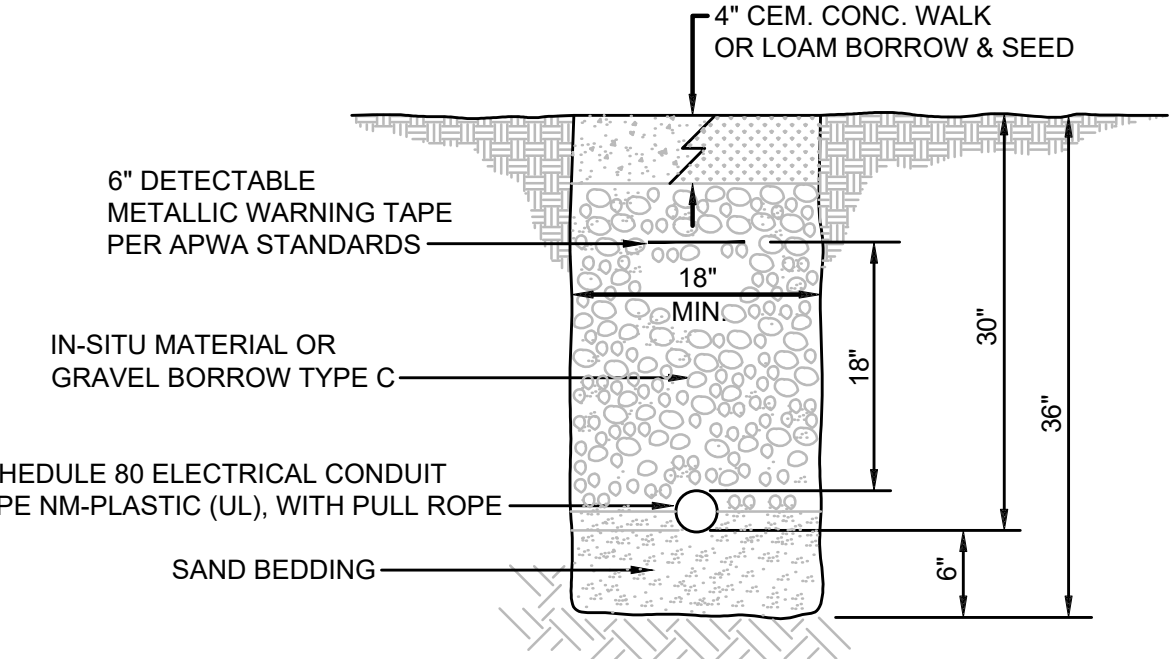
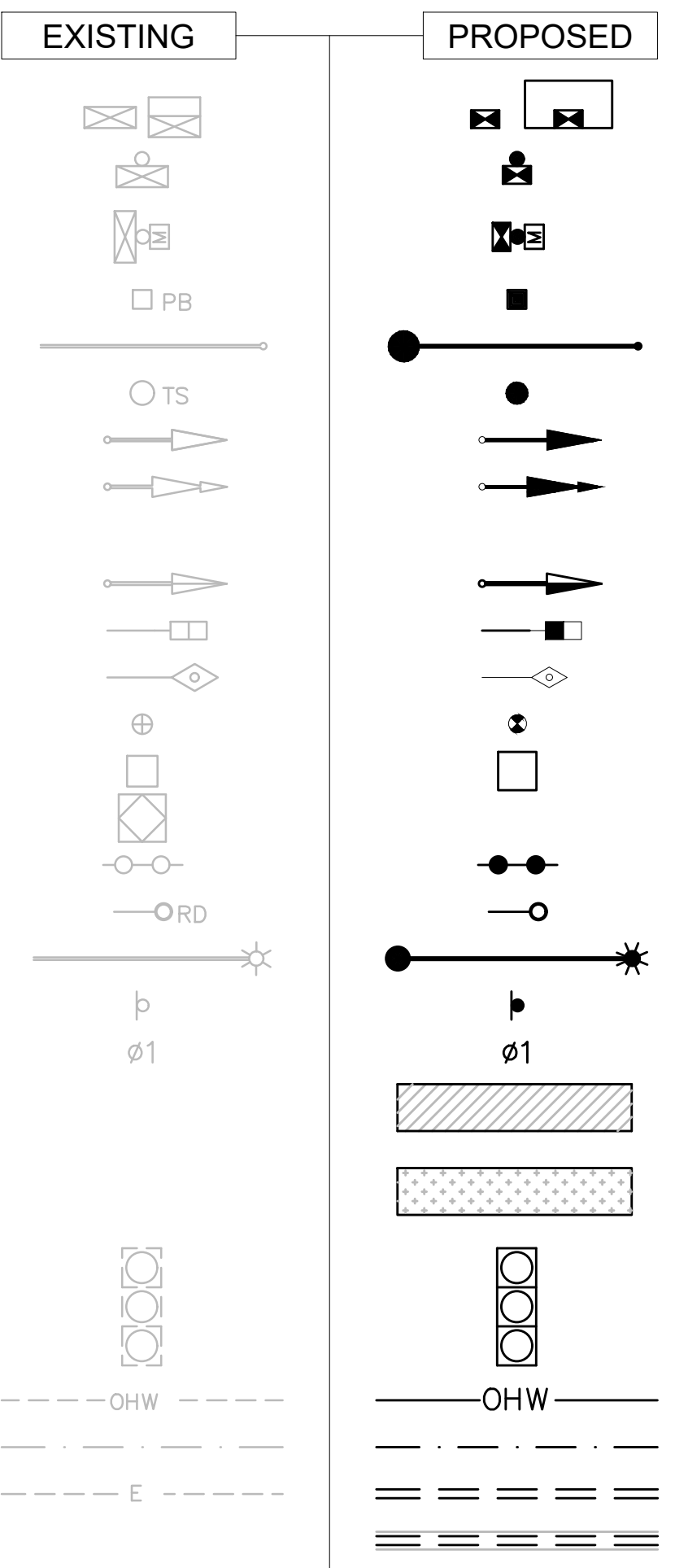
ONLY SHOWN ON  
PHASING DIAGRAMS

DON'T WALK / WALK / COUNTDOWN TIMER



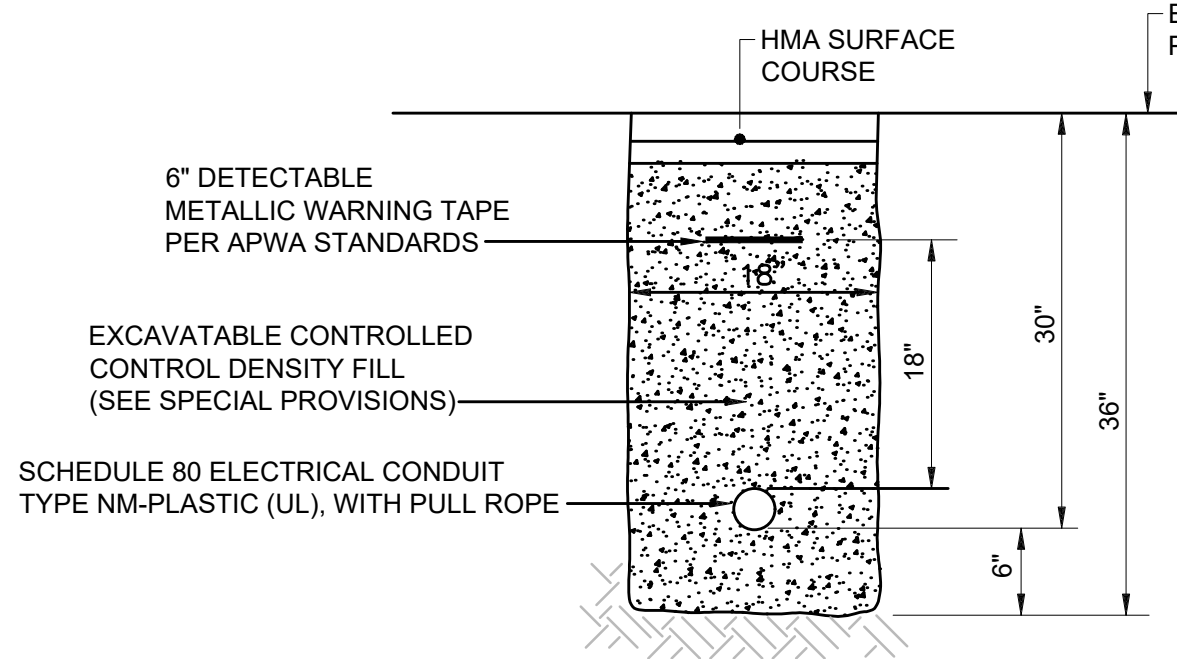
TRAFFIC SIGNAL LEGEND

- CONTROL CABINET GROUND MOUNTED (WITH & WITHOUT CONC. PAD)
- CONTROL CABINET POLE MOUNTED
- FLASHING BEACON CONTROL & METER PEDESTAL
- PULL BOX (12" x 12" OR AS NOTED)
- MAST ARM, SHAFT & BASE (ARM LENGTH AS NOTED)
- SIGNAL POST & BASE (ALPHA-NUMERIC DESIGNATION NOTED)
- VEHICULAR SIGNAL HEAD (ALPHA-NUMERIC DESIGNATION NOTED)
- VEHICULAR SIGNAL HEAD, OPTICALLY PROGRAMMED (ALPHA-NUMERIC DESIGNATION NOTED)
- FLASHING BEACON (ALPHA-NUMERIC DESIGNATION NOTED)
- PEDESTRIAN SIGNAL HEAD (ALPHA-NUMERIC DESIGNATION NOTED)
- EMERGENCY PREEMPTION DETECTOR
- PEDESTRIAN PUSH BUTTON, SIGN & SADDLE
- WIRE LOOP DETECTOR (6' x 6' OR AS NOTED)
- HIGH MAST POLE OR TOWER
- MAGNETOMETER
- RADAR DETECTOR
- SIGNAL & LIGHTING MAST ARM
- TRAFFIC SIGN & POST
- CONTROLLER PHASE ACTUATED
- ZONE OF DETECTION FOR SPECIAL DETECTORS
- ZONE OF VISIBILITY FOR PROGRAMMED SIGNAL
- TRAFFIC SIGNAL HEAD (12" LENSES OR AS NOTED)
- OVERHEAD WIRE(S)
- DIRECT BURIAL CABLE
- TRAFFIC SIGNAL CONDUIT
- CONDUIT CROSSING ROADWAY WITH CONTROLLED DENSITY FILL



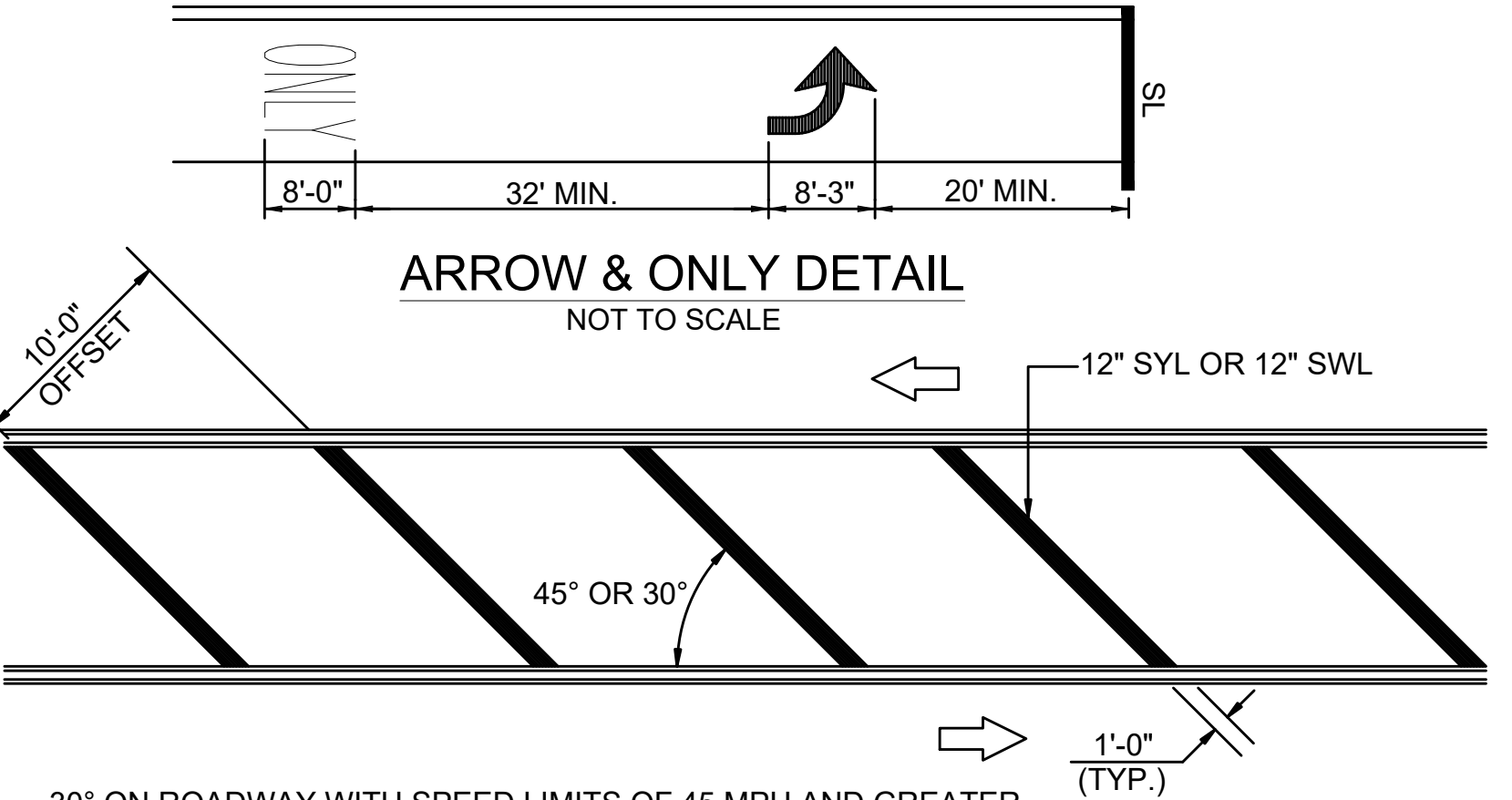
TRAFFIC SIGNAL CONDUIT TRENCH DETAIL  
(IN SIDEWALK OR LANDSCAPE AREA)

NOT TO SCALE



TRAFFIC SIGNAL CONDUIT TRENCH DETAIL  
CROSSING ROADWAY-OUTSIDE FULL DEPTH AREA

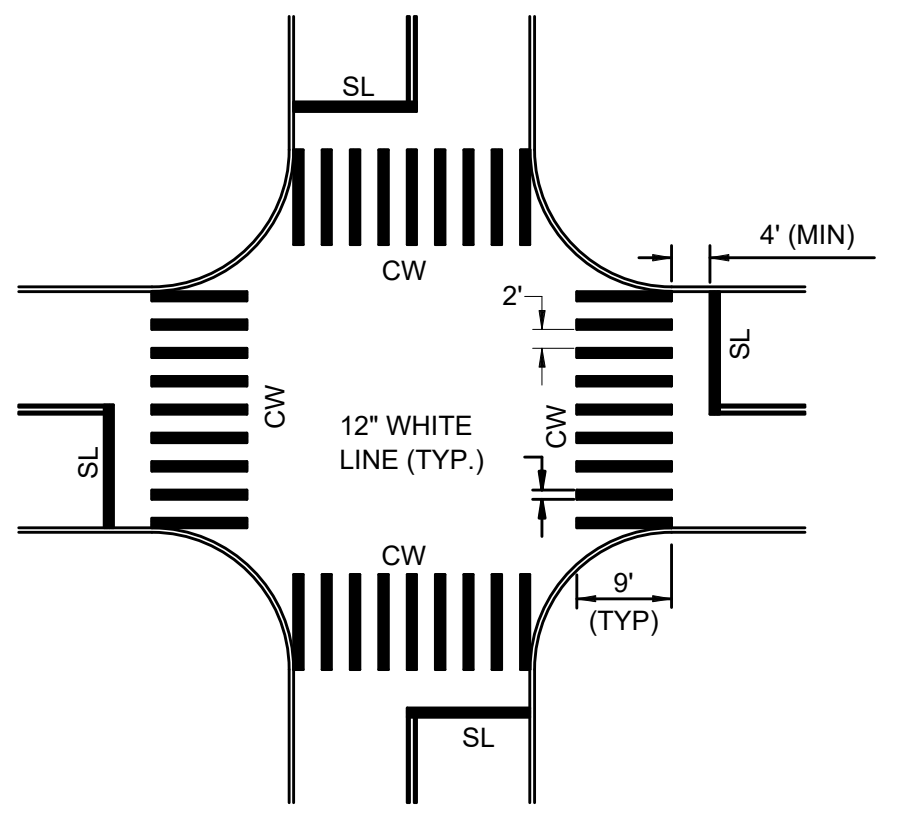
NOT TO SCALE



ARROW & ONLY DETAIL  
NOT TO SCALE

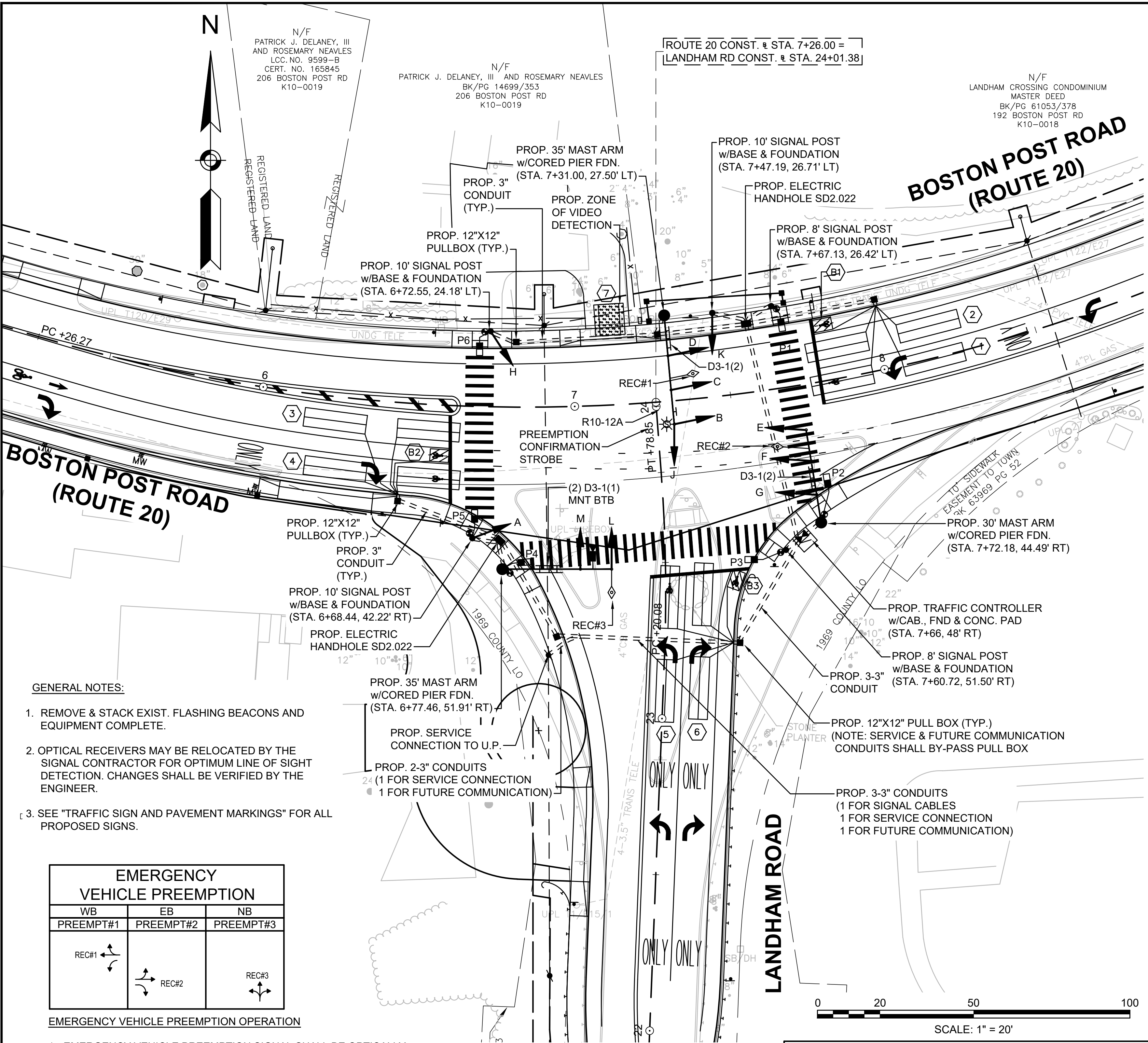
30° ON ROADWAY WITH SPEED LIMITS OF 45 MPH AND GREATER  
45° ON ROADWAY WITH SPEED LIMITS OF 40 MPH OR LESS

GORE AREA DETAIL  
NOT TO SCALE



TYPICAL CROSSWALK MARKINGS  
NOT TO SCALE





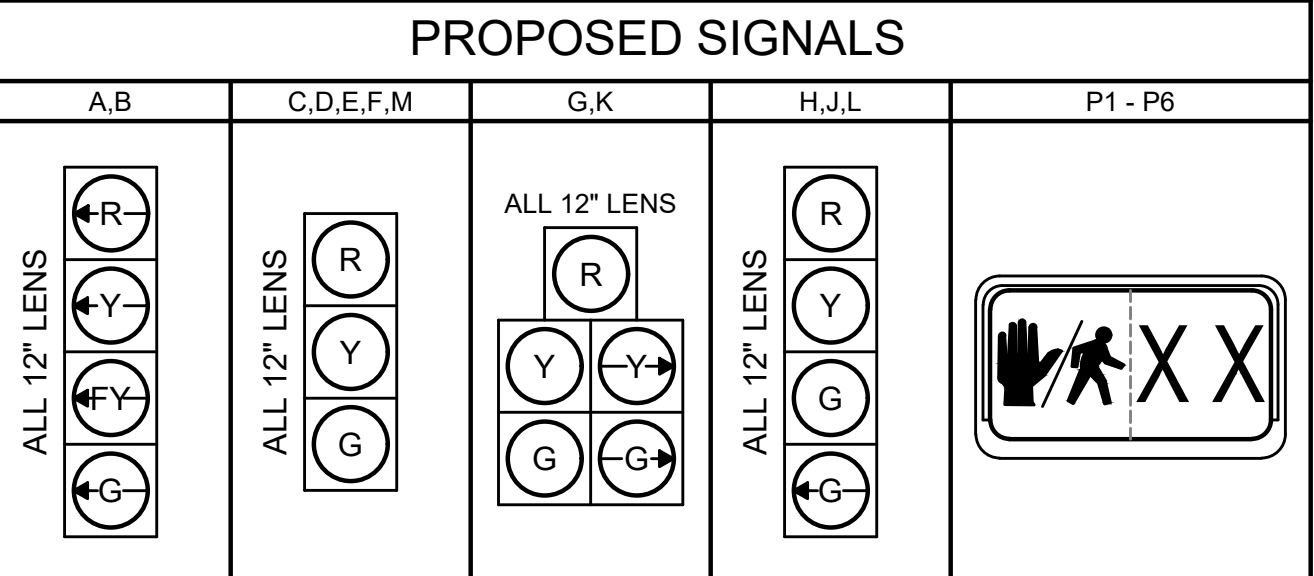
- GENERAL NOTES:**
1. REMOVE & STACK EXIST. FLASHING BEACONS AND EQUIPMENT COMPLETE.
  2. OPTICAL RECEIVERS MAY BE RELOCATED BY THE SIGNAL CONTRACTOR FOR OPTIMUM LINE OF SIGHT DETECTION. CHANGES SHALL BE VERIFIED BY THE ENGINEER.
  3. SEE "TRAFFIC SIGN AND PAVEMENT MARKINGS" FOR ALL PROPOSED SIGNS.

EMERGENCY VEHICLE PREEMPTION		
WB	EB	NB
PREEMPT#1	PREEMPT#2	PREEMPT#3
REC#1	REC#2	REC#3

EMERGENCY VEHICLE PREEMPTION OPERATION

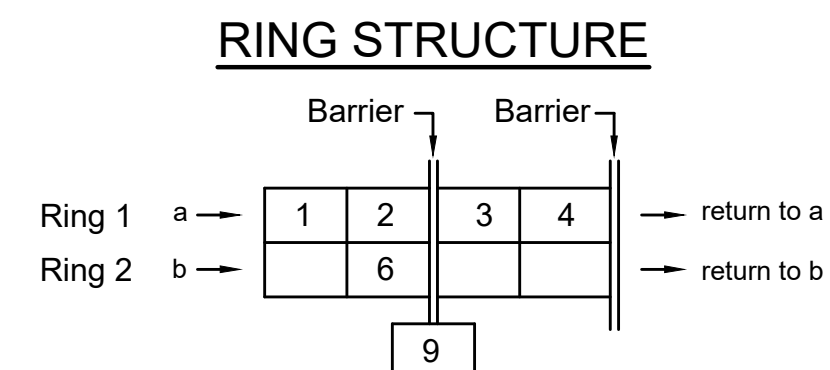
1. EMERGENCY VEHICLE PREEMPTION SIGNAL SHALL BE OPTICALLY TRANSMITTED BY OPTICAL EMITTERS MOUNTED IN EMERGENCY VEHICLES AND RECEIVED BY OPTICAL DETECTORS (RECEIVERS) LOCATED AT THE INTERSECTION.
2. PREEMPTION SIGNALS SHALL BE SERVICED ON A FIRST COME FIRST SERVED BASIS. IN CASE WHERE TWO OR MORE CALLS ARE COMING IN AT THE SAME TIME, PREEMPTION SHALL BE PRIORITIZED WITH PREEMPT #1 (ROUTE 20 WESTBOUND) FIRST, THEN FOLLOW BY PREEMPT #2 (ROUTE 20 EASTBOUND), THEN PREEMPT #3 (LANDHAM ROAD).
3. IN RESPONSE TO A PREEMPTION SIGNAL RECEIVED BY OPTICAL DETECTOR REC#1 (OR REC#2, REC#3), THE CONTROLLER SHALL HOLD OR ADVANCE TO AND HOLD IN EMERGENCY VEHICLE PREEMPTION SIGNAL #1 (OR #2, #3) GREEN FOR A MINIMUM OF TEN (10) SECONDS OR UNTIL PREEMPTION SIGNAL CEASES. THE CONTROLLER SHALL THEN TIME THE RELEVANT CLEARANCE INTERVALS AND SERVICE THE SUBSEQUENT EMERGENCY VEHICLE PREEMPTION SIGNAL IF NECESSARY. NORMAL SIGNAL OPERATION SHALL RESUME PROVIDED THAT ALL PREEMPTION SIGNALS HAVE CEASED.
4. NORMAL VEHICLE CLEARANCES SHALL BE PROVIDED ON PHASES THAT ARE TO BE TERMINATED BY PREEMPTION DEMAND.
5. PREEMPTION STROBE SHALL BE ILLUMINATED ONLY WHEN THE PREEMPTION PHASE IS ON GREEN.

DETECTION DATA									
DETECTOR NO.	NUMBER AND SIZE	SPLICE PATTERN	NO. OF TURNS	Ø CALLED	Ø EXT.	MODE A=PULSE B=PRES.	DELAY TIME	EXT. TIME	
1	2-6"x20'	PARALLEL	QUAD. TYPE	1	1 & 6	B	-	-	
2	2-6"x20'	PARALLEL	QUAD. TYPE	6	6	B	-	-	
3	2-6"x20'	PARALLEL	QUAD. TYPE	2	2	B	-	-	
4	2-6"x20'	PARALLEL	QUAD. TYPE	2	2	B	-	-	
5	2-6"x20'	PARALLEL	QUAD. TYPE	4	4	B	-	-	
6	2-6"x20'	PARALLEL	QUAD. TYPE	4	1 & 4	B	-	-	
7	VIDEO DETECTION ZONE			3	3	B	-	-	
B1	4'x6'	BICYCLE TYPE D-2		6	6	B	-	-	
B2	4'x6'	BICYCLE TYPE D-2		2	2	B	-	-	
B3	4'x6'	BICYCLE TYPE D-2		4	4	B	-	-	



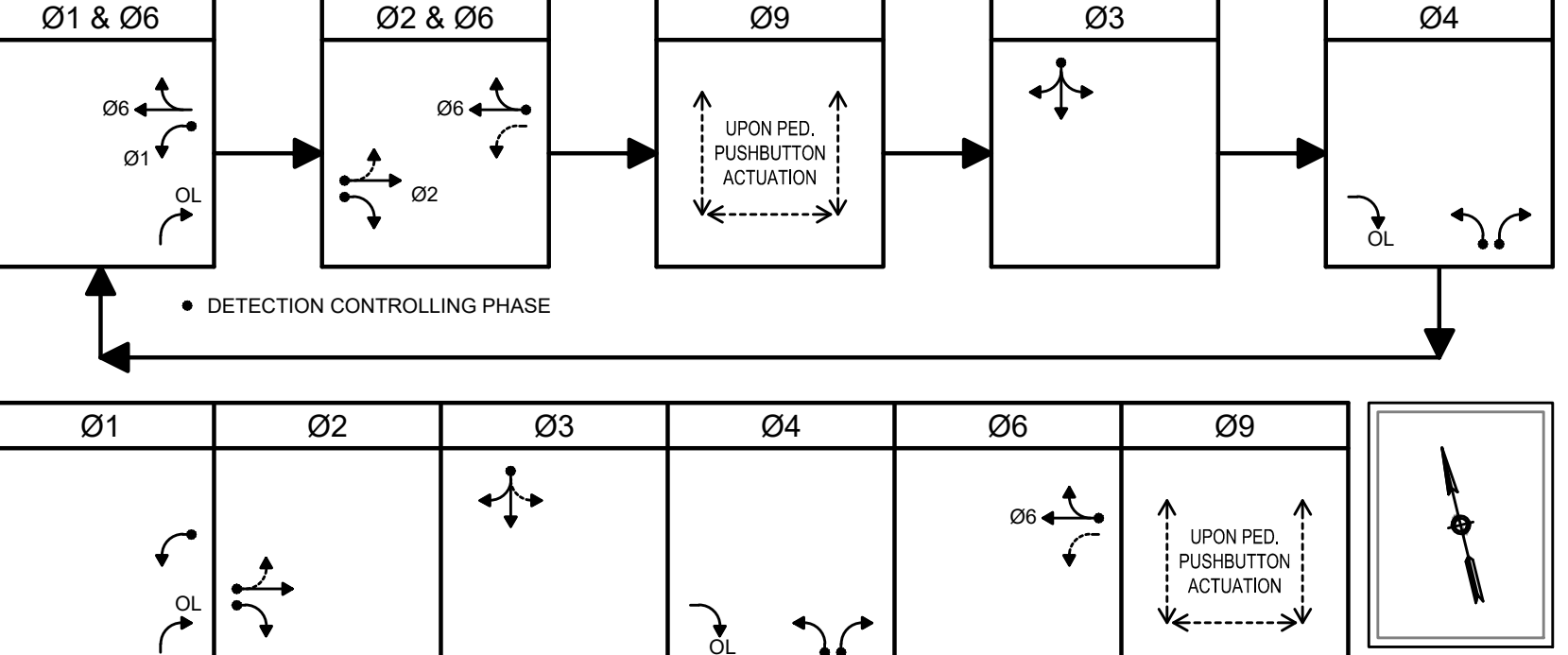
- NOTES:
1. ALL INDICATIONS SHALL BE "LED" TYPE LENS IN ACCORDANCE WITH THE SPECIAL PROVISIONS.
  2. ALL OVERHEAD SIGNALS SHALL BE RIGIDLY MOUNTED. ALL SIGNAL HEADS SHALL BE EQUIPPED WITH CUT TUNNEL VISORS AND 5" LOUVERED BACKPLATES.
  3. ALL VEHICLE SIGNAL HEAD BACKPLATES SHALL INCLUDE 2" RETRO-REFLECTIVE BORDER IN ACCORDANCE WITH THE SPECIAL PROVISIONS.
  4. ALL PEDESTRIAN DISPLAY SHALL BE "FULL" DISPLAYS. NO OUTLINE SYMBOL SHALL BE PERMITTED.

TRAFFIC CONTROLLER DATA	
PARAMETER	SELECTION
PHASE ASSIGNMENTS	STD. NEMA
OVERLAPS	STD. NEMA
RINGS	DUAL
DUAL ENTRY	ON (Ø2 & Ø6)
SIMULTANEOUS GAP OUT DISABLED	YES (Ø2 & Ø6)
MINIMUM YELLOW IN SECONDS	3
MAX II BY INTERNAL CLOCK	YES
NIGHT TIME FLASH BY INTERNAL CLOCK	NOT USED



MAJOR ITEMS REQUIRED	
QUANTITY	DESCRIPTION
1	ADVANCE TRAFFIC CONTROLLER (ATC) AND NEMA TS2 CABINET WITH FOUNDATION AND CONC. PAD
1	SERVICE CONNECTION (OVERHEAD FROM RELOC. UTILITY POLE#18-28-121)
2	35' MAST ARM ASSEMBLY, BASE & FDN.
1	30' MAST ARM ASSEMBLY, BASE & FDN.
2	8' SIGNAL POST, BASE & FDN.
3	10' SIGNAL POST, BASE & FDN.
5	SIGNAL HEAD, 3 SECTION
5	SIGNAL HEAD, 4 SECTION
2	SIGNAL HEAD, 5 SECTION (DOGHOUSE)
6	PEDESTRIAN HOUSING GRAPHIC LED WITH COUNTDOWN TIMER
6	AUDIBLE & VIBRO-TACTILE PEDESTRIAN PUSH BUTTON (APS TYPE) INTEGRATED R10-36 SIGN & SADDLE w/LED CONFIRMATION LIGHT
12	ROADWAY VEHICLE LOOP DETECTOR (QUADRUPOLE TYPE)
3	ROADWAY BICYCLE LOOP DETECTOR TYPE D-2
1	ONE (1) INFRARED CAMERA VIDEO DETECTION SYSTEM WITH PROCESSOR
7	DUAL CHANNEL LOOP DETECTOR AMPLIFIER INCL. 2 SPARES
6	PULL BOX 12"x12" - SD2.031 (PAY SEPARATELY UNDER ITEM 811.31)
2	ELECTRIC HANDHOLE - SD2.022 (PAY SEPARATELY UNDER ITEM 811.22)
3	UNIDIRECTIONAL SINGLE CHANNEL OPTICAL DETECTOR (RECEIVER)
2	PREEMPTION 2-CHANNEL PHASE SELECTOR
1	PREEMPTION CONFIRMATION STROBE (CLEAR)
PLUS ALL MISCELLANEOUS EQUIPMENT AND MATERIAL NECESSARY TO PROVIDE A COMPLETE OPERATING TRAFFIC CONTROL SIGNAL.	

PREFERENTIAL PHASE SEQUENCE



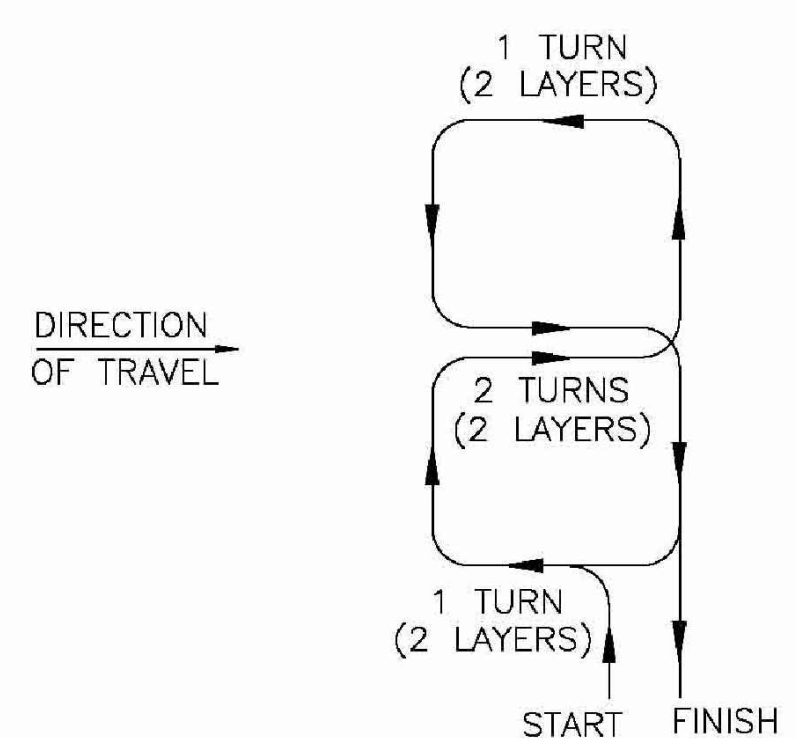
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SEMI-ACTUATED	<input type="checkbox"/>	COORDINATED	<input type="checkbox"/>
PRE-TIMED	<input type="checkbox"/>	WIRE	<input type="checkbox"/>
		TBCU	<input type="checkbox"/>

SEQUENCE AND TIMING

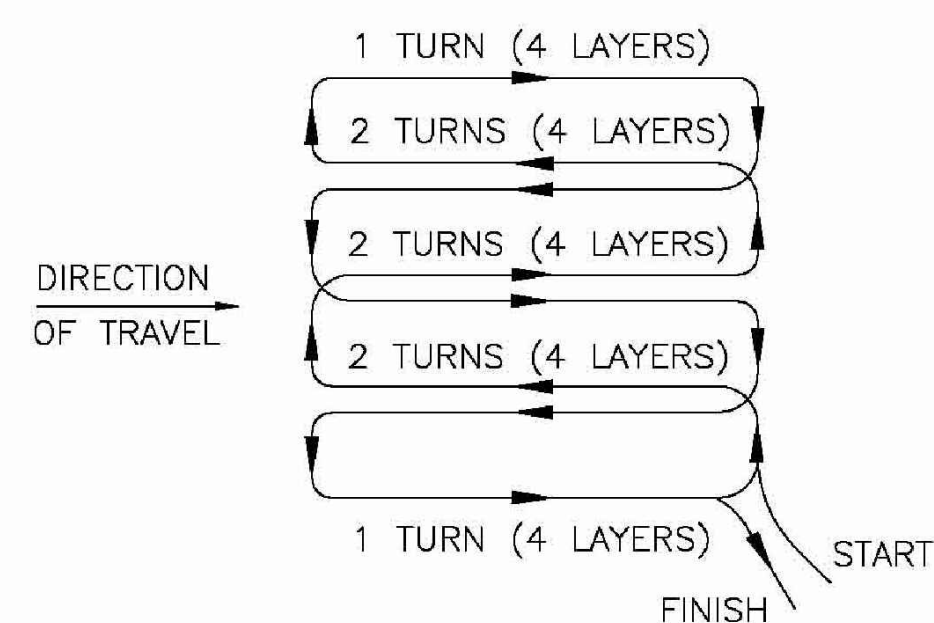
STREET	DIRECTION	HOUSINGS	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	FLASH OPER.
BOSTON POST ROAD (ROUTE 20)	WB	A,B	GL	YL	RL	RL	RL	RL	RL	RL	RL	RL	RL	RL	FYL	YL	RL	RL	RL	RL	FYL
BOSTON POST ROAD (ROUTE 20)	WB	C,D	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	FY
BOSTON POST ROAD (ROUTE 20)	EB	E,F	R	R	R	G	Y	R	R	R	R	R	R	R	R	R	R	R	R	R	FY
BOSTON POST ROAD (ROUTE 20)	EB	G	R	R	R	G	Y	R	R	R	R	R	R	R	R	R	R	R	R	R	FY
LANDHAM ROAD	NB	H,J	R	R	R	R	R	R	R	R	R	R	R	R	G/GL	Y	R	R	R	R	FR
LANDHAM ROAD	NB	K	R/GR	R/YR	R	R	R	R	R	R	R	R	R	R	G	Y	R	R	R	R	FR
DRIVEWAY	SB	L	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	FR
DRIVEWAY	SB	M	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	FR
PEDESTRIAN	ALL	P1-P6	DW	DW	DW	DW	DW	DW	DW	DW	DW	DW	DW	DW	DW	DW	DW	W	FDW	DW	OUT
TIMING IN SECONDS																					
MINIMUM INITIAL			6				10			6					6						
PASSAGE			2				2			2					2						
MAXIMUM 1 (MON-FRI: 6am-9am)			18				65			10					17						
MAXIMUM 2 ALL OTHER TIMES			20				35			10					20						
CHANGE				4.0	1.5			4.0	1.5		3.0	1.5			3.0	1.5		4.0	1.5		
PEDESTRIAN																			7	24	4
RECALL			OFF				MIN.			OFF					OFF			MIN.			
MEMORY			NON-LOCKING				NON-LOCKING			NON-LOCKING					NON-LOCKING			LOCKING			



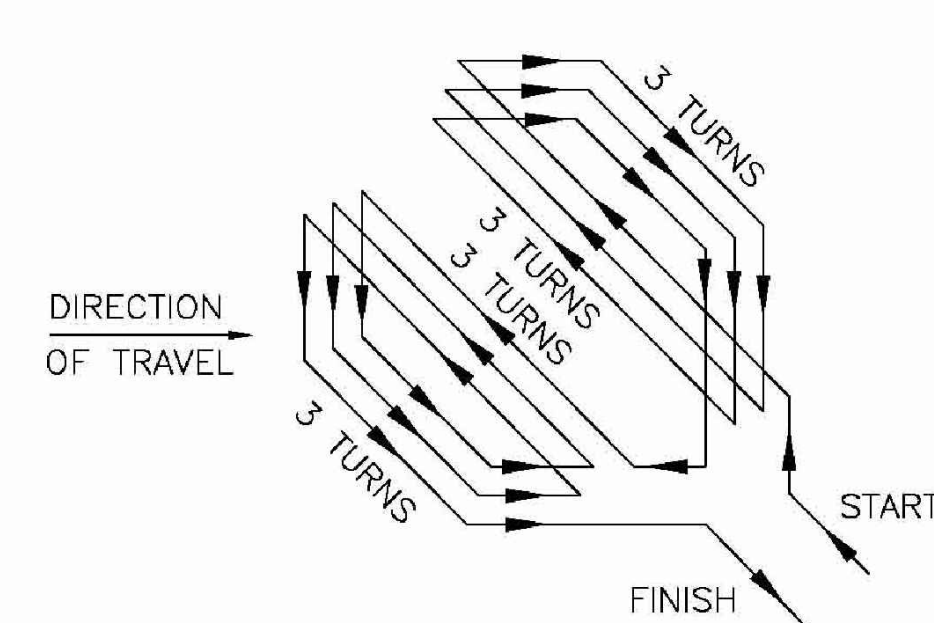
WINDING DETAILS



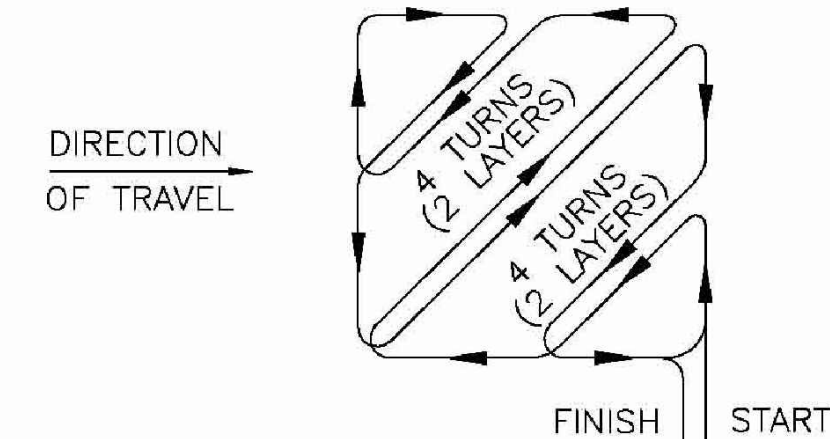
TYPE Q DETECTOR



TYPE D-Q DETECTOR

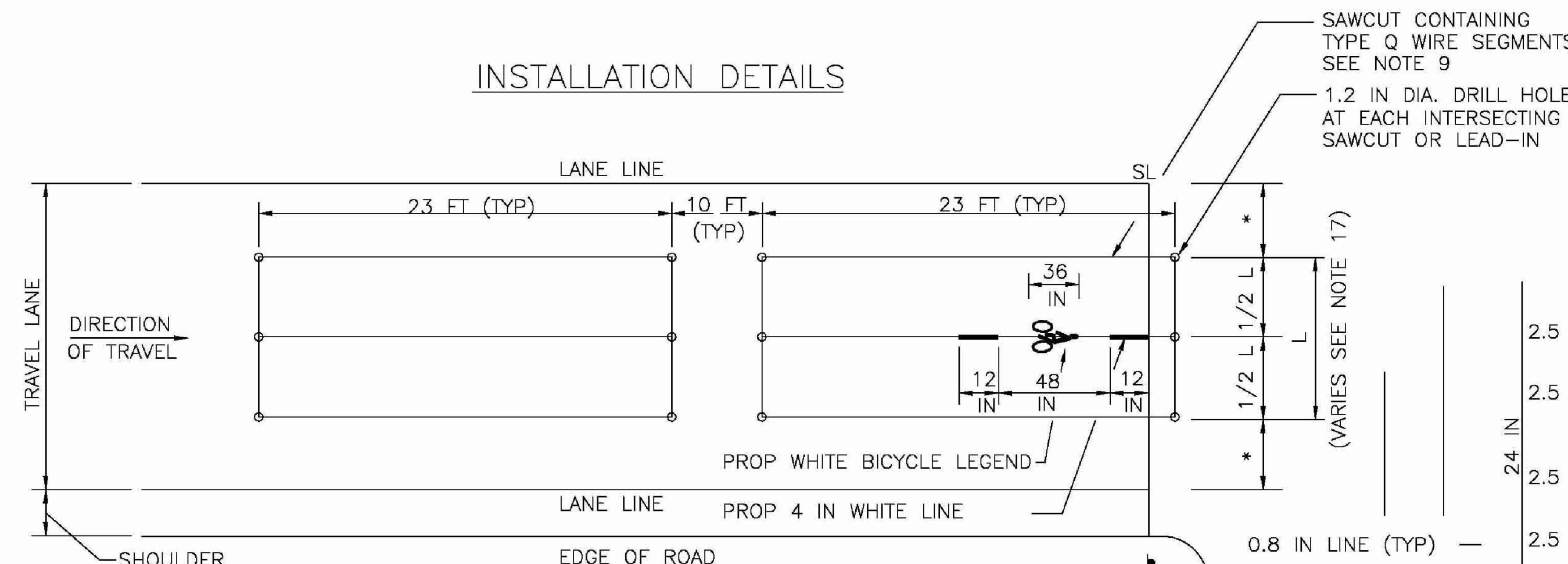


TYPE D-1 DETECTOR

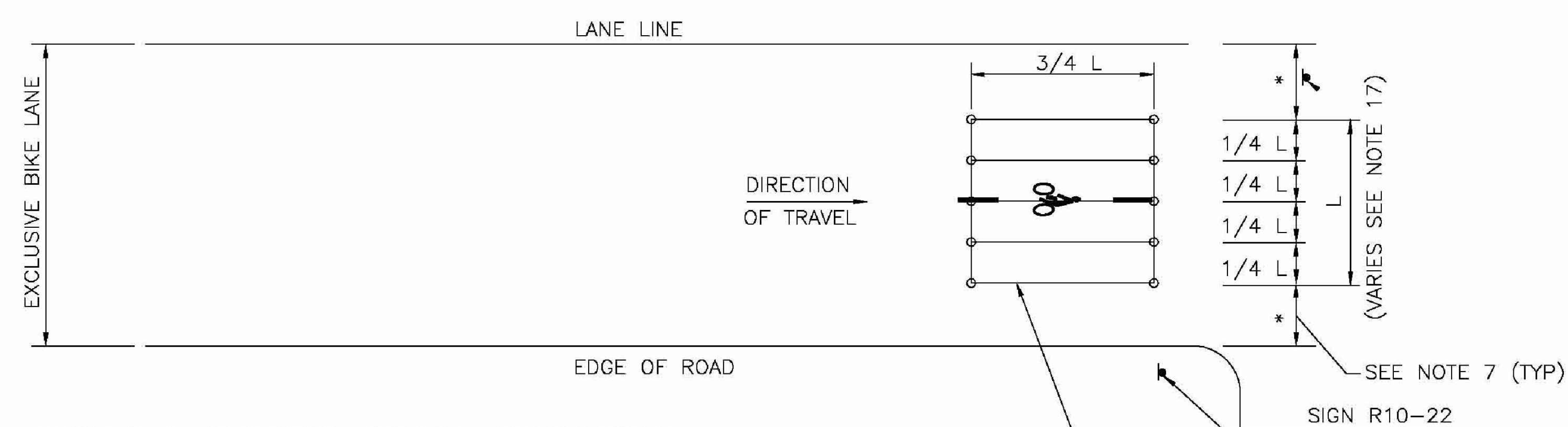


TYPE D-2 DETECTOR

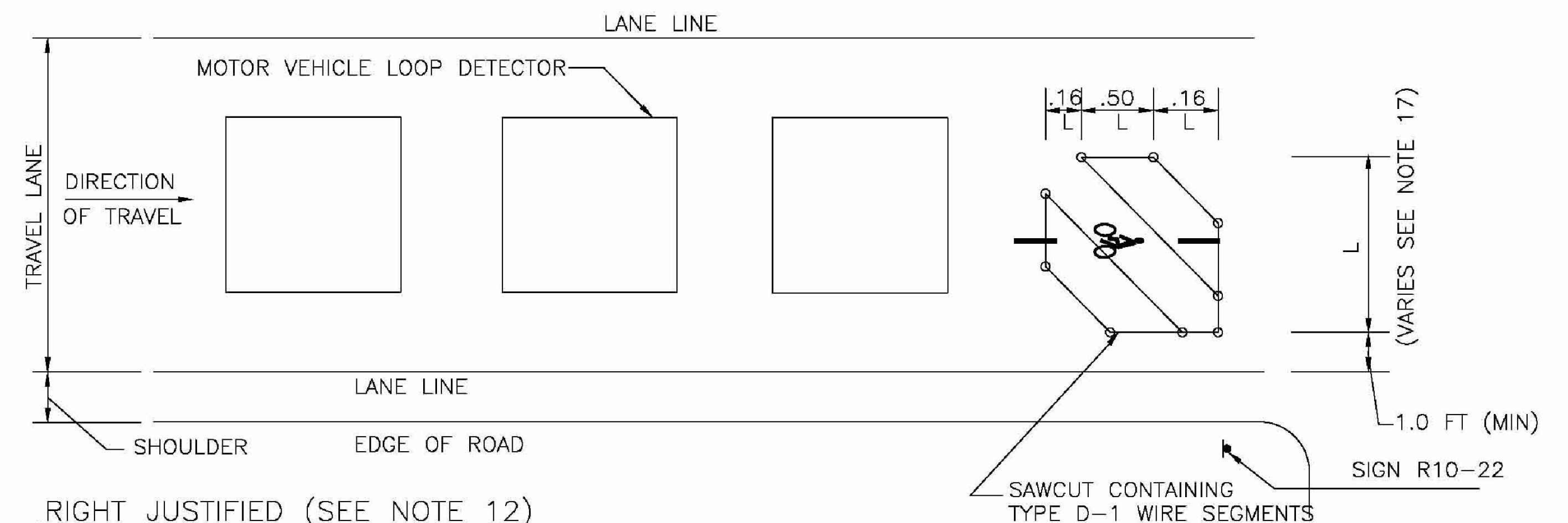
INSTALLATION DETAILS



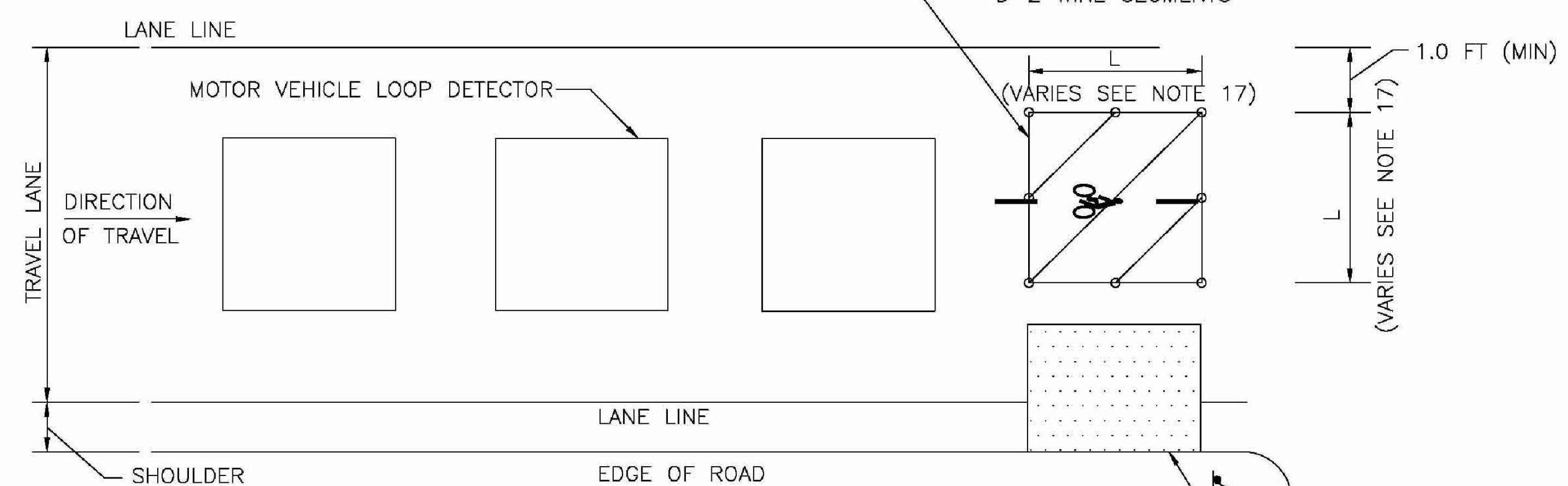
TYPE Q DETECTOR-STANDARD QUADRUPOLE WITH STANDARD PAVEMENT MARKINGS AND SIGNING



TYPE D-Q DETECTOR-DOUBLE QUADRUPOLE

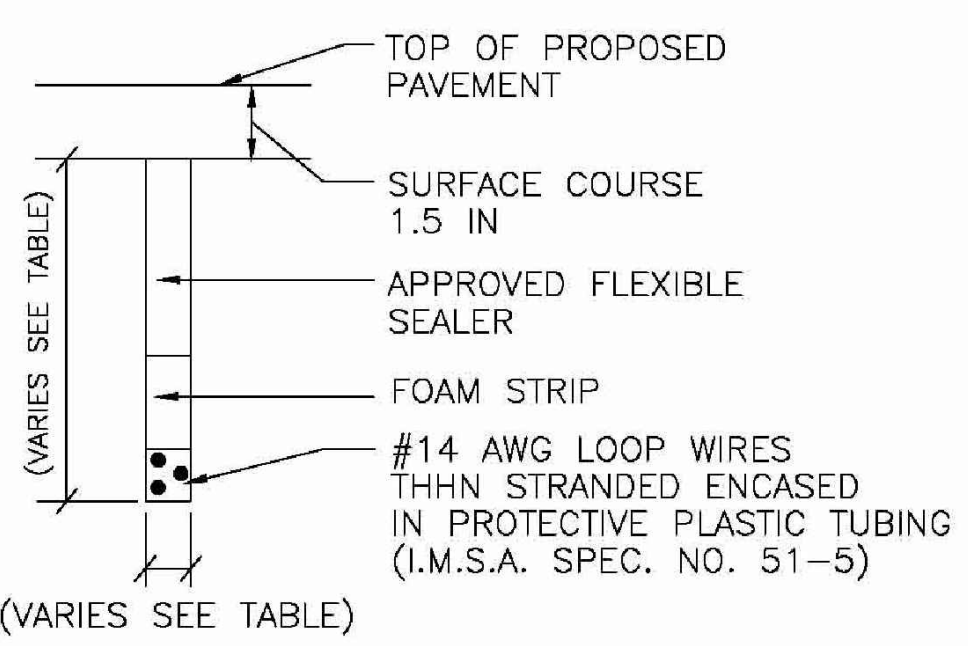
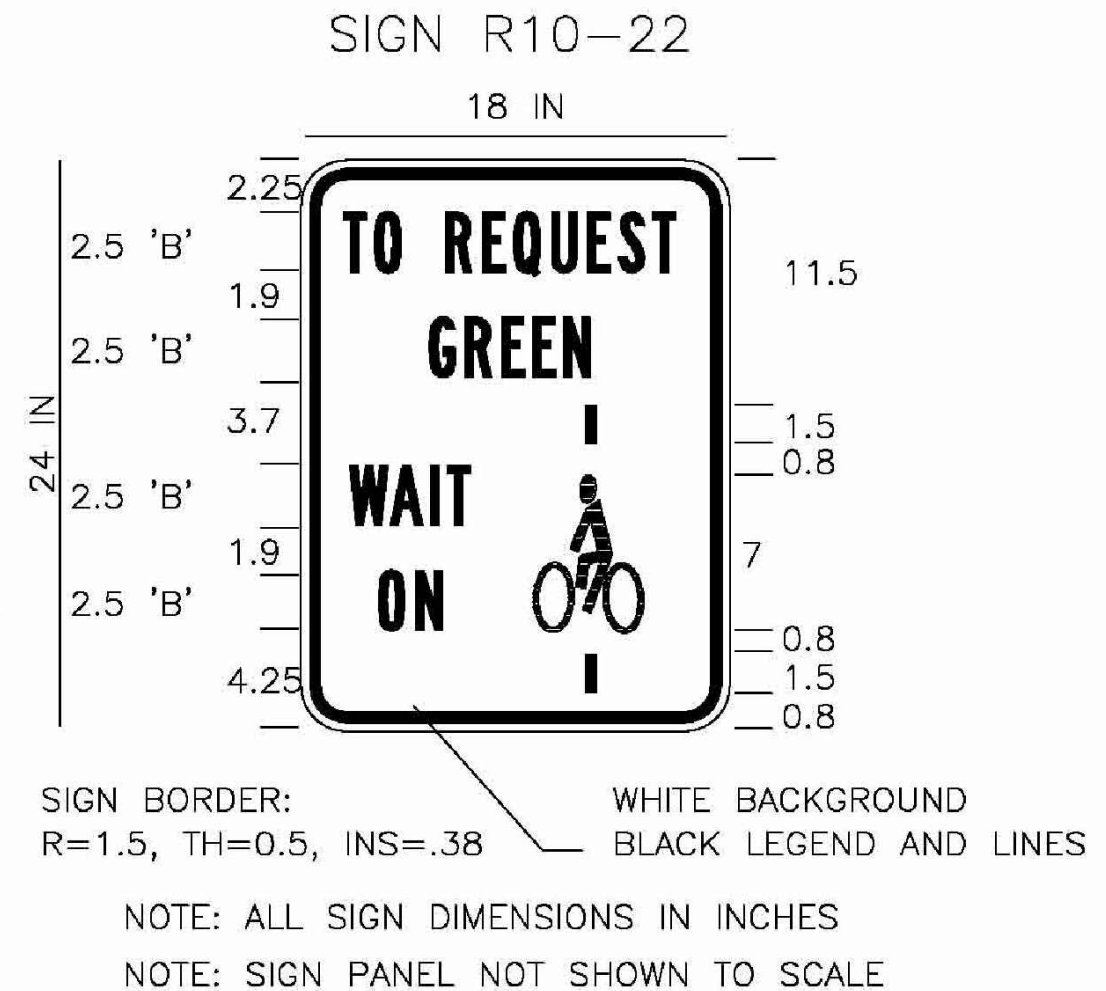


RIGHT JUSTIFIED (SEE NOTE 12) TYPE D-1 AND D-2 DETECTORS (TYPE D1 SHOWN)



LEFT JUSTIFIED (SEE NOTE 13) TYPE D-1 AND D-2 DETECTORS (TYPE D2 SHOWN)

PROPOSED AREA OF DETECTION  
A LARGER AREA OF DETECTION MAY BE REQUIRED BASED ON FIELD CONDITIONS AND SHALL BE DETERMINED BY THE DESIGNER.



SECTION THRU LOOP DETECTOR

SAWCUT SLOT DEPTH GUIDE		
TURNS OF WIRE	SLOT SIZE	
	DEPTH (IN)	WIDTH (IN)
1	1.5	0.5
2	1.5	0.5
3	1.5	0.5
4	2.0	0.5
5	2.0	0.5
6	2.0	0.5
7	2.0	0.5
8	2.0	0.5

- NOTES:
- REFER TO VEHICLE LOOP DETECTOR DETAIL SHEET FOR ADDITIONAL NOTES AND CONSTRUCTION DETAILS.
  - ALL DETAILS ARE GRAPHICAL WITH NO SCALE.
  - THE NUMBER, SIZE, LOCATION AND LENGTH OF DETECTION AREA VARIES AND SHALL BE DETERMINED BY THE DESIGNER REFER TO TRAFFIC SIGNAL PLAN.
  - BICYCLE LOOPS SHALL BE CONNECTED TO SEPARATE LOOP DETECTOR AMPLIFIERS CAPABLE OF HIGHER LEVELS OF SENSITIVITY.
  - BICYCLE LOOPS SHALL BE INSTALLED IN THE BASE COURSE OF EXISTING PAVEMENT. THE EXISTING PAVEMENT SHALL BE COLD PLANED TO THE BASE COURSE AND SAWCUT FOR LOOP INSTALLATION.
  - SIGNS AND PAVEMENT MARKINGS SHALL BE INSTALLED FOR ALL BICYCLE DETECTORS TO INFORM CYCLISTS OF THE DETECTION AREA.
  - OFFSETS FROM LANE LINE EQUAL UNLESS OTHERWISE NOTED. SEE PLANS.
  - TYPE Q DETECTORS SHALL BE WIRED IN A FIGURE EIGHT PATTERN WITH A DOUBLE LAYER DESIGN ("2-4-2") WITH 2 TURNS IN THE PERIMETER SLOTS AND 4 TURNS IN THE CENTER SLOT AS SHOWN IN THE WINDING DETAIL.
  - BICYCLES WILL BE DETECTED WITHIN 4 IN. OF THE INTERIOR LONGITUDINAL LOOP WIRES FOR TYPE Q AND D-Q DETECTORS.
  - PROVIDE 3 TURNS FOR TYPE D-1 DETECTORS.
  - INSTALL 2 LAYERS OF WIRE WOUND IN THE SAME DIRECTION IN BOTH LAYERS FOR TYPE D-2 DETECTORS. THE RESULT IS 4 TURNS IN EACH DIAGONAL.
  - RIGHT JUSTIFIED LOOP DETECTORS SHALL BE CONSIDERED FOR THE FOLLOWING CONDITIONS:
    - BICYCLE STOPPING ON THE RIGHT SIDE OF A THRU TRAVEL LANE.
    - BICYCLE STOPPING ON THE RIGHT SIDE OF AN EXCLUSIVE LEFT TURN LANE.
  - LEFT JUSTIFIED LOOP DETECTORS SHALL BE CONSIDERED FOR THE FOLLOWING CONDITIONS:
    - BICYCLE STOPPING ON THE LEFT SIDE OF A SHARED LEFT/THRU LANE.
    - BICYCLE STOPPING JUST TO THE RIGHT OF THE CENTERLINE WHEN TURNING LEFT ON A TWO-LANE ROADWAY.
  - RECTANGULAR LOOP DETECTORS SHALL BE CONSIDERED FOR BICYCLES STOPPING ON EITHER THE LEFT OR RIGHT SIDE OF A TWO-LANE ROADWAY. THE MINIMUM OFFSET FROM LANE LINE OR CURB LINE SHALL BE 1.0 FT.
  - PAVEMENT CORES OR TEST PITS MAY BE REQUIRED TO DETERMINE THE DEPTH OF EXISTING PAVEMENT AND CONFIRM THAT THE DETECTION OPTION CHOSEN AND CORRESPONDING WINDING PATTERN CAN BE ACCOMMODATED.
  - THESE DETAILS APPLY TO BICYCLE LOOPS INSTALLED IN ROADWAYS. PUSH BUTTON ACTUATION SHALL BE CONSIDERED FOR RECREATIONAL BIKE PATHS.
  - THE MINIMUM DIMENSION FOR L SHALL BE 6 FT. MIN. FOR DETECTORS TYPE D-Q, D-1 & D-2. FINAL DIMENSIONS SHALL BE DETERMINED BY THE DESIGN ENGINEER.

NOTE: REVISED FEBRUARY 22, 2006



MASSACHUSETTS HIGHWAY DEPARTMENT  
TRAFFIC ENGINEERING  
REVISED FEBRUARY 22, 2006



TRAFFIC CONTROL NOTES

GENERAL

- ALL TEMPORARY TRAFFIC CONTROL AND WORK ZONE TRAFFIC CONTROL MEASURES SHALL CONFORM TO THE CURRENT MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (M.U.T.C.D.), MASSDOT'S "STANDARD DETAILS AND DRAWINGS FOR THE DEVELOPMENT OF TRAFFIC MANAGEMENT PLANS", THE STANDARD SPECIFICATIONS, AND THE FOLLOWING NOTES.
- THE TEMPORARY TRAFFIC CONTROL PLANS CONTAINED HEREIN ARE GIVEN AS A GUIDE FOR TYPICAL WORK ZONE TRAFFIC CONTROL APPLICATIONS FOR THE TYPES OF WORK ANTICIPATED FOR THIS PROJECT. THEY ARE NOT INTENDED TO COVER ALL POSSIBLE CONSTRUCTION OPERATIONS WHICH THE CONTRACTOR MAY CHOOSE TO EMPLOY. WORK ZONE TRAFFIC CONTROL FOR OTHER CONSTRUCTION OPERATIONS OR OTHER TRAFFIC SITUATIONS IF APPLICABLE SHALL BE IN ACCORDANCE WITH THE REFERENCES LISTED IN NOTE NO. 1 AND AS APPROVED OR DIRECTED BY THE ENGINEER.
- LANE RESTRICTIONS MAY NOT REMAIN OVERNIGHT OR DURING NON-WORKING HOURS UNLESS UNDER TEMPORARY SIGNAL CONTROL. AFTER EACH WORKING DAY, TRAFFIC CONTROL DEVICES THAT ARE NOT REQUIRED SHALL BE MOVED OFF THE ROADWAY OR FULL DEPTH CONSTRUCTION AREA AND PLACED SO AS NOT TO IMPEDE PEDESTRIAN AREAS, ABUTTER ACCESS OR CAUSE CONFUSION TO MOTORISTS. IN CERTAIN CIRCUMSTANCES, AND ONLY WITH THE APPROVAL OF MASSDOT AND THE ENGINEER, CAN LANE RESTRICTIONS REMAIN OVERNIGHT.
- CONTRACTOR SHALL NOTIFY EACH ABUTTER AT LEAST 24 HOURS IN ADVANCE OF THE START OF ANY WORK THAT WILL REQUIRE THE TEMPORARY CLOSURE OF ACCESS, SUCH AS EXISTING PAVEMENT EXCAVATION, TEMPORARY DRIVEWAY PAVEMENT PLACEMENT AND SIMILAR OPERATIONS.
- PLACE ALL CONSTRUCTION SIGNING, TRAFFIC CONTROL DEVICES AND TEMPORARY PAVEMENT MARKINGS FOR EACH PHASE PRIOR TO COMMENCEMENT OF CONSTRUCTION.
- ONE (1) THRU TRAVEL LANE HAVING A MINIMUM WIDTH OF 11'-0" SHALL BE PROVIDED FOR BOTH DIRECTIONS (LANE MAY BE SHARED AND DIRECTION OF TRAVEL TO ALTERNATE UNDER POLICE OFFICER CONTROL) DURING ALL PHASES OF CONSTRUCTION AS SHOWN ON THE TEMPORARY TRAFFIC CONTROL PLANS, UNLESS OTHERWISE DIRECTED BY THE ENGINEER. MINIMUM LANE WIDTH IS MEASURED FROM THE EDGE OF DRUMS OR TEMPORARY BARRIER.
- WHEN WORK INFRINGES UPON THE TRAVELED WAY, WORK SHALL BE RESTRICTED TO OFF-PEAK HOURS ONLY (NORMALLY 9:00am TO 4:00pm, MONDAY TO FRIDAY). THE CONTRACTOR SHALL NOTIFY EACH ABUTTER AT LEAST 24 HOURS IN ADVANCE OF ROAD CLOSURE.
- TAPER LENGTH FORMULAE FOR CHANNELIZATION DEVICES:  
ENGLISH UNITS:  
L = WxS FOR SPEED EQUAL TO OR GREATER THAN 45 M.P.H.  
L = WS/60 FOR SPEED EQUAL TO OR LESS THAN 40 M.P.H.  
WHERE: L = MIN. LENGTH OF TAPER, S = POSTED SPEED, W = OFFSET WIDTH.
- ADVISORY SPEED LIMIT, IF USED, SHALL BE SET IN THE FIELD BY THE ENGINEER. W13-1 PLATES SHALL BE USED WHERE APPROPRIATE.
- DISTANCES SHOWN ON THE TEMPORARY TRAFFIC CONTROL PLANS ARE A GUIDE ONLY, AND MAY BE ADJUSTED IN THE FIELD BY THE ENGINEER.

GRADE DIFFERENCES

- WHERE THERE IS A LONGITUDINAL DIFFERENCE IN ELEVATION BETWEEN EXISTING PAVEMENT AND ADJACENT TRAVEL SURFACE (UNDER REPAIR OR RECONSTRUCTION), THE CONTRACTOR SHALL PATCH A TEMPORARY HMA WEDGE WITH A 12:1 (OR FLATTER) SLOPE FOR SMOOTH TRANSITION. SEE DETAIL, THIS SHEET.
- CROSS-SECTIONAL GRADE DIFFERENCES IN EXCESS OF 2" DURING NON-WORKING HOURS WILL REQUIRE DELINEATION BY USE OF REFLECTORIZED DRUMS.
- CROSS-SECTIONAL GRADE DIFFERENCES IN EXCESS OF 4" DURING NON-WORKING HOURS SHALL BE PROTECTED BY BACKFILLING WITH A WEDGE OF EARTHWORK TO BE COMPACTED AT 4:1 SLOPE AND WILL ALSO REQUIRE DELINEATION BY USE OF DRUMS.
- A MINIMUM SLOPE OF 4:1 MUST BE MAINTAINED AFTER WORKING HOURS DURING SUBBASE AND BASE COURSE INSTALLATION ALONG EDGE OF THE TRAVELWAY (SEE DETAIL, THIS SHEET). A MAXIMUM SLOPE OF 8:1 MUST BE MAINTAINED ON ALL ABUTTER ACCESS DRIVES AND A MAXIMUM SLOPE OF 12:1 MUST BE MAINTAINED ON ALL SIDEWALKS.

CONSTRUCTION SIGNING

- ALL CONSTRUCTION SIGNING ON EACH APPROACH TO THE PROJECT SHALL BE FLOURESCENT ORANGE, HIGH PERFORMANCE (OR HIGH INTENSITY) SHEETING.
- ALL CONSTRUCTION SIGNS SHALL BE BLACK LEGEND ON A REFLECTORIZED ORANGE BACKGROUND UNLESS OTHERWISE NOTED.
- CONSTRUCTION SIGNING SHOWN ON THE ADVANCE SIGNING PLAN SHALL REMAIN IN PLACE FOR THE ENTIRE PROJECT DURATION, UNLESS OTHERWISE DIRECTED BY THE ENGINEER.
- STANDARD ORANGE OR FLUORESCENT RED-ORANGE FLAGS (16"x16" MIN.) MAY BE ATTACHED TWO (2) EACH ON ALL ADVANCE WARNING SIGNS. FLAGS SHALL NOT INTERFERE WITH A CLEAR VIEW OF THE SIGN FACE.
- EXISTING GUIDE SIGNS SHALL BE TEMPORARILY RESET AS DIRECTED BY THE ENGINEER.
- ALL SIGNS, INCLUDING EXISTING, THAT ARE NOT REPRESENTATIVE OF ACTUAL WORK CONDITIONS SHALL BE EITHER COVERED OR REMOVED WHEN NOT APPLICABLE.
- IF USED, ALL W20-4 AND W20-5 SIGNS SHALL BE TAKEN DOWN OR COVERED AT THE CLOSE OF EACH DAY UNLESS LANE RESTRICTIONS ARE PERMITTED TO REMAIN OVERNIGHT IN ACCORDANCE WITH NOTE NO. 3 ABOVE.
- USE W20-7a AND W20-7b SIGNS ONLY WHILE POLICE OR FLAGGERS ARE DIRECTING TRAFFIC. THEY SHALL BE TAKEN DOWN OR COVERED AT THE CLOSE OF EACH DAY OR WHEN NOT IN USE.

PAVEMENT MARKINGS

- PAVEMENT MARKINGS WHICH ARE NO LONGER APPLICABLE SHALL BE REMOVED. APPLY TEMPORARY MARKINGS WHERE SHOWN ON THE TEMPORARY TRAFFIC CONTROL PLANS.
- ON PROJECTS WHERE PAVEMENT OVERLAY IS NOT DESIGNATED, EXISTING PAVEMENT MARKINGS WHICH ARE IN CONFLICT WITH TEMPORARY TRAFFIC CONTROLS SHOULD BE COVERED TEMPORARILY WITH BLACKOUT TAPE, AS DIRECTED BY THE ENGINEER, FOR THE FULL DURATION OF THE PHASE IN PROGRESS. TEMPORARY PAINTED OR REMOVABLE TAPE MARKINGS SHALL BE USED AS NECESSARY FOR ALL PHASES OF CONSTRUCTION.

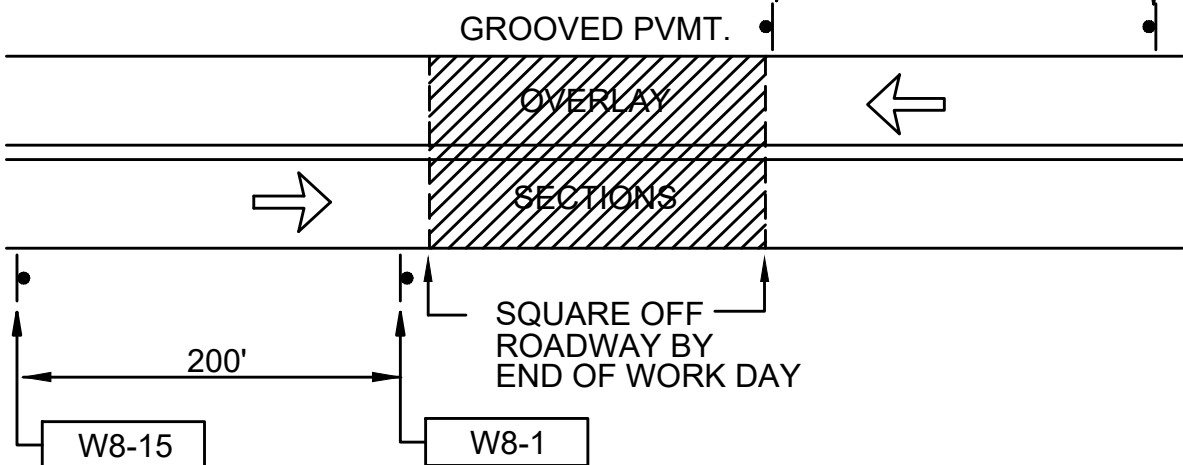
CHANNELIZATION

- THE MAXIMUM SPACING BETWEEN CHANNELIZATION DEVICES (DRUMS OR CONES) SHALL BE APPROXIMATELY EQUAL IN FEET TO THE POSTED SPEED LIMIT. THE MINIMUM SPACING SHALL BE 20' O.C.
- REFLECTORIZED CONES SHALL BE 36" HIGH.
- FLASHING OR STEADY BURN WARNING LIGHTS SHALL ALSO BE USED ON BARRICADES, JERSEY BARRIERS OR WHERE DIRECTED BY THE ENGINEER. IF USED THEY SHALL MEET THE CRITERIA SET FORTH IN THE *MANUAL FOR ASSESSING SAFETY HARDWARE ("MASH")*, IF THEY DO NOT MEET THESE CRITERIA, THEY MUST BE REMOVED FROM THE PROJECT.
- PLASTIC DRUMS WITH SOME FORM OF LIGHTING DEVICE MOUNTED ON THEM MUST PASS THE CRITERIA IN THE *MANUAL FOR ASSESSING SAFETY HARDWARE ("MASH")*, IF THEY DO NOT MEET THESE CRITERIA, THEY MUST BE REMOVED FROM THE PROJECT.
- SIGNS AND SIGN SUPPORTS LOCATED ON OR NEAR THE TRAVELED WAY MUST PASS THE CRITERIA SET FORTH IN THE *MANUAL FOR ASSESSING SAFETY HARDWARE ("MASH")*, IF THEY DO NOT MEET THESE CRITERIA, THEY MUST BE REMOVED FROM THE PROJECT.
- TEMPORARY IMPACT ATTENUATORS MUST MEET THE PERFORMANCE STANDARDS OF MASH.

TRAFFIC MANAGEMENT LEGEND

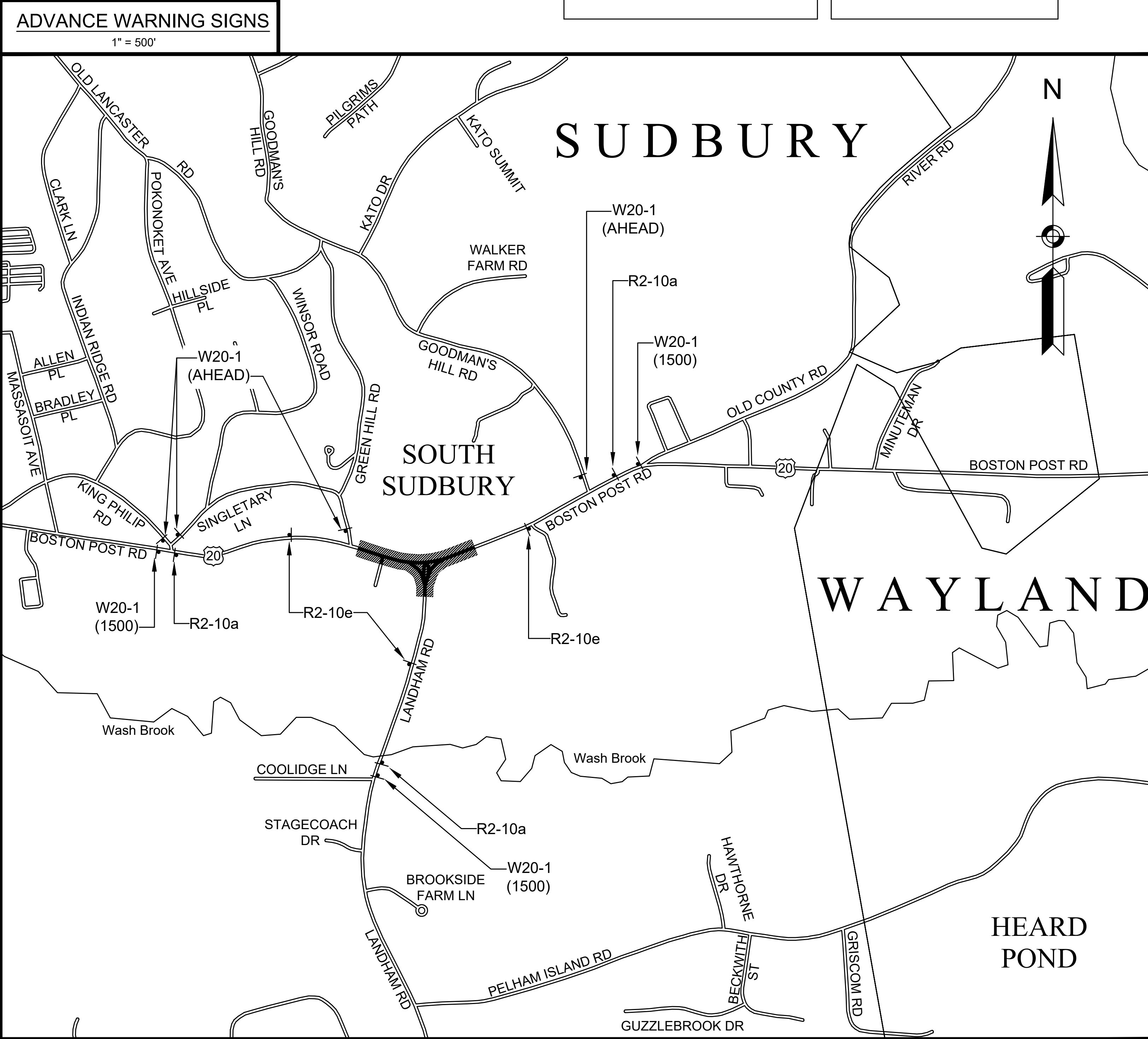
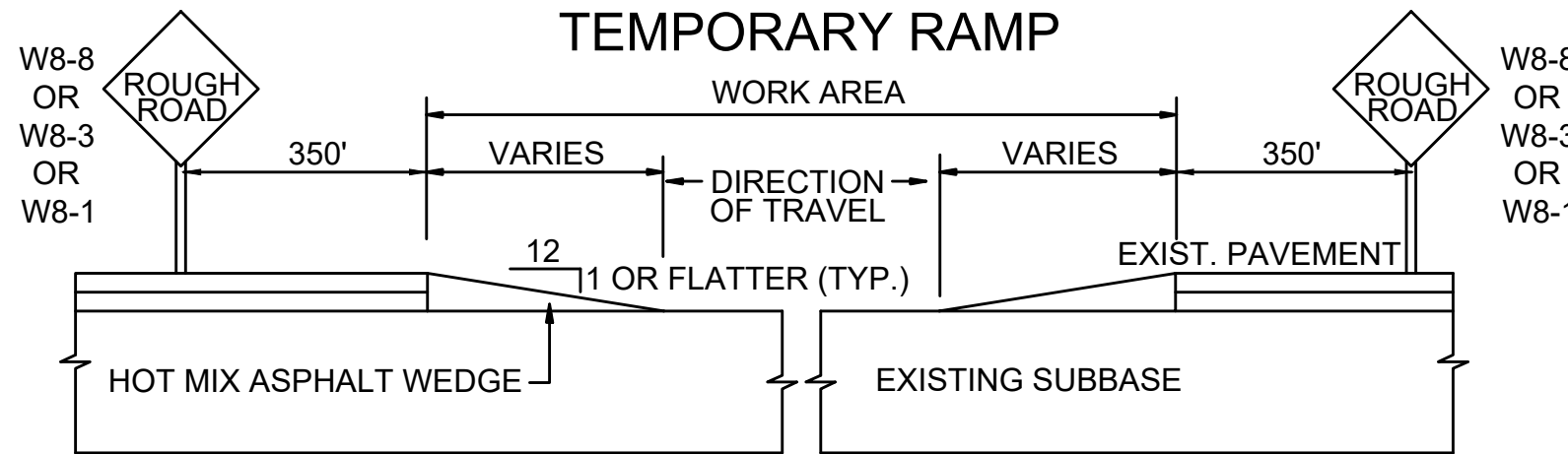
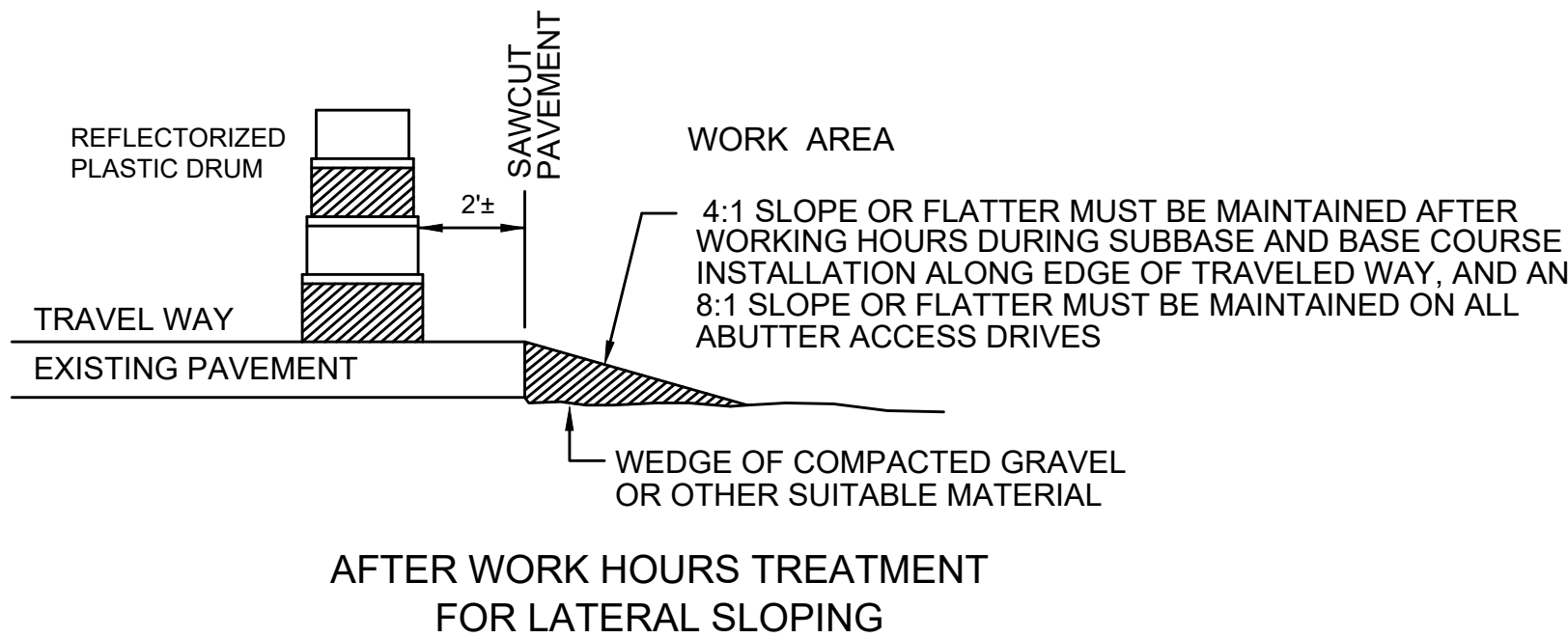
- WORK AREA
- DIRECTION OF TRAVEL
- REFLECTORIZED DRUM (OR CONE)
- P/ POLICE OFFICER OR FLAGGER CONTROL
- PORTABLE TYPE III BARRICADE (4' WIDE, MIN.)

AFTER WORK HOURS TREATMENT FOR AREAS RECEIVING OVERLAY



ALL TEMPORARY TRAFFIC CONTROL AND WORK ZONE TRAFFIC CONTROL MEASURES SHALL CONFORM TO MASSDOT'S "2014 STANDARD DETAILS AND DRAWINGS FOR THE DEVELOPMENT OF TEMPORARY TRAFFIC CONTROL PLANS" INCLUDING, BUT NOT LIMITED TO, THE FOLLOWING DETAILS:

- FIGURES GEN-1 THRU GEN-6
- FIGURED PED-1 THRU PED-7
- FIGURE INT-2
- FIGURES TLR-1 THRU TLR-3



SUDBURY ROUTE 20 (BOSTON POST ROAD) AT LANDHAM ROAD			
STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	33	51
PROJECT FILE NO.		607249	

TEMPORARY TRAFFIC CONTROL PLANS



CONSTRUCTION SIGN SUMMARY

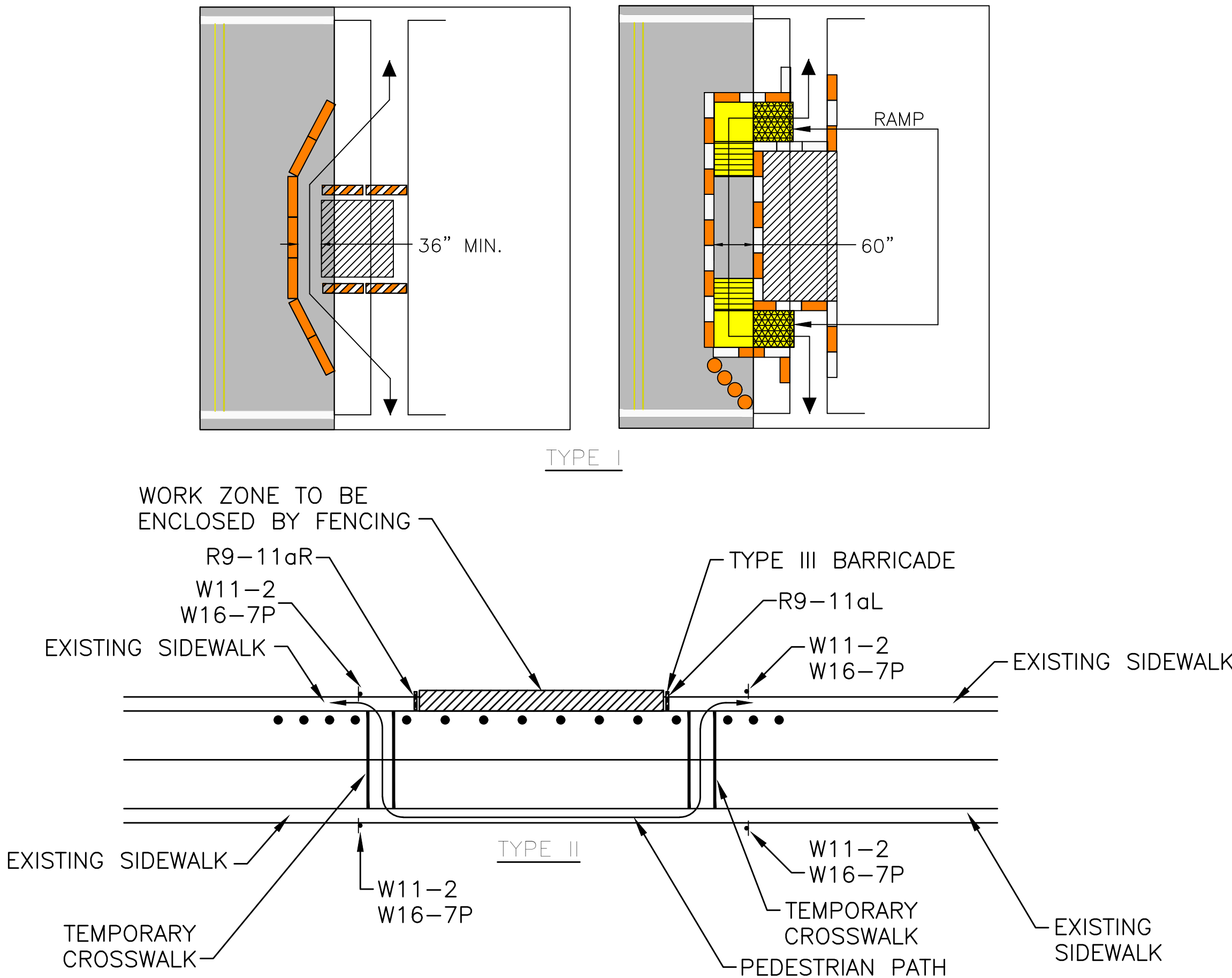
IDENTIFI- CATION NUMBER	SIZE OF SIGN		TEXT	TEXT DIMENSIONS (INCHES)		NUMBER OF SIGNS REQUIRED	COLOR			UNIT AREA IN SQUARE FEET	AREA IN SQUARE FEET
	WIDTH	HEIGHT		LETTER HEIGHT	VERTICAL SPACING		BACK- GROUND	LEGEND	BORDER		
R2-10a	48"	36"	WORK ZONE SPEEDING FINES DOUBLED	MASSDOT STANDARD		3	ORANGE	BLACK	BLACK	12.00	36.00
R2-10e	36"	48"	END ROAD WORK DOUBLE FINES END			3	WHITE	BLACK	BLACK	12.00	36.00
R4-7	24"	30"		MUTCD STANDARD		3	WHITE	BLACK	BLACK	5.00	15.00
R9-9	24"	12"	SIDEWALK CLOSED			2	WHITE	BLACK	BLACK	2.00	4.00
R9-11aL	24"	12"	SIDEWALK CLOSED CROSS HERE			1	WHITE	BLACK	BLACK	2.00	2.00
R9-11aR	24"	12"	SIDEWALK CLOSED CROSS HERE			1	WHITE	BLACK	BLACK	2.00	2.00
W1-4L	30"	30"				2	ORANGE	BLACK	BLACK	6.25	12.50
W1-4R	30"	30"				2	ORANGE	BLACK	BLACK	6.25	12.50
W5-1	36"	36"	ROAD NARROWS			3	ORANGE	BLACK	BLACK	9.00	27.00
W8-1	30"	30"	BUMP			3	ORANGE	BLACK	BLACK	6.25	18.75
W8-3	30"	30"	PAVEMENT ENDS			3	ORANGE	BLACK	BLACK	6.25	18.75
W8-8	30"	30"	ROUGH ROAD			3	ORANGE	BLACK	BLACK	6.25	18.75
W8-15	30"	30"	GROOVED PAVEMENT			3	ORANGE	BLACK	BLACK	6.25	18.75
W11-2	30"	30"				4	YELLOW	BLACK	BLACK	6.25	25.00
W13-1P	24"	24"	XX M.P.H			2	ORANGE	BLACK	BLACK	4.00	8.00
W16-7p	24"	12"				4	YELLOW	BLACK	BLACK	2.00	8.00
W20-1 (AHEAD)	36"	36"	ROAD WORK AHEAD			4	ORANGE	BLACK	BLACK	9.00	36.00
W20-1 (1500')	36"	36"	ROAD WORK 1500'			3	ORANGE	BLACK	BLACK	9.00	27.00
W20-4	36"	36"	ONE LANE ROAD AHEAD			3	ORANGE	BLACK	BLACK	9.00	27.00
W20-7a	36"	36"				3	ORANGE	BLACK	BLACK	9.00	27.00

IDENTIFI- CATION NUMBER	SIZE OF SIGN		TEXT	TEXT DIMENSIONS (INCHES)		NUMBER OF SIGNS REQUIRED	COLOR			UNIT AREA IN SQUARE FEET	AREA IN SQUARE FEET	TOTAL	434.00
	WIDTH	HEIGHT		LETTER HEIGHT	VERTICAL SPACING		BACK- GROUND	LEGEND	BORDER				
W20-7b	36"	36"	POLICE OFFICER AHEAD	MUTCD STANDARD		3	ORANGE	BLACK	BLACK	9.00	27.00		
W21-5a	36"	36"	RIGHT SHOULDER CLOSED			1	ORANGE	BLACK	BLACK	9.00	9.00		
W30-8R	36"	36"	SQUEEZE RIGHT			2	ORANGE	BLACK	BLACK	9.00	18.00		

SUDBURY ROUTE 20 (BOSTON POST ROAD) AT LANDHAM ROAD			
STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	34	51
PROJECT FILE NO.		607249	

TEMPORARY TRAFFIC CONTROL PLANS

FIGURE PED-7  
PEDESTRIAN BY PASS  
NOT TO SCALE



- NOTES:
- ADDITIONAL ADVANCE WARNING MAY BE NECESSARY.
  - CONTROLS ONLY FOR PEDESTRIAN TRAFFIC ARE SHOWN. VEHICULAR TRAFFIC SHOULD BE HANDLED AS SHOWN ELSEWHERE.
  - STREET LIGHTING SHOULD BE CONSIDERED WHEN LOCATING CONTROL DEVICES.
  - IF THE WORK ZONE DOES NOT PERMIT PEDESTRIANS TO TRAVEL ADJACENT TO IT AS SHOWN IN PEDESTRIAN BY-PASS TYPE I, TEMPORARY CROSSWALKS WITH APPROPRIATE SIGNS SHOULD BE INSTALLED TO CROSS PEDESTRIANS TO THE OPPOSITE SIDE OF THE STREET AS SHOWN IN PEDESTRIAN BY-PASS TYPE II, AND AS DIRECTED BY THE ENGINEER.
  - BY PASS IS TO BE USED IN CONJUNCTION WITH THE PROPOSED LANE CLOSURE DETAILS AND DURING CONSTRUCTION STAGING, AS DIRECTED BY THE ENGINEER.

FIGURE INT-2  
SINGLE LANE APPROACH  
ONE QUADRANT CLOSURE  
(WITH POLICE DETAIL)  
NOT TO SCALE

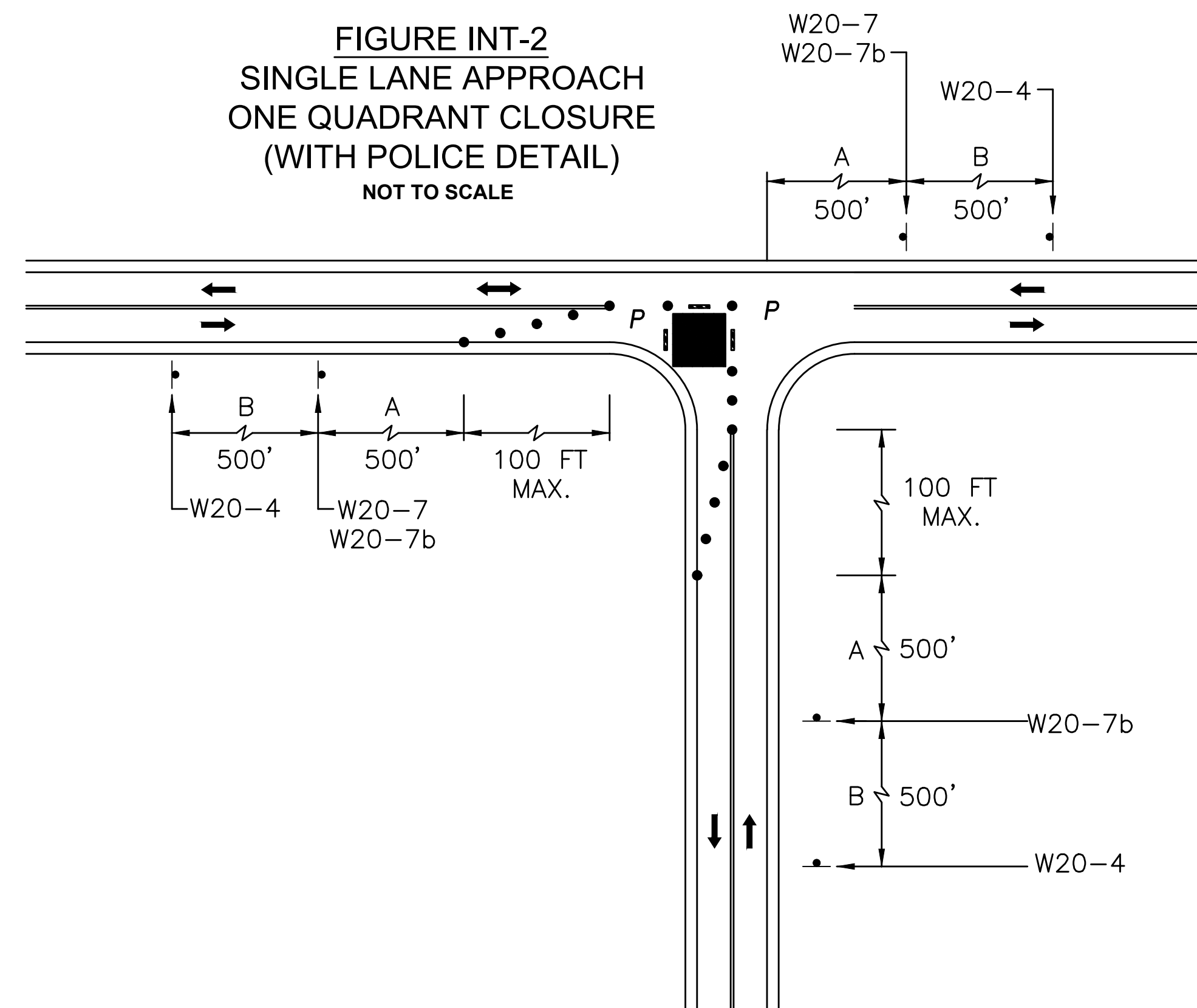


FIGURE INT-1  
SINGLE LANE APPROACH  
CENTER CLOSURE  
NOT TO SCALE

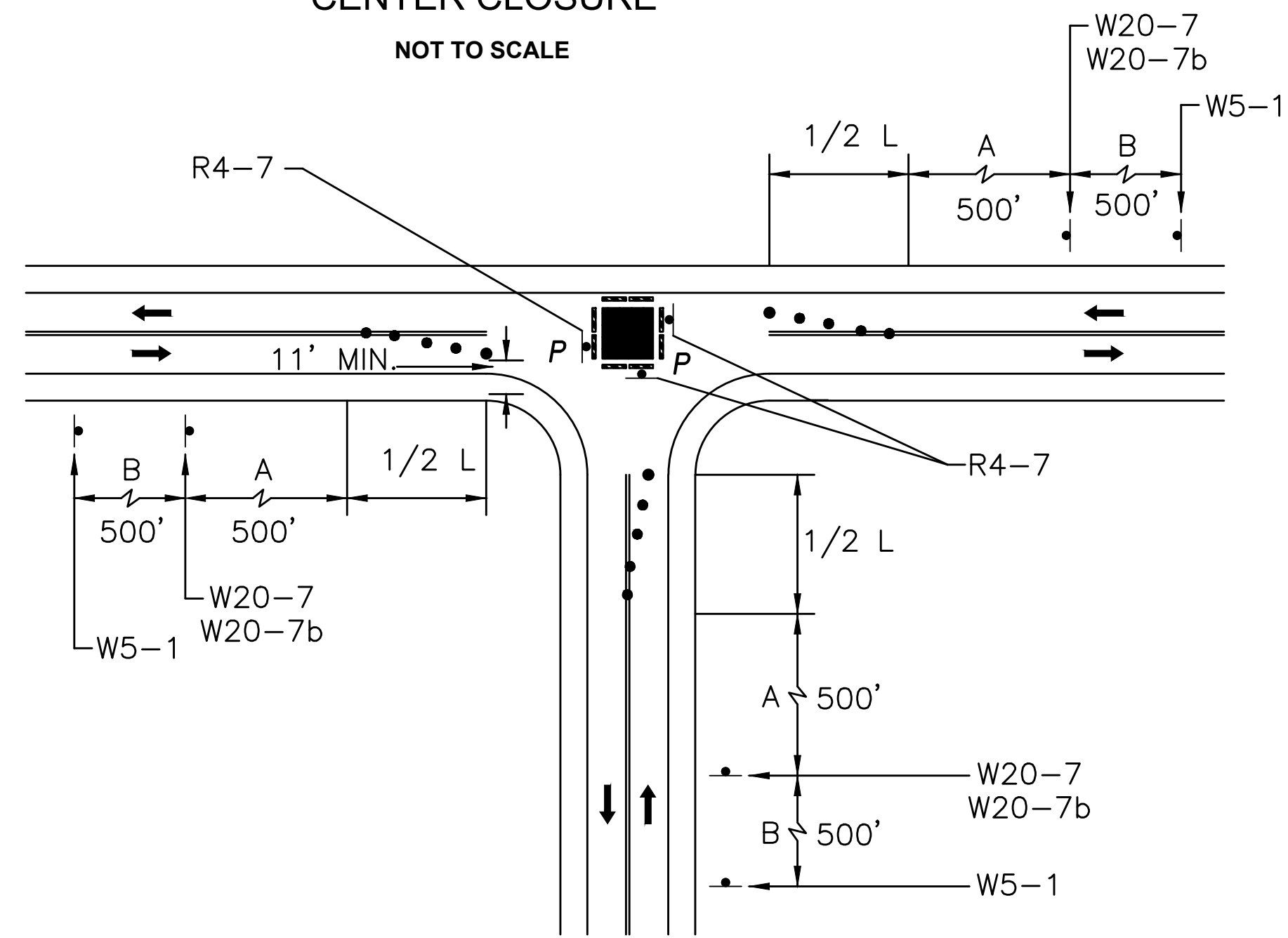


FIGURE TLR-1  
TWO LANE ROAD  
SHOULDER CLOSED  
NOT TO SCALE

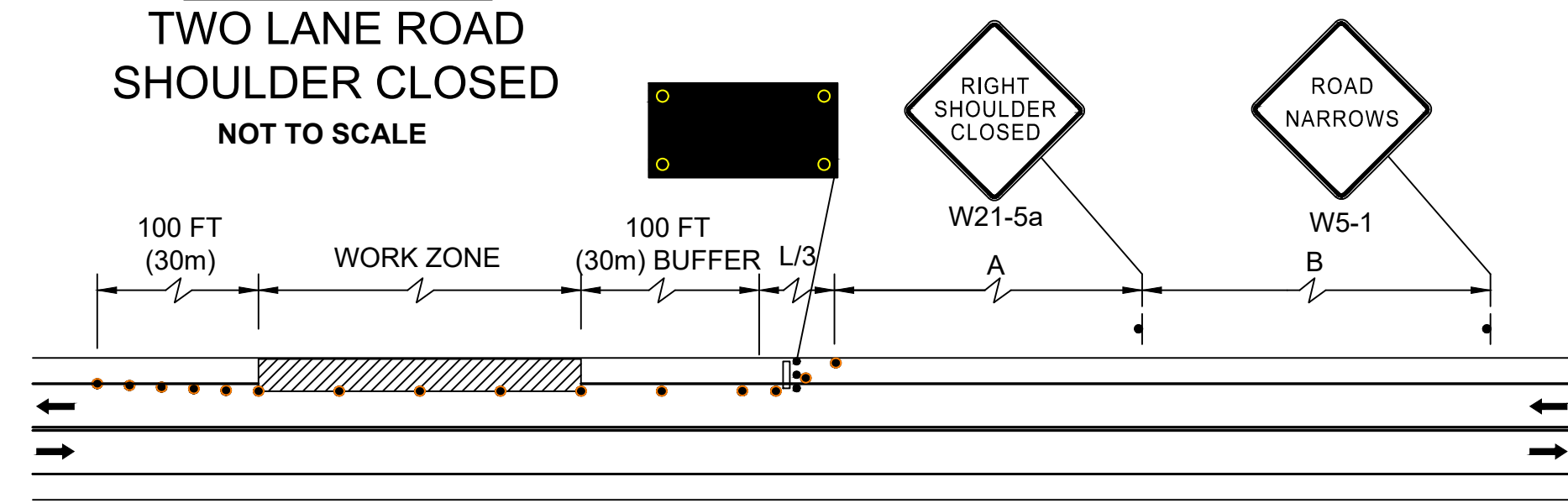


FIGURE TLR-2  
TWO LANE ROAD  
SHOULDER AND TRAVEL LANE CLOSED  
NOT TO SCALE

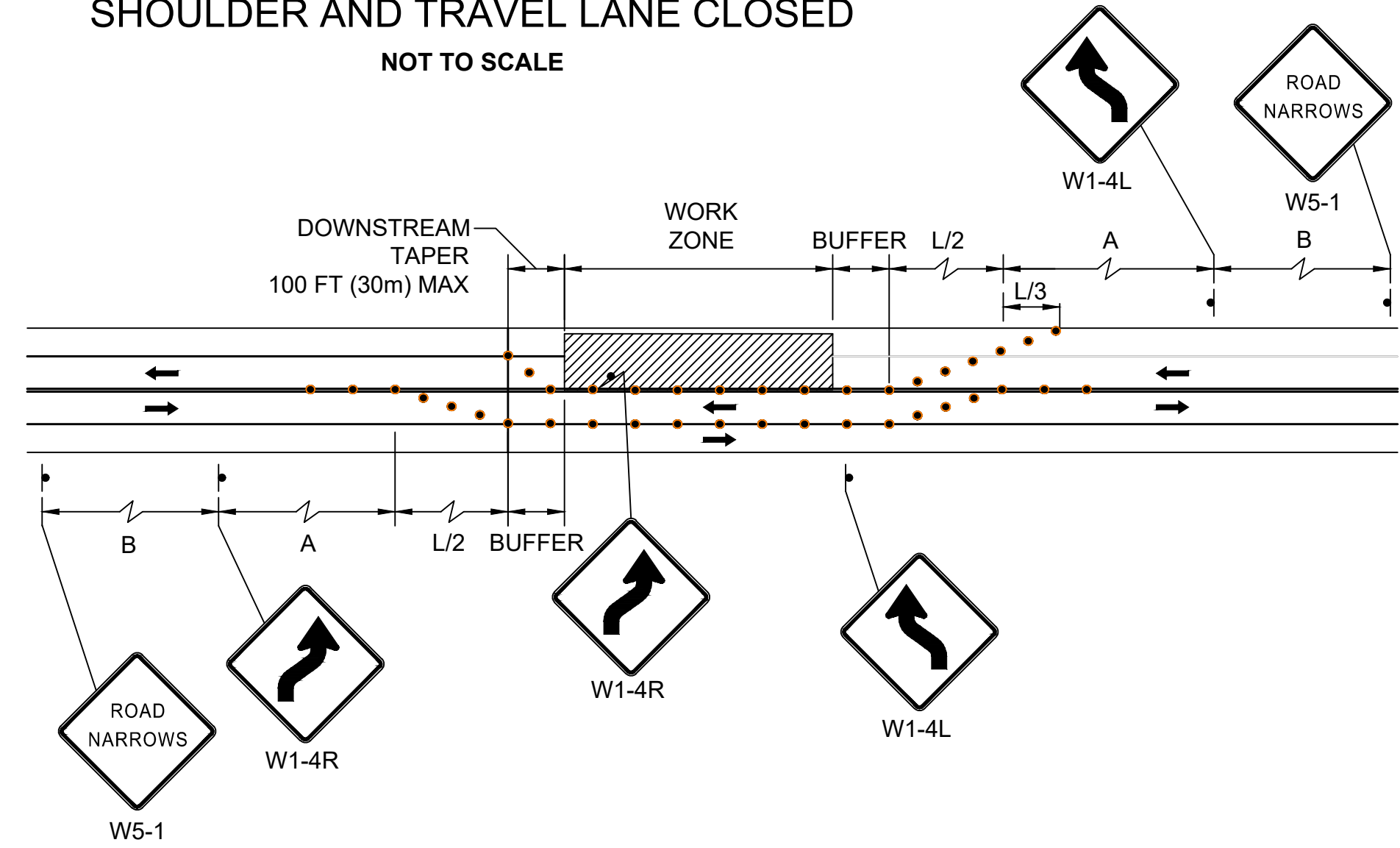


FIGURE TLR-3  
TWO LANE ROAD  
CENTER OF ROAD CLOSURE  
NOT TO SCALE

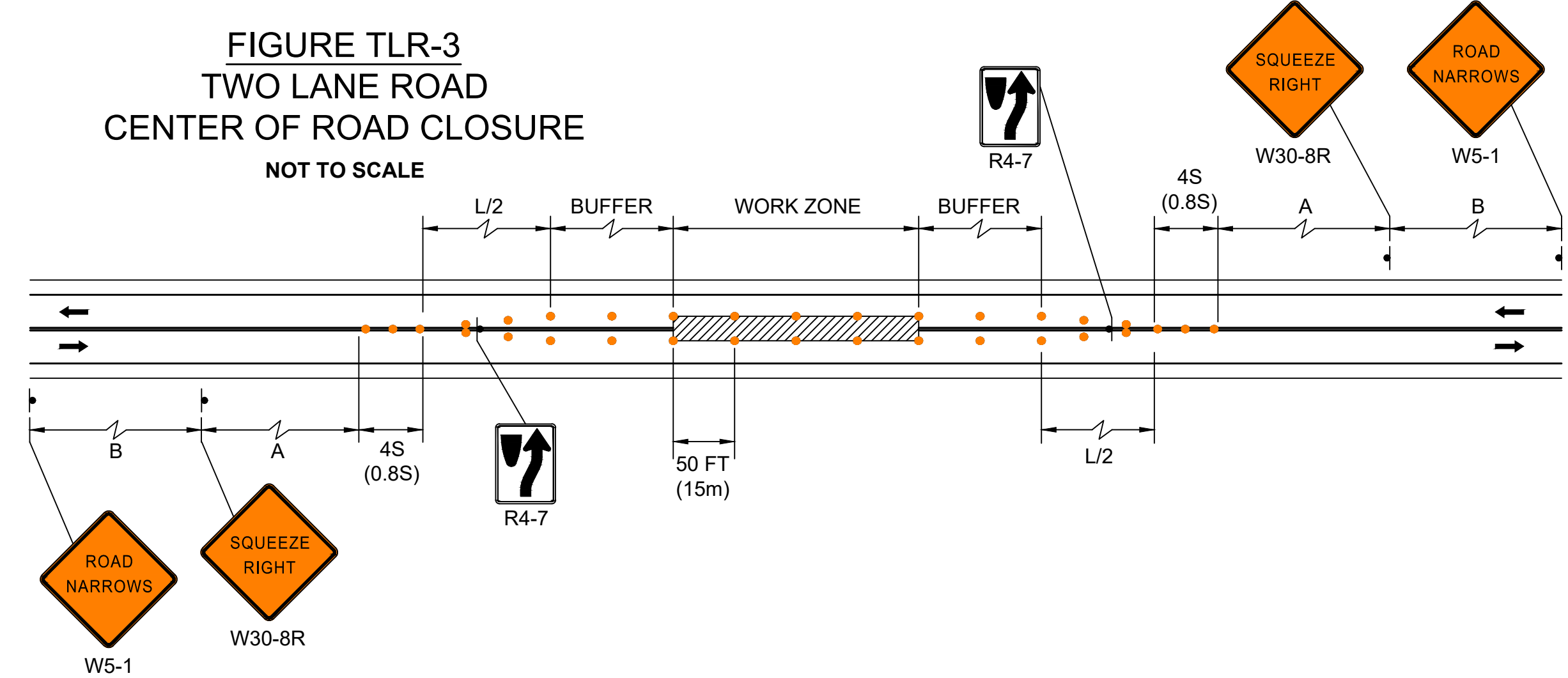
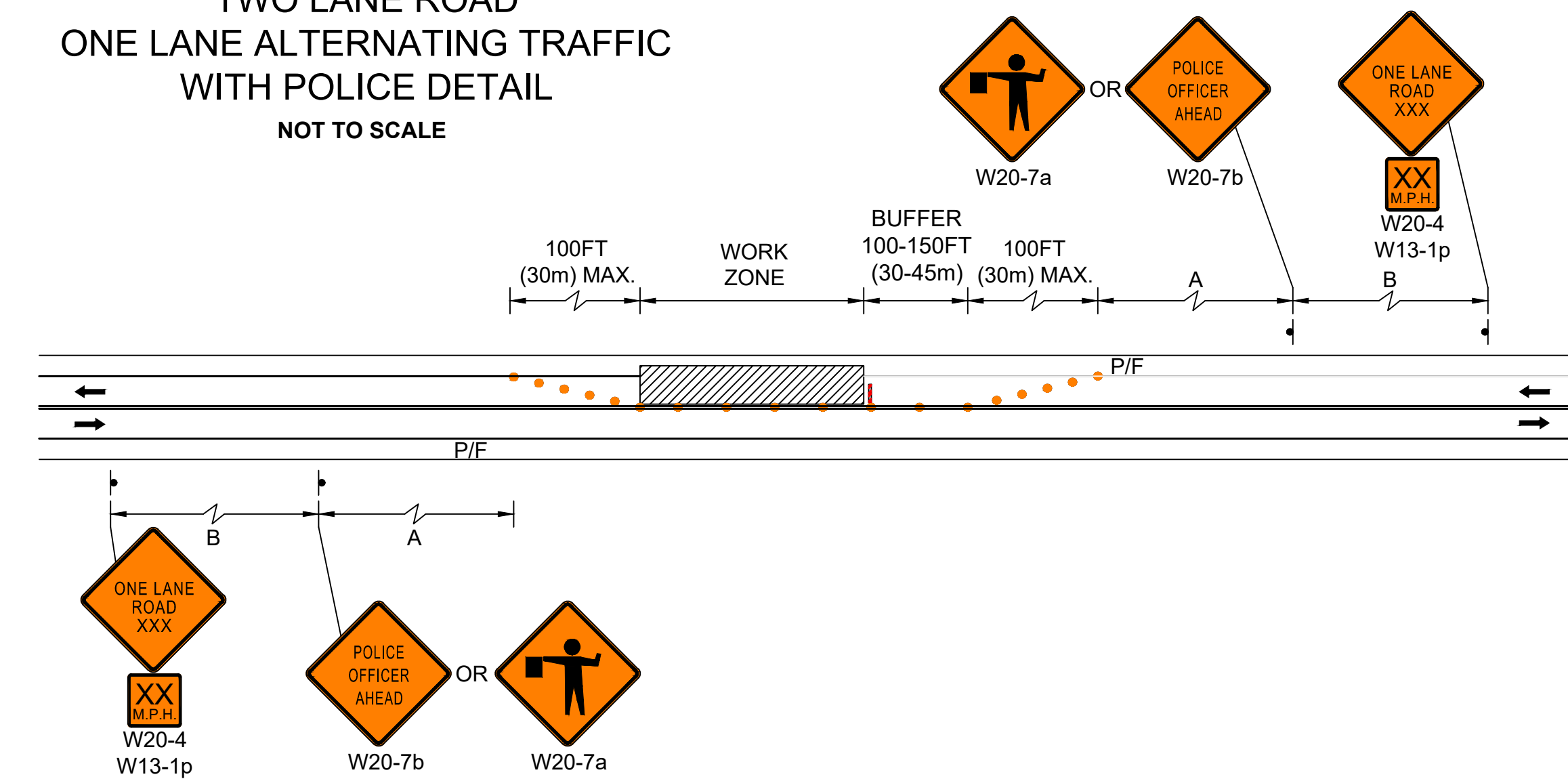


FIGURE TLR-5  
TWO LANE ROAD  
ONE LANE ALTERNATING TRAFFIC  
WITH POLICE DETAIL  
NOT TO SCALE



SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	35	51
PROJECT FILE NO.		607249	

TEMPORARY TRAFFIC CONTROL PLANS



STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEET
MA	-	36	51
PROJECT FILE NO.		607249	

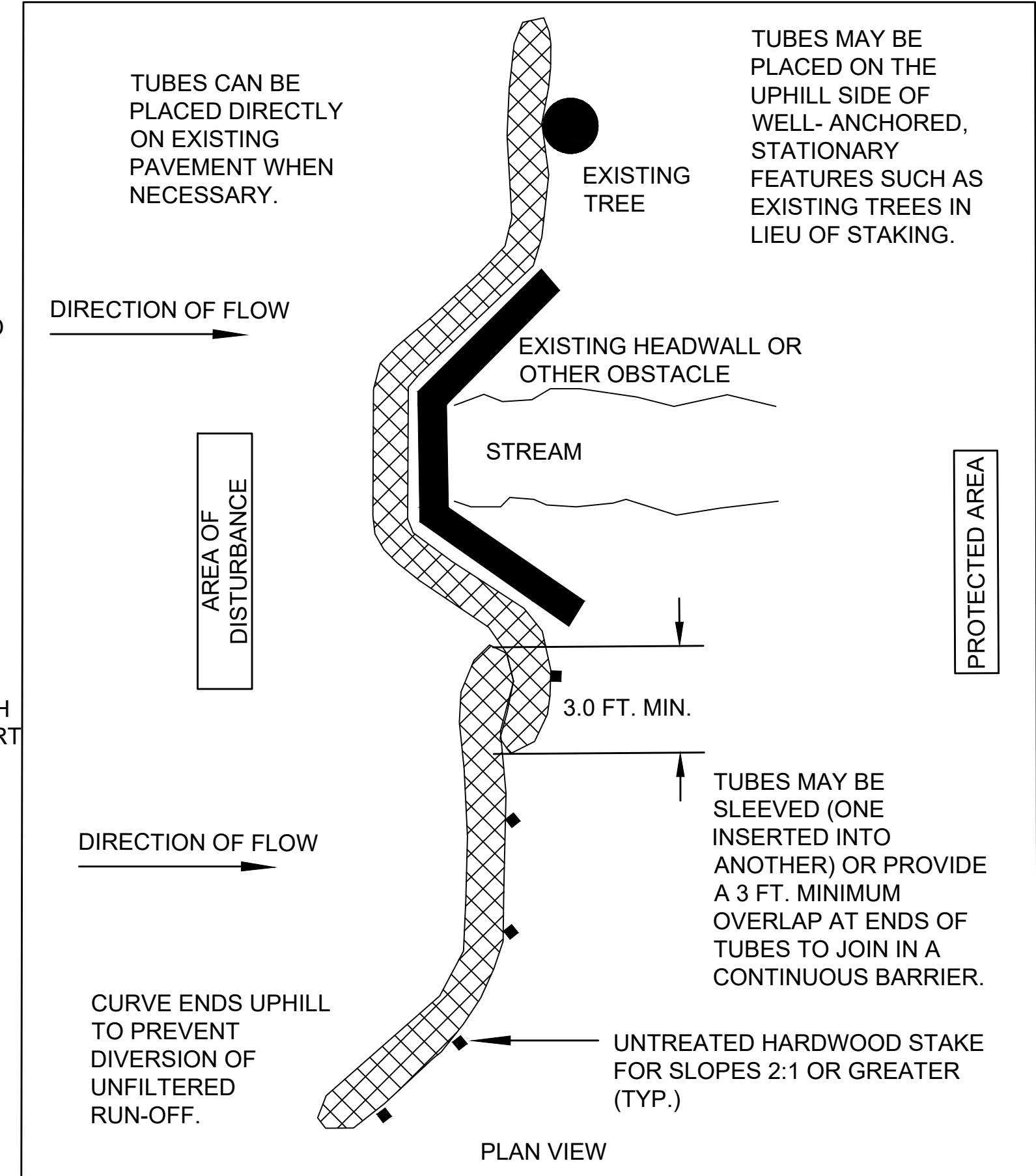
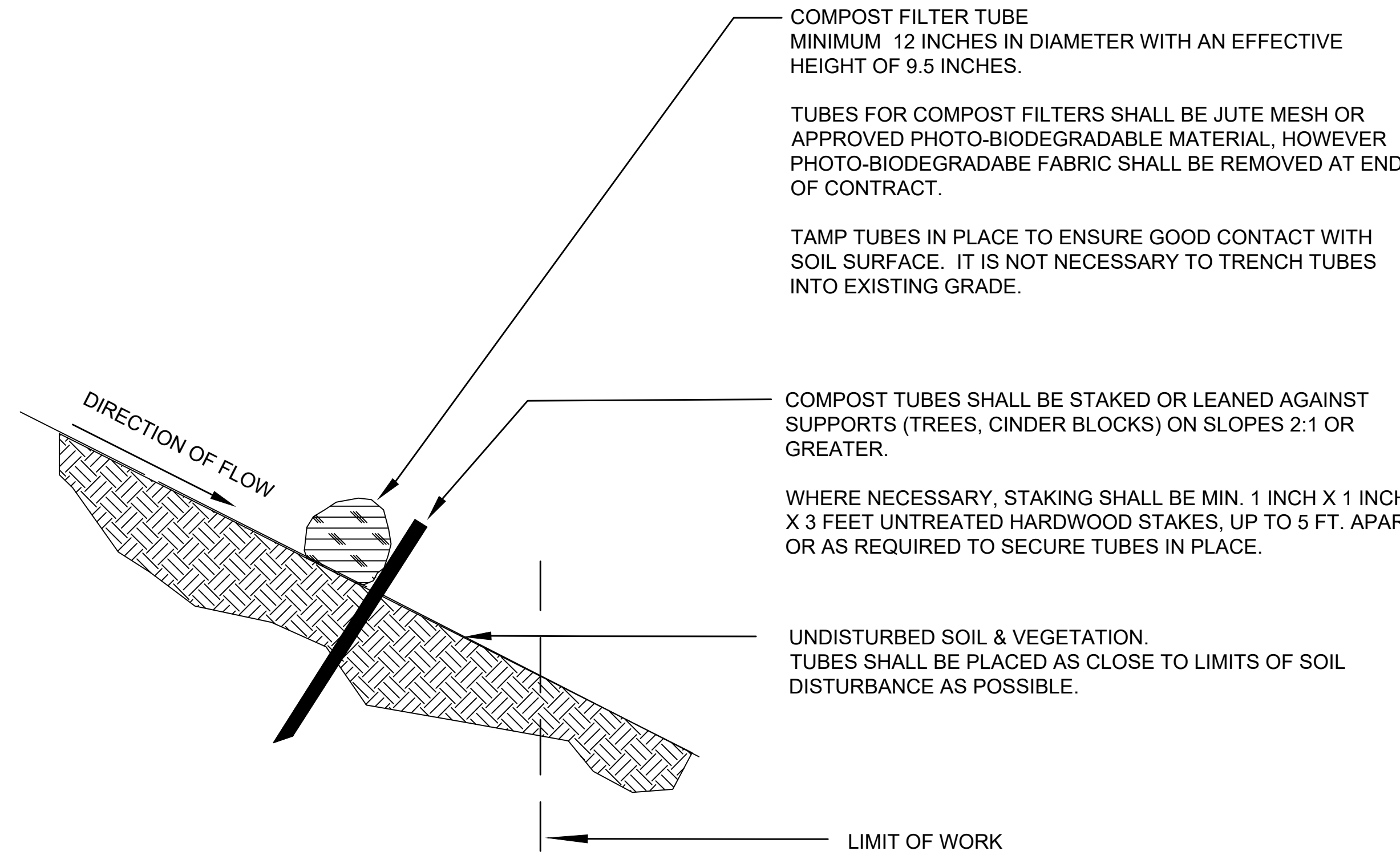
1. ALL WATER GATES & HYDRANTS TO OPEN LEFT
2. ALL MECHANICAL RESTRAINT DEVICES, STONE, GRAVEL, ETC. NECESSARY TO INSTALL OR REMOVE AND RESET HYDRANTS ARE INCIDENTAL TO ITEMS 376., 376.1 AND 376.2.



SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	37	51
PROJECT FILE NO.		607249	

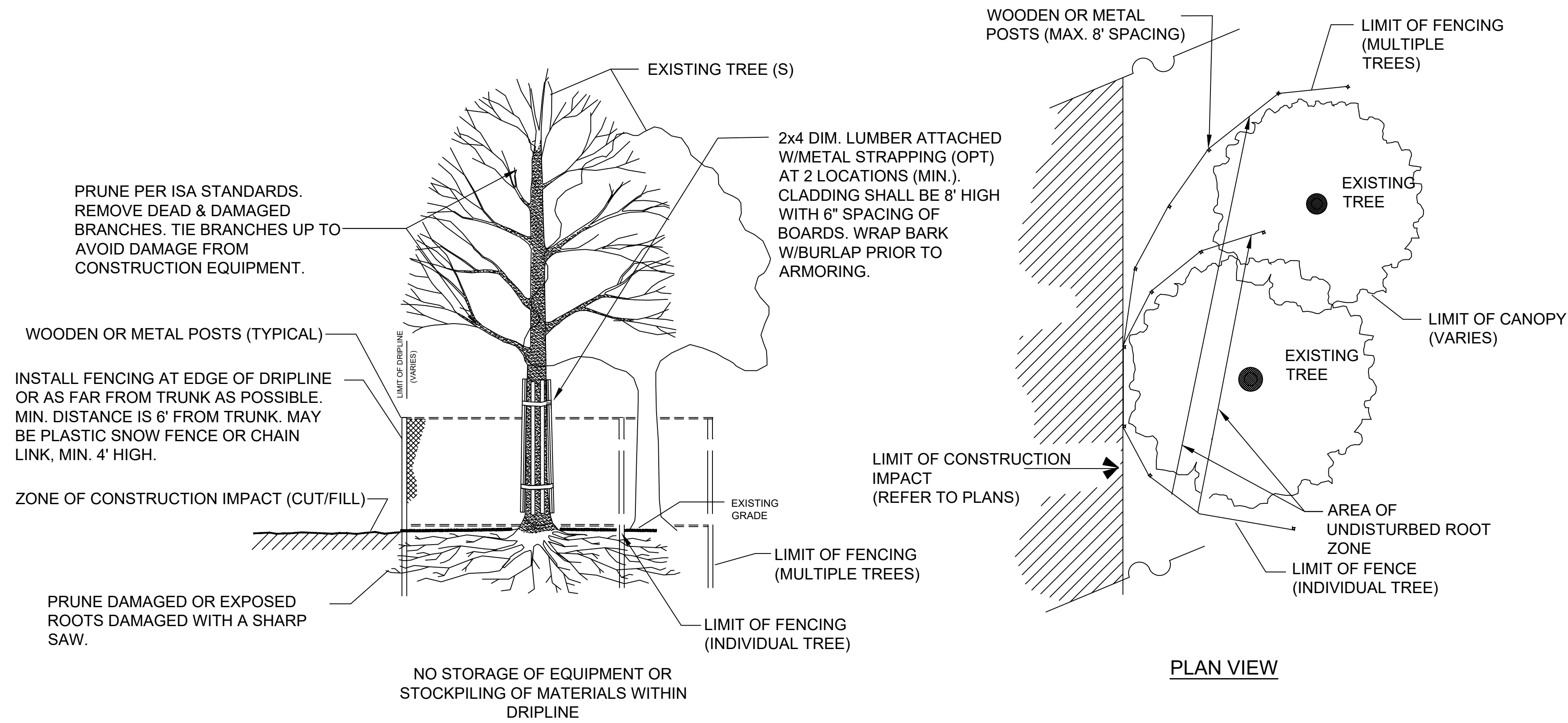
CONSTRUCTION DETAILS



- GENERAL NOTES:
1. PROVIDE A MINIMUM TUBE DIAMETER OF 12 INCHES FOR SLOPES UP TO 50 FEET IN LENGTH WITH A SLOPE RATIO OF 3H:1V OR STEEPER. LONGER SLOPES OF 3H:1V MAY REQUIRE LARGER TUBE DIAMETER OR ADDITIONAL COURSING OF FILTER TUBES TO CREATE A FILTER BERM. REFER TO MANUFACTURER'S RECOMMENDATIONS FOR SITUATIONS WITH LONGER OR STEEPER SLOPES.
  2. INSTALL TUBES ALONG CONTOURS AND PERPENDICULAR TO SHEET OR CONCENTRATED FLOW.
  3. TUBE LOCATION MAY BE SHIFTED TO ADJUST TO LANDSCAPE FEATURES, BUT SHALL PROTECT UNDISTURBED AREA AND VEGETATION TO MAXIMUM EXTENT POSSIBLE.
  4. DO NOT INSTALL IN PERENNIAL, EPHEMERAL OR INTERMITTENT STREAMS.
  5. ADDITIONAL TUBES SHALL BE USED AT THE DIRECTION OF THE ENGINEER.
  6. ADDITIONAL STAKING SHALL BE USED AT THE DIRECTION OF THE ENGINEER.

SINGLE COMPOST FILTER TUBE DETAIL

NOT TO SCALE



TREE PROTECTION - EXISTING TREES

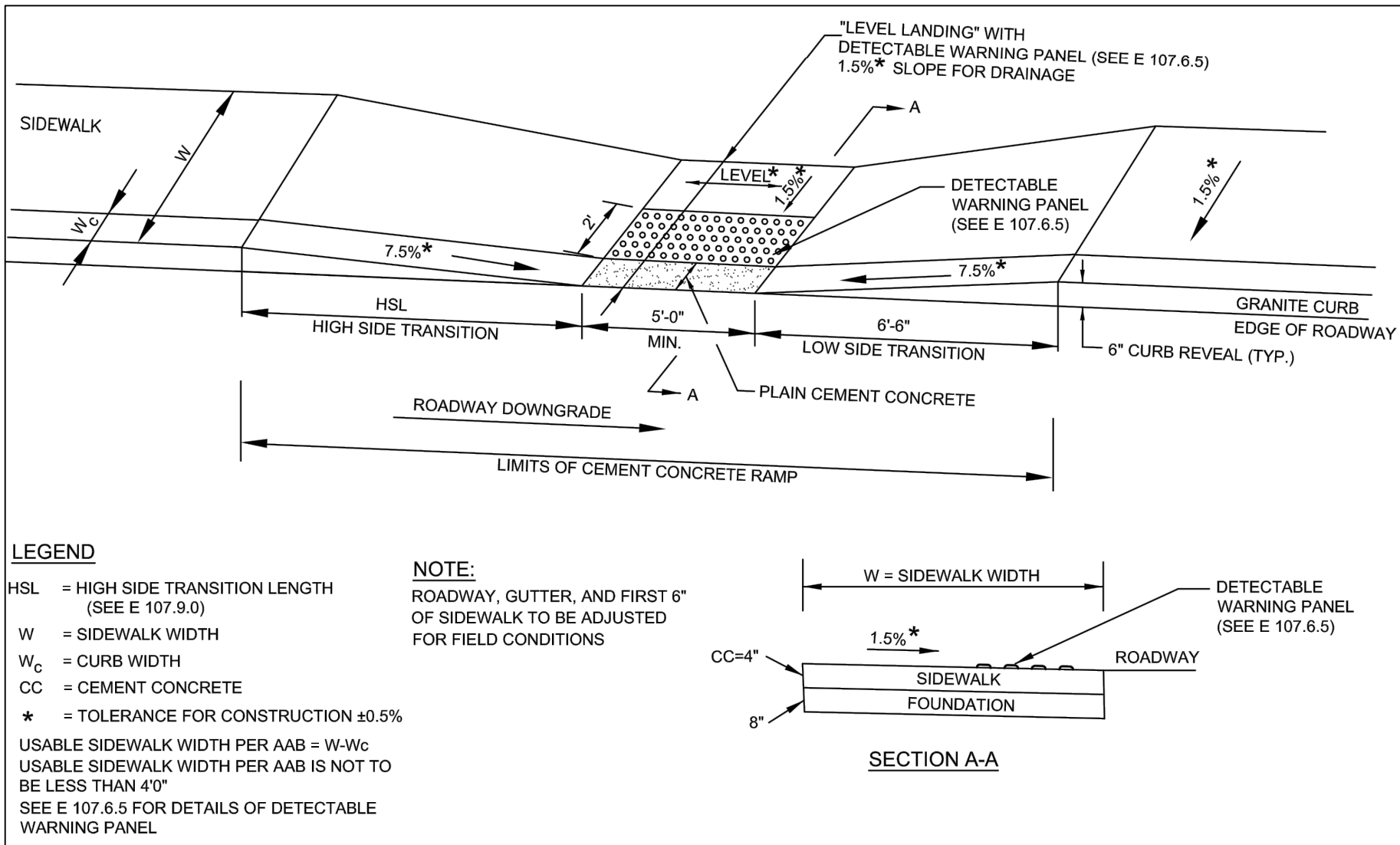
NOT TO SCALE



SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	38	51
PROJECT FILE NO.		607249	

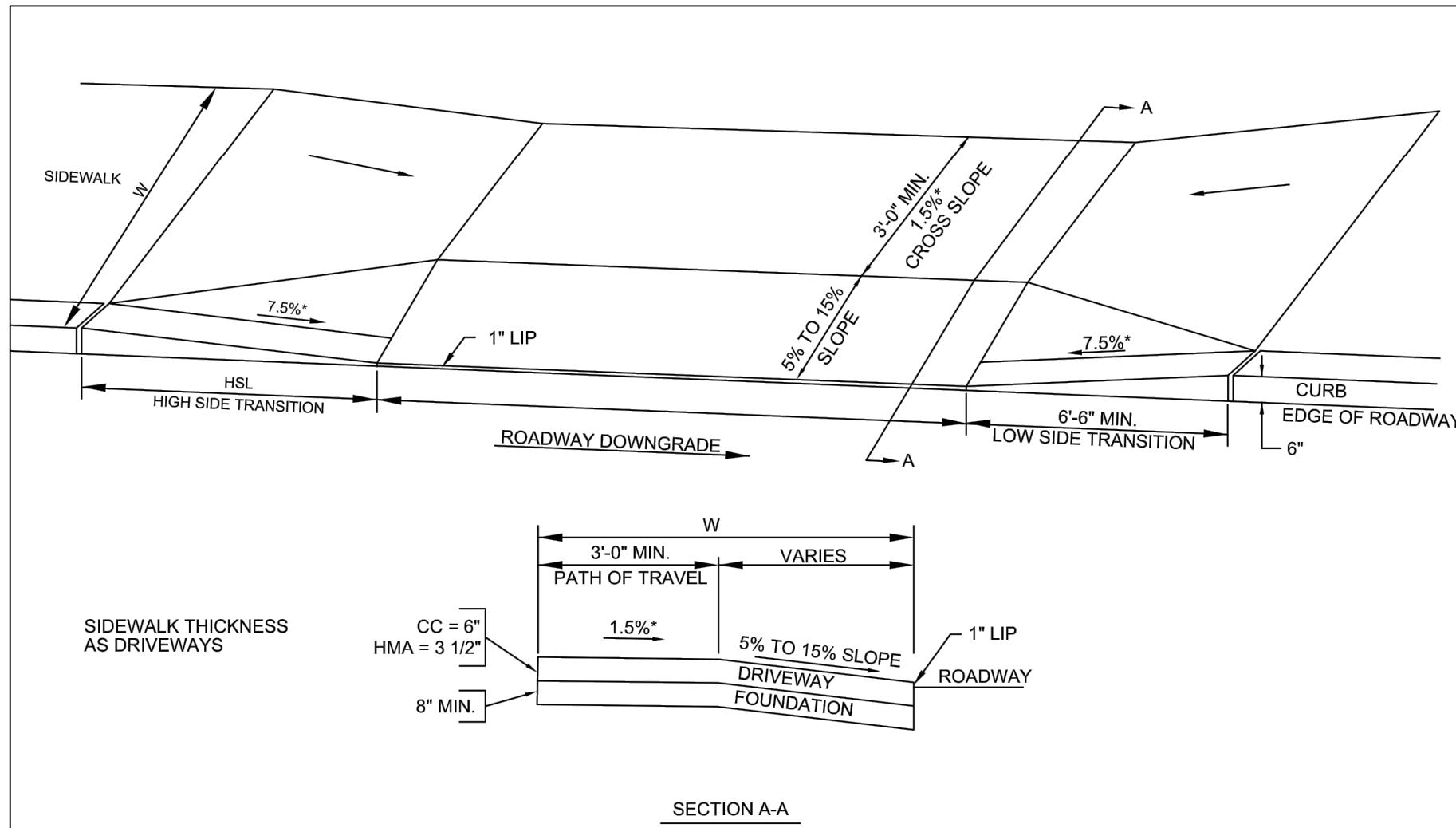
WHEELCHAIR RAMP & DRIVEWAY  
DETAILS



WCR #	RAMP REFERENCE POINT			WIDTH OF SIDEWALK	WIDTH OF RAMP MIN. 5'-0"	ROADWAY GUTTER SLOPE	TRANSITION LENGTH	
	BASELINE	STATION	OFFSET				LEFT SIDE	RIGHT SIDE
5	ROUTE 20	6+69	21.1 LT	5'-6"	5'-0"	0.50%	6'-6"	7'-8"
6	ROUTE 20	6+68	37.2 RT	6'-0"	5'-0"	2.00%	6'-6"	6'-6"
7	ROUTE 20	6+83	50.8 RT	6'-0"	5'-0"	2.00%	6'-6"	6'-6"
8	ROUTE 20	7+69	22.6 LT	5'-6"	5'-0"	0.50%	6'-6"	7'-8"
9	ROUTE 20	7+56	50.4 RT	6'-0"	5'-0"	1.40%	3'-3"	-
10	ROUTE 20	7+72	38.7 RT	6'-0"	5'-0"	1.40%	6'-6"	4'-6"

\* 3" REVEAL  
\* 3" REVEAL

WHEELCHAIR RAMP ON NARROW SIDEWALK WITH DETECTABLE WARNING PANEL

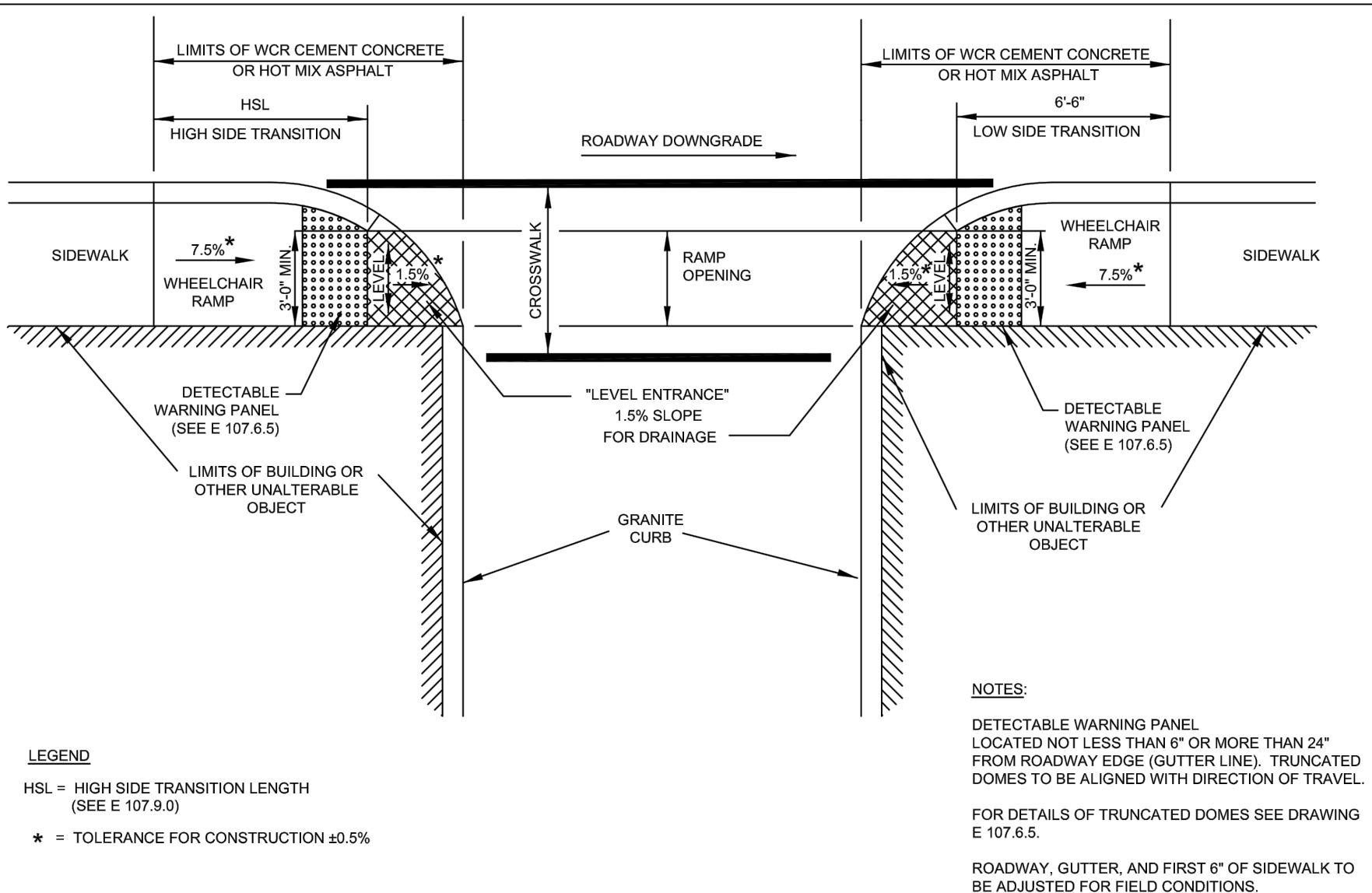


LEGEND

HSL = HIGH SIDE TRANSITION LENGTH. SEE E 107.9.0  
W = SIDEWALK WIDTH  
\* = TOLERANCE FOR CONSTRUCTION ±0.5%  
CC = CEMENT CONCRETE  
HMA = HOT MIX ASPHALT

DWY #	RAMP REFERENCE POINT			LENGTH OF PRIMARY RAMP (W1)	WIDTH OF SIDEWALK (W)	WIDTH OF DRIVEWAY (L)	DEPTH OF TRAVEL PATH MIN. 3'-0"	ROADWAY GUTTER SLOPE	TRANSITION LENGTH	
	BASELINE	STATION	OFFSET						LEFT SIDE	RIGHT SIDE
1	ROUTE 20	3+73	15.9 LT	2'-0"	5'-6"	14'-0"	3'-6"	2.70%	6'-6"	11'-0"
2	ROUTE 20	4+15	27.0 RT	2'-6"	6'-0"	48'-0"	3'-6"	2.30%	11'-0"	6'-6"
3	ROUTE 20	4+87	27.0 RT	2'-0"	6'-0"	40'-0"	4'-0"	1.40%	9'-0"	6'-6"
4	ROUTE 20	5+25	16.0 LT	2'-0"	5'-6"	19'-6"	3'-6"	1.00%	6'-6"	7'-8"
5	ROUTE 20	6+24	28.0 RT	2'-0"	6'-0"	30'-0"	4'-0"	0.50%	7'-8"	6'-6"
6	ROUTE 20	7+12	19.8 LT	2'-0"	5'-6"	18'-0"	3'-6"	0.50%	6'-6"	7'-8"
7	LANDHAM ROAD	22+65	21.0 LT	2'-0"	6'-0"	30'-0"	4'-0"	-3.00%	11'-0"	6'-6"

SIDEWALK THROUGH DRIVEWAYS WITHOUT CURB RETURNS



LEGEND

HSL = HIGH SIDE TRANSITION LENGTH. SEE E 107.9.0  
\* = TOLERANCE FOR CONSTRUCTION ±0.5%

NOTES:  
DETECTABLE WARNING PANEL LOCATED NOT LESS THAN 6" OR MORE THAN 24" FROM ROADWAY EDGE (GUTTER LINE). TRUNCATED DOMES TO BE ALIGNED WITH DIRECTION OF TRAVEL.  
FOR DETAILS OF TRUNCATED DOMES SEE DRAWING E 107.6.5.  
ROADWAY, GUTTER, AND FIRST 6" OF SIDEWALK TO BE ADJUSTED FOR FIELD CONDITIONS.

WCR #	RAMP REFERENCE POINT			WIDTH OF SIDEWALK	WIDTH OF OPENING	ROADWAY GUTTER SLOPE	TRANSITION LENGTH
	BASELINE	STATION	OFFSET				
1	ROUTE 20	0+91	16.1 RT	5'-10"	3'-0"	2.00%	6'-6"
2	ROUTE 20	1+18	22.0 LT	4'-8"	4'-4"	2.00%	6'-6"
3	ROUTE 20	1+67	21.2 LT	7'-0"	3'-0"	2.40%	11'-0"
4	ROUTE 20	1+69	16.9 RT	6'-0"	3'-0"	2.40%	11'-0"
11	ROUTE 20	11+14	20.3 LT	5'-0"	5'-0"	1.70%	9'-0"

WHEELCHAIR RAMP FOR ONE CONTINUOUS DIRECTION OF PEDESTRIAN TRAVEL

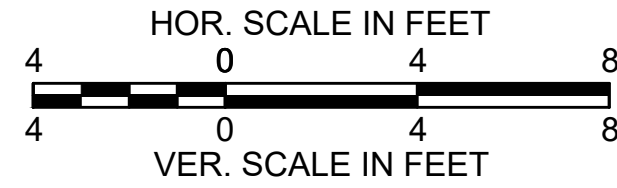
ROADWAY PROFILE GRADE	* HIGH SIDE TRANSITION LENGTH
%	ENGLISH UNITS
=0%	6'-6"
>0% TO 1%	7'-8"
>1% TO 2%	9'-0"
>2% TO 3%	11'-0"
>3% TO 4%	14'-0"
>4% TO 5%	15'-0" Max

NOTE:  
\* BASED ON A DESIGN SLOPE OF 7.5% AND A REVEAL OF 6".

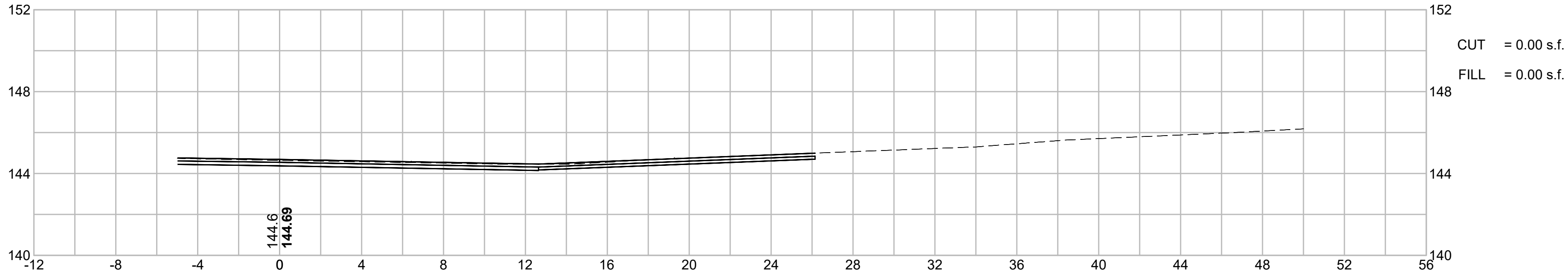
SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	39	51
PROJECT FILE NO.		607249	

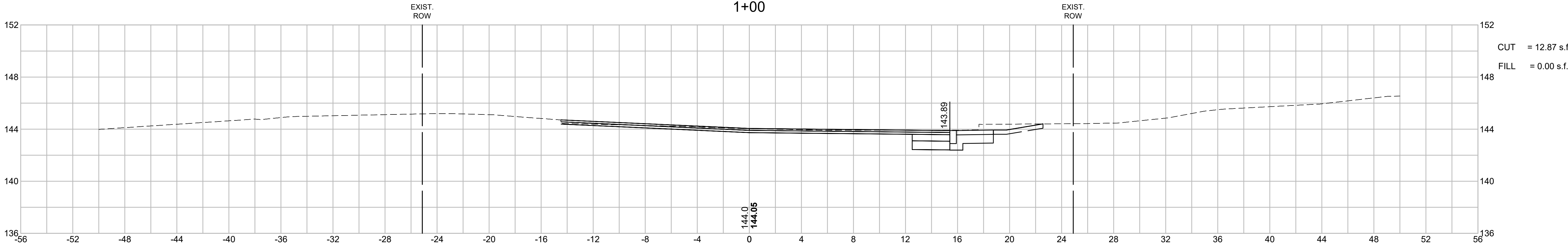
CROSS SECTIONS  
ROUTE 20 (BOSTON POST ROAD)



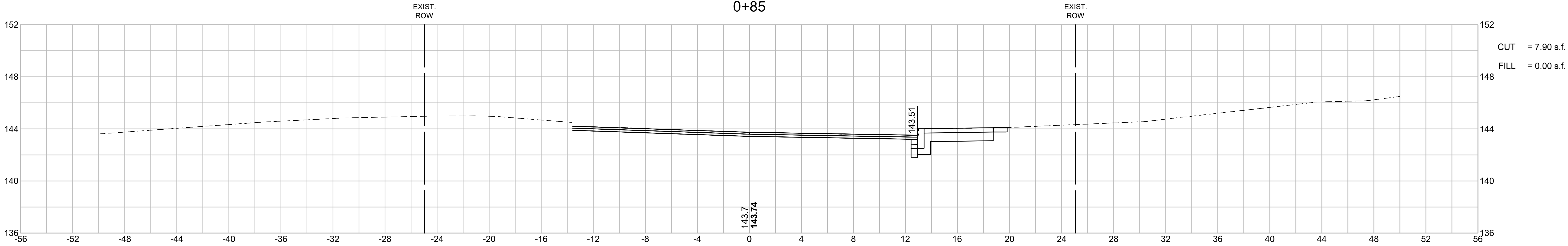
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1+00

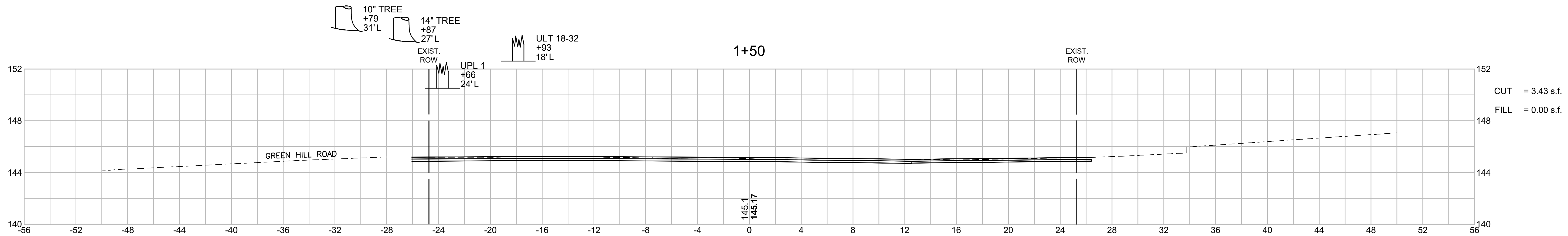
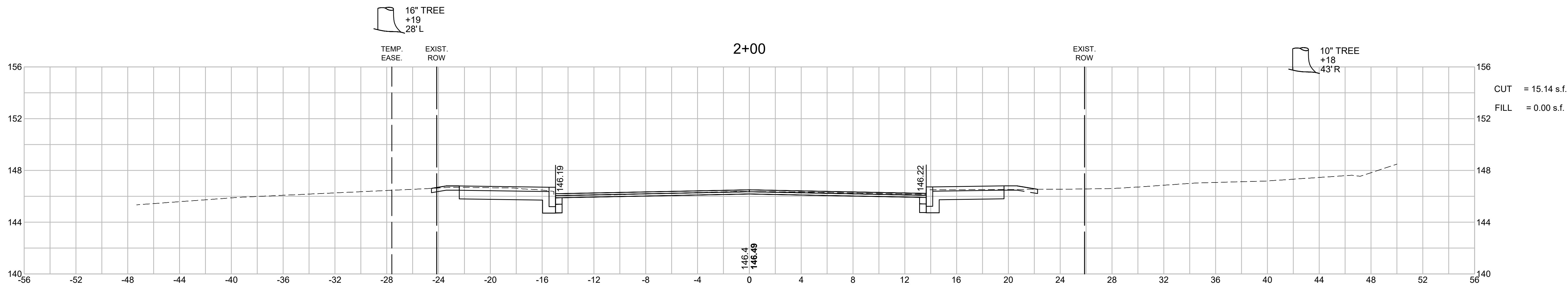
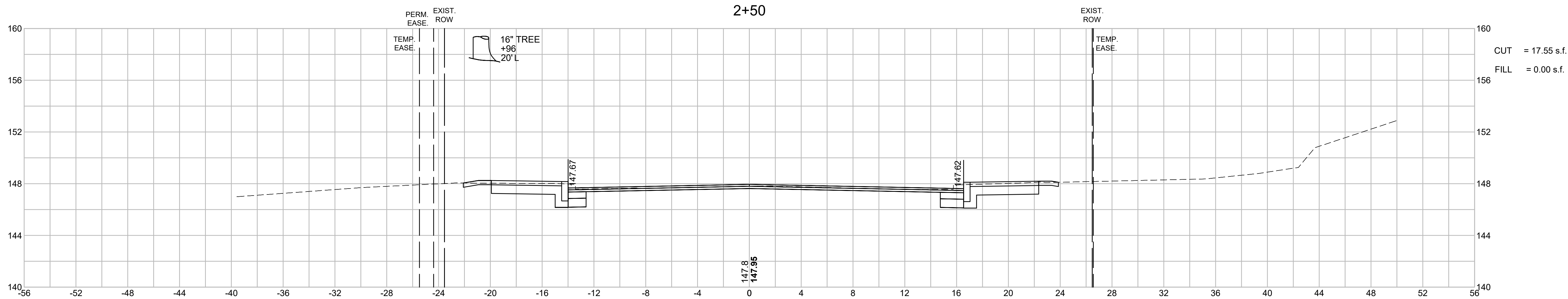
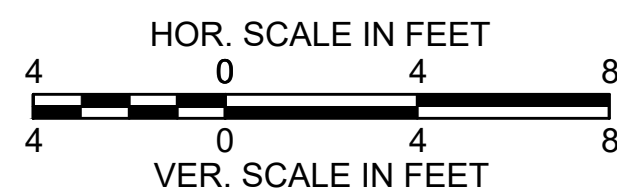


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CROSS SECTIONS  
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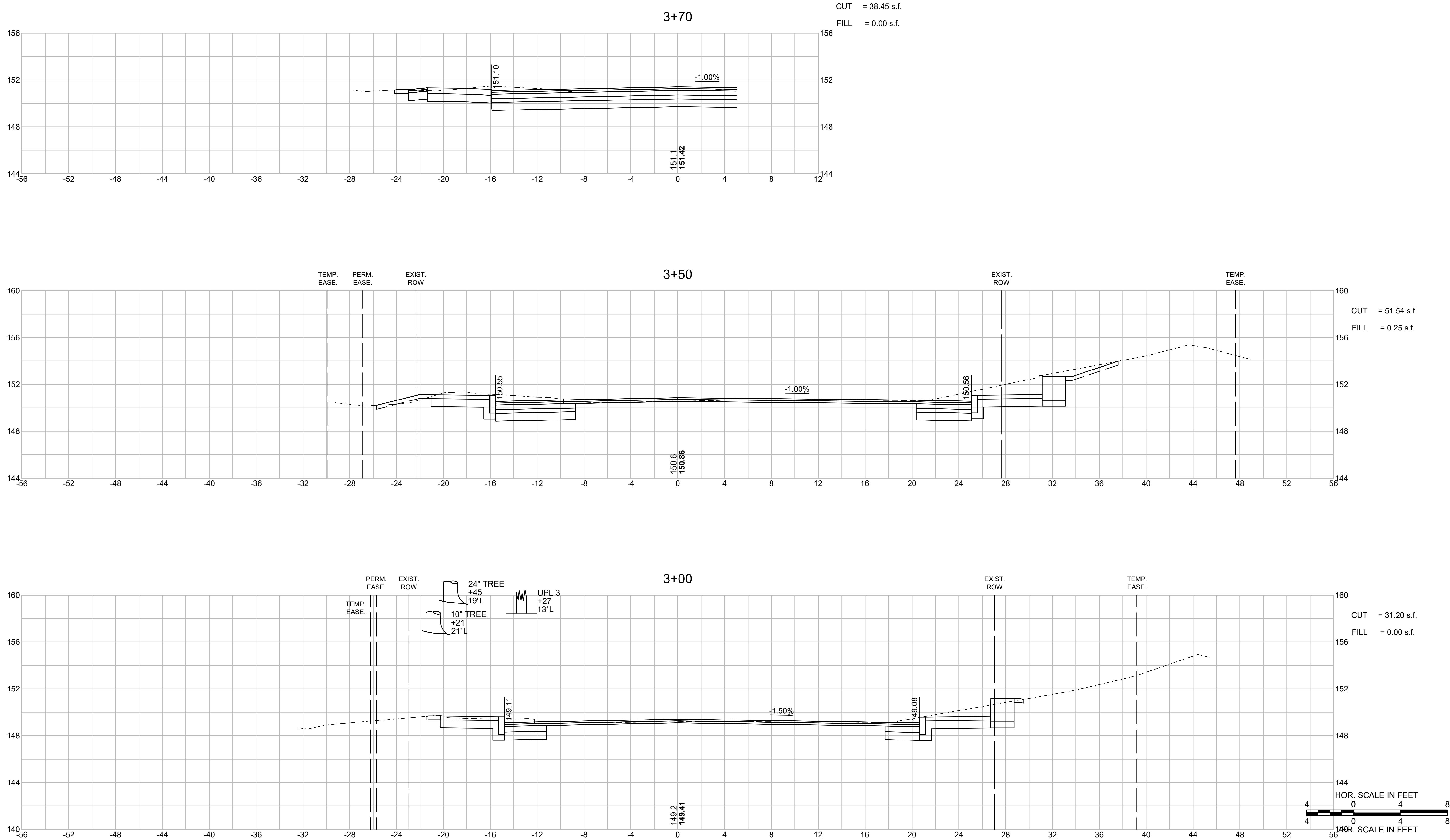
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MA	-	40	51
PROJECT FILE NO.		607249	



SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	41	51
PROJECT FILE NO.		607249	

CROSS SECTIONS  
ROUTE 20 (BOSTON POST ROAD)

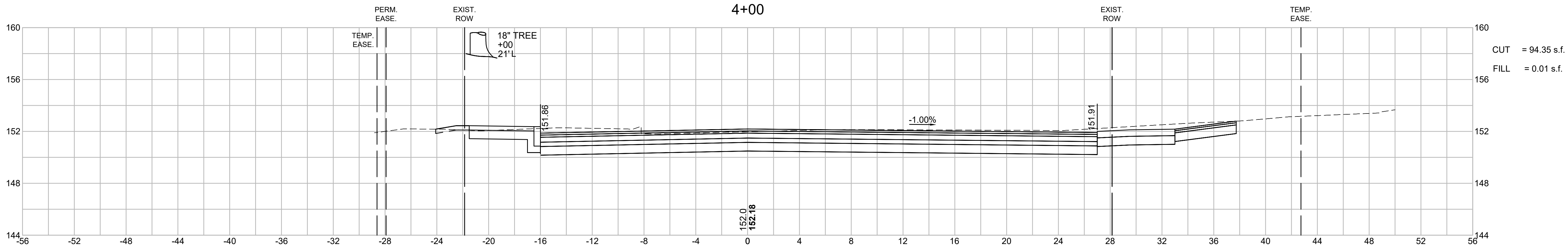
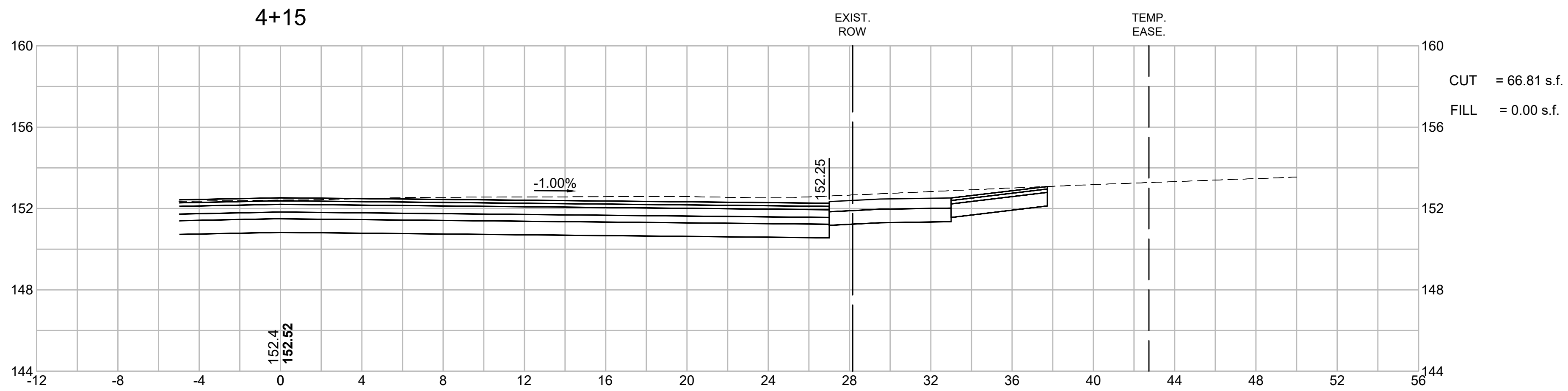
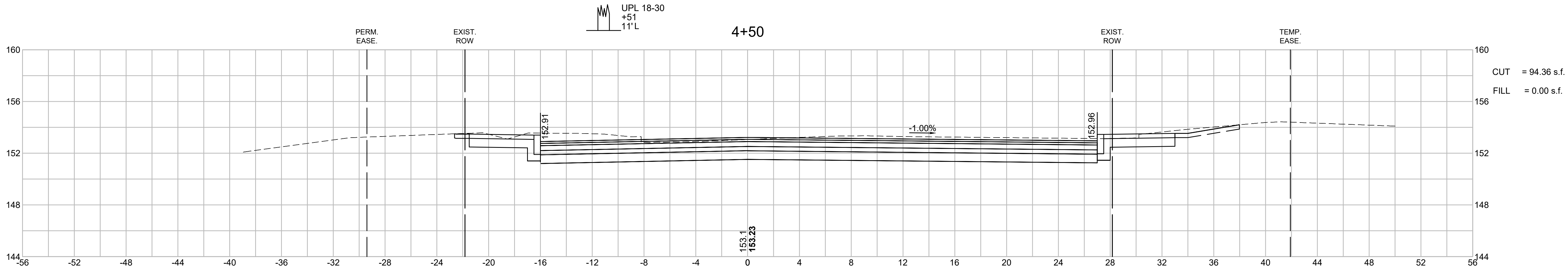
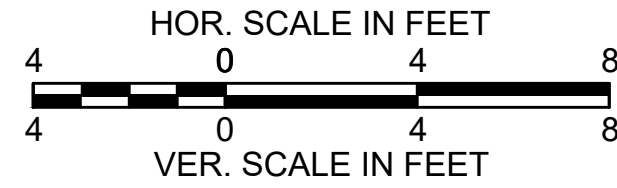




SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

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PROJECT FILE NO.		607249	

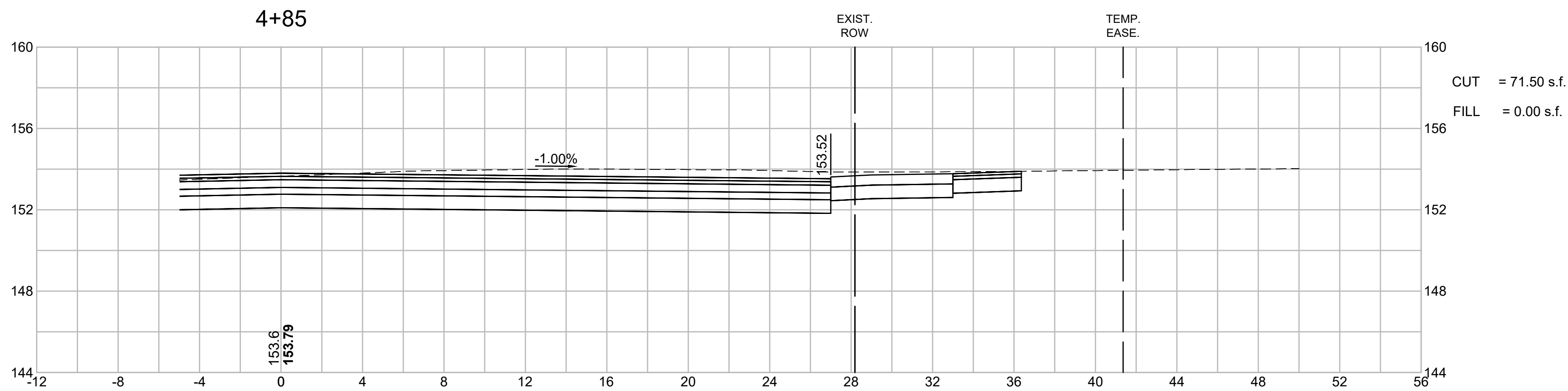
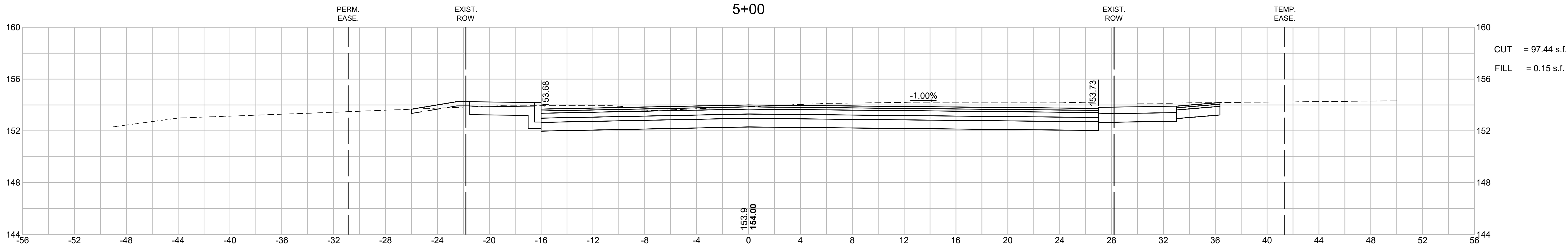
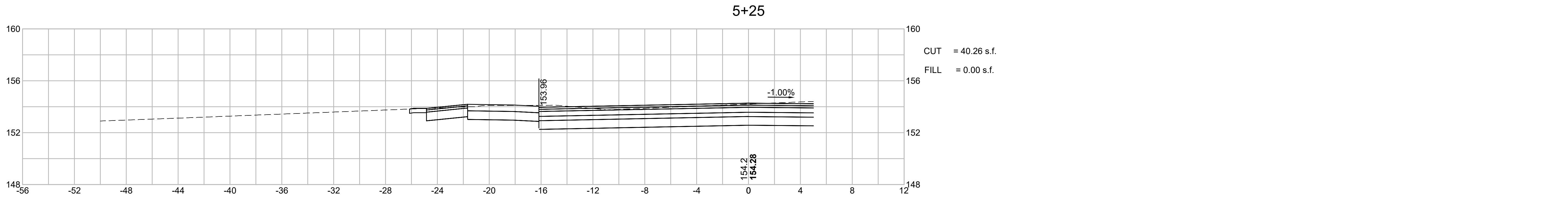
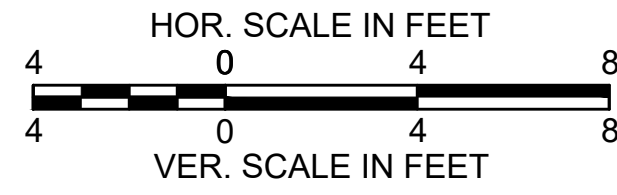
CROSS SECTIONS  
ROUTE 20 (BOSTON POST ROAD)



SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	43	51
PROJECT FILE NO.		607249	

CROSS SECTIONS  
ROUTE 20 (BOSTON POST ROAD)

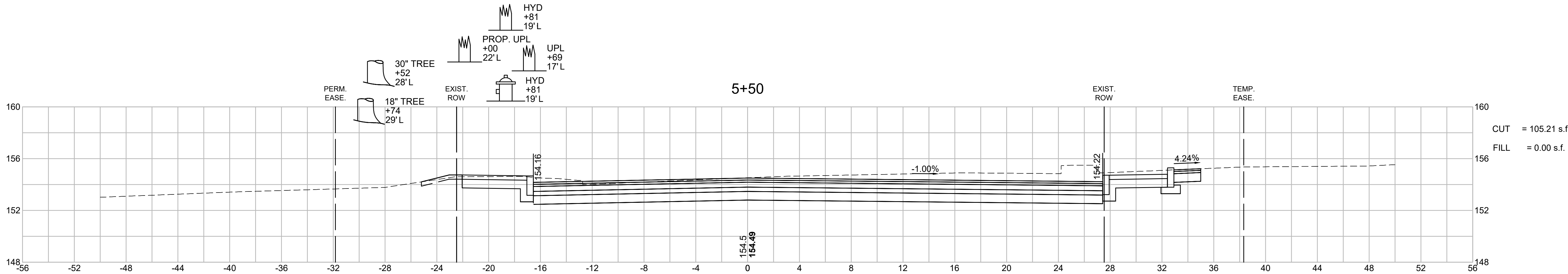
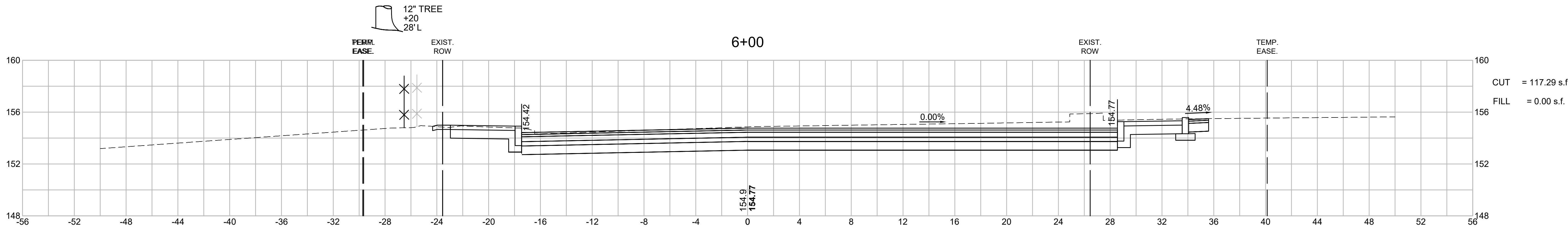
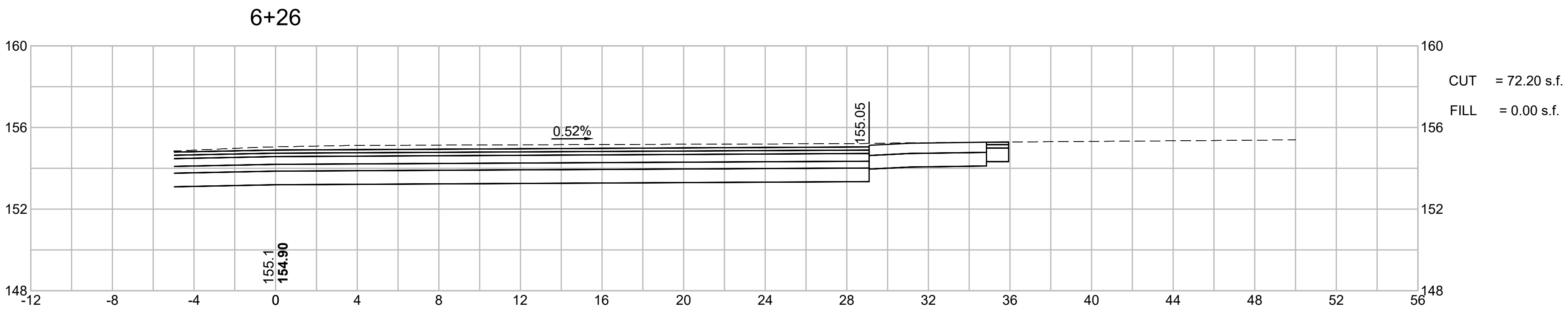
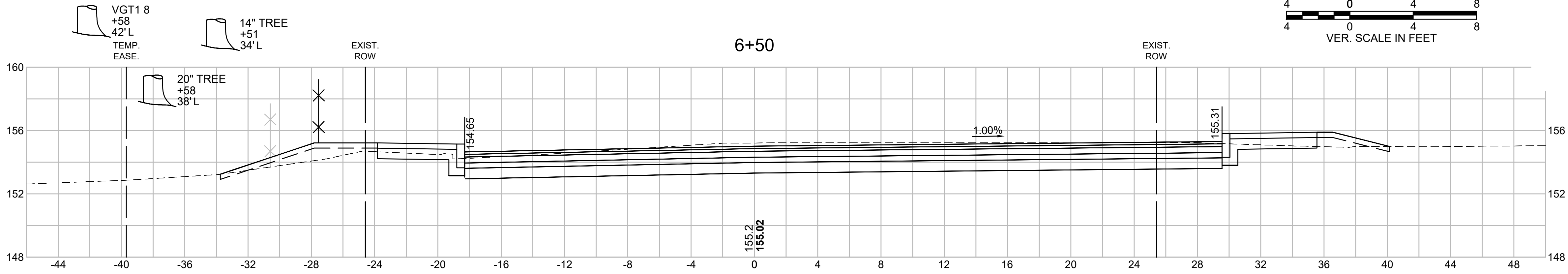
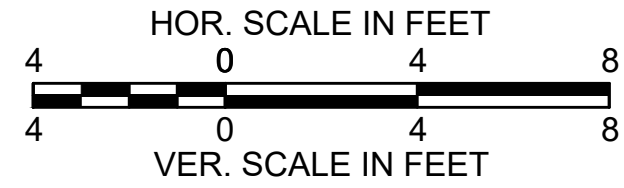


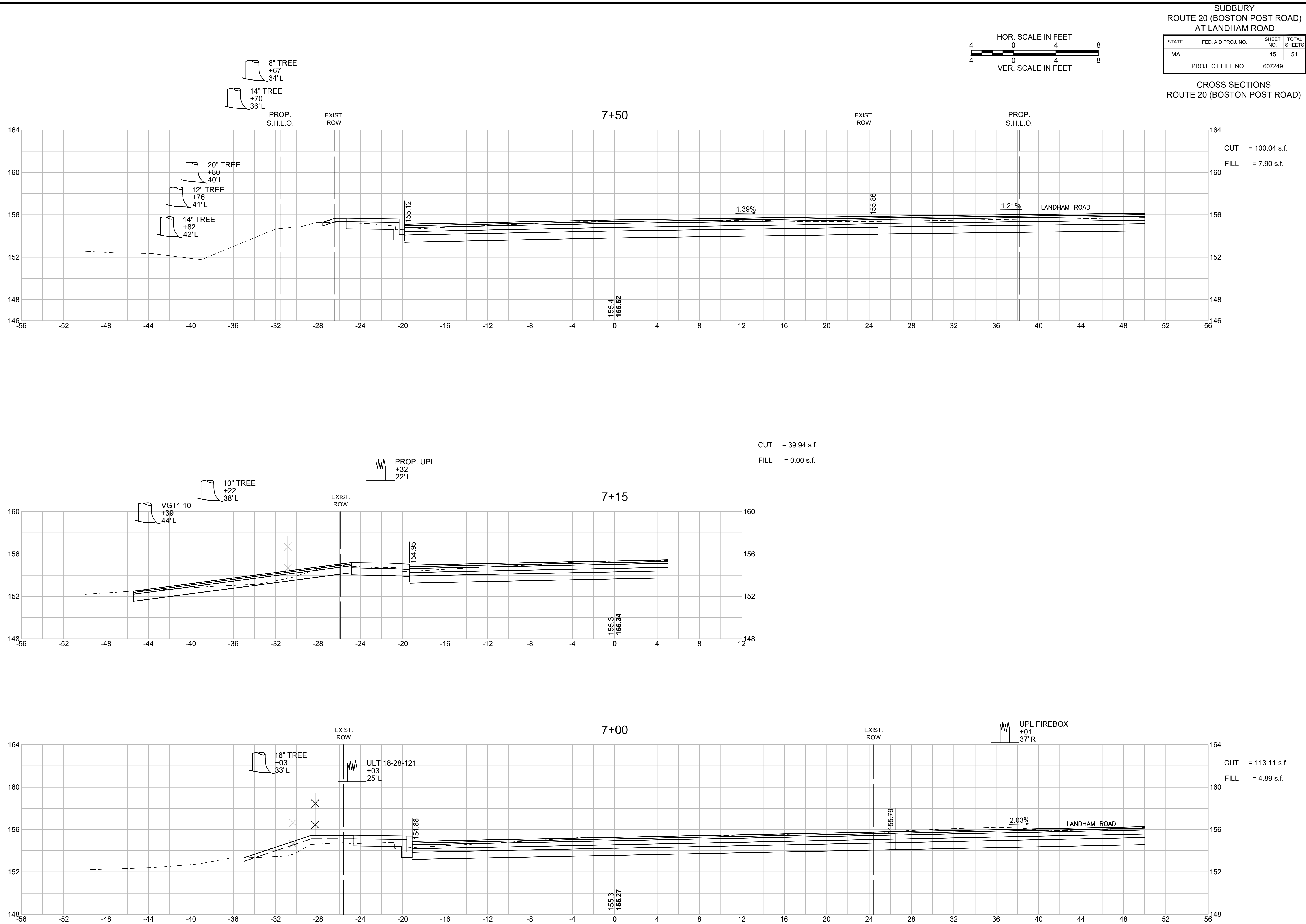


SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	44	51
PROJECT FILE NO.		607249	

CROSS SECTIONS  
ROUTE 20 (BOSTON POST ROAD)  
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FILL = 4.68 s.f.



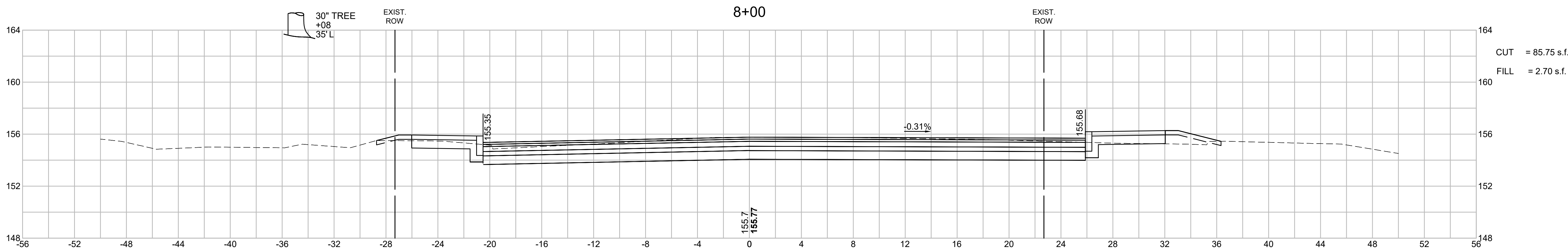
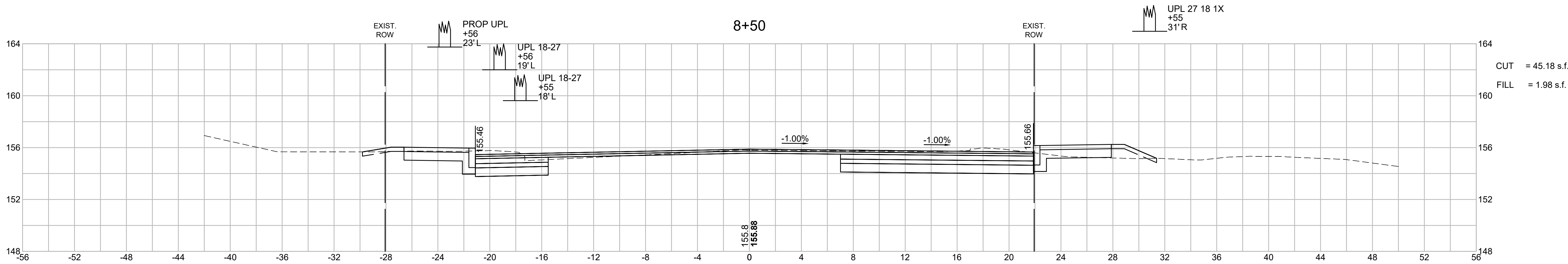
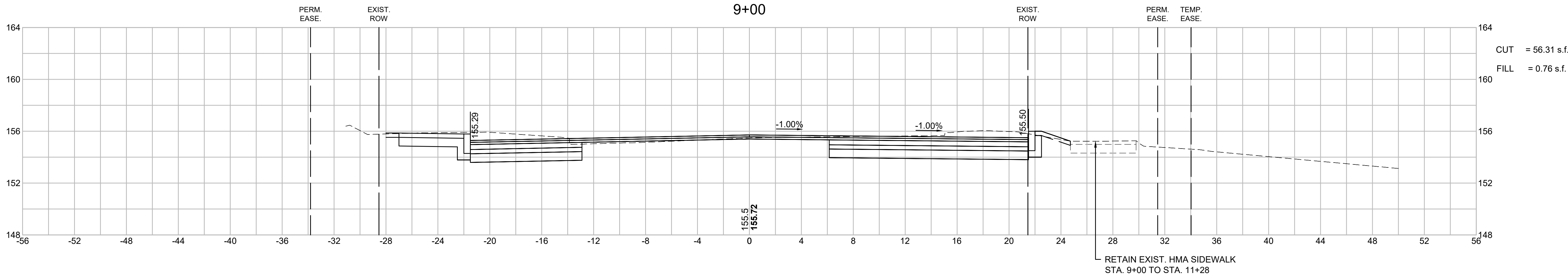
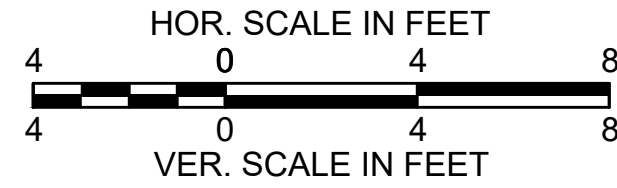




SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	46	51
PROJECT FILE NO.		607249	

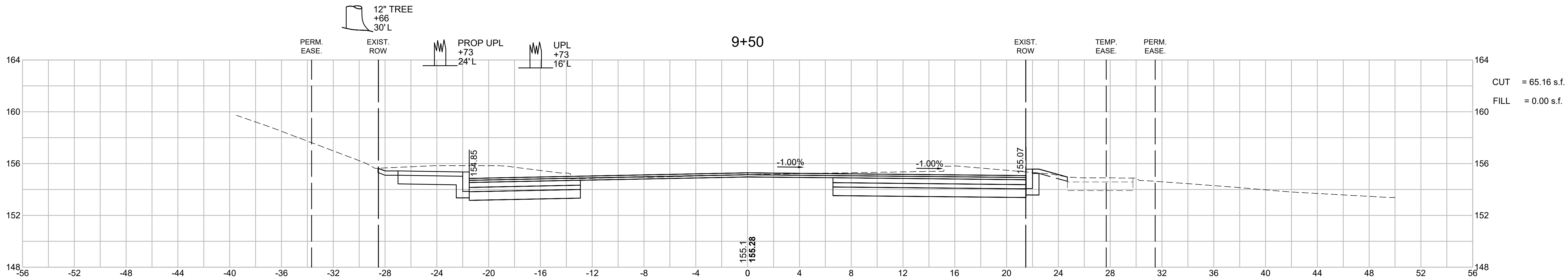
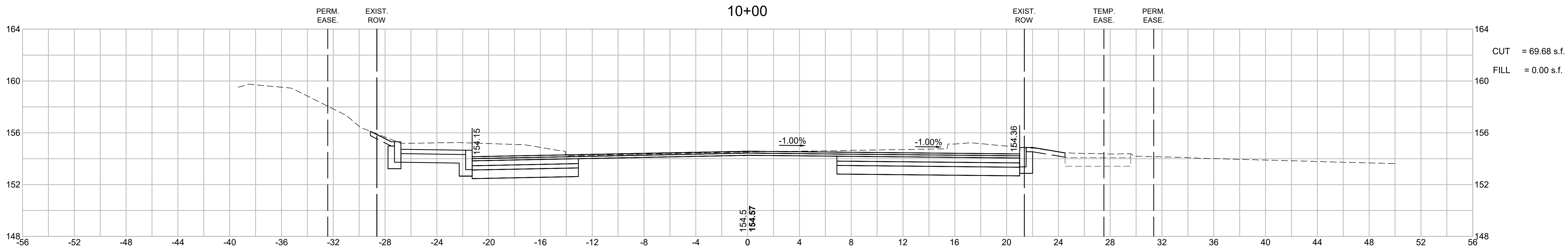
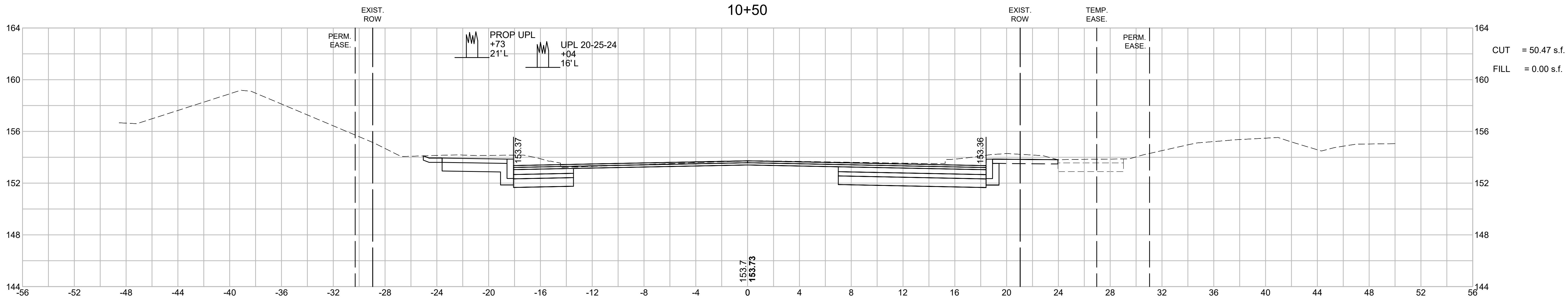
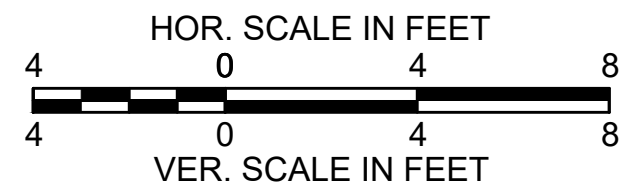
CROSS SECTIONS  
ROUTE 20 (BOSTON POST ROAD)



SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	47	51
PROJECT FILE NO.		607249	

CROSS SECTIONS  
ROUTE 20 (BOSTON POST ROAD)

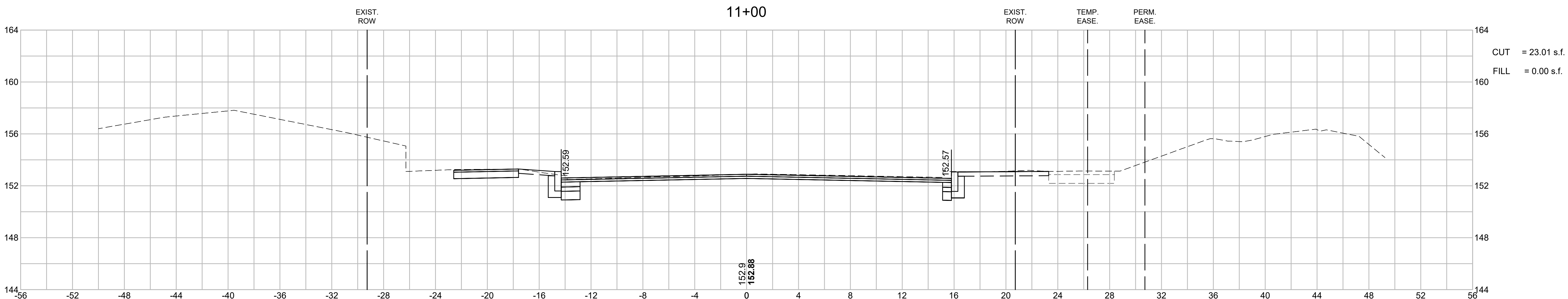
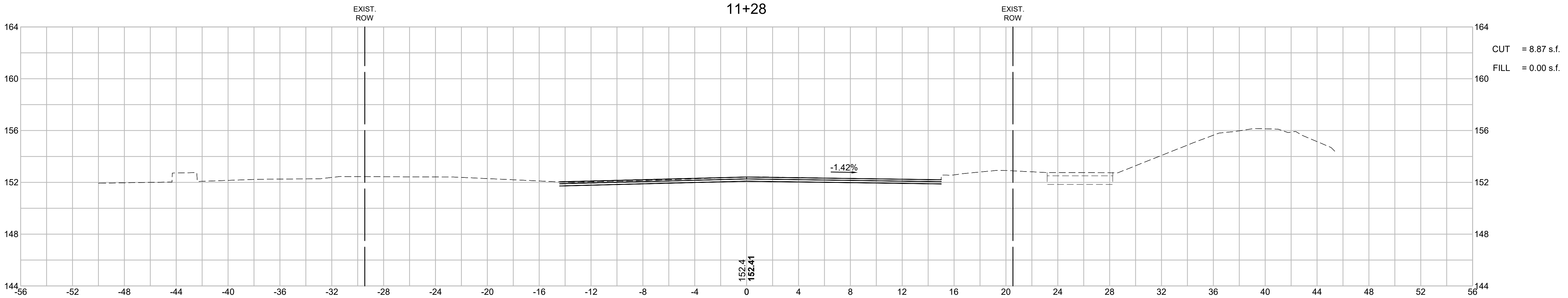
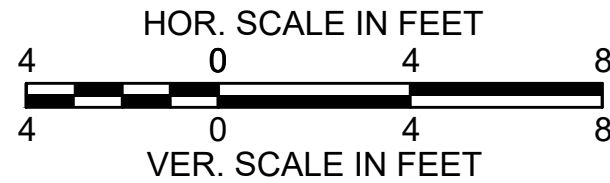




SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

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MA	-	48	51
PROJECT FILE NO.		607249	

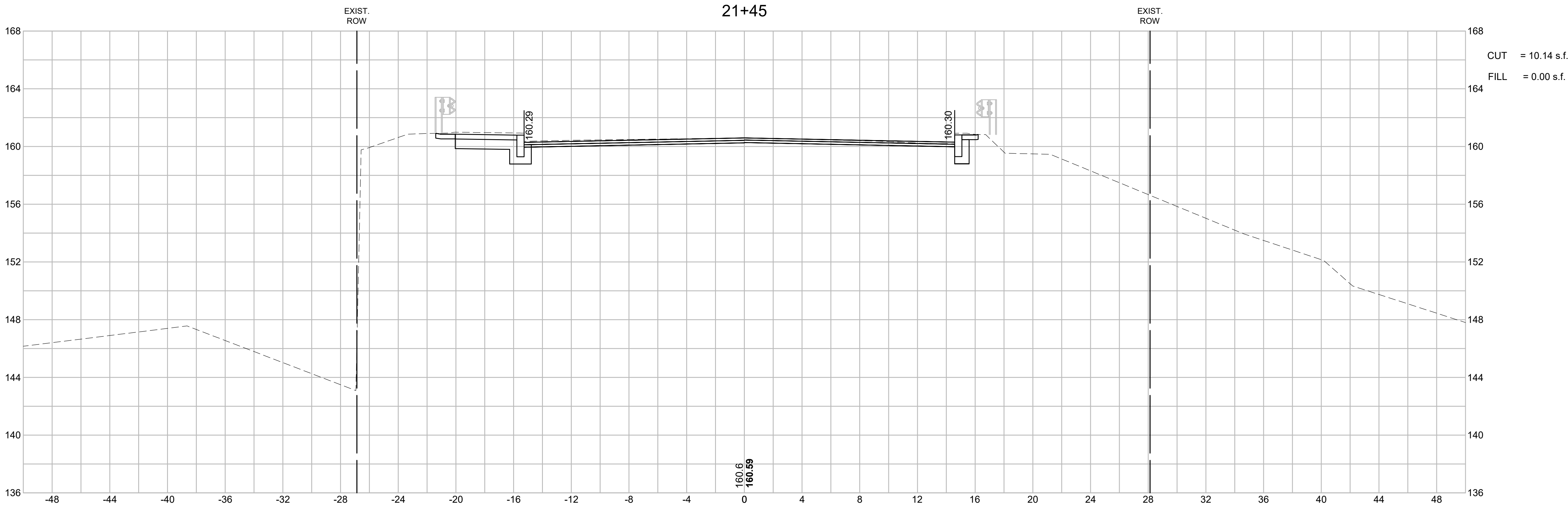
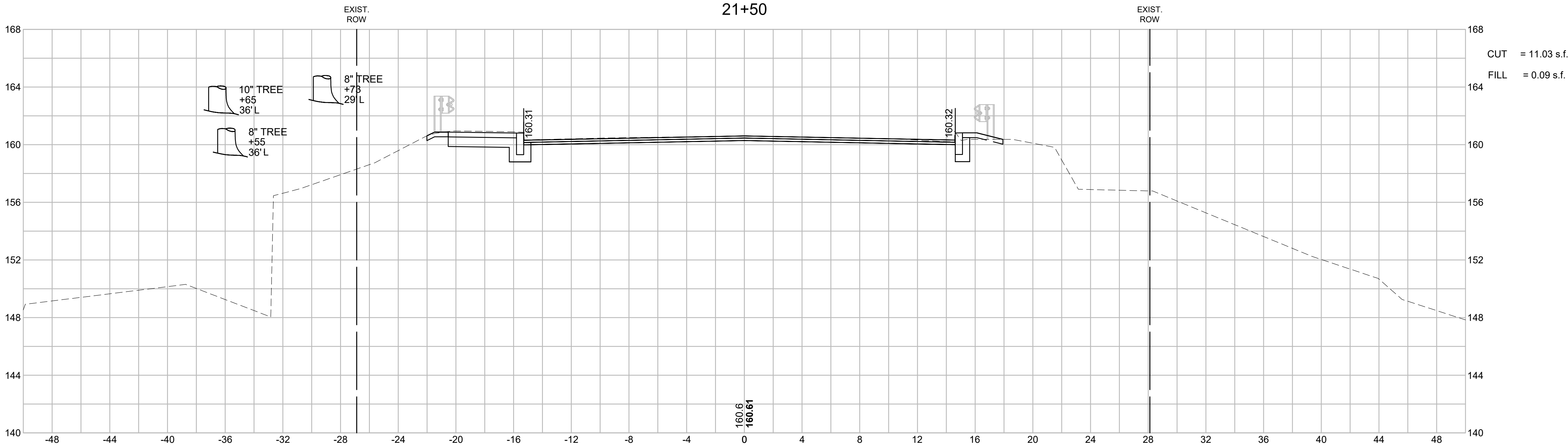
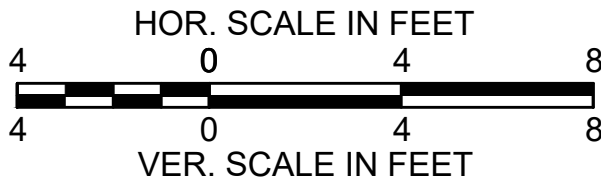
CROSS SECTIONS  
ROUTE 20 (BOSTON POST ROAD)



SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	49	51
PROJECT FILE NO.		607249	

CROSS SECTIONS  
LANDHAM ROAD

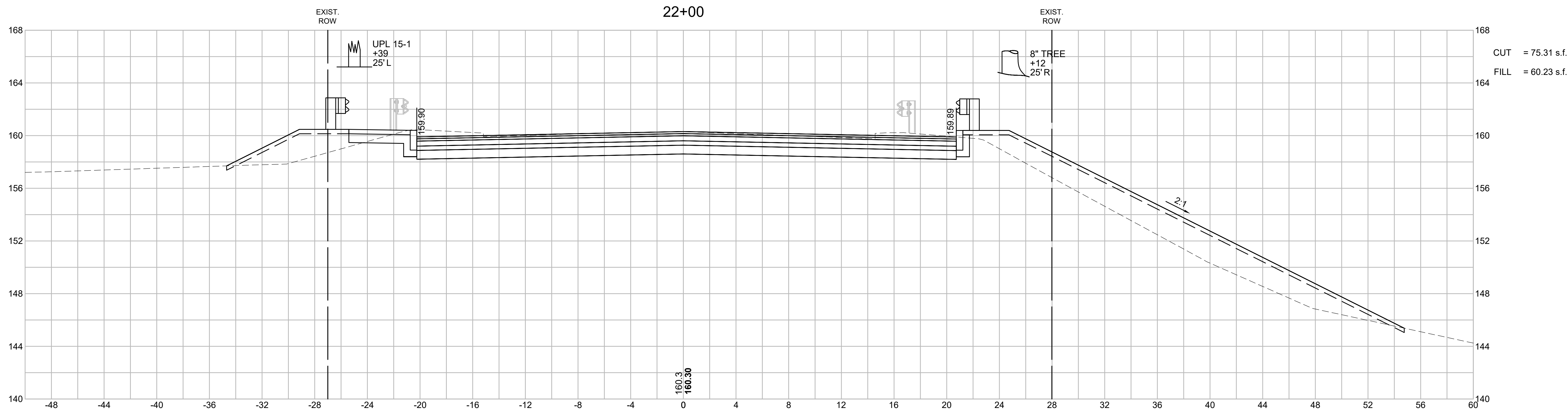
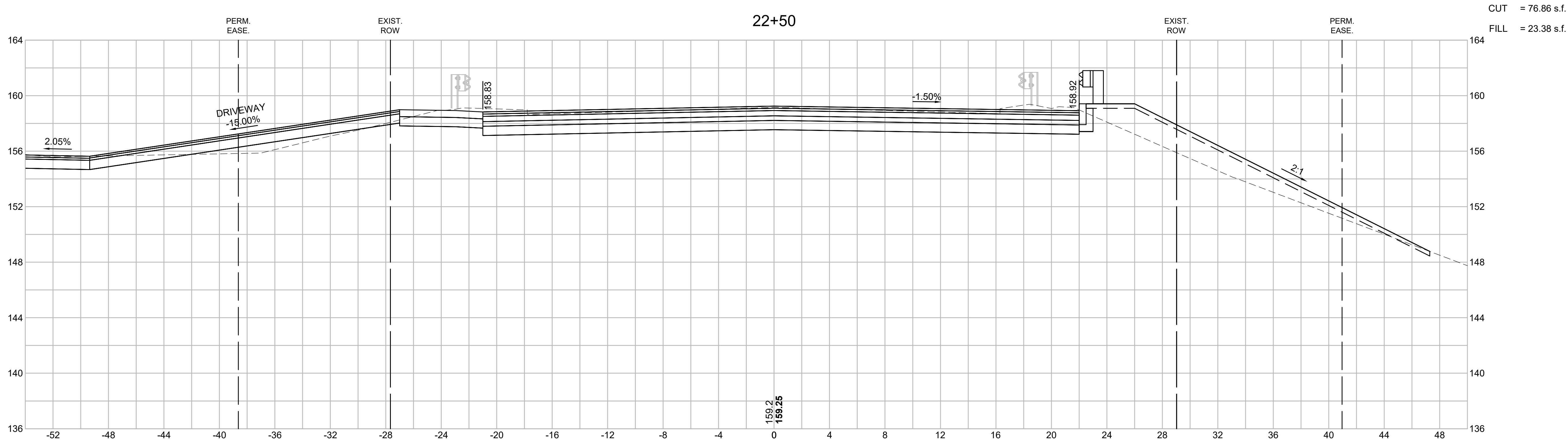
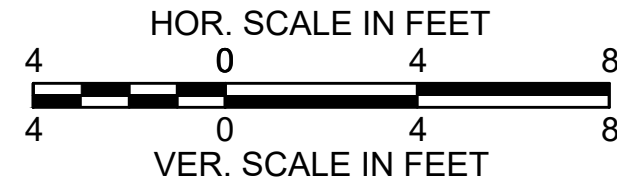




SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

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MA	-	50	51
PROJECT FILE NO.		607249	

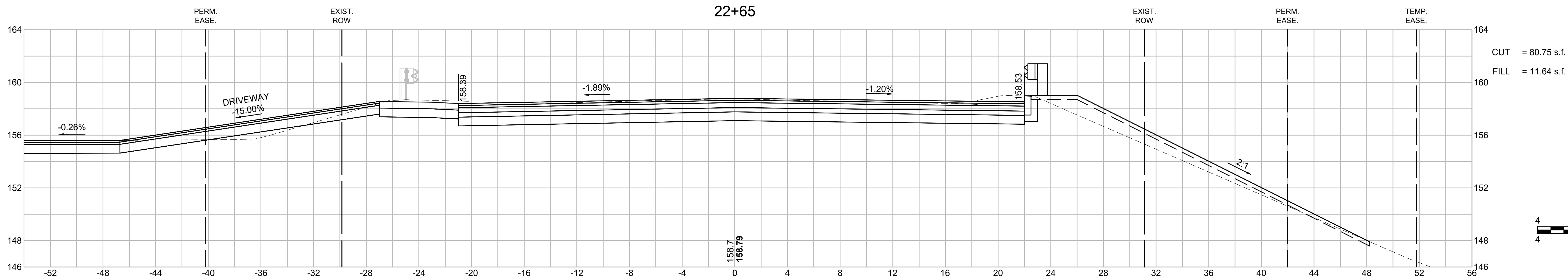
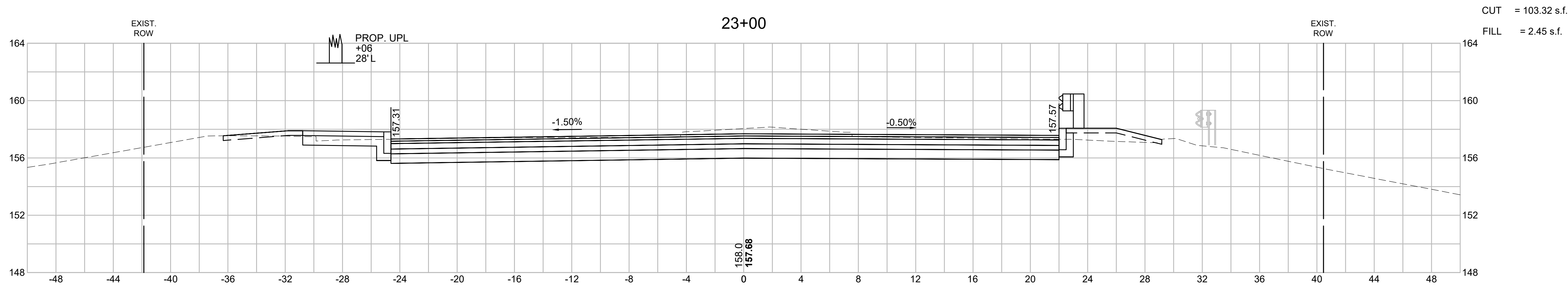
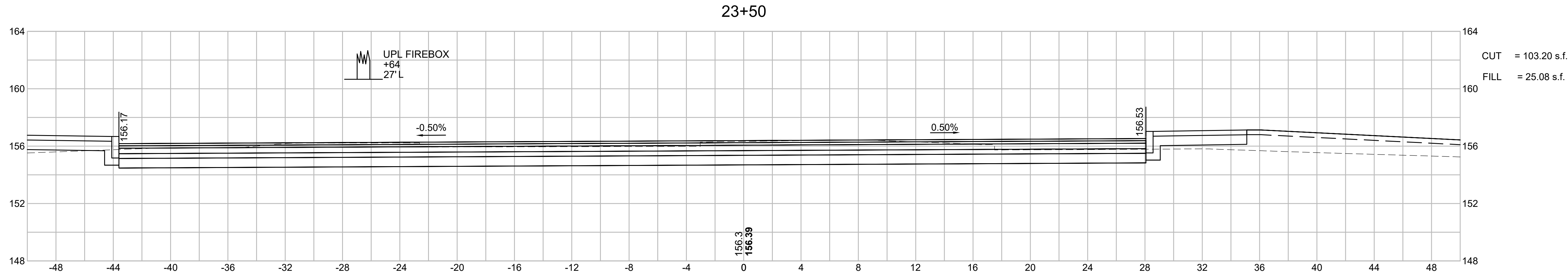
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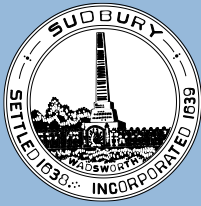
SUDBURY  
ROUTE 20 (BOSTON POST ROAD)  
AT LANDHAM ROAD

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	-	51	51
PROJECT FILE NO.		607249	

CROSS SECTIONS  
LANDHAM ROAD







## SUDBURY BOARD OF SELECTMEN

Tuesday, November 28, 2017

7

### TIMED ITEM

#### **7: Close joint meeting with Planning Board**

##### REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to close joint meeting with Planning Board, and resume Board of Selectmen meeting.

Recommendations/Suggested Motion/Vote: Vote to close joint meeting with Planning Board, and resume Board of Selectmen meeting.

Background Information:

Financial impact expected:

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting: Meagan Donoghue, Director of Planning & Community Development

Review:

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

11/28/2017 7:30 PM



## MISCELLANEOUS (UNTIMED)

### 8: Melone Update

#### REQUESTOR SECTION

Date of request:

Requested by: Leila S. Frank

Formal Title: Presentation of Envision Melone report from Meagen Donoghue, Planning & Community Development Director, and review draft RFP.

Recommendations/Suggested Motion/Vote: Presentation of Envision Melone report from Meagen Donoghue, Planning & Community Development Director, and review draft RFP.

Background Information:

The final report can be found on the Town's webpage:

[<https://sudbury.ma.us/pcd/2017/11/20/envision-melone-final-report/>](https://sudbury.ma.us/pcd/2017/11/20/envision-melone-final-report/)

Draft RFP attached.

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting: Meagen Donoghue, Planning & Community Development Director

Review:

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

11/28/2017 7:30 PM



Draft RFP for discussion purposes only. Town Counsel would review any final draft.

### Introduction and Statement of Public Purpose

The Town of Sudbury, Massachusetts (the “Town”), acting through its Board of Selectman is issuing for sale and development a parcel of Town- owned property, consisting of ~~46.6XX~~ acres of property off North Road (Route 117) (hereafter referred to as the “Property”). The Town of Sudbury conducted a public charrette and an online public survey to identify potential uses for this property. The top opportunities identified by the public charrette and town online survey are: Housing, Recreation, Mixed-Use, Commercial and Solar. Other uses identified by the public charrette and town survey include: Agriculture, Dog Park, Arts/Cultural Center, Business incubator, parking for rail trail, municipal energy plant (solar farm), amphitheater and ice rink. The Property was the site of the Town’s gravel pit and is directly adjacent to a parcel of land owned by the Sudbury Water District. See attachment 1 for the “RFP Plan of Land.” This conveyance is subject to Massachusetts General Law Chapter 30B Section 16. This conveyance will require an affirmative vote at a future Town Meeting. The Town reserves the right to waive minor informalities, reject any and all proposals, award the sale to a developer who does not offer the highest purchase price, or to cancel this procurement at any time if the Town determines it is in the best interests of the Town to do so.

### Community Profile and Demographics

The Town of Sudbury, incorporated in 1639, ~~h~~was a population of 18,274 and is 24.7 square miles. Sudbury is a mostly residential community with an agricultural background. High way access to the Town is provided by Route 2. The Town’s unique historic character, proximity to Boston and excellent schools have attracted many families and commuters.

### Property Description

The Melone property, an approximately 46.6 acre parcel off North Road (Rt. 117), which was the site of the town’s gravel pit, and is directly adjacent to a parcel of land owned by the Sudbury Water district, on which is located a cellular communications tower and antennae. Of the site’s total acreage, approximately 16.4 acres (35%) is located in the Town of Concord. The site does have some wetlands, the bulk of which are located in the Town of Concord. The site is irregular in shape, with two of its boundaries following the centerline of unnamed brooks. Nearly the entire site has been disturbed by gravel and sand mining operations conducted by the Town. The topography of the site is typical of a working pit, with a broad flat area in the center and areas of steep slopes are the perimeter of the site where grades must meet existing grades of the abutter’s properties.

The property is of a somewhat odd shape and a private residential property extends into the site. The property is within a Zone II of Sudbury and Concord Town wells. The site is currently zoned Research District. More information on the zoning can be found here: <https://s3-us-west-2.amazonaws.com/cdn.sudbury.ma.us/wp-content/uploads/sites/270/2017/08/2017-Zoning-Bylaw.pdf?version=376f3f3d1a5ede0767cbdd9f881f0929>

The property has access to public water through the Water District. Electrical through Eversource. Natural gas through National Grid. The Town does not have sewer.

The surrounding area ~~Property~~ has some history of contamination. More information on site conditions can be found: <https://sudbury.ma.us/pcd/melonetechnical-memorandum-2016/>

The property is being sold as is.

### Restrictions on Future Use

~~The Town of Sudbury anticipates that appropriate zoning for potential development is currently in place. Projects that involve a zoning change will only be considered if the project has a clear and demonstrative benefit to the town as determined by the Board of Selectmen and Zoning Board of Appeals. Zoning permits require a vote by the Zoning Board of Appeals. Zoning changes require a Town Meeting vote.~~

Developers will be required to comply with Town By-Laws, and any conditions imposed by Town boards and committees.

Uses that are consistent with zoning and uses that include or are consistent with recreational aspects will be looked on most favorably.

### Public Input

Significant public input has been sought regarding the future use of the site. Most recently, the Town held a visioning charrette for the site. The results of the charrette should be read prior to submitting a bid for the project. The results can be found here: <https://sudbury.ma.us/pcd/2017/11/20/envision-melone-final-report/envision-melone-final-report-2017/>

The charrette utilized a popular planning exercise where opportunities and challenges are identified. The top opportunities found at the public charrette and the town online survey included mixed use, housing, recreation, commercial and solar.

### Public Infrastructure or Public Use improvements

More consideration will be given to a developer that presents a project containing the following:

Playing fields that will be open to the public or gifted to the municipality

### Proposal Contents

The proposal shall include the following:

1. Narrative Description and Overview of Proposed Development

Proposer shall submit a detailed description of the proposed project; its specific components and uses; any proposed joint ventures and the benefits that the Town of Sudbury will receive directly or indirectly, and when they will be realized. An overview of the proposed development shall include elements of the project including uses, tenants, square footage of uses, number of units if housing and other basic data. Proposal shall include a timeline for project.

2. Proposed site layout and sketches
3. Development Impact Analysis

Proposer shall include a brief assessment of the negative/positive impacts that the proposal will have and descriptions of the potential mitigation measures. Impact analysis should include preliminary information on water resources, natural resources, and municipal infrastructure.

4. Financial benefit analysis
5. Purchase Price
6. Permitting Strategy
7. Proposed Project Team
8. Project Schedule
9. Financing

#### Site Visit

A mandatory site visit will occur on XXXX.

#### ~~Evaluation Process~~Comparative Evaluation Criteria

~~This is complicated and I will lay this out later with Town Counsel.~~Contract shall be awarded to the most advantageous proposal from a responsive and responsible proposer, taking into consideration price and all other evaluation criteria set forth in this solicitation.

Each proposal meeting the minimum Evaluation criteria shall be further evaluated and rated according to the Comparative Evaluation Criteria in order to determine the relative merits of each proposal. This review will cover the objectives listed below. Within each category, the degree to which the proposal satisfies the objective shall be reviewed by the review committee and rated on a system of Highly Advantageous, Advantageous and Not Advantageous

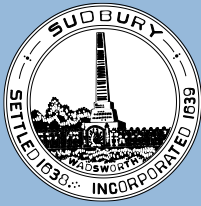
1. Site Re-Use
2. Property Development Experience
3. Financial Capability
4. Experience of Respondents
5. Development plan

NEED TO INSERT:

BOILER PLATE

PRICE FORM (Price shall be submitted separately)





## SUDBURY BOARD OF SELECTMEN

Tuesday, November 28, 2017

9

### MISCELLANEOUS (UNTIMED)

#### 9: Coolidge

##### REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion on Coolidge

Recommendations/Suggested Motion/Vote: Discussion on Coolidge

##### Background Information:

Sudbury Housing Trust vote of November 7, 2017 promising up to \$150,00 additional funding for the Coolidge, means that the BOS don't need to request it from the CPC. Need to inform CPC that we are officially withdrawing the request.

Financial impact expected:

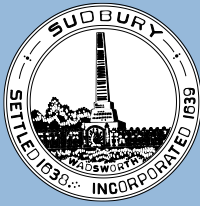
Approximate agenda time requested:

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

11/28/2017 7:30 PM



## SUDBURY BOARD OF SELECTMEN

Tuesday, November 28, 2017

**TIMED ITEM****10: Discussion with FinCom chair on budgeting process**REQUESTOR SECTION

Date of request:

Requestor: Bryan Semple, Finance Committee Chair

Formal Title: Discussion with Finance Committee chair, Bryan Semple, regarding budgeting process.

Recommendations/Suggested Motion/Vote: Discussion with Finance Committee chair, Bryan Semple, regarding budgeting process.

## Background Information:

From Bryan Semple, Finance Committee Chairman email 11/16/17:

*As we get closer to the start of budgeting, it could make sense to have a discussion at your next meeting on how the Finance Committee is approaching the budgeting process this year. This would help us, the finance committee, not run astray but also help get everyone aligned on what we are trying to accomplish.*

*My remarks will be brief, mainly covering the intention behind the budget guidance letter. Without questions, my remarks will be less than five minutes. I am assuming there will be discussion after my remarks both between board members and with me - so perhaps 15 - 25 minutes total.*

Financial impact expected:

Approximate agenda time requested: 20 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

11/28/2017 7:30 PM

## Town of Sudbury Finance Committee

November 20, 2017

To: Board of Selectmen of the Town of Sudbury  
Christine Hogan, Chair of the Sudbury Public School Committee  
Kevin Matthews, Chair of the Lincoln Sudbury Regional School District Committee  
Bella Wong, Superintendent of Lincoln-Sudbury Regional High School  
Melissa Murphy-Rodrigues, Town Manager for the Town of Sudbury  
Dr. Anne Wilson, Superintendent of the Sudbury Public Schools

RE: Fiscal Year 2019 Budget Process and Guidelines

Dear Town and School Officials and Administrators:

A key goal for the Finance Committee is to be able to explain the key budget drivers to our fellow residents at town meeting. We want to enable residents to be able to make informed decisions on the budget with this information. To that end, we are first focusing during the upcoming budget sessions at understanding these drivers.

Over the past few years, we have made significant progress toward this goal with the use of the Budget Reconciliation Sheet (exhibit 2 and attached). The reconciliation sheet provides a format for our committee to understand:

- what is changing in your budget year over year
- what has to change to support current programs
- additional changes to the budget
- mandated state and other programs

With this format, we can easily understand the budgets for the three cost centers and explain the changes to the town.

This year, as we discussed in the Spring, we wanted to extend the reconciliation sheet to a three year plan. The goal of these sheets was to provide Fincom with a working model for about 80% of the expenses each cost center incurs. By extending the reconciliation to three years, we hope to:

- avoid budget surprises in future years
- be able to explain to voters the impact of additional programming added to a budget over multiple years



- get the future commitment, at least in principle, for new programming

Understanding the cost drivers is the first step in setting this year's budget guidelines. Once we get the three year forecasted costs from each group, we can start to balance these needs against the revenue projections for the town and start to hone in on a non-override budget recommendation. In addition, this preparation work will also enable us to understand the drivers for potential override budgets.

In addition to the reconciliation sheets (Exhibit 2), please submit the additional information requested in Exhibit I. For OPEB Normal Costs, the Finance Committee will be making a recommendation by the middle of December whether to use the most recent Normal Cost information from July, 2015 or, continue to fund OPEB at the July 2013 levels.

As you work your way through the budget process, here are important dates to keep in mind:

Date	Item	Agenda/Action
Monday, December 11	FINCOM Meeting	Exhibit 1 Review - Please send a representative. We will post a schedule of presentation times to minimize the time waiting. In addition, you are welcome to call in if that is more convenient. At this meeting, we will also start looking at FY19 revenue estimates.
Sunday, December 31	Deadline	Budgets are due to the Finance Director and Budget Reconciliation Sheets (Exhibit 2) are due to the Finance Committee Chair. In addition, the FINCOM Multiyear Data Comparison Sheets are also due.
Thursday, January 18	FINCOM Meeting	Town Budget presentation and deliberations (proposed)
Monday, January 22	FINCOM Meeting	LSRHS Budget presentation and deliberations (proposed)
Thursday, January 25	FINCOM Meeting	SPS Budget presentation and deliberations (proposed)
Monday, February 5	FINCOM Meeting	Budget deliberations
Monday, February 12	FINCOM Meeting	Finance Committee Vote

Monday, February 26	FINCOM/ BOS Joint Meeting	Joint Meeting with Board of Selectmen to Present Budget Recommendations
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Please let us know if you have any questions or concerns.

Respectfully,

Members of the Sudbury Finance Committee

Cc: Moderator, Town of Sudbury  
Finance Committee Chair, Town of Lincoln

# **EXHIBIT 1**

Exhibit I: Questions and information to discuss prior to the formal budget submission

- 1) Update on FY18 budget pressures and anticipated FY19 pressures to include:
    - details of new costs, reductions, and events, which were not anticipated and are impacting the FY18 budget and their potential to impact the FY19 budget,
    - the status and projected full year cost, including benefits, of all new positions hired within the budget, with specifics as to positions,
    - new positions hired but not included in the budget, and
    - the total number of actual and budgeted FTE's by position.
  
  - 2) Update on any new initiatives in FY18 and information about any new initiatives contemplated for FY19:
    - Amount saved/projected to be saved through cost savings/revenue enhancement programs or initiatives.
    - Updated projected costs in FY18 and projected costs and revenue source for those contemplated for FY19 for initiatives that need additional funding.
  
  - 3) Details on use of grants in excess of \$50,000 received for FY18, as well as grantor, amount, likelihood of continuation, and change from previous fiscal year.
  
  - 4) An update to the compensation information on employees paid over \$100,000 contained in Appendix IV of the May 2016 Warrant to include FY17 data.
  
  - 5) A 3-year forecast of service/program needs and potential cost/savings. For example, in FY19 or FY20 we may modify the start and end times of the school day. This change will have no impact on the budget or this change may lead to additional busing costs.
  
  - 6) For OPEB, the July 1, 2015 OPEB Normal Costs are available. What changes are included in your budget? What are your plans to meet the full obligation?
- For SPS and LSRHS:
- 7) Actual student enrollment statistics vs. budget.
  
  - 8) Actual OOD tuition costs vs budgeted.
  
  - 9) Actual number of OOD students vs budgeted.
  
  - 10) The FY14, FY15, and FY16 actual circuit breaker amounts received and the amount carried over into the following year. (This information will be added to the FinCom Multi Year Data Comparison spreadsheet going forward.)



## EXHIBIT 2

Attached spreadsheet.

FY18 Budget Reconciliation	Town of Sudbury			
	FY19	FY 20	FY 21	NOTES
FY18 Operating Budget	\$0			
Salary and Benefits Changes				
COLA	\$0			
Steps & lanes	\$0			
Benefits	\$0			
Pension Assessment	\$0			
OPEB Normal cost (year)	\$0			
Full Year Impact on Prior Year Hires	\$0			
OOD Tuition & Transportation inc/(dec)				
Known (based on FY18 information)	\$0			
Estimated (based on historical info)	\$0			
Total OOD cost inc/dec	\$0			
Circuit breaker inc/dec	\$0			
Other				
Reg Ed Transportation inc/dec	\$0			
New Additions - Mandated				
Mandated FTEs (i.e., for increased SPED students, MS-4)	\$0			
Mandated Program changes (Non FTEs - break out by program if more than one)	\$0			
New Additions - Critical Needs				
critical need 1	\$0			
critical need 2	\$0			
critical need 3	\$0			
Reductions				
FTE reductions	\$0			
Program reduction(s)	\$0			
(Break out by program if more than 1)				
Other (utilities, supplies, misc.) - should be no more than	\$0			

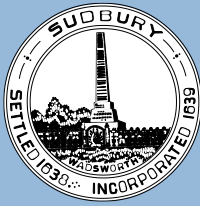
If more than 10% of total change, break out largest items individually

FY18 Proposed Budget (including OOD offsets)  
Other Offsets  
TOTAL Net Operating Budget  
TOTAL Net Operating Increase

	\$0	Operating Budget Without Debt
	\$0	No other offsets
	\$0	
	\$0	

\* Calculated for existing staff





## SUDBURY BOARD OF SELECTMEN

Tuesday, November 28, 2017

**MISCELLANEOUS (UNTIMED)****11: SFPCCF mission statement - addition of CPC**REQUESTOR SECTION

Date of request:

Requestor: Selectman Pat Brown

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:

During their November 15, 2017 meeting, the CPC voted not to have members appointed to the CIAC or the Strategic Financial Planning Committee for Capital Funding. Attached is a copy of the current SFPCCF mission statement. Also attached is a copy of the Nov. 15 CPC minutes.

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

11/28/2017 7:30 PM

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Present: Chairman Sherrill Cline, Lynne Remington, Pat Brown, Eric Poch (arrived at 8:01), Diana Warren, Thomas Friedlander, Scott Smigler and Director of Planning and Community Development Meagen Donoghue

Absent: Bob Beagan

At 7:34 p.m., Chairman Cline called the meeting to order.

### **Review of CPC Finances**

At 7:34 p.m., Chairman Cline opened a discussion regarding FY19 CPA finances. The Board was previously in receipt of copies of handouts entitled “FY19 CPC Financials dated November 14, 2017,” “Estimated CPA Bonding Capacity dated November 14, 2017,” a Massachusetts Municipal Association (MMA) article “DLS estimates record-low 15% State match for CPA in FY18” and an “Open Letter from Chief Executives of CPA Communities to Conference Committee Supporting an Increased State Match for CPA communities in the FY18 State Budget dated June 28, 2017.” In addition, copies of a large spreadsheet entitled “Town of Sudbury- Community Preservation Act Projects FY18 Expense Tracking (Thru 08/31/17)” were distributed tonight.

Chairman Cline stated Finance Director Dennis Keohane estimated the State CPA match at 11%, but a communication received today from the Community Preservation Coalition Executive Director Stuart Saginor indicates it could be as high as 17.5%. She stated this new information would be shared with Mr. Keohane.

Mr. Friedlander asked what the \$10,000 for interest noted on the financials was from. Chairman Cline stated she assumes it is the interest received on the CPA reserves. Mr. Friedlander and Chairman Cline stated \$10,000 seems low, and Chairman Cline requested for this figure to be reviewed with Mr. Keohane.

Chairman Cline stated Mr. Keohane estimated FY19 Administrative Funds at the allowed maximum of 5% for a total of \$100,400. However, she noted, historically, the Committee has not allocated the full 5%, and last year, only \$57,500 was allocated. She stated the amount remaining for this year should be reviewed with Mr. Keohane.

Chairman Cline reviewed the financial figures estimated for the FY19 local surcharge, the FY19 debt service, the required reserve amounts for housing and historic preservation and the amount reserved for prior year appropriations. She stated the revenue remaining for new projects is estimated to be \$729,265, noting this number might increase a bit due to new information.

Chairman Cline referenced the large spreadsheet distributed tonight, noting she has sent an email to the Historic Commission asking for updated information regarding project completion and possible funds remaining which could be returned to the CPA account. She highlighted any historic category funds which are returned must be returned to historic reserves, as funds which revert are returned to the categories from which they were appropriated.

Mr. Smigler asked about a few other remaining unspent balances which are not historic. Chairman Cline stated the projects will be reviewed and updated, but the funds returned would revert to the reserve accounts and they would not be added to this year's revenue.

In response to a few questions from the Board regarding differences in the figures reported on different spreadsheets, Chairman Cline noted one set of figures was reported as of June 30, 2017, and another set was reported as of August 31, 2017 (which would include appropriations from the May 2017 Town Meeting).

The Committee spent a brief time discussing some of the previously approved CPA projects and the money which might be remaining from completed projects. Ms. Warren asked what the CSX project was from the 2008 Annual Town Meeting, and Ms. Brown provided a brief description. Chairman Cline stated Environmental Planner Beth Suedmeyer told her the potential purchase of the CSX rail corridor is still pending. Ms. Brown stated she had heard CPA funds could not be used for this purpose. Chairman Cline stated she asked Ms. Suedmeyer to submit a clarifying memo regarding the status of this project.

In response to a question from Mr. Smigler regarding bonding capacity, Chairman Cline explained the required 10% for housing and historic categories reported as \$180,000 on one report was based only on the estimated local surcharge, whereas another report lists the 10% as \$200,800, which is based on the estimated total revenue. She also stated this should be reviewed with Mr. Keohane.

### **Preliminary Review of FY19 Project Submission Forms Received and Public Hearing Schedule**

At 7:55 p.m., Chairman Cline opened a discussion regarding the Project Submission Forms received for this year. The Board was previously in electronic receipt of the proposals, and hard copies of the funding requests and a "CPC FY19 Project Submission List" chart were distributed tonight. The Committee conducted a preliminary review of each project as follows:

**PROJECT SUBMISSION FORM – POND HARVESTING – HOP BROOK PONDS**  
 Present: Hop Brook Protection Association Members Frank Lyons, Ursula Lyons and Susan Collins



This form was submitted by Ursula Lyons, Vice President of the Hop Brook Protection Association, requesting \$45,000 (\$15,000 each year for 2019, 2020 and 2021) for a multi-year project to remove water chestnuts from the Hop Brook Ponds (Grist Mill, Carding Mill, and Stearns Mill Ponds).

Hop Brook Protection Association Member Frank Lyons noted when all of the appropriated project funds are not used for harvesting, the money has previously been returned to the CPA account, and when more money has been needed than what was appropriated, the Association has covered the variance.

Chairman Cline asked about project completion status for previous CPA appropriations for this type of activity and whether there are any remaining funds which can be returned. Hop Brook Protection Association Member Susan Collins stated FY17 project bills will soon be submitted, and thus remaining unused funds cannot be determined at this time.

In response to a few questions from the Committee, Ms. Collins stated this year's request is the same as what was requested in 2015, to work on three ponds each year, for three years, at a cost of \$15,000 per year.

Chairman Cline requested for the proponents to submit a complete project application with supporting documentation. The proponents stated they would work with Ms. Donoghue to access the appropriate forms and previous application submitted.

PROJECT SUBMISSION FORM – PLAYGROUND MODERNIZATION FOR SUDBURY PUBLIC SCHOOLS (SPS) – Submitted by Combined Facilities Director Jim Kelly for SPS, requesting \$1,070,482 for a multi-year project to bring the SPS playgrounds into compliance with federal and state regulations.

Chairman Cline stated this project was presented to the Committee for consideration at the October 2017 Special Town Meeting (STM), and she asked if the Committee needs any more information before the upcoming Public Hearings which will be held in December.

Mr. Friedlander stated he would like to know what other funding sources are available because it is listed as "TBD" on the Submission Form.

Ms. Brown stated the October STM appropriated \$275,000 for the first year of this multi-year playground project.

Mr. Smigler stated the proponents may have a status update on the vendor they have chosen for the first-year's work and what grants they have applied for.

Ms. Remington stated the Committee previously made it clear to the proponents that the whole amount could not be funded with CPA funds.

Chairman Cline stated the proponents should be prepared to update the Committee on the project's progress.

PROJECT SUBMISSION FORM – SMILE PLAYGROUND SURFACE

IMPROVEMENTS – Submitted by Department of Public Works (DPW) Director Daniel Nason, requesting \$250,000 to remove the existing surface and replace it with a poured-in-place surface. Copies of a complete Project Submission Form from Mr. Nason were distributed tonight.

Mr. Friedlander noted “Other Funding Sources” is blank on the Submission Form.

Ms. Remington stated all projects submitted are worthwhile, but there are not sufficient CPA monies to fund all requests.

Chairman Cline questioned whether the SMILE Playground could work with the Town/Schools to achieve economies regarding Pour-in-Place materials to lower costs.

Mr. Smigler noted the work estimates provided do not equal \$250,000, and he stated submission of an itemization of costs would be helpful.

PROJECT SUBMISSION FORM – WAYSIDE INN – REMOVAL OF INVASIVE PLANT SPECIES - Submitted by the Wayside Inn, requesting \$12,500 for removal of invasive plant species.

Mr. Friedlander stated the project has been submitted as eligible as an open space and as a recreation project. He suggested the project might fit better in the historic category. Chairman Cline concurred, stating she is not sure it meets open space or recreation criteria, and this should be reviewed.

Ms. Brown referred to the map and photos provided, stating she is not sure where the project work would be located on the property.

Ms. Warren stated the invasive weeds are changing the aesthetics of this historic landscape, including the rock walls, which are considered to be historic.

Ms. Brown questioned how long the plants would remain gone once they are removed and whether the requested \$12,500 would include replantings. She also asked if this would become a recurring request similar to the Hop Brook Protection Association's submissions. Some Committee members stated there may not be the intent to replant these areas in order to facilitate future maintenance and clearing.

Mr. Poch stated the map suggests to him that the work areas are on the border edges, and he would want to know why these areas are important.

Ms. Warren emphasized the field vista view is being blocked by the invasive weeds. The Committee requested for the proponents to provide better photographs and a better explanation of the scope of the project. The Committee also stated it has concerns regarding the eligibility categories as submitted, and it encouraged the proponents to reach out to the Historical Commission.

**PROJECT SUBMISSION FORM – LIBERTY LEDGE CONSERVATION**

**RESTRICTION** - Submitted by Mark Taylor for Camp Sewataro/Liberty Ledge LLC – Funds Requested = To Be Determined – for the preservation of the land used by Camp Sewataro by purchasing a Conservation Restriction for approximately 46+/- acres.

In response to a question from the Board, Ms. Donoghue stated she does not have any information regarding the status of this project, but she believes the Town is working on paperwork related to the Broad Acres Farm request.

Ms. Brown stated it is unlikely the Committee would have a substantial amount of information available in time for the Public Hearings.

Chairman Cline stated there is no total project cost submitted, and it is listed as “To Be Determined.” She stated there is nothing for the Committee to deliberate without a project price, an appraisal and a purchase offer. Chairman Cline stated the Town would be purchasing a Conservation Restriction, and thus she assumes the Selectman/Town would need to provide the Committee with the relevant information. Until then, she stated the project request seems to be more of a placeholder.

**PROJECT SUBMISSION FORM – FUNDING FOR THE 2018 OPEN SPACE AND RECREATION PLAN UPDATE**- submitted by Environmental Planner Beth Suedmeyer, requesting \$15,000 to fund the 2018 Open Space and Recreation Plan update.

Mr. Friedlander stated the Committee would want to know the total project cost, which is listed as “TBD” on the Submission Form.

Ms. Brown stated a related survey was completed in 2015 regarding open space and she asked if that information would be incorporated or if a new survey would be completed. The Committee requested for Ms. Donoghue to follow-up on this.

Mr. Friedlander suggested the project might be better suited as an Administrative Funds’ request. Chairman Cline stated she is inclined to agree.

Chairman Cline asked how the 2009 Open Space Plan was funded.

Ms. Remington stated many volunteers worked on the 2009 Plan. In response to Mr. Smigler, Ms. Remington stated the 2009 Plan was completed very well. She emphasized



the State clearly delineates what is to be included in the Plan, and that each time a Plan is done, it improves due to advances in technology and information available.

Mr. Smigler asked whether work on the Open Space Plan should be coordinated with the Master Plan update or be completed after the Master Plan update. Mr. Friedlander stated the Master Plan is not within the Committee's purview. Ms. Donoghue stated the Open Space Plan needs to be included in the Master Plan.

Ms. Brown asked about the timing for this project, noting CPA funds would not be available until July 1, 2018. It was noted this should be shared with the proponent, who may want to access funds sooner through an Administrative Funds' request.

PROJECT SUBMISSION FORM – LAND CONSERVATION FUND/POTENTIAL ACQUISITION OF BROAD ACRE FARM - submitted by Environmental Planner Beth Suedmeyer, requesting To Be Determined, for a conservation fund which the Town can use for time-sensitive open space acquisition projects.

Chairman Cline stated she does not understand the reasoning for this request to initiate a Land Conservation Fund which the Town already voted to eliminate. She noted the CPC has been considered to be a more responsive forum for addressing the needs presented. Chairman Cline also stated there were concerns expressed previously regarding the difficulty of depositing money into a Conservation Fund and accessing them when needed. Ms. Remington concurred, stating she recalls there were issues with getting funds out of a Conservation Fund.

Ms. Brown stated a consideration for the project request is potential Chapter 61A offers of first refusal, when the timing for a response is short and the Town cannot wait for funds until the following July 1<sup>st</sup>. Chairman Cline stated the CPA reserves could possibly be accessed in this situation and a Special Town Meeting could be called. It was noted this was done for Johnson Farm.

Chairman Cline stated she would need to understand the rationale for going back to a concept which was previously rejected by the Town. She also stated it is difficult for the Committee to deliberate without a project price, an appraisal, a requested amount, and an explanation of where the Broad Acre Farm project stands.

Ms. Brown stated she would want to understand how money goes into and out of a Conservation Fund.

PROJECT SUBMISSION FORM – COOLIDGE AT SUDBURY PHASE 2 - Submitted by Town Manager Melissa Murphy-Rodrigues on behalf of the Board of Selectmen, requesting \$150,000 to fulfill a State required local contribution to the Phase 2 project at The Coolidge. The total local contribution is \$250,000, of which the Sudbury Housing Trust (SHT) has committed \$100,000.

Chairman Cline asked why the CPC is being asked for \$150,000 when the project already has \$100,000 from the SHT committed as a local contribution.

Ms. Brown stated the Selectmen submitted this request because it did not know if the SHT would extend its commitment beyond \$100,000.

Chairman Cline referenced the SHT revised project request as of November 7, 2017 for its 10% housing allocation for \$200,000, noting the SHT states it would fund the needed \$150,000 from its allocation if it is not awarded CPA funds or WestMetro HOME Consortium funds for the Coolidge Phase 2. She asked Ms. Brown to ask the Selectmen whether they plan to withdraw their CPA request based on the revised SHT Project Submission Form. Ms. Brown stated the Board of Selectmen's next Meeting is November 28, 2017.

PROJECT SUBMISSION FORM – HOUSING ALLOCATION TO THE SUDBURY HOUSING TRUST – submitted by the Sudbury Housing Trust (SHT), requesting approximately \$200,000, which is the mandated 10% housing allocation to the SHT to continue programs, particularly the Home Preservation Program.

Mr. Smigler asked if there is an update on what the SHT has spent on the Maynard Road project. Ms. Donoghue stated she could provide him with some information at another time.

PROJECT SUBMISSION FORM – REGIONAL HOUSING SERVICES OFFICE (RHISO) – FY19 MEMBERSHIP FEE- Submitted by Town Manager Melissa Murphy-Rodrigues, requesting \$30,000 for the Town's portion of the FY19 RHISO membership fee.

There were no questions or comments from the Committee at this time.

**Strategic Financial Planning Committee for Capital Funding – Discussion Regarding Representation**

At 8:44 p.m., Chairman Cline opened a discussion regarding the Selectmen's question regarding whether the CPC wishes to have two representatives serve on the Strategic Financial Planning Committee for Capital Funding.

Ms. Brown stated she is a member of the Strategic Financial Planning Committee for Capital Funding, which discusses all financial sources for capital funding, and this question was recently raised. She further stated she explained to that Committee that the CPC does not see itself as a capital-funding committee. However, Ms. Brown stated some people have made the assumption that there are CPC funds which could be used for capital purposes.

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Chairman Cline asked if Ms. Brown could define what is meant by capital, and Ms. Brown stated she could not easily, but, recreational projects have mostly been mentioned. She also stated this question arose from the October 2017 Special Town Meeting article for playgrounds.

Mr. Friedlander asked who is currently represented on the Strategic Financial Planning Committee for Capital Funding, and Ms. Brown listed some of the member composition.

Chairman Cline asked what the mission is of the Strategic Financial Planning Committee for Capital Funding and how long it has been in existence. Ms. Brown stated she believes the Committee has existed for two years, and it discusses how to fund capital projects in a realistic manner so the tax burden for residents is consistent.

Ms. Warren stated she does not believe the CPC members would be able to inform or offer anything to the Strategic Financial Planning Committee for Capital Funding in any meaningful way, without knowing what projects would eventually be submitted for consideration to the CPC.

Mr. Poch stated he does not understand what the purpose of the Strategic Financial Planning Committee for Capital Funding is. He stated there are varying opinions regarding what is a capital project and which projects should be funded with Free Cash. He highlighted the Strategic Financial Planning Committee for Capital Funding already has a lot of members and he believes it would be crazy to add two more to an already large committee. Mr. Poch stated CPA funds are not an open source for capital projects.

Ms. Remington stated during discussions with the Playground proponents, it appeared as if some view CPA funds as the Town's cash cow. Ms. Brown stated the Capital Improvement Advisory Committee (CIAC) had suggested projects come to the CPC for funding, if a project is CPA-eligible.

Chairman Cline stated the CPC seems inclined to say no thank you to the Selectmen's question regarding representation.

Mr. Poch stated something seems very inappropriate to him about having two members from the CPC opining about other Town purchases on another committee. He thinks this could present potential ethical conflicts, and he suggested asking Town Counsel whether it is possible for the Strategic Financial Planning Committee for Capital Funding to have representation from CPC members. Mr. Poch stated the Town needs to better define its sources for funding for Town projects, but he does not believe CPC representation on the Strategic Financial Planning Committee for Capital Funding is helpful in this pursuit.



Chairman Cline stated she does not see how CPC members could serve any useful function on the Strategic Financial Planning Committee for Capital Funding because the CPC does not deal with capital funding and it does not fit with the CPC's mission.

Ms. Warren stated there is no guarantee that an application for a funding request to the CPC will always be granted.

On motion duly made and seconded, it was unanimously:

VOTED: To decline the Board of Selectmen's invitation to send Community Preservation Committee representation to the Strategic Financial Planning Committee for Capital Funding.

### **CPA-Approved Projects – Requesting Annual Reports – Discussion**

At 9:02 p.m., Chairman Cline opened a discussion regarding requesting annual reports from CPA-approved projects. The Board was previously in receipt of copies of a draft 3 "CPC Reporting Requirement Policy" and accompanying form dated November 15, 2017.

Chairman Cline summarized the revisions she and Ms. Brown made to the initial draft prepared by the Town Manager, noting the deadline for submission of reports each year to the Planning Office would be October 15<sup>th</sup>.

Ms. Warren referenced the draft language, stating she believes it is important to recognize that the project proponent and recipient of project funds may not always be the same person/group. She believes the CPC needs to clearly identify the possible scenarios for CPA funding to determine who will be responsible for tracking the project and submitting the annual report. Ms. Warren also stated she would like to share the draft with the Historical Commission for discussion. She stated she is inclined to believe that the project reports regarding completion and funds remaining should be generated by the Town's Finance Department. Mr. Friedlander concurred, stating he believes tracking project finances is an accounting/finance function.

Chairman Cline suggested the Project Submission Form should be revised for the future to include space for a project manager to be identified. She stated the major question the CPC wants answered is whether the project is completed or not.

Ms. Brown stated the person identified to track the project would also be the person responsible for submitting the annual project report.

Ms. Warren suggested the word "activities" in bullet point 3. of the CPC Reporting Requirement Policy be deleted and replaced with the word "work."

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It was suggested the draft policy and form should be shared with Combined Facilities Director Jim Kelly and Department of Public Works Director Dan Nason for feedback.

Mr. Smigler suggested, and the Committee concurred, adding a checkbox to the Annual Reporting Form regarding whether the project is completed or not.

Mr. Friedlander suggested asking this year's project proponents who the project manager should be.

Chairman Cline stated she would prepare a revised draft based on tonight's discussion for review at a future meeting.

### **Fall Special Town Meeting – Accepting Applications – Discussion**

At 9:31 p.m., Chairman Cline opened a discussion regarding whether the CPC would henceforth accept applications for the October Special Town Meeting. The Board was previously in receipt of copies of a draft "Community Preservation Committee Policy concerning project applications for Special Town Meetings November 2017" dated November 15, 2017.

Chairman Cline stated she discussed with Town Counsel whether there were any prohibitions from setting a policy to only accept CPA project requests once a year so they could be evaluated all together at one time. She explained Town Counsel understood the reasoning for collecting applications once a year, and she stated there is no prohibition to doing so. Chairman Cline also stated Town Counsel advised leaving some "wiggle room" for the CPC in the policy for an extenuating circumstance.

Ms. Remington stated she believes the draft language should be tighter so as not to entertain application submissions more than once a year. Ms. Warren concurred, stating the current draft reads as an invitation for other requests to be brought forward.

Chairman Cline stated the CPC still has the final say regarding whether a project is deemed as an important request to be considered at a different time of year. She also stated she discussed with Wayland how it handles its Fall Town Meeting. Chairman Cline explained Wayland is given funds to spend each quarter, whereas, in Sudbury, the CPC spends its budget annually. She believes Sudbury's approach is better because it considers projects as part of all of the Town's needs.

Ms. Warren stated Wayland has very large reserves, which have been set aside for years in anticipation of large projects which will eventually arise.

Ms. Remington offered to work on a revised draft 3 for review at a future meeting.

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The Board was previously in receipt of copies of the Community Preservation Committee's October 12, 2017 Meeting Minutes.

Mr. Poch asked for the spelling of his first name to be corrected at the top of Page 1.

Ms. Brown previously provided a revision to the end of the fifth paragraph on Page 6 to read, "...Quirk, and then the person would need to be appointed by the Board of Selectmen."

Chairman Cline stated the first name of Mr. Anderson in the last sentence on Page 9 should be corrected to read as "Colin" and not "Tom."

On motion duly made and seconded, it was

VOTED: To approve the Community Preservation Committee's October 12, 2017 Meeting Minutes as amended.

Ms. Warren and Mr. Smigler abstained from the vote.

#### **CPC Future Meeting Schedule**

Chairman Cline reviewed the proposed CPC Meeting schedule as follows: December 6, 2017 – Public Hearing, December 20, 2017 – Public Hearing, January 3, 2018 – Vote on Applications, and January 17, 2018 – Finalize Warrant Articles. She also reminded members to keep January 31<sup>st</sup> tentatively available, if needed.

It was suggested to schedule the projects requiring appraisal information for the December 20, 2017 Public Hearing. Ms. Donoghue stated she would work with Chairman Cline to assign the projects a Public Hearing Date.

On motion duly made and seconded, it was unanimously:

VOTED: To adjourn the meeting at 9:43 p.m.





**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, November 28, 2017

**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:

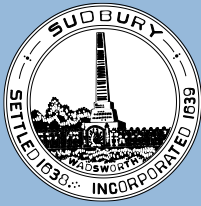
Representative(s) expected to attend meeting:

## Review:

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

11/28/2017 7:30 PM





SUDBURY BOARD OF SELECTMEN  
Tuesday, November 28, 2017

13

**MISCELLANEOUS (UNTIMED)**

**13: Discuss Upcoming Agenda Items**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discuss Upcoming 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

11/28/2017 7:30 PM



SUDBURY BOARD OF SELECTMEN  
Tuesday, November 28, 2017

14

**CONSENT CALENDAR ITEM**

**14: Minutes approval**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to approve the regular session minutes of Nov. 7, 2017.

Recommendations/Suggested Motion/Vote: Vote to approve the regular session minutes of Nov. 7, 2017.

Background Information:  
attached draft

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

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

11/28/2017 7:30 PM



## SUDBURY BOARD OF SELECTMEN

Tuesday, November 28, 2017

**CONSENT CALENDAR ITEM****15: Military proclamation for Sergeant Timothy Bradford Hall**REQUESTOR SECTION

Date of request:

Requestor: Maryanne Bilodeau/Military Support Network

Formal Title: Vote to sign a proclamation for Sergeant Timothy Bradford Hall, acknowledging his safe return home after spending ten months in Afghanistan, and proclaiming Friday, December 1, 2017 as Sergeant Timothy Bradford Hall Day in Sudbury.

Recommendations/Suggested Motion/Vote: Vote to sign a proclamation for Sergeant Timothy Bradford Hall, acknowledging his safe return home after spending ten months in Afghanistan, and proclaiming Friday, December 1, 2017 as Sergeant Timothy Bradford Hall Day in Sudbury.

Background Information:  
see attached proclamation. Please sign 2 originals.

Financial impact expected:

Approximate agenda time requested:

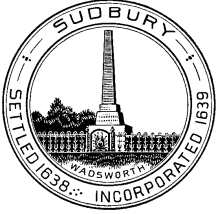
Representative(s) expected to attend meeting:

Review:

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

11/28/2017 7:30 PM





# Town of Sudbury

*Office of Selectmen*

## *Proclamation*

**WHEREAS:** On behalf of the Town of Sudbury, the Board of Selectmen is pleased to acknowledge the safe return of Army Sergeant Timothy Bradford Hall from a 10-month tour of Afghanistan; and

**WHEREAS:** Sergeant Hall is the son of R. Gary Hall of Sudbury and Meggan (Campbell) Hall of Bridgewater, MA, and step-son of Susan Carboni of Sudbury; and

**WHEREAS:** Sergeant Hall is a 2003 graduate of Lincoln-Sudbury Regional High School, and is attending Northeastern University in Boston pursuing a career in Supply Chain Management and Global Business; and

### *NOW, THEREFORE, BE IT*

**PROCLAIMED:** That we, the Sudbury Board of Selectmen, on behalf of the Sudbury community, go on record to proclaim Friday, December 1, 2017 as **Sergeant Timothy Bradford Hall Day** in the Town of Sudbury.

Signed this 28th day of November, two thousand and seventeen.

### **BOARD OF SELECTMEN**

Robert C. Haarde, Chairman

Leonard A. Simon, Vice-Chair

Patricia A. Brown

Daniel E. Carty

Susan N. Iuliano



## SUDBURY BOARD OF SELECTMEN

Tuesday, November 28, 2017

**CONSENT CALENDAR ITEM****16: GIC Data Request 2017**REQUESTOR SECTION

Date of request:

Requestor: Christine Nihan, Town Accountant

Formal Title: Vote to authorize the chairman to execute a letter requesting data from GIC to use in processing employees' W-2 forms, as requested by Christine Nihan, Town Accountant.

Recommendations/Suggested Motion/Vote: Vote to authorize the chairman to execute a letter requesting data from GIC to use in processing employees' W-2 forms, as requested by Christine Nihan, Town Accountant.

Background Information:

Attached letter

Financial impact expected:see attached

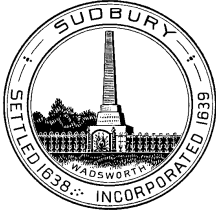
Approximate agenda time requested:

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

11/28/2017 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)

November 28, 2017

Ms. Stacie Hickey  
GIC Operations Division  
P.O. Box 8747  
Boston, MA 02114

Dear Ms. Hickey:

Please consider this our request for GIC data in regard to the value of each employee's health insurance benefit to enable the Town of Sudbury to properly include this information on our employees 2017 W-2 forms.

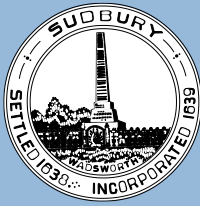
Please use our Town Accountant's email address — [nihanc@sudbury.ma.us](mailto:nihanc@sudbury.ma.us) — for the data transfer.

Thank you for your assistance.

Sincerely,

Robert C. Haarde, Chairman  
Board of Selectmen



**SUDBURY BOARD OF SELECTMEN**

Tuesday, November 28, 2017

**CONSENT CALENDAR ITEM****17: Friends of Sudbury Senior Citizens, Inc Donation to COA****REQUESTOR SECTION**

Date of request:

Requestor: Debra Galloway, Senior Center Director

Formal Title: Vote to accept, on behalf of the Town, a gift of \$10,000 from the Friends of Sudbury Senior Citizens, Inc, as requested by Debra Galloway, in a memo dated October 18, 2017, to enable the Council on Aging toward the cost of the University of Massachusetts Boston Gerontology Institute Livable Sudbury Needs Assessment, said funds to be expended under the direction of the Town Manager.

Recommendations/Suggested Motion/Vote: Vote to accept, on behalf of the Town, a gift of \$10,000 from the Friends of Sudbury Senior Citizens, Inc, as requested by Debra Galloway, in a memo dated October 18, 2017, to enable the Council on Aging toward the cost of the University of Massachusetts Boston Gerontology Institute Livable Sudbury Needs Assessment, said funds to be expended under the direction of the Town Manager.

Background Information:

See attached

Financial impact expected:\$10K donation to Town

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

11/28/2017 7:30 PM

## FRIENDS OF SUDBURY SENIOR CITIZENS

40 FAIRBANK ROAD  
SUDBURY, MA 01776

Mr. Robert Harde, Chair  
Sudbury Board of Selectmen  
Flynn Building  
278 Old Sudbury Road  
Sudbury, MA 01776

October 26, 2017

Dear Mr. Harde:

The Board of Directors of the Friends of Sudbury Senior Citizens voted to donate \$10,000 towards the \$35,000 cost of the all ages Needs Study currently being conducted jointly with the University of Massachusetts. Our check for this project is enclosed.

We believe the growing population of seniors in Sudbury calls for increasing services and support for this age group, which we expect will be demonstrated in the results of this Study.

Our hope is that the Study will be completed expeditiously, and that the results will be fed into the Town Long Term Plan and into the Fairbank Community Center facility study currently underway.

Thank you for your interest and support of this important Needs Study.

Very truly yours,



Robert H. Diefenbacher, President

RECEIVED  
BOARD OF SELECTMEN  
SUDBURY, MA  
2017 OCT 31 A 10:56

Attachment 17.a: memo from friends of senior center (2553 : Friends of Sudbury Senior Citizens, Inc Donation to COA)



# SUDBURY SENIOR CENTER

## COUNCIL ON AGING

### Town of Sudbury, Massachusetts

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

#### MEMORANDUM

TO: Town of Sudbury Board of Selectmen

CC: Melissa Rodrigues, Town Manager

FROM: Sudbury Council on Aging/Debra Galloway

DATE: October 18, 2017

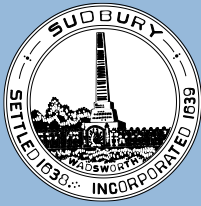
RE: Gift toward cost of Sudbury Needs Assessment

The Sudbury Council on Aging/Sudbury Senior Center respectfully requests that the Sudbury Board of Selectmen accept a gift from the *Friends of Sudbury Senior Citizens, Inc.* in the amount of \$10,000 toward the cost of the UMass Boston Gerontology Institute *Livable Sudbury Needs Assessment*.

Note: In an earlier request, the Senior Center/Council on Aging asked for \$35,000 of mitigation funds toward the cost of the Needs Assessment. Now that the Town is receiving \$10,000 from the *Friends of Sudbury Seniors* and \$15,000 from the *Sudbury Foundation*, the expected contribution from the mitigation funds will be \$10,000.

F:\bos\memo to selectmen needs asst funds acceptance.doc





## SUDBURY BOARD OF SELECTMEN

Tuesday, November 28, 2017

**CONSENT CALENDAR ITEM****18: Accept resignation of Chris Morely**REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to accept the resignation of Christopher Morely, 321 Old Lancaster Road, from the Community Preservation Committee, the Fairbank Community Center Task Force, and the Town Hall Blue Ribbon Committee, and to send a letter of thanks for his service to the Town.

Recommendations/Suggested Motion/Vote: Vote to accept the resignation of Christopher Morely, 321 Old Lancaster Road, from the Community Preservation Committee, the Fairbank Community Center Task Force, and the Town Hall Blue Ribbon Committee, and to send a letter of thanks for his service to the Town.

Background Information:  
attached resignation letter

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

11/28/2017 7:30 PM

TOWN CLERK  
SUDBURY, MASS

2017 OCT 10 AM 11:11

Rosemary B. Harvell, CMC, CMMC  
Sudbury Town Clerk  
322 Concord Road  
Sudbury, MA 01776

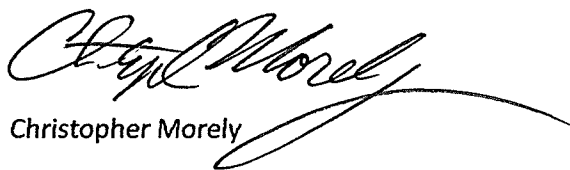
Dear Ms. Harvell—

This letter serves to give written notice, as I verbally gave to the Sudbury Planning Board on September 27, 2017, and to you and others electronically on September 28, 2017, that it is my intention to not complete my elected term of office on the Sudbury Planning Board, and to resign from that Board effective October 12, 2017 at the conclusion of that night's Community Preservation Committee meeting, where I will be representing the Planning Board.

I am also resigning my membership in the Fairbank Community Center Study Task Force, and my membership in the Town Hall Blue Ribbon Committee, with the same effective date.

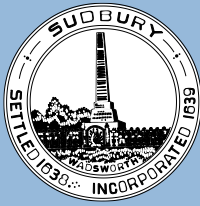
For the time being I will remain on the Land Acquisition Review Committee.

Sincerely,



Christopher Morely  
321 Old Lancaster Road  
Sudbury, MA 01776

Attachment 18.a: Resignation Chris Morely rec'd 10.10.2017 (2537 : Accept resignation of Chris Morely)



## SUDBURY BOARD OF SELECTMEN

Tuesday, November 28, 2017

**CONSENT CALENDAR ITEM****19: Park & Rec winter arts program contract**REQUESTOR SECTION

Date of request:

Requestor: Town Manager

Formal Title: To approve award of program contracts by the Town Manager on behalf of the Park and Recreation Department for winter art programs to be provided by Garro Studios, LLC, at \$33,000 for full participation.

Recommendations/Suggested Motion/Vote: To approve award of program contracts by the Town Manager on behalf of the Park and Recreation Department for winter art programs to be provided by Garro Studios, LLC, at \$33,000 for full participation.

## Background Information:

The so-called Town Manager Act of 1994 requires that the Board of Selectmen approve contracts awarded by the Town Manager. To expedite the approval process and thus the efficiency of contracting by various departments, the Board originally set in place a policy by which it will approve, by means of a meeting agenda item, contracts \$10,000 or over, with those contracts under that amount being provided to the Board as an annual listing for approval by the Board. The Board of Selectmen at its meeting of August 16, 2016, voted to raise the amount for necessitating Board approval by means of a meeting agenda item for M.G.L. c.30B contracts to \$25,000. The approval currently requested is for Park and Recreation vendor contracts which exceed that threshold if at maximum participation.

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Financial impact expected:

Approximate agenda time requested:

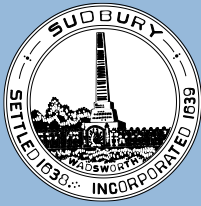
Representative(s) expected to attend meeting:

## Review:

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

11/28/2017 7:30 PM



**SUDBURY BOARD OF SELECTMEN**

Tuesday, November 28, 2017

**EXECUTIVE SESSION****20: BOS Discussion regarding Eversource****REQUESTOR SECTION**

Date of request:

Requested by: Patty Golden

Formal Title: Vote to enter into Executive Session to discuss strategy with respect to potential litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares (Eversource), pursuant to General Laws chapter 30A, §21(a)(3).

Recommendations/Suggested Motion/Vote: Vote to enter into Executive Session to discuss strategy with respect to potential litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares (Eversource), pursuant to General Laws chapter 30A, §21(a)(3).

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

11/28/2017 7:30 PM



## SUDBURY BOARD OF SELECTMEN

Tuesday, November 28, 2017

21

### EXECUTIVE SESSION

#### 21: Close Exec Session

##### REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to close Executive Session and not return to Open Session.

Recommendations/Suggested Motion/Vote: Vote to close Executive Session and not return to Open Session.

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

11/28/2017 7:30 PM