



SUDBURY BOARD OF SELECTMEN
TUESDAY JANUARY 28, 2020
6:15 PM, TOWN HALL - LOWER LEVEL

Item #	Time	Action	Item
	6:15 PM		CALL TO ORDER
EXECUTIVE SESSION			
1.		<i>VOTE</i>	Open in regular session and immediately vote to enter executive session for the following purpose: Conduct strategy session in preparation for negotiations with nonunion personnel and/or to conduct contract negotiations with nonunion personnel (new Town Manager) pursuant to General Laws chapter 30A, §21(a)(exception 2).
2.		<i>VOTE</i>	Vote to close executive session and resume open session.
	6:30 PM		Opening remarks by Chairman
			Reports from Town Manager
			Reports from Selectmen
			Citizen's comments on items not on agenda
MISCELLANEOUS			
3.		<i>VOTE</i>	Discussion and vote whether to amend Article 4 of the Camp Sewataro Camp Operator Contract regarding camper scholarships on the terms agreed upon by the Board of Selectmen Board (at the BOS meeting) and to direct Town Counsel to prepare such amendment, and to authorize the Interim Town Manager or the Chair to execute such amendment. (Scott Brody to attend.)
4.		<i>VOTE</i>	Discussion and vote to request that SudburyTV record all Council on Aging meetings.
5.		<i>VOTE</i>	Review Board of Selectmen Town Meeting articles and vote to accept articles.
6.		<i>VOTE</i>	Discussion and vote whether to accept ATM article on CSX Corridor.
7.		<i>VOTE</i>	Discussion and vote whether to accept ATM article on Fairbank Plan B - Phase 1 as requested by Selectman Schineller.

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

Item #	Time	Action	Item
8.		<i>VOTE</i>	Discussion and vote whether to accept ATM article on Fairbank Plan B - Phase 2 as requested by Selectman Schineller.
9.		<i>VOTE</i>	Discuss and vote whether to accept ATM article on Non-motorized Rail Trail designation, as requested by Selectman Bill Schineller.
10.			Discussion on the Fairbank Community Center.
11.		<i>VOTE</i>	Discuss and possible vote to approve proposed 2020 Board of Selectmen Newsletter Schedule of Deadlines.
12.			Discuss topics to be assigned for the Winter 2020 Board of Selectmen Newsletter.
13.			Citizen's comments (cont.)
14.			Discuss upcoming agenda items
CONSENT CALENDAR			
15.		<i>VOTE</i>	Vote to accept the resignation of Jeffrey Klofft, associate member of Zoning Board of Appeals and member of Earth Removal Board, and send a letter of thanks for his service to the Town.
16.		<i>VOTE</i>	Vote to accept the resignation of Ponds & Waterways Committee member, Frank Lyons, and send a letter of thanks for his service to the Town.
17.		<i>VOTE / SIGN</i>	Vote to sign the Presidential Primary Warrant for posting by the constable no later than February 25, 2020.
18.		<i>VOTE</i>	Vote to approve Town Manager execution of the contract for legal services with KP Law, P.C. for Fiscal Years 2021 through 2023 entitled "Terms of Engagement – Town Counsel Services", dated January 14, 2020.
19.		<i>VOTE</i>	Vote to authorize the Interim Town Manager to increase the BCK Law contract not to exceed amount from \$425,000 voted on Nov. 13, 2018, to \$535,000 in order to pay for continuing services pertaining to the Eversource matter.
20.		<i>VOTE</i>	Vote to approve execution of contract by the Interim Town Manager to DataBank for digitization of certain Building Department files in the amount of \$50,000, upon approval of Town Counsel.
21.		<i>VOTE</i>	Approve regular session minutes of 11/22/19, 12/3/19, 12/10/19, and 12/17/19.
22.		<i>VOTE / SIGN</i>	Vote to grant a 1-day All Alcohol license to Goodnow Library Foundation, Inc, to accommodate an Annual Fundraising Event on Saturday, March 28, 2020 from 7:00 PM to 10:00 PM at Goodnow Library, 21 Concord Rd, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.
23.		<i>VOTE</i>	Vote to Grant a Special Permit to the Sudbury Companies of Minute and Militia, to hold the annual Parade to Commemorate Patriot's Day on Sunday, April 19, 2020, from 5:30 A.M. through approximately 12:30 P.M., subject to Police Department safety requirements, Proof of Insurance Coverage and the assurance that

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
			any litter will be removed at the parade's conclusion.
24.		<i>VOTE</i>	Vote to accept the following donations: \$200 from Martha Welsh, Agent, New York Life Insurance; \$200 from Spencer Financial (Bill Spencer); \$200 from Berkshire Hathaway Stephan Home Services (Louis Stephan) and \$1,000 from the Sudbury Chamber of Commerce, totaling \$1,600 to be used for the 2019 Sudbury Winter Festival (Tree Lighting). Said funds to be expended under the discretion of the Town Manager.
EXECUTIVE SESSION			
25.		<i>VOTE</i>	If necessary, vote to close regular session and re-enter executive session for the following purpose: Conduct strategy session in preparation for negotiations with nonunion personnel and/or to conduct contract negotiations with nonunion personnel (new Town Manager) pursuant to General Laws chapter 30A, §21(a)(exception 2).
26.		<i>VOTE</i>	Vote to close executive session and not resume open session.

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

**SUDBURY BOARD OF SELECTMEN**

Tuesday, January 28, 2020

EXECUTIVE SESSION**1: Town Manager contract negotiations****REQUESTOR SECTION**

Date of request:

Requested by: Patty Golden

Formal Title: Open in regular session and immediately vote to enter executive session for the following purpose: Conduct strategy session in preparation for negotiations with nonunion personnel and/or to conduct contract negotiations with nonunion personnel (new Town Manager) pursuant to General Laws chapter 30A, §21(a)(exception 2).

Recommendations/Suggested Motion/Vote: Open in regular session and immediately vote to enter executive session for the following purpose: Conduct strategy session in preparation for negotiations with nonunion personnel and/or to conduct contract negotiations with nonunion personnel (new Town Manager) pