

SUDBURY BOARD OF SELECTMEN
TUESDAY JULY 9, 2019
6:00 PM, TOWN HALL - LOWER LEVEL

Item #	Time	Action	Item
	6:00 PM		CALL TO ORDER
			Opening remarks by Chairman
			Reports from Town Manager
			Reports from Selectmen
			Citizen's comments on items not on agenda
TIMED ITEMS			
1.	6:15 PM	<i>VOTE</i>	Interview candidate for appointment as associate of the Zoning Board of Appeals and member of the Earth Removal Board. Following interview, vote whether to approve the appointment of David Booth, 16 Darvell Drive, for a term ending 5/31/20.
PUBLIC HEARING			
2.	6:30 PM	<i>VOTE</i>	Open public hearing for discussion and vote whether there is a need for a fall Town Meeting in accordance with Town Bylaw Article 1 Section 3.
MISCELLANEOUS			
3.			Update on Bruce Freeman Rail Trail and discussion of potential CSX Corridor acquisition by Beth Suedmeyer, Environmental Planner.
4.		<i>VOTE</i>	Vote to accept the deed to the 4+/- acre general municipal use parcel and further vote to approve the acceptance of the deed by the Conservation Commission for the 20+/- acre conservation use parcel. Further vote to authorize the Town Manager or Chairman of the Board of Selectmen to sign all closing documents associated with Phase 2 of the Broadacres Farm Acquisition.
5.			Discussion regarding easement request for 24 Hudson Road. Resident Susan Abrams to attend.
6.			Discussion on Fairbank Community Center building project. Members of the working group to attend.
7.		<i>VOTE</i>	Discussion and vote whether to approve Camp Sewataro draft RFP

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

Item #	Time	Action	Item
8.		<i>VOTE / SIGN</i>	Vote to authorize that the Office of the Town Manager to file applications and executive agreements for grants and loan assistance in regards to the State Revolving Fund Loan for the CWMP update.
9.			Citizen's comments (cont.)
10.			Discuss upcoming agenda items
CONSENT CALENDAR			
11.		<i>VOTE</i>	Vote to approve the regular session minutes of June 11, 2019.

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, July 9, 2019

TIMED ITEM

1: Interview candidate for ZBA associate

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Interview candidate for appointment as associate of the Zoning Board of Appeals and member of the Earth Removal Board. Following interview, vote whether to approve the appointment of David Booth, 16 Darvell Drive, for a term ending 5/31/20.

Recommendations/Suggested Motion/Vote: Interview candidate for appointment as a associate of the Zoning Board of Appeals and member of the Earth Removal Board. Following interview, vote whether to approve the appointment of David Booth, 16 Darvell Drive, for a term ending 5/31/20.

Background Information:
attached memo and application

Financial impact expected:n/a

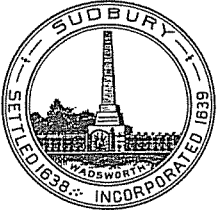
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

07/09/2019 6:00 PM



Town of Sudbury

Planning & Community Development Department

Adam L. Duchesneau, AICP, Director

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

www.sudbury.ma.us/pcd
DuchesneauA@sudbury.ma.us

June 5, 2019

Mr. Daniel E. Carty, Chairman
Board of Selectmen
Flynn Building
278 Old Sudbury Road
Sudbury, MA 01776

Dear Chairman Carty,

At their meeting on May 28, 2019, the Zoning Board of Appeals voted to recommend David Booth and Jennifer Pincus as Associate Members of the Zoning Board of Appeals and Members of the Earth Removal Board.

Therefore, I am writing to recommend the Board of Selectmen appoint Mr. Booth and Ms. Pincus as Associate Members of the Zoning Board of Appeals and Members of the Earth Removal Board, and to request the Board of Selectmen consider these recommendations at an upcoming future meeting.

Please do not hesitate to contact me if you have any questions about these candidates. Please advise if you think interviews with the candidates will be necessary. Thank you.

Sincerely,

Adam L. Duchesneau, AICP
Director of Planning and Community Development

cc: John Riordan, Chair of the Zoning Board of Appeals

Attachment 1.a: ZBA memo (3339 : Interview candidate for ZBA associate)

TOWN OF SUDBURY
APPLICATION FOR APPOINTMENT TO

Planning and Community Development Department
 278 OLD SUDBURY ROAD
 SUDBURY, MA 01776

PHONE (978)639-3387
 FAX (978) 443-0756
 E-MAIL: PCD@sudbury.ma.us

Name: David Booth

Brief resume of background and experience:

Board Experience: - Treasurer and Secretary for Condo HOA - 9 years
 - Board Member for charity Ascent Foundation - Denver - 5 years
 - Associate Board member - Sudbury Youth Soccer - 2 years

Address:

16 Darvell Dr

Home phone:

Work phone:

Years lived in Sudbury:

6

E-Mail Address:

Municipal experience (if applicable):

None

Educational background:

BS in Marketing / Minor Sociology from Bryant University

Employment and/or other pertinent experience:

13 years leading business and consulting firms where I've drafted and negotiated contracts
9 years property management experience

Reason for your interest in serving: After moving to Sudbury a few years ago and things starting to settle down I'm starting to find ways to get involved in the town and try to make a difference to better the community.

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

with notice Monday - Thursday after 6pm

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

no.

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

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

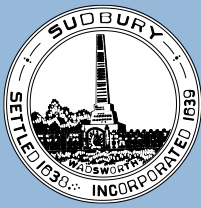
I hereby submit my application for consideration for appointment to the Board or Committee listed above.

Signature

David Booth

Date:

4/25/19



SUDBURY BOARD OF SELECTMEN

Tuesday, July 9, 2019

PUBLIC HEARING

2: Discuss possible Fall Town Meeting

REQUESTOR SECTION

Date of request:

Requestor: Town Manager Rodrigues

Formal Title: Open public hearing for discussion and vote whether there is a need for a fall Town Meeting in accordance with Town Bylaw Article 1 Section 3.

Recommendations/Suggested Motion/Vote: Open public hearing for discussion and vote whether there is a need for a fall Town Meeting in accordance with Town Bylaw Article 1 Section 3.

Background Information:
attached are residents' responses received through 7/5/19 (35 total)

Financial impact expected:n/a

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

07/09/2019 6:00 PM

From: Joseph Bausk
Sent: Thursday, July 4, 2019 11:28 AM
To: Selectmen's Office
Subject: 2019 fall town meeting

I am for the fall town meeting.

The email to you from Bob Diefenbacher reflects my sentiments exactly. The Senior Center now operates at maximum plus. There is so much more that can be done for our expanding senior population if we only had the room.

Thank you,

Joseph Bausk

50 Prattsmill Rd.

Sudbury, Ma. 01776

Sent from my iPad

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From: Leon Goodman
Sent: Sunday, July 7, 2019 12:14 PM
To: Selectmen's Office
Subject: Fall 2019 BoS meeting

Please schedule an October 2019 bos meeting very important issues need to be discussed and voted upon

Leon Goodman
35 Maple Ave.
Sudbury
Sent from my iPhone

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From: Josephine King
Sent: Friday, July 5, 2019 9:15 AM Selectmen's
To: Office
Subject: Fall 2019 Meeting

Dear Selectmen,

I am asking for your support for a new Community Center in Sudbury. This Center would greatly benefit the senior population as well as other Sudbury residents.

The present dedicated space at the Sudbury Senior Center is inadequate for the number of seniors who use the center. Due to the lack of space the existing facility limits the amount of services that can be provided to our senior citizens.

Please give us your support and schedule a Town Meeting in the Fall and give all residents an opportunity to vote on this important issue.

Thank you.

Josephine King
51 Blacksmith Drive
Sudbury, MA 01776

From: Jean Nam <>
Sent: Wednesday, July 3, 2019 8:02 AM
To: Selectmen's Office
Subject: Fall 2019 Town Meeting - Jean Nam, 81 Newbridge Rd
Attachments: Sewataro Transition Plan Brainstorm.pdf

Dear Board of Selectmen,

I would like to suggest an article which appropriates funds for the maintenance of the Sewataro property. While I understand that there is some hope that a camp operator will take on the burden of the maintenance, I think it would be prudent for the town to have a back up plan. Please refer to the attached document for more details.

As always, thank you for your consideration.

Regards,
Jean

Sewataro Transition Plan Brainstorm

28 June 2019

OVERVIEW

This document outlines some ideas in regards to next steps for Sewataro including a Fall 2019 Town Meeting article and proposed edits to the RFP for a camp operator.

DISCUSSION POINTS / PROPOSALS

Minimal Maintenance for FY20

We have agreed to purchase the Sewataro land, so we need to be sure that we do minimum maintenance on the land and assets. Because the purchase was voted on after Town Meeting, there is currently no allocation in the FY20 budget.

The proposal here is to request funding at the Fall 2019 Town Meeting for minimal maintenance. If we manage to contract a camp operator to take care of this maintenance (Scenario 1 below), then this town funding will not be used and will revert to Free Cash for FY21. However, it would be irresponsible if we did not plan for the case where we were unable to contract with a camp operator or if somehow the deal fell through (Scenario 2 below).

Option 1 (described below) will cover us under any circumstances. Option 2 could lead to problems.

Option 1 - Fall 2019 Town Meeting Article to request funds for minimal maintenance (including insurance).

Scenario 1 - A camp operator successfully wins a bid and agrees to cover minimal maintenance for the property. In this case, the allocated money will not be spent and will revert to Free Cash for FY 21.

Scenario 2 - No camp operator is found or somehow the deal falls through. In this case, the allocated money is used to do minimal maintenance on the property.

Option 2 - Count on a camp operator to take care of minimal maintenance.

Scenario 1 - A camp operator successfully wins a bid and agrees to cover minimal maintenance for the property.

Scenario 2 - No camp operator is found or somehow the deal falls through (See next section about Special Permit needed). **In this case, then town will have no money allocated to do minimal maintenance of the property.**

Special Zoning Permit to operate a camp in a residentially zoned area

Currently, the owners of Camp Sewataro have a special permit from the Town of Sudbury to run a camp in a residentially zoned area.

When ownership of the Sewataro land transfers to the Town, that special permit no longer applies. If a camp is to be operated on the land, then a new special permit would need to be obtained.

Which committees/departments need to approve this? Will this be done before or after any RFPs are awarded? If there is any issue in obtaining this special permit, then what is the backup plan?

Proposed edits for RFP for camp operator

With more than 60% of respondents to the FlashVote indicating that residents should have access to the Sewataro property, I believe that a stronger decision criteria around public access should be in the RFP for the camp operator.

Currently the RFP is written to score on the existence or non-existence of a plan for public access.

Experience working with community or other stakeholders for public access.

Highly advantageous: *Proposer has successfully worked with other entities for public access and lays out a practical plan for public access in proposal.*

Advantageous: *Proposer has not worked with other entities but lays out a practical plan for public access in proposal.*

Not advantageous: *Proposer has not laid out a practical plan for public access in proposal.*

To be in line with the interests of the residents, the proposed edits below would score RFP responders on the quality of public access.

Experience working with community or other stakeholders for public access.

Highly advantageous: *In the proposal, the Proposer lays out a practical plan for public access at all times (including during camp operation).*

Advantageous: *In the proposal, the Proposer lays out a practical plan for public access during times when the camp is not in operation.*

Not advantageous: *In the proposal, the Proposer has not laid out a practical plan for public access.*

Reserve some areas for Camp operation and some for Future Town Use

The Sewataro land is substantial. And the assets are beyond what is / was being used for Summer Camp. There are 5 residences on the property, 3 of which **were not** being used for camp purposes.

The possibility for Town Use of some of these buildings is an idea of interest to many residents. This was evident at May Town Meeting discussions and also in the comments from the FlashVote. Let's keep our options open for the future by reserving some of the buildings at Sewataro for Future Town Use. (See Appendix for Overhead View of buildings on the property.)

Here is a proposal:

Reserve the following for Future Town Use:

- 1 Liberty Ledge (White Ranch)**
- 4 Liberty Ledge (Brick Ranch and Garage/Workshop)**
- 213 Haynes Rd (White Cape)**

Offer the following for Camp Use:

- 3 Liberty Ledge (Brick Split-Level) - Possible location for an on-site Caretaker**
- 5 Liberty Ledge (Cream 2-story) - Current Summer Office for Camp Sewataro**

While any Future Town Use of these buildings would require more extensive discussions, here is one proposal to kick off the discussions.

- 1 Liberty Ledge (White Ranch) - Offices and Program Space for Parks and Rec**

The existing layout is already setup for offices and program space. There are several offices and a large program space (similar to Room 3 at Fairbank) and an additional reading room / library (similar size to Room 1 at Fairbank).

See Appendix for detailed layout.

4 Liberty Ledge (Brick Ranch and Garage/Workshop)

This building is large enough to support the Terrific Twos Program (Room 4 at Fairbank) and a program room (similar to Room 2). Furthermore, it has an outside patio and grass area (enclosed by a stone wall) for easy access to outdoor play for the toddlers.

The current Garage/Workshop could be converted into a Workshop/MakerSpace for additional programming.

See Appendix for detailed layout.

213 Haynes Rd (White Cape)

- Perhaps this space could be utilized by the schools for a practical, life-skills program.
- Perhaps this house could be used by Sudbury Housing as part of our affordable housing stock.

APPENDIX

4 Liberty Ledge

- Terrific Twos (Similar to Room 4 at Fairbank)
- Gym / Program Room (Similar to Room 2 at Fairbank)



1 Liberty Ledge

- Program Space (Similar to Room 3 at Fairbank)
- Reading Room / Library
- Offices for Parks and Rec
- Kitchenette



181 words



From: Zaheer Ali <>
Sent: Thursday, July 4, 2019 1:49 PM
To: Selectmen's Office
Subject: Fall meeting

We should conduct a meeting and discuss in specific funds for new senior center

Regards
Zaheer Ali
Sent from my iPhone

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From: Mary <>
Sent: Thursday, July 4, 2019 6:57 AM
To: Selectmen's Office
Subject: Fall town meeting

As residents our vote is yes for a fall town meeting, Thank you. Robert and Mary McLaughlin. Grouse Hill. 32 Old Framingham Road. Unit 52

Sent from my iPhone

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From: Donald Sherman <>
Sent: Tuesday, July 2, 2019 6:50 PM
To: Selectmen's Office
Subject: Fall Town Meeting

I am strongly in favor of a Sept/Oct town meeting. For 7 years some of us have been asking for a proper senior center. We don't need another delay because of Sewataro issues. Please support the seniors.

Thank you
Donald S Sherman

Donald S Sherman
42 Raynor Rd.
Sudbury, MA 01776

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From: _____
To: [Selectmen's Office](#)
Subject: Fall 2019 Town Meeting
Date: Monday, July 8, 2019 10:01:18 PM

I support holding a fall town meeting as originally planned so a proper discussion of t planned senior center can be held.

Thank you

Donald S Sherman

Donald S Sherman
42 Raynor Rd.
Sudbury, MA 01776
978-443-9450

From: DONALD OASIS
Sent: Thursday, July 4, 2019 11:15 AM Selectmen's
To: Office
Subject: I prefer a fall town meeting

donald oasis 325 willis rd

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From: Leonard Simon
Sent: Monday, July 1, 2019 3:07 PM
To: Board of Selectmen
Subject: Input on Fall Town Meeting

A special town meeting should be called for this fall to place articles on the following topics before the residents of Sudbury:

1. Construction or renovation of the Fairbank Community Center
2. Sewataro -
 - preference for the use or uses of Sewataro
 - to place on the town website documents relating to the purchase of Sewataro, including the purchase and sale agreement, the RFP, and financial documents.
3. Construction and funding for either or both of the fire stations (Rt. 20 and Rt. 117)

Len Simon

From: John Beeler <>
Sent: Monday, July 1, 2019 12:22 PM
To: Selectmen's Office
Subject: October Town Meeting

There should be an October Town Meeting. It would be appropriate to indicate what may or may not be discussed if a meeting were to be held.

John Beeler
57 Wagonwheel Road
Sudbury Mass.. 01776

From: Tania Vitvitsky <>
Sent: Wednesday, July 3, 2019 12:38 PM
To: Selectmen's Office
Subject: possible fall town meeting

July 3, 2019

Unless plans for the renovation and/or construction related to the Senior Center is on the agenda, I don't see the need for a fall Town meeting.

Tania Vitvitsky
55 Hudson Rd, Sudbury, MA 01776
--
Tania Vitvitsky

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From: Judith Lytel <>
Sent: Monday, July 1, 2019 5:10 PM
To: Selectmen's Office
Subject: Fall 2019 Town Meeting

Mara Huston's post seeking comments posed this question: "The BOS is asking for feedback from the community about a potential Fall Town Meeting. One key topic which we'd like to bring to the public is a proposed rebuild of the Fairbanks Community Center."

My response is as follows:

Fairbanks is clearly not an appropriate setting to house a Senior Center, SPS offices, Park & Rec. Why is a rebuild of the Senior Center even being proposed at this point? The Fairbanks Working Group should be actively working to incorporate the Sewataro property into their deliberations. There are several freestanding buildings (currently residences) on the Sewataro grounds that could be modified to meet the dire needs of the Senior Center, as well as Park & Rec, and SPS. State grants are available to bring these into ADA compliance.

The considerable cost savings could be used to address the many problems with the pool. When I moved to Sudbury, there was no town pool. I remember when the lovely new pool at Fairbanks opened, used it often, and have seen it - along with the changing facilities- steadily decline due to lack of proper maintenance.

I look forward to having the conversation address these concerns.

Thank you.

Judith Lytel, P. A., Psy. D.
150 North Rd #42
Sudbury MA 01776

From: Judith Lytel <>
Sent: Wednesday, July 3, 2019 12:54 PM
To: Selectmen's Office
Subject: Proposed Fall Town Meeting

In my previously sent comments, I did not explicit state my opposition to a fall Town Meeting and wish to do so now.

The several issues I mentioned warrant considerable further discussion with residents before a meeting is held.

Thank you.

Judith Lytel, P. A., Psy. D.
144 North Rd, Suite 2380
Sudbury MA 01776

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From: Barbara Sherman <>
Sent: Tuesday, July 2, 2019 7:46 PM
To: Selectmen's Office
Subject: September town meeting

?? I am strongly in favor of a September/October town meeting. At this meeting it is my hope that the town officials will be ready to support the construction of an independent senior center.

Barbara Sherman

42 Raynor Road

Sudbury, MA

--

Barbara Sherman

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From: Leona Goodman <>
Sent: Thursday, June 27, 2019 12:16 PM
To: Selectmen's Office
Subject: Town meeting October 2019

We strongly urge that there be a town meeting in October 2019. There are Important issues that need consideration, including some that may require a vote.

Leona and Lee Goodman
35 Maple Ave. 602
Sudbury, MA

Sent from my iPhone

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From: Marie Rock <>
Sent: Wednesday, July 3, 2019 1:12 PM
To: Selectmen's Office
Subject: Yes on a Fall 2019 Town Meeting

From Marie Rock, 26 Whispering Pine Road.

Please have a town meeting in the Fall, just to keep townspeople more up to date and to discuss things that will be important to vote on in the spring.

Sent from my iPad

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From: Carolyn Markuson <>
Sent: Monday, July 1, 2019 12:38 PM
To: Selectmen's Office
Subject: Fall 2019 town meeting

Yes
Best,
Carolyn markuson
61 hickory rd

From: Helen Shik <>
Sent: Monday, July 1, 2019 1:14 PM
To: Selectmen's Office
Subject: Fall 2019 Town Meeting

Dear BOS,

Not sure that this is an appropriate agenda item for Town Meeting, but here goes:

Drivers in town are constantly NOT adhering to traffic rules around yielding to pedestrians. Regardless of painted crosswalks (and right now, most of the crosswalks are faded) and stand up signs noting to yield or get a fine, cars will **speed by** you even when you're halfway across.

I've reported these violations often to the Sudbury Police, who say they can't really do anything after the fact. The cars are going too quickly sometimes to snap a photo or record their license plate number.

Would the town consider budgeting for cameras at certain high traffic crosswalks that would capture offenders and automatically send out traffic violation tickets? Would the town budget for foot patrol by the Sudbury Police at certain times during the day at these high traffic crosswalks?

The crosswalks that I travel on most days are in high traffic areas (Concord Road and Old Lancaster): intersection of Old Lancaster and Peakham; Old Sudbury Road to the Town Hall; Pratt's Mill at Peakham. All of these are on routes to schools in Sudbury, putting our children in danger.

Just an FYI—Installation of crosswalk sign and flashing lights on Concord Road at the Nixon School didn't deter a school bus van driver to blow by me in the crosswalk either.

with no penalty (tickets! Fines!) the behavior goes unchanged.

Thank you,
Helen Shik
252 Old Lancaster Road

From: Mara Huston <>
Sent: Monday, July 1, 2019 1:40 PM
To: Selectmen's Office
Subject: Fall 2019 Town Meeting

We need to have a Fall Town Meeting so the Fairbanks Working Group can present our information and proposals to the town residents and allow them an opportunity vote on the proposed rebuild of the Fairbanks Community Center. The working group is making great progress and we look forward to sharing our information.

Mara Huston
578 Peakham Road

Sent from [Mail](#) for Windows 10

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From: Jeff Levine
Sent: Monday, July 1, 2019 6:07 PM
To: Selectmen's Office
Subject: Fall 2019 Town Meeting

Please schedule a town meeting for the Fall of 2019 in order to vote on an article to determine whether the Town will construct a new community center.

Jeffrey A Levine
42 Chanticleer Road

Sent from [Mail](#) for Windows 10

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From: SUZANNE CUSHING
Sent: Tuesday, July 2, 2019 10:18 PM
To: Selectmen's Office
Cc: Jay Cushing
Subject: Fall 2019 Town Meeting

I am so happy to see this back on the table. As wonderful of a town that Sudbury is, it is unexplainable that we do not have a true community center for all the people of Sudbury to come together.

I was in favor of passing the last proposal which I believe had a combined space for seniors, fitness, swimming and meeting spaces. No one wants to pay more in taxes - but we need to be forward thinking and make investments in Sudbury for people to stay here and stay connected through all phases of their lives.

Sue and Jay Cushing

34 Minebrook Road

Sue Cushing, R.Y.T.

From: Laura M <>
Sent: Wednesday, July 3, 2019 8:42 AM
To: Selectmen's Office
Subject: Fall 2019 Town meeting

It is imperative that the Board of Selectmen and other community stakeholders find a way to fund any work at Fairbank with existing funds, without seeking any more Proposition 2.5 overrides. The beleaguering requests for overrides will drive down property values and cause families to leave the community as soon as their kids finish school, and for lower sale values, to avoid paying ballooning taxes. It's time for town management and stakeholders act in a fiscally responsible way, and with transparency, which was totally lacking in the Sewataro project.

From: Robert Diefenbacher
Sent: Wednesday, July 3, 2019 11:08 AM
To: Selectmen's Office
Cc:
Subject: Fall 2019 Town Meeting

Dear Selectmen:

It is vitally important that Sudbury town residents have the opportunity to vote on money to provide an expanded, revamped **Community Center on the Fairbank Campus** at an October or November 2019 Town Meeting. The task force is making good progress on the overall proposal and delaying a vote on their proposal to the May 2020 Town Meeting means allowing the current building to deteriorate further and our growing population of older citizens (now 24% of the Sudbury population) to remain cramped in a very small space longer. It is becoming increasingly difficult to deliver the services residents want and need in a Community Center (whether they are 8 or 80 years old.) We need to take action addressing the concerns of all ages of residents and a new Community Center will accomplish that. We need the support of all the Selectmen to make this happen.

Please schedule a fall Town Meeting and earnestly support a new Community Center for Sudbury.

Thank you for your consideration.

Bob

Robert H. Diefenbacher, President

Friends of Sudbury Senior Citizens, Inc.

40 Fairbank Road
Sudbury, MA 01776

Home & Contact:

32 Old Framingham Rd., #11
Sudbury, MA 01776

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From: Scott Gamel <>
Sent: Wednesday, July 3, 2019 11:41 AM
To: Selectmen's Office
Subject: Fall 2019 Town Meeting

Only existing town funds should be used to finance capital improvements and/or new operations, with no Proposition 2 1/2 overrides.

Scott Gamel
166 Marlboro Rd.

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From: Marie Royea <>
Sent: Wednesday, July 3, 2019 12:58 PM
To: Selectmen's Office
Subject: Fall 2019 Town Meeting

My understanding of holding 2 town meetings(TM)/year was to trim the number of warrant articles thereby making the meetings theoretically shorter as well as have a shorter cycle for articles to be included for voter consideration.

I'm interested to know how the cost compares to achieving these goals as well as the impact on special elections to put questions to the voters town wide, not just those who can attend TM.

If we're evaluating the number of meetings, perhaps other aspects such as remote voting or even 'clicker' type votes for TM attendees could potentially speed up close votes and obviate the need for manual counting.

If 2 TMs aren't achieving their purpose, we should go back to one or look at another form of article proposals.

Marie Royea
42 Blacksmith Drive

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From: ROBERT MAY
Sent: Wednesday, July 3, 2019 2:30 PM
To: Selectmen's Office
Subject: Fall 2019 Town Meeting

Again deferring a decision on Fairbanks Community Center seems a slap in the face for the three tenants.

Selection of a camp operator for replacement camp for Sewataro would seem to be on critical path requiring a town wide decision.

Without knowing other critical items needed a meeting it is hard for me to comment as thoroughly as I would like.

Bob May

98 Maynard farm Road

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From:
Sent: Wednesday, July 3, 2019 7:44 PM
To: Selectmen's Office
Subject: Fall 2019 Town Meeting

Dear BOS,

If there is to be a Fall 2019 Town Meeting, I would object if we are asked to even consider, let alone approve, yet another proposed rebuild of the Fairbank Community Center. In my opinion, there is not sufficient time to develop a proposal that is financially sound and responsive to the needs of the multiple stakeholders - Park & Rec, seniors, SPS. It is predictable, given the time, that we will be presented with a rehash of the prior proposals that have received very little support from the community as a whole.

Can we show that we have learned something from the recent, divisive Sewataro experience and be more judicious with respect to Fairbank?

Judith C Harris
25 Old Orchard Road

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From: _____
To: [Selectmen's Office](#)
Subject: Fall 2019 Town Meeting
Date: Wednesday, July 3, 2019 8:26:26 PM

Hello,

I think a town meeting is needed so as not to delay discussions on the renovations needed for the Fairbanks senior center as well as to discuss the future plans for the recently purchased Broad Acres and Sewataro properties.

Happy 4th!

Best,
Amy Hansen

From:
Sent: Thursday, July 4, 2019 8:38 AM
To: Selectmen's Office
Subject: Fall 2019 Town Meeting

BOS

I received an email about a Fall 2019 Town Meeting asking for input on subject meeting.

May I ask what subject will be discussed? (Message does not state)

Is the meeting concerning spending more money and raising my taxes?

Seems like this Town is good at being FISCALLY IRRESPONSIBLE!!!!!!

Town meeting is a joke. Normally same people go to enrich their ego.

Seems like a waste of time to me!!!!!!

Paul Marotta

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From: Neena <>
Sent: Thursday, July 4, 2019 12:34 PM
To: Selectmen's Office
Subject: FALL 2019 TOWN MEETING

Dear Selectmen:

I moved recently to Sudbury Ma from Connecticut to be closer to my grandchildren. As I looked at potential homes, I first went online to look at senior services provided by the town. I chose Sudbury because of its proximity to my daughters home but also because the online information indicated that Sudbury was planning on spending a significant amount of money to upgrade the community center. Based on this information I chose to buy a home in Sudbury. I love my home and the friendliness of the town residents. As a single senior I rely on the senior center for my social well being. Although I find the senior center to be shabby and inadequate, I trusted that the town would recognize the importance of its senior citizens and put in the required upgrades. Imagine my disappointment when the town decided to spend its money on purchasing a piece of land , completely ignoring the needs of its senior residents, who make up a significant portion of the population. We should have the opportunity to vote on money to provide a "state of the art" senior Center at an October or November 2019 Town Meeting. I believe there is a task force that is working on the overall proposal and delaying a vote on their proposal to the May 2020 Town Meeting means that I have to wait much longer to get the services I need and as a senior I do not have the luxury of time. We are in urgent need of a new Community Center. We need the support of all the Selectmen to make this happen.

Please recognize the needs of your senior population (we are all going to be seniors one day if we are lucky enough to not face the alternative) and schedule a fall Town Meeting to support a new Community Center for Sudbury.

Thank you for your consideration.
Neena

Neena Singh
9 Farmstead lane
Sudbury, MA 01776

From: Bill Allard
Sent: Thursday, July 4, 2019 5:42 PM
To: Selectmen's Office
Subject: Fall 2019 Town Meeting

This is to request that you hold a Fall 2019 Town Meeting. We understand that a proposal is being drafted for an upgrade of our Senior/Community Center and it needs to be presented at the Town Meeting. We, and many of our friends, feel that an upgraded center will certainly get more use and benefit more of our population than the recently passed Sewataro land.

Luanne and Bill Allard

39 Maynard Farm Rd

From: Jay Erb <>
Sent: Sunday, July 7, 2019 7:08 PM
To: Selectmen's Office
Subject: Fall 2019 town meeting

I would like to express my interest in renovating the Fairbanks community center and that the Sewataro acquisition is not a replacement of the Fairbanks community center.

Thank you,

John Erb
31 Basswood Ave.

From: Elaine Burkley <>
Sent: Saturday, July 6, 2019 9:14 AM
To: Selectmen's Office
Cc: Elaine Burkley
Subject: Fall 2019 Town Meeting

I vote in favor of having a fall Town Meeting that includes a vote on a new Senior Center.

Elaine Burkley
35 Maple Ave
Unit 202

Sent from my iPhone

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)

From: Kronrod, Ann <>
Sent: Friday, July 5, 2019 6:33 PM Selectmen's
To: Office
Subject: Fall 2019 Town Meeting

Hello,

With regards to the recreation center restoration, something that many people seem to be missing is a gym with modern equipment and space.

Another very important sport that is currently not running well at Sudbury is volleyball. It may be a good idea to invest in marketing and development.

Finally, with the acquisition of Sewataro, it would be important to develop the area of the lake and the facilities and I was wondering if the rec center would pick this opportunity.

Thank you for your time

Ann

From: Laura Handal
Sent: Monday, July 8, 2019 1:35 PM
To: Selectmen's Office
Subject: Request for a Fall Town Meeting

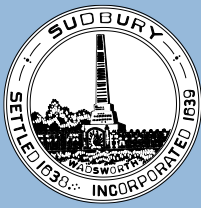
Hello BOS,

Sending along a note to request a Fall Town Meeting - I would like to hear the proposed Fairbanks "rebuild" for the current community center to learn more.

Also - I would like to see the opportunity to vote for funds for maintenance for Sewataro for the Summer of 2020 (if there is no camp operator who will assume all maintenance).

Thank you for your work & efforts to make Sudbury a great town - Laura Briggs, 94 Belcher Drive

Attachment2.a: Fall 2019 Town Meeting Resident Input_v3 (3342 : Discuss possible Fall Town Meeting)



SUDBURY BOARD OF SELECTMEN

Tuesday, July 9, 2019

MISCELLANEOUS (UNTIMED)

3: BFRT and CSX update

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Update on Bruce Freeman Rail Trail and discussion of potential CSX Corridor acquisition by Beth Suedmeyer, Environmental Planner.

Recommendations/Suggested Motion/Vote: Update on Bruce Freeman Rail Trail and discussion of potential CSX Corridor acquisition by Beth Suedmeyer, Environmental Planner.

Background Information:

Financial impact expected:

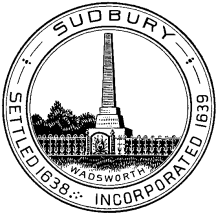
Approximate agenda time requested:

Representative(s) expected to attend meeting: Beth Suedmeyer, Environmental Planner

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

07/09/2019 6:00 PM



Town of Sudbury

Planning and Community Development Department

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

<http://www.sudbury.ma.us/planning>

TO: Board of Selectmen
FROM: Beth Suedmeyer, Environmental Planner, Planning and Community Development
RE: BFRT Design Project Update
DATE: July 9, 2019

I am pleased to provide this summary of project status in response to the request for an update on the Bruce Freeman Rail Trail (BFRT) Design Project (BFRT, Phase 2D, MassDOT ID 608164). The 25% project design of the rail trail from the Concord Town line to near Station Avenue is nearly completed pending additional structural design development and review by MassDOT.

As you know, the Project is on the Boston MPO Transportation Improvement Program (TIP) for construction funding in federal fiscal year 2022. In May of 2019, the revised construction funding amount approved by the MPO was \$9,334,137. The current estimated advertising date, our target final design date, is in December 2021. The project design must be "shovel ready" by October 2022 to take advantage of the state and federal funds for construction.

25% Design

Jacobs Engineering was contracted in August 2018 to prepare the 25% structural design and Bridge Sketch Plans. They have developed the geotechnical data collection plan (approved by MassDOT and the Conservation Commission), contracted with the boring sub-consultant, submitted the draft type selection worksheet for the boardwalk to MassDOT for comment, and are developing the sketch plans for Hop Brook. Additionally, a hydrological survey was conducted at Pantry Brook to inform the flood analysis and structural design. The boring work will begin and be completed in August resulting in the Geotechnical Report and Sketch Plans being submitted to MassDOT in September. A brief estimated schedule is outlined below.

Jacobs Structural Design Schedule

GEOTECHNICAL TASKS	Approximate Schedule
Preconstruction Meeting	Week of July 29
Geotechnical Borings Start	Week of August 5
Geotechnical Borings End	Week of August 19
Soil Samples Analyzed and Tested and Final Environmental Monitoring Report submitted	Week of September 14
Geotechnical Report Submitted	Week of September 23
STRUCTURAL TASKS	
Sketch Plans Prepared	Week of September 14
Sketch Plans Submitted to MassDOT	Week of September 23
MassDOT REVIEW (could take 3 – 6 months)	End of 2019
MassDOT DESIGN PUBLIC HEARING	Early 2020

Final Design

The remaining phases of the design, as designated for a MassDOT project, are the 75% design and the 100% phases. The 75% design activities include development of the special provision and itemized cost

Attachment 3.a: BOS Memo 7.9.19_BFRT (3340 : BFRT and CSX update)

estimate. The landscape plans will be further developed and the environmental permitting will be initiated. The 100% design activities address the 75% design comments from MassDOT and ensure all work proposed is clearly described on plans and special provisions. Final details are indicated and permitting is completed. A draft RFP for procurement of a consultant to conduct these final stages of design is in development.

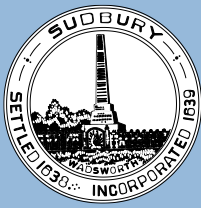
Budget Summary

To date, the Town has appropriated (through Town Meetings) \$1,182,492.15 towards the BFRT design. Once the current contracts with VHB and Jacobs are completed, the estimated remainder of 2016 TM and 2018 STM funding will remain to complete the final design phase.

BFRT Project Design Account Balances and Contracts

Active BFRT Accounts		
Funding Source	Appropriation	Note
2014 Town Meeting (for 25%)	\$202,492.15	25% Design
Donation Friends of BFRT (for 25%)	\$58,700.00	25% Design
2016 Town Meeting (for advancing design)	\$330,000.00	Jacobs Contract of \$146,700, which leaves \$183,300 for 75/100% Design
2018 Special Town Meeting (for advancing design)	\$650,000.00	75/100% Design
TOTAL	\$1,241,192.15	
Contracts		Amount
25% VHB Original		\$261,000.00
25% VHB Amendments		\$30,550.00
25% Structural - Jacobs		\$146,700.00
25% Jacobs Amendment		\$36,675.00
Anticipated 75/100% Contract		\$833,300.00
Funding source for amendments were Planning, DPW, and Town Manager Budgets.		

Attachment 3.a: BOS Memo 7.9.19_BFRT (3340 : BFRT and CSX update)



SUDBURY BOARD OF SELECTMEN

Tuesday, July 9, 2019

MISCELLANEOUS (UNTIMED)

4: Closing Broadacre documents

REQUESTOR SECTION

Date of request:

Requestor: Beth Suedmeyer, Environmental Planner

Formal Title: Vote to accept the deed to the 4+/- acre general municipal use parcel and further vote to approve the acceptance of the deed by the Conservation Commission for the 20+/- acre conservation use parcel. Further vote to authorize the Town Manager or Chairman of the Board of Selectmen to sign all closing documents associated with Phase 2 of the Broadacres Farm Acquisition.

Recommendations/Suggested Motion/Vote: Vote to accept the deed to the 4+/- acre general municipal use parcel and further vote to approve the acceptance of the deed by the Conservation Commission for the 20+/- acre conservation use parcel. Further vote to authorize the Town Manager or Chairman of the Board of Selectmen to sign all closing documents associated with Phase 2 of the Broadacres Farm Acquisition.

Background Information:

Broadacres Farm votes and signatures, phase 2 of acquisition:

1. approval of deed acceptance by Conservation Commission for the 20 +/- acre conservation use area
2. acceptance of the deed to the 4 +/- acre general municipal use area

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

07/09/2019 6:00 PM

ACCEPTANCE OF DEED

We, the undersigned, being a majority of the Conservation Commission of the Town of Sudbury, Massachusetts hereby certify that at a public meeting duly held on October 15, 2018, the Conservation Commission voted to accept the foregoing deed to real property from Elspeth J. Davis, Trustee of the Broadacre Farm Trust, for so-called "Parcel 3" consisting of 20.02 +/- acres of land for open space, conservation, and/or agricultural purposes pursuant to M.G.L. Chapter 40 Section 8C, pursuant to the authority given by vote taken on October 15, 2018 on Article 2 of the Special Town Meeting and by vote taken on November 6, 2018 on Ballot Question 5 of the General Election, and every other authority appertaining.

TOWN OF SUDBURY
By its Conservation Commission

[Signature]
[Signature]

[Signature]

[Signature]

[Signature]

[Signature]

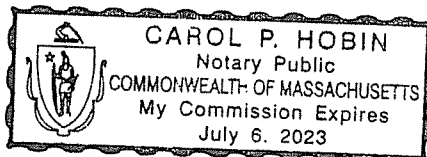
Commonwealth of Massachusetts

Middlesex, ss

On this 1st day of July, 2019, before me, the undersigned notary public, personally appeared T. Friedlander, D. Henkels, B. Bates, C. Russo, K. Rogers, R. Miele, as aforesaid, proved to me through satisfactory evidence of identification, which was personal knowledge, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she so signed it voluntarily for its stated purpose on behalf of the Sudbury Conservation Commission.

Carol P. Hobin
Notary Public: Carol P. Hobin
My commission expires: 7/6/2023

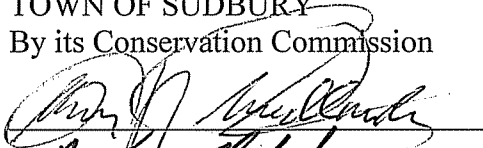
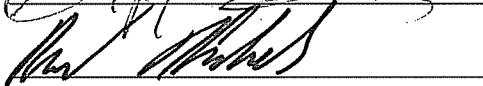

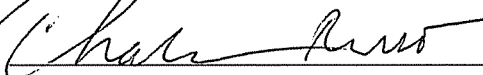
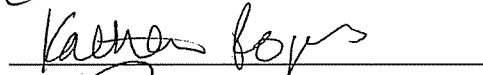
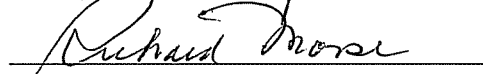
651821.v3/SUDB/0049



Attachment4.a: Signed deed acceptance SCC 7.1.19 (3350 : Closing Broadacre documents)

ACCEPTANCE OF DEED

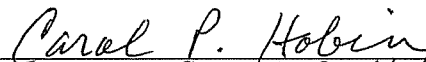
We, the undersigned, being a majority of the Conservation Commission of the Town of Sudbury, Massachusetts hereby certify that at a public meeting duly held on October 15, 2018, the Conservation Commission voted to accept the foregoing deed to real property from Elspeth J. Davis, Trustee of the Broadacre Farm Trust, for so-called "Parcel 3" consisting of 20.02 +/- acres of land for open space, conservation, and/or agricultural purposes pursuant to M.G.L. Chapter 40 Section 8C, pursuant to the authority given by vote taken on October 15, 2018 on Article 2 of the Special Town Meeting and by vote taken on November 6, 2018 on Ballot Question 5 of the General Election, and every other authority appertaining.

TOWN OF SUDBURY
By its Conservation Commission







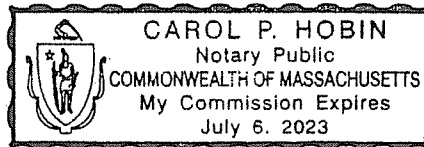
Commonwealth of Massachusetts

Middlesex, ss

On this 1st day of July, 2019, before me, the undersigned notary public, personally appeared T. Friedlander, D. Henkel, B. Porter, C. Russo, K. Rogers, K. Thorse as aforesaid, proved to me through satisfactory evidence of identification, which was personal knowledge, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she so signed it voluntarily for its stated purpose on behalf of the Sudbury Conservation Commission.


Notary Public: Carol P. Hobin
My commission expires: 7/6/2023

651821.v3/SUDB/0049



Attachment4.a: Signed deed acceptance SCC 7.1.19 (3350 : Closing Broadacre documents)

APPROVAL OF BOARD OF SELECTMEN

We, the undersigned, being a majority of the Board of Selectmen of the Town of Sudbury, hereby certify that at a public meeting duly held on July 9, 2019, the Board of Selectmen voted to approve the foregoing acceptance of deed to real property from Elspeth J. Davis, Trustee of the Broadacre Farm Trust, for so-called "Parcel 3" consisting of 20.02 +/- acres of land for open space, conservation, and/or agricultural purposes pursuant to M.G.L. Chapter 40 Section 8C, pursuant to the authority given by vote taken on October 15, 2018 on Article 2 of the Special Town Meeting and by vote taken on November 6, 2018 on Ballot Question 5 of the General Election, and every other authority appertaining.

Town of Sudbury
By Its Board of Selectmen

Commonwealth of Massachusetts

Middlesex, ss

On this ___ day of _____, 2019, before me, the undersigned notary public, personally appeared _____, as aforesaid, proved to me through satisfactory evidence of identification, which was _____, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she so signed it voluntarily for its stated purpose on behalf of the Sudbury Board of Selectmen.

Notary Public:
My commission expires:

Attachment4.b: Broadacres_Farm_BOS_Approval_20ac (3350 : Closing Broadacre documents)

ACCEPTANCE OF DEED

We, the undersigned, being a majority of the Board of Selectmen of the Town of Sudbury, Massachusetts hereby certify that at a public meeting duly held on July 9, 2019, the Board of Selectmen voted to accept the foregoing deed to real property from Elspeth J. Davis, Trustee of the Broadacre Farm Trust, for so-called "Parcel 2" consisting of 4.0 +/- acres of land for general municipal purposes pursuant to the authority given by vote taken on October 15, 2018 on Article 2 of the Special Town Meeting and by vote taken on November 6, 2018 on Ballot Question 5 of the General Election, and every other authority appertaining.

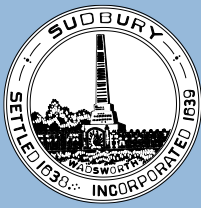
Town of Sudbury
By Its Board of Selectmen

Commonwealth of Massachusetts

Middlesex, ss

On this ___ day of _____, 2019, before me, the undersigned notary public, personally appeared _____, as aforesaid, proved to me through satisfactory evidence of identification, which was _____, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she so signed it voluntarily for its stated purpose on behalf of the Sudbury Board of Selectmen.

Notary Public:
My commission expires:



SUDBURY BOARD OF SELECTMEN
Tuesday, July 9, 2019

MISCELLANEOUS (UNTIMED)

5: Easement 24 Hudson Road

REQUESTOR SECTION

Date of request:

Requestor: resident Susan Abrams?

Formal Title: Discussion regarding easement request for 24 Hudson Road. Resident Susan Abrams to attend.

Recommendations/Suggested Motion/Vote: Discussion regarding easement request for 24 Hudson Road. Resident Susan Abrams to attend.

Background Information:
Requested by resident Susan Abrams

Financial impact expected:

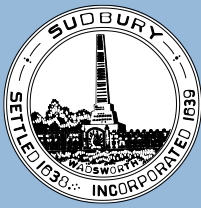
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

07/09/2019 6:00 PM



SUDBURY BOARD OF SELECTMEN
Tuesday, July 9, 2019

MISCELLANEOUS (UNTIMED)

6: Discussion on Fairbank

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion on Fairbank Community Center building project. Members of the working group to attend.

Recommendations/Suggested Motion/Vote: Discussion on Fairbank Community Center building project. Members of the working group to attend.

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

07/09/2019 6:00 PM

The Community Center @ 40 Fairbank

Something for Everyone

Building Community Consensus for the Community Center

Timeline



July–Oct. 2019

Conceptual Site Plan and Floor Plan (proposed furniture layouts)

Conceptual massing model with material indications (computer model)

Architectural narrative for cost estimator and space program spreadsheet

Conceptual Cost Estimate*

*(Total Cost Project = demolition, construction, renovation, transition space, and all soft costs)



Oct. 2019 – Jan. 2020

Vetting and approval process with Town Committees. Partner with Board of Selectman, Town staff and architect firm in educating the community on the project.



Feb.–Apr. 2020

Continue to provide opportunities for community engagement and education on the project.



May 2020

May Town meeting
Town Ballot Vote

Current State of Fairbank

Senior Center

- 4 offices
- Reception
- Lobby
- 2 program rooms
- Shared with P&R
 - 2 program rooms
 - gym

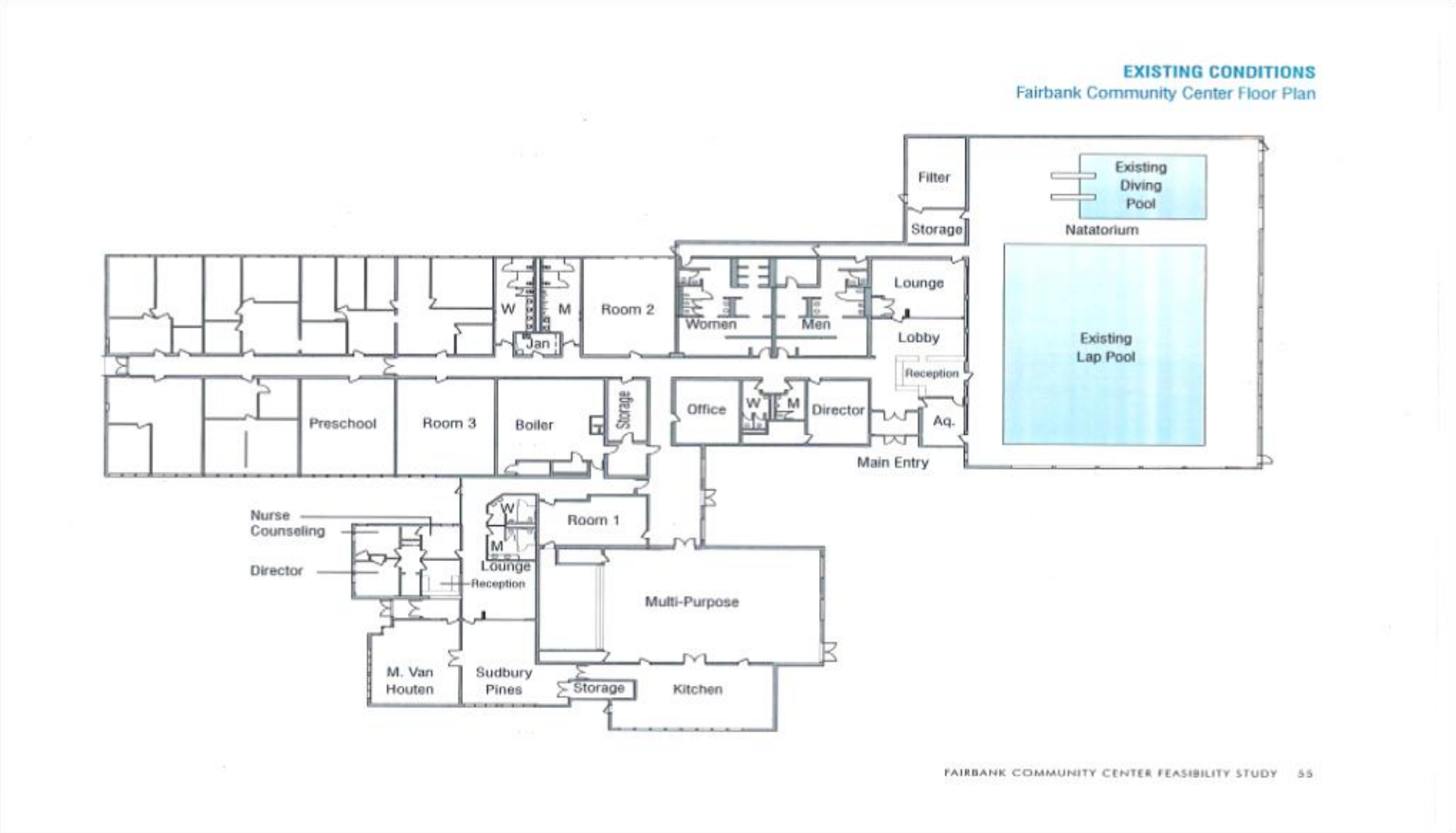
Park & Recreation

- 2 shared offices
- Reception
- Lobby (doubles as program room)
- Preschool room and gym
- Pools
- Shared with seniors
 - 2 program rooms
 - Gym

Physical Conditions

- Areas that can be renovated or reconstructed:
 - Gym, kitchen
 - Current senior center
 - Atkinson pool
- Areas that need to be reconstructed:
 - All other parts of the building

Current Building Configuration



Senior Center Needs

- Centralized, climate controlled and accessible space on one level.
- Senior programs run 12 months a year
 - Wellness programs (Tai Chi, Yoga, Tap Dancing, etc.)
 - Life Long Learning programs (educational programs open to all adults)
 - General discussion groups (book clubs, current events, etc.)
 - Table games (card games, pool, ping pong, etc.)

Mental, physical and social engagement is critical for continued health of our senior population

Park and Recreation Needs

- Building open 7 days a week, 52 weeks a year.
- Programs vary across 4 seasons and 3 school vacation weeks.
- Preschool programs run during the day throughout the school year
- During the school year:
 - After school, evening and weekend programs for kids and adults
 - Daytime programs run for adults.
 - Wild Wednesdays
- Vacation and summer programs run full day and require all available space at Fairbank. This displaces the seniors from regularly scheduled physical programs.

SPS Administration Needs

- Private offices for senior administration
- Shared office space for general administration
- Conference and meeting space
- Active and long term storage space
- Technology space – to also support town technology needs

Additional Building Uses

- Town shelter
- Teen Center
- Elections

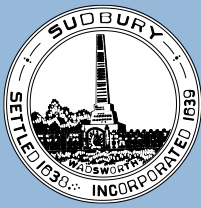
- Open for community and town wide needs

Vision for the Community Center

- Seniors and Recreation will both have dedicated program, storage and office space while sharing rooms allowing for maximum use of the center and expanded programming.
- SPS Administration will have dedicated professional office space, storage and meeting rooms. They can share other community center rooms for evening meetings.
- Available for expanded town use

Building Community Consensus for the Community Center

**Working to meet the needs of residents from
toddlers to seniors for generations to come.**



SUDBURY BOARD OF SELECTMEN
Tuesday, July 9, 2019

MISCELLANEOUS (UNTIMED)

7: Sewataro RFP and P&S

REQUESTOR SECTION

Date of request:

Requestor: Town Manager Rodrigues

Formal Title: Discussion and vote whether to approve Camp Sewataro draft RFP

Recommendations/Suggested Motion/Vote: Discussion and vote whether to approve Camp Sewataro draft RFP

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
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

07/09/2019 6:00 PM

TOWN OF SUDBURY, MASSACHUSETTS

REQUEST FOR PROPOSALS

MANAGEMENT OF CAMP SEWATARO

Proposals due July 31, 2019 at 11:00AM

DRAFT

Attachment7.a: camp sewatarorfp draftupdated7-9-19 (3351 : Sewataro RFP and P&S)

DRAFT

Attachment 7.a: camp sewatarorfp draftupdated7-9-19 (3351 : Sewataro RFP and P&S)

The Town of Sudbury invites sealed proposals from proposers for:
Management of Camp Sewataro

Proposals will be received until 11:00AM on July 31 at the Board of Selectmen's Office, Sudbury Town Offices, 278 Old Sudbury Road, Sudbury, MA 01776.

Contract documents are available at the Board of Selectmen's office or can be requested via email at frankl@sudbury.ma.us

Award will be made to the most advantageous proposer for services.

The term of the contract shall be for three years beginning in August 2019. The term commencement date is subject to change. The Town shall have the option at its sole discretion to extend the agreement for two (2) additional five-year terms.

All proposals are subject to the provisions of M.G.L. c.30B.

All proposals shall be submitted as follows: one (1) original and three (3) paper copies of the technical proposals and one (1) original and three (3) paper copies of the price proposals.

The Town may reject any and all bids as may be required or permitted in accordance with the above referenced General Laws. In addition, the Town reserves the right to waive minor informalities in any or all bids, or to reject any or all bids if it be in the public interest to do so.

DRAFT

Attachment7.a: camp sewatarorfp draughtupdated7-9-19 (3351 : Sewataro RFP and P&S)

INTRODUCTION

The Town of Sudbury (Town) is seeking proposals for a Contractor to manage day camp programming to be offered at Camp Sewataro located at 1 Liberty Ledge in Sudbury, Massachusetts. In order to be considered, the proposers must submit a plan describing how these camp services are to be provided in accordance with access for the general public and other town uses. The successful proposer must have at least five years experience providing comparable programs in Massachusetts or surrounding states. Additional requirements are set forth in this Request for Proposals.

Camp Sewataro has been in operation since 1960 as a summer day camp. On June 5, 2019, the Town voted to acquire the Property for \$11,269,700. The camp plans to run its normal operations in summer 2019, and the Town plans to close on the acquisition of the property and accept the donation of camp assets in October, 2019. The camp consists of approximately 46 acres located at 1 Liberty Ledge, just southwest of the intersection of Haynes Road and North Road. The camp operates under a Special Permit granted by the Town of Sudbury's Zoning Board of Appeals. In order to operate a summer day camp at the facility, the proposer would be required to acquire a Special Permit. According to current owner Mark Taylor, the camp, which started with 25 campers, now provides programming for more than 1200 campers each summer between the ages 4 to 14. The camp is popular with families in Sudbury, nearby towns, and as far as Boston and Wellesley.

The property is located in the Single Residence A Zoning District. There are two wetlands located on the site, both of which are ponds that comprise approximately 3.2 acres. The property contains multiple camp buildings and accessory structures as well as three residences. The total building square footage amounts to 30,400 square feet. In addition to the two ponds, the property has 4 outdoor pools, two basketball courts, two tennis courts, a horseback riding arena, two soccer fields, one lacrosse field, and one softball diamond, as well as various other activity spots. There are 25 buildings across the site, some of which are sheds.

PRE-PROPOSAL CONFERENCE

A pre-proposal conference will be held on July 23 at 5:00 PM at Camp Sewataro site for all persons interested in viewing the site. Although attendance is not mandatory, participation may provide insight useful for proposal preparation. The site is not yet Town-owned so please do not access the site without permission.

GENERAL TERMS AND CONDITIONS

The following are the Terms and Conditions of the RFP:

- The RFP is being issued by the Town Manager on behalf of the Town of Sudbury, c/o Flynn Building, 278 Old Sudbury Road, Sudbury, MA 01776. Questions or comments

- will be accepted via email at frankl@sudbury.ma.us.
- The Chief Procurement Officer has determined that in order to select the most advantageous proposal, comparative judgments relating to the proposer's background, experience and professional history, in addition to the price will be necessary. It is essential that the Town retain the services of a contractor with the appropriate background to operate a successful camp and operate property and facilities.
 - Proposals shall consist of **1) a Technical Proposal**, which is fully responsive to the Request for Proposals with the exception of the Proposer's Price and **2) a Price Proposal**. The Town's Evaluation Committee shall review, evaluate and rate each proposer's Technical Proposal. After the review and when the Evaluation Committee's written evaluations are complete, the Town will open the price proposals. The Proposal offering to pay the highest payment may not necessarily be the most advantageous proposal when other qualifications and proposals merits are considered.
 - The Town assumes no liability for any costs incurred relevant to the preparation and submission of the RFP response by any Applicant or any other costs prior to the selection of an Applicant.
 - In the event it becomes necessary to revise any part of this RFP, revisions will be provided to all who received the RFP directly from the Town Manager's office.
 - Schedule: Key Dates for this proposal
 - Wednesday July 10 RFP released
 - **Wednesday, July 23 site visit at 5PM**
 - Wednesday, July 31 Proposal Submittal Date
 - Week of August 5: Proposer Interviews
 - August 9 Evaluations due and recommendation made to Board of Selectmen
 - August 12: Contract Award
 - **The Town of Sudbury will hold a license to the Intellectual Property for the camp prior to its acquisition of the property which may be used by the selected proposer in preparation for the 2020 camp season. If the property purchase does not close, that license will terminate and the contract for management of the Camp will also terminate. The selected proposer will perform its terms of the at risk.**

Scope of Services

Camp Sewataro currently offers summer camp programming to 600 school aged campers a week. **The Camp takes place on the grounds at 1 Liberty Ledge in Sudbury, Massachusetts. The Contractor will be responsible for all aspects of camp operations and buildings and grounds, including without limitation,** registering participants, handling monies, and all general operations of the camp's programs, including personnel. The Contractor must be willing to work in a large space that is multi-faceted and return that space to its current condition at the end of the contract term. The Contractor must be willing to include in its proposal public access to the facility

during non-camp hours and during camp hours as described in the proposal. Proposer should identify which buildings it plans to use as part of proposal, and whether un-used building could be used for Town purposes.

Program Overview: Summer day camp runs from the end of June through the end of August weekly. Other camp proposals, including for school vacations, etc. will be considered as well.

Maintenance: The Contractor will accept all property and facilities “as is” in their presently existing conditions and will strive to return these spaces to the conditions they are found in. If the Contractor determines the buildings require any maintenance or upgrades, including for ADA accessibility, those repairs or improvements will be made at the direction of the Town and paid for by the Contractor.

Equipment: The Town will supply camp equipment that is being gifted by owner. An inventory of the equipment as it exists today will be included as an Appendix to this document. Equipment will be inventoried and accounted for at the end of each camp season. At the discretion of the Town, some of this equipment may be made available to residents during non-camp hours. The Contractor may supply any other equipment it deems necessary. That equipment will remain the property of the contractor, and the Town is not responsible for any damage to that equipment.

Camp Licensing: The Contractor must obtain and show proof of a camp license issued by the Town of Sudbury Health Department prior to opening in 2020. The Contractor will also be required to receive a Special Permit from the Town to operate the camp prior to opening in 2020.

Current Program Statistics: In 2018, the Camp had revenues of \$3,328,380. The total excess revenue after camp related expenses was \$1,014,357. Included in camp expenses were items like year round maintenance, insurance and real estate taxes. The Camp Sewataro Statement of Profit and Loss is available on the Town website for review. The Camp operates eight weeks per year. They have four full time employees and 175 seasonal employees. The Camp serves 1200 campers per summer, with 600 per day. Weekly tuition varies from \$670-\$810 per week for the 2019 season.

Other related costs: The Contractor shall be responsible for year-round insurance on the property. In addition, the Contractor is expected to support the Town with scholarship assistance for campers with financial needs for ten campers per summer. The contractor will be required to do routine maintenance including cleaning, trash collection, spring clean-up, snow removal and mowing, as well as caring for the pools and ponds year round.

Contractor requirements: A. Both the Contractor and the Camp Director must have a minimum of 5 (five) years of experience serving public entities or school entities in camp management. B.

Contractor must show financial and operational stability and provide a profit and loss statement for the two prior years. C. Contractor must have experience in successful implementation of Massachusetts Summer Camp Regulations. Please include a list of Board of Health contacts and list of towns/organizations contractor has worked with.

Personal Property available to contractor: Tangible personal property owned by the Town to be included as part of this agreement. Tangible personal property shall be inventoried at the beginning and end of every summer season. Tangible personal property shall be returned to Town at end of summer season. Some tangible personal property may be available for public use pending agreement between Town and Contractor during periods outside Contractor's intended use.

Intangible personal property of Sewataro owned by the Town is to be included as part of this agreement. These include all rights to title and interest in and to Sewataro's business names, and intellectual property, including but not limited to internet domain names, trademarks, service marks, trade names, logos, corporate names, client lists and registrations, copyrights (registered or unregistered), applications for registration thereof, and other similar protections. Intangible personal property shall be inventoried at the beginning and end of each contract term. Intangible personal property shall be returned to Town at end of contract term.

Instructions to Proposers

This RFP is being issued by the Town of Sudbury. Inquires involving procedural or technical matters should be directed to:

Town of Sudbury
Leila Frank, Public Information Officer
278 Old Sudbury Rd
Sudbury, MA 01776

Or

By email: Frankl@sudbury.ma.us

All Proposals must be submitted in accordance with Massachusetts General Law Chapter 30B to the Chief Procurement Officer in the Board of Selectmen's Office, in the Flynn Building, 278 Old Sudbury Road, Sudbury, MA 01776 no later than Wednesday July 31 at 11 AM. Faxed proposals will not be accepted.

Proposals shall be in two parts: (i) a Technical Proposal, which shall consist of all information

responsive to this RFP, except the fee the proposer will charge for its services hereunder and (2) a Price Proposal, which shall consist solely of the proposed fee plus a percentage of the net revenue that the contractor will pay the Town. Please ensure that the Technical and Price Proposals are submitted in separate sealed envelopes. A Technical Proposal that includes Price Proposal information may be rejected as non-responsive.

Envelopes should be marked: 1) Technical Proposal: Camp Sewataro and 2) Price Proposal: Camp Sewataro

The technical proposal shall have a table of contents and should include documentation that the proposer satisfies the minimum criteria set forth in this RFP and all other information requested in this RFP other than price.

All or part of the successful proposal may be incorporated into the final contract.

Insurance Requirements.

During the term of any agreement, Contractor shall maintain in full force and effect at its own cost and expense the following minimum insurance coverage:

- A. Commercial General Liability insurance must be provided by insurance companies authorized to do business in the Commonwealth of Massachusetts.
A Certificate of Insurance indicating this coverage (see below) must be submitted prior to signing any contract. The Town shall be named as additional insured on the Contractor's Policies with not less than the following limits: **CHECKING WITH INSURER**
- General total aggregate \$3,000,000
 - Products - completed operation aggregate \$1,000,000
 - Personal and advertising - injury \$1,000,000
 - Each occurrence \$2,000,000
 - Fire damage \$100,000
 - Medical expense \$5,000
- Coverage provided under the commercial general liability policy shall apply exclusively to the operations provided under the Camp Sewataro Management Agreement to be entered into by the successful proposer.
- B. Worker's Compensation insurance shall be required under the Laws of the Commonwealth of Massachusetts.
- C. The Town shall be named as additional insured on all policies obtained by the management firm other than Worker's Compensation. All policies shall be obtained from companies licensed to conduct business in the Commonwealth of Massachusetts.
- D. Property Insurance: The Town shall be named as additional insured on all policies.

All Proposals **must include** the following information to be considered valid. If any such information is not provided at the time of filing, the application will be deemed incomplete.

Technical Proposal- Minimum Criteria

All proposals must have a section in their proposal labeled MINIMUM CRITERIA and must provide all necessary documentation as evidence that they meet each of the following minimum criteria in order to be considered for further evaluation. If you have placed your documentation elsewhere in this Technical Proposal, you shall indicate the page number where that documentation can be found within your Technical Proposal. If documentation or identification of page number is not clearly evident for each criteria, the proposal may be deemed unresponsive.

Proposers not meeting the Minimum Criteria may be eliminated from further consideration.

1. Contractor must be a Massachusetts company/corporation (a 'C' corporation, LLC entity unto itself) with ownership that has been in place for at least five (5) years.
2. Contractor has a minimum of five (5) years' favorable experience providing camp management services for public school districts, cities, towns, or community education organizations, and must have at least three (3) references from comparably-sized programs.
3. Approved license to run a camp within the Commonwealth of Massachusetts, as issued by the local Board of Health.
4. Bidders Qualifications and References Form (Exhibit B)
5. Executed Certificate of Non-Collusion (Exhibit C)
6. Executed Attestation - Certificate of Compliance with State Tax Laws, M.G.L. c. 62C, §49 (Exhibit D)
7. IRS W-9 Form

Technical Proposal- Comparative Evaluation Criteria and Standards

Proposals which meet or exceed the Minimum Criteria will be evaluated and rated on the basis of the following Comparative Criteria. The Town reserves the right to ask any proposer to provide additional supporting documentation in order to verify a response.

Ratings of Highly Advantageous (HA); Advantageous (A); or Not Advantageous (NA) will be given to each of the following criteria for each proposer. A composite rating will then be determined. A composite rating of Highly Advantageous or Advantageous may be assigned only if a proposal has received at least one such rating among the criteria listed below. To the extent

that an Evaluation Criterion requires the certification of fact, the proposer's certification as to that fact shall be an adequate response provided, however, that on request the proposer shall provide to the Town such evidence as the Town may request to support that fact.

1. Interviews

The Evaluation Committee will schedule interviews with all proposers who have met the Minimum Criteria and are responsive to this RFP. At the start of the interview, the proposer will have up to fifteen (15) minutes to present a company background and presentation. The Evaluation Committee will prepare five (5) questions, which will be asked of all proposers after the presentation. The Evaluation Committee may also ask additional questions.

Highly Advantageous: Proposer representative(s) were present, communicated a comprehensive plan of action, and successfully responded to all five (5) questions from the Evaluation Committee and sufficiently answered any additional questions posed by the Evaluation Committee.

Advantageous: Proposer representative (s) were present, communicated a comprehensive plan of action, and successfully responded to a minimum of four (4) of the five (5) questions from the Evaluation Committee and sufficiently answered any additional questions posed by the Evaluation Committee.

Not Advantageous: Proposer representative (s) were present but did not communicate a comprehensive plan of action or successfully responded to fewer than four (4) of the five (5) questions from the Evaluation Committee and did not sufficiently answer any additional questions posed by the Evaluation Committee.

2. Experience – Summer Camps

Specify programming plan for Camp.

Proposer must have run each of these programs in other municipalities or facilities for a minimum of five (5) years.

Plan must include which programs have been offered and for how many years.

Highly advantageous: Specify a minimum of seven (7) various summer camp programs proposer has offered other municipalities/organizations for a minimum of five (5) years.

Advantageous: Specify four (4) to six (6) programs proposer has offered other municipalities/organizations for a minimum of five (5) years.

Not Advantageous: Fewer than four (4) programs and/or proposer has fewer than five (5) years of experience managing each.

3. Management Expertise

Provides detailed background, experience, and roles of Proposer Owner and Camp Director.

Highly advantageous: Camp Director has more than five (5) years of experience directing a summer camp as a full-time employee. Proposer has a detailed immediate response back-up staff plan and offers qualified candidate(s) to back-up Director and other staff.

Advantageous: Director has three (3) to five (5) years of experience summer camp programs as a full-time employee. Proposer has a detailed immediate response back-up staff plan and offers qualified candidate(s) to back-up Director and other staff.

Not Advantageous: Camp Director has less than three (3) years of experience managing camp programs and/or has not provided a detailed immediate response back-up staff plan.

4. Experience working with community or other stakeholders developing and executing a plan for public access

Highly advantageous: Proposer has successfully worked with other entities for public access and lays out a practical plan for facilitating or restricting public access to managed property during different seasons and times in proposal.

Advantageous: Proposer has not worked with other entities for facilitating, but lays out a practical plan for public access in proposal.

Not advantageous: Proposer has not laid out a practical plan for public access in proposal.

VII. EVALUATION OF PROPOSALS AND AWARD OF CONTRACT The contract will be awarded to the responsive and responsible proposer offering the most advantageous proposal, taking into consideration all evaluation criteria as well as price. Any proposers who submit a price that is abnormally low or high, as determined by the Town, may be rejected as unrealistic. All proposals shall remain firm for 60 days after the deadline for submission of proposals. Proposers may be investigated by Town to determine if they are qualified to perform the contract.

VII: MISCELLANEOUS

A. Amendments/Modifications to Proposals

The Applicant may, at any time prior to the deadline for submission of the Proposals, amend or modify a Proposal by submitting the amendment/ modification in a sealed package containing one (1) original and one electronic copy of the amendment /modification and clearly marked with the following information:

TITLE: “Amendment to SEWATARO REQUEST FOR PROPOSALS”

FROM: Name and Address of Applicant-candidate(s)

TO: Town of Sudbury

c/o Sudbury Town Manager

Flynn Building

278 Old Sudbury Road

Sudbury, MA 01776

B. Withdrawal of Proposals

Any Applicant may withdraw his/her/their Proposal at any time prior to the deadline established in this RFP. Those wishing to withdraw a Proposal must provide a written authorization and/or acknowledgment that the Proposal is being withdrawn and that the Town is not held responsible for any damage as a result of the Proposal withdrawal.

C. Rejection of Proposals

The Town reserves the right to reject any or all Proposals.

D. Addenda

Any addenda to the RFP will be sent by mail or email to those who received a copy of the RFP from the Town of Sudbury. The Town will not be responsible for notifying anyone who received a copy of the RFP from anyone other than the Town Manager’s office. Proposers are solely responsible for ensuring that the Town Manager’s office has its proper contact information. If it is not possible to notify all parties who officially received an RFP prior to the deadline for submission, the Town reserves the right to extend the deadline for submission. Any and all supplemental instructions will be in the form of written addenda to the RFP and, if issued, will be sent with a signed receipt requested, no later than three (3) days prior to the date fixed for the opening of proposals (see Exhibit F). Failure of any Proposer to receive any addenda shall not relieve the Proposer from any obligations under the proposal as submitted. It will be the Proposers’ responsibility to periodically check the Town of Sudbury website for updates/addenda to the RFP.

E. Request for interpretation

No oral interpretation of the meaning of RFP requirements, zoning regulations, or property conditions will be made. Every request for such interpretation shall be in writing addressed to the Town of Sudbury, c/o Sudbury Town Manager, Flynn Building, 278 Old Sudbury Road, Sudbury, MA 01776 or at frankl@sudbury.ma.us and, to be given consideration, must be received seven (7) days prior to the date fixed for the opening of proposals. Failure of any Proposer to receive any interpretation shall not relieve the Applicant from any obligations under the proposal as submitted.

F. Conditions

Submission of a proposal in response to this RFP constitutes an agreement by the Proposer in any subsequent contract from the Town to be bound by and comply with all provisions of the entire RFP, including the following conditions, which shall survive the execution and acceptance of a management contract:

Please submit the following:

Exhibit A: DESCRIPTION OF INTENDED USE

A. Required: Description of intended use of the Site to include:

- Description of the activities to take place on the Site;
- Calendar of activities, include typical daily schedule(s) as applicable;
- Approximate number of participants and staff using the facility;
- List of buildings and areas required for activities;
- Proposed alterations and improvement plan for buildings and grounds;
- Plan for community use of and access to the buildings and grounds;
- Description of site preservation and conservation intent;
- Maintenance and custodial plan for buildings and grounds

B. Optional:

Additional information describing benefits available to the Town of Sudbury and its citizens as a result of the Applicant's tenancy.

Exhibit B: STATEMENT OF QUALIFICATIONS

All interested Applicants should submit a statement of qualifications to include:

A. Required: An Applicant Background Statement to include:

- Firm name;
- Addresses, e-mail addresses and telephone numbers of all firm offices;
- Structure of firm, e.g. sole proprietorship, partnership, corporation, nonprofit;
- Size of firm;

- Years firm has been in business;
- Financial information in the form of a current financial statement and Balance Sheet;
- Information about the experience of the Applicant;
- Names of principals in firm;
- Educational and experiential background of principals;
- Qualifications for operation of proposed use;
- List of other similar activities managed or operated by Applicant;
- Listing of any actions (within the last 10 years) taken by any regulatory agency involving the firm or its agents or employees with respect to any work performed;
- Listing of any litigation (within the last 10 years) involving the firm or its agents or employees with respect to any work performed;
- Name of persons who can be contacted as references. At least three (3) references must be provided;
- Demonstration of ability to obtain all appropriate casualty/liability insurance coverage applicable to the proposal;
- List of Board of Health contacts and list of town/organizations contractor has worked with;

B. Optional:

More detailed descriptions, such as photographs or project brochures of specific activities referenced as relevant experiences, may also be included.

EXHIBIT C: Certificate of Non-Collusion

The undersigned certifies under the pains and penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

Signature: _____

Print Name: _____

Organization: _____

Date: _____

EXHIBIT D: Tax Compliance Certification

Pursuant to M.G.L. ch. 62C, § 49A, the undersigned certifies under the pains and penalties of perjury that, to the best of their knowledge and belief, the Applicant, _____, is in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

Signature: _____

Print Name: _____

Organization: _____

Date: _____

Attachment7.a: camp sewatarorfp drafftupdated7-9-19 (3351 : Sewataro RFP and P&S)

EXHIBIT E: Certificate by Corporate Authority to Sign Contract

At a duly authorized meeting of the Board of Directors of the
_____ (Name of Corporation held on
_____ (Date)

at which all Directors were present or waived notice, it was voted that,

(Name) (Officer)

of this Company, be and hereby is authorized to execute contracts and bonds in the name and
behalf of said company, and affix its Corporate Seal thereto, and such execution of any such
Contract or obligation in this Company's name on its behalf by such
_____ under seal of this company, shall be valid and binding upon
(Officer)

this Company.

A TRUE COPY
ATTEST: _____
(Clerk)

PLACE OF BUSINESS _____

DATE OF THIS CONTRACT _____

I hereby certify that I am the _____ of the _____
_____ that _____ is the
duly elected _____ of said company, and that the above vote
has not been amended or rescinded and remains in full force and effect as of the date of this
Contract.

Name: _____

Corporate Seal: _____

Attachment7.a: camp sewatarorfp draughtupdated7-9-19 (3351 : Sewataro RFP and P&S)

EXHIBIT F: RFP Addenda Receipt Page

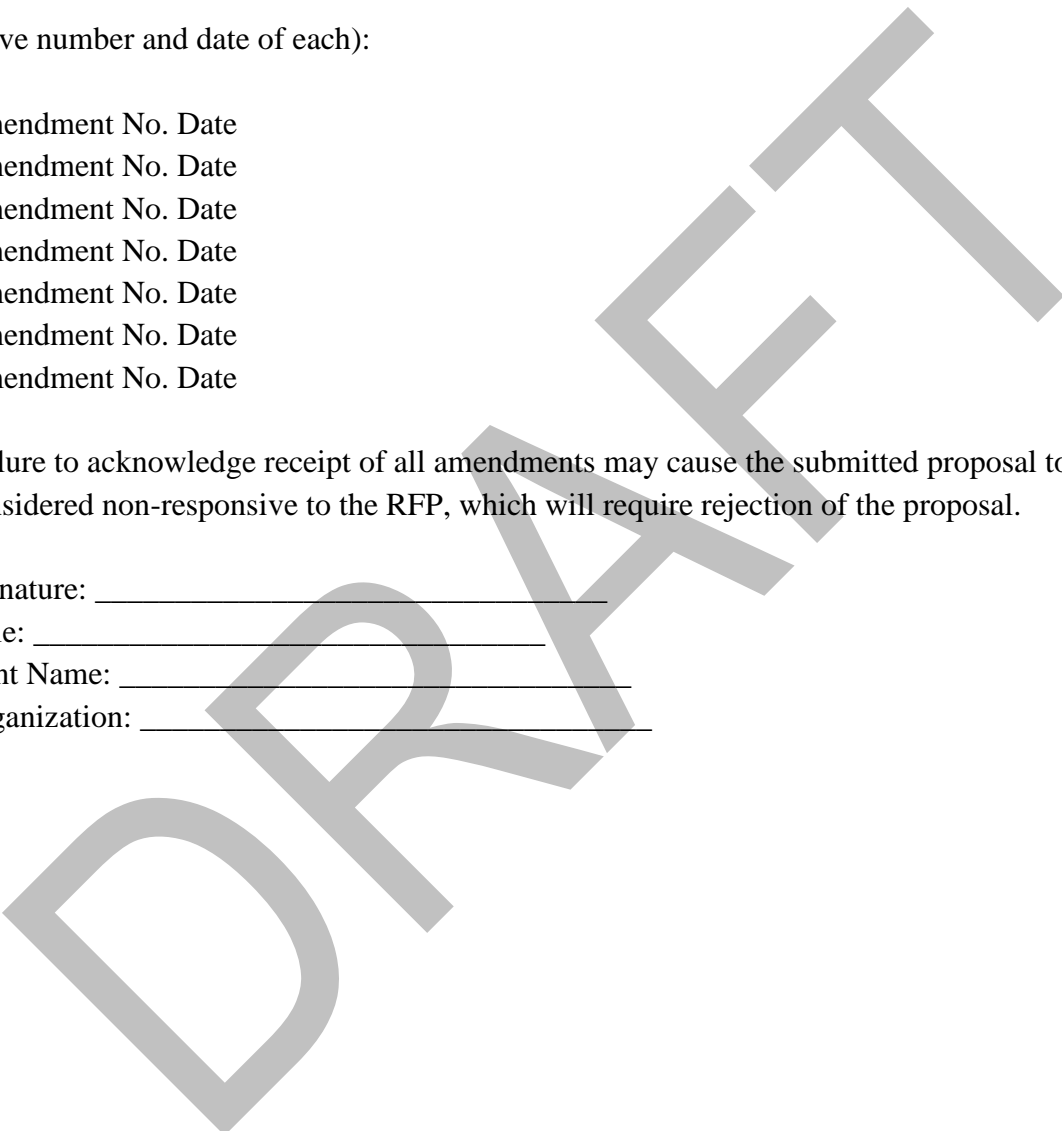
The undersigned acknowledges receipt of the following amendments to the RFP for the Sewataro Site, Sudbury, MA, dated _____, 20__.

(Give number and date of each):

- Amendment No. Date
- Amendment No. Date
- Amendment No. Date
- Amendment No. Date
- Amendment No. Date
- Amendment No. Date
- Amendment No. Date

Failure to acknowledge receipt of all amendments may cause the submitted proposal to be considered non-responsive to the RFP, which will require rejection of the proposal.

Signature: _____
 Title: _____
 Print Name: _____
 Organization: _____



Attachment7.a: camp sewatarorfp draftupdated7-9-19 (3351 : Sewataro RFP and P&S)

Exhibit G

Camp Sewataro Price Proposal

The undersigned proposes to pay to the Town:

Monthly rent: _____

and

Percentage of net revenue monthly: _____

The undersigned agrees that, if selected, s/he will within five days (Saturdays, Sundays and legal holidays excluded) after presentation thereof by the Town, execute a contract in accordance with the terms of this bid. The undersigned further certifies under the penalties of perjury that this bid has been made and submitted in good faith and without collusion or fraud with any other person. As used in this section the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity, or group of individuals.

Date _____

(Name of General Bidder) BY: _____

_____ (Printed Name and Title of Signatory)

_____ (Business Address)

_____ (City, State Zip)

_____ / _____ (Telephone) (FAX)

_____ (E-mail Address)

NOTE: If the bidder is a corporation, indicate state of incorporation under signature, and affix corporate seal; if a partnership, give full names and residential addresses of all partners; if an individual, give residential address if different from business address; and, if operating as a d/b/a give full legal identity. Attach additional pages as necessary.

This completed form shall be signed by an authorized representative of the proposer.

Price Proposal must be submitted in a separate, sealed envelope.

Attachment7.a: camp sewatarorfp draughtupdated7-9-19 (3351 : Sewataro RFP and P&S)

Appendix A: Current Site Plan



DRAFT

Attachment 7.a: camp sewatarorfp draft updated 7-9-19 (3351 : Sewataro RFP and P&S)

Appendix B: List of buildings

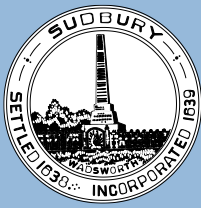
Size and Square Footage of Residences and Camp Buildings

- 1) Dwelling (#1 Winter Office) approx. 50' X 60' = 3000 sq. ft., one story
- 2) Garage/Workshop 50' X 50' = 2500 sq. ft.
- 3) Equipment shed, gravel floor, 25' X 95', = 2375 sq. ft.,
- 4) Lawn Mower shed, gravel floor, 10' X 50', = 500 sq. ft.
- 5) Long House shelter, wood floor, 50' X 80' = 4000 sq. ft.
- 6) Arts & Crafts building/shelter 60' X 24' and 33' X 40' = 2160 sq. ft. total
- 7) Dwelling (#2 Summer Office) two floors, 25' X 50, = 2500 sq. ft. total
- 8) Dwelling (#3 Split level) approx. 33' X 65' 1st fl and 33' X 33' 2nd fl. Total square footage = 3254 sq. ft.
- 9) Dwelling (#4 Ranch) approx. 25' X 85'; 1 floor = 2125 sq. ft.
- 10) Dwelling (#6 Stable) 25' X 43', two floors, = 1075 sq. ft. dwelling and 1075 sq. ft. stable.
- 11) Tennis shelter, concrete floor, 24' X 30' = 720 sq. ft.
- 12) Meeting Hall shelter, wood floor, 30' X 50' = 1500 sq. ft.
- 13) Parent Driver shelter, gravel floor, 24' X 30' = 720 sq. ft.
- 14) Tiki Depot shelter, gravel floor, 12' X 35' = 420 sq. ft.
- 15) Raccoons Nest shelter, gravel floor, 12' X 35' = 420 sq. ft.
- 16) Bear Cave shelter, gravel floor, 24' X 35' = 840 sq. ft.
- 17) Waterfront Terrace, gravel floor, 12' X 20', = 240 sq. ft.
- 18) Bathrooms @ Pools 13' X 17' = 221 sq. ft.
- 19) Bathrooms @ Meadows 15' X 17' = 255 sq. ft.
- 20) Pool Filter house 13' X 15' = 195 sq. ft.
- 21) Tree house 20' x 20' = 400 sq. ft.

22) Cabin 14' x 20' = 280 sq ft

23) Activity Storage shed 14' x 30' = 420 sq ft

24) Dwelling at 213 Haynes Rd. 30' X 40', two floors = 2400 sq. ft



SUDBURY BOARD OF SELECTMEN

Tuesday, July 9, 2019

MISCELLANEOUS (UNTIMED)**8: Authorize TM as designated authority CWMP loan**REQUESTOR SECTION

Date of request:

Requestor: Chairman Carty

Formal Title: Vote to authorize that the Office of the Town Manager to file applications and executive agreements for grants and loan assistance in regards to the State Revolving Fund Loan for the CWMP update.

Recommendations/Suggested Motion/Vote: Vote to authorize the Office of the Town Manager to file applications and executive agreements for grants and loan assistance in regards to the State Revolving Fund Loan for the CWMP update.

Background Information:

From: Rosemary Blacquier

Date: 6/27/19 2:21 PM (GMT-05:00)

To: "Nason, Dan" "Rodrigues, Melissa"

Cc: Scott Medeiros

Subject: Authority to File and Certifying Authority Forms to Town

Good Afternoon!

I am working to get the full State Revolving Fund Loan application completed and submitted to MassDEP for the CWMP Update. As part of that process, you need to get on a Board of Selectmen Agenda to have them vote to authorize the "Office of the Town Manager" as the designated authority on the loan. You literally use the language on the "Authority to File" form attached here as the motion. Once voted, the Chairman then signs at the bottom. You then need to have the Town Clerk certify on the Certifying Authority form that Melissa is the present incumbent of that position and affix her seal.

The two forms are attached here. You will have to copy and paste on the Town's letterhead and then proceed with the vote, signing and certifying. If you could get this on the next agenda, it will take maybe 5 minutes to do.

I am continuing to complete the application and may have more questions and will reach out again! Thank you!!

Rosemary T. Blacquier, Principal /Client Manager

Woodard & Curran

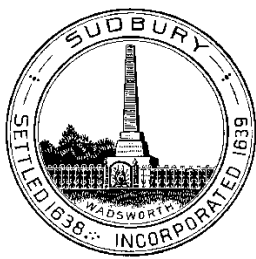
980 Washington street

Dedham, MA 02026

781.613.0644

Financial impact expected:

Approximate agenda time requested: 10 minutes



TOWN OF SUDBURY

Office of Selectmen

www.sudbury.ma.us

278 Old Sudbury Road

Sudbury, MA 01776-1843

978-639-3381

Fax: 978-443-0756

Email: selectmen@sudbury.ma.us

CERTIFYING AUTHORITY TO FILE

I hereby certify that the Board of Selectmen of the Town of Sudbury, Massachusetts (hereinafter referred to as the Applicant), at a meeting noticed and conducted in accordance with all applicable legal requirements, duly voted to authorize the:

Office of the Town Manager

to act on behalf of the Applicant, as its agent, in filing applications for, executing agreements regarding, and performing any and all other actions necessary to secure for the Applicant such loan(s) for construction or planning of Water Pollution Abatement Projects as may be made available to the Applicant pursuant to the provisions of the Massachusetts Clean Waters Act c.21, section 27-33E, inclusive, as amended) and the Water Pollution Abatement Revolving Loan Program (M.G.L. c.29C) for the following project:

CWMP Update

I hereby certify that **Melissa M. Rodrigues** is the present incumbent of the position referenced above, and do hereby certify:

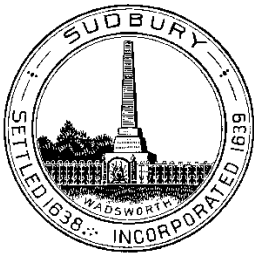
1. That the attached resolution is a true and correct copy of the resolution as finally adopted at a meeting of the governing body held on the _____ day of _____, 2019, and duly recorded in my office:
2. That said meeting was duly convened and held in all respects in accordance with law and to the extent required by law, due and proper notice of such meeting was given; and a legal quorum was present throughout the meeting, and a legally sufficient number of members of the governing body voted in the proper manner and for the adoption of said resolution; that all other requirements and proceedings under the law incident to the proper adoption or passage of said resolution, including publication, if required, have been duly fulfilled, carried out, and otherwise observed; and that I am authorized to execute this certificate:
3. That if an impression of a seal has been affixed below, it constitutes the official seal of the Applicant and this certificate is hereby executed under such official seal; but if no seal has been affixed, the Applicant does not have an official seal:

IN WITNESS WHEREOF, I have hereunto set my hand this

_____ day of _____, 20_____

Beth Klein, Town Clerk

Attachment 8.a: CWMP_Klein_signature (3355 : Authorize TM as designated authority CWMP loan)



TOWN OF SUDBURY

Office of Selectmen

www.sudbury.ma.us

278 Old Sudbury Road
Sudbury, MA 01776-1843

978-639-3381

Fax: 978-443-0756

Email: selectmen@sudbury.ma.us

AUTHORITY TO FILE

Whereas, the Town of Sudbury, MA, after thorough investigation, has determined that the work activity consisting of the completion of a CWMP Update is both in the public interest and necessary to protect the public health, and that to undertake this activity, it is necessary to apply for assistance; and:

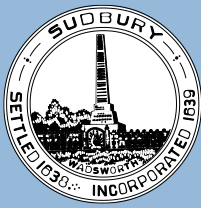
Whereas, the Department of Environmental Protection (MassDEP) and the Massachusetts Clean Water Trust (the Trust) of the Commonwealth of Massachusetts, pursuant to Chapter 21 and Chapter 29C of the General Laws of the Commonwealth ("Chapter 21" and "Chapter 29C") are authorized to make loans to municipalities for the purpose of funding planning and construction activities relative to Water Pollution Abatement Projects; and

Whereas, the Applicant has examined the provisions of the Act, Chapter 21 and Chapter 29C, and believes it to be in the public interest to file a loan application.

NOW, THEREFORE, BE IT RESOLVED by the Sudbury Board of Selectmen as follows:

1. That the Office of the Town Manager is hereby authorized on behalf of the Applicant to file applications and execute agreements for grant and/or loan assistance as well as furnishing such information, data and documents pertaining to the applicant for a grant(s) and/or loan(s) as may be required; and otherwise to act as the authorized representative of the Applicant in connection with this application;
2. That the purpose of said loan(s), if awarded, shall be to fund planning activities.
3. That if said award is made the Applicant agrees to pay those costs which constitute the required Applicant's share of the project cost.

Daniel E. Carty, Chairman Board of Selectmen



SUDBURY BOARD OF SELECTMEN

Tuesday, July 9, 2019

MISCELLANEOUS (UNTIMED)

9: Citizen's comments (cont.)

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Citizen's comments (cont.)

Recommendations/Suggested Motion/Vote: Citizen's comments (cont.)

Background Information:

Financial impact expected:

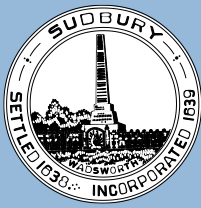
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

07/09/2019 6:00 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, July 9, 2019

MISCELLANEOUS (UNTIMED)

10: Upcoming agenda items

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discuss upcoming agenda items

Recommendations/Suggested Motion/Vote: Discuss upcoming agenda items

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

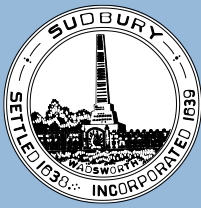
Patty Golden	Pending
Melissa Murphy-Rodrigues	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

07/09/2019 6:00 PM

POTENTIAL UPCOMING AGENDA ITEMS/MEETINGS

MEETING	DESCRIPTION
July 24 (Wednesday, 7:00 PM)	Election Worker annual appointments
	Interview ZBA associate candidate
	Selectmen Summer Newsletter Topics
	Interview Board of Registrars candidate
	Discuss Town Forum (pre-town meeting)
August 6	Possibly call Fall Town Meeting and open warrant
Date to be determined	Update from BOS Policy Subcommittee
	BOS social media policy
	Frost Farm
	BOS Goal setting
	Town meeting recap – year in review
	Liquor License request - Whole Foods
	Discussion on Fairbank Center (ongoing)
	Route 20 empty corner lot – former gas station
	HOME program
	Update on traffic policy (Chief Nix)
	Update on crosswalks (Chief Nix/Dan Nason)
	Discussion and potential vote on next steps regarding CSX Rail Trail acquisition
	Tax Classification Hearing (Oct/Nov)
	Annual alcohol license renewals (Dec)
	Citizen Leadership Forum
	Town-wide traffic assessment
STANDING ITEM FOR ALL MEETINGS	BOS requests for future agenda items at end of meeting
	Citizens Comments, continued (if necessary)

Attachment 10.a: POTENTIAL UPCOMING AGENDA ITEMS_07_09_19 (3331 : Upcoming agenda items)



SUDBURY BOARD OF SELECTMEN
Tuesday, July 9, 2019

CONSENT CALENDAR ITEM

11: Minutes approval

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to approve the regular session minutes of June 11, 2019.

Recommendations/Suggested Motion/Vote: Vote to approve the regular session minutes of June 11, 2019.

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
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

07/09/2019 6:00 PM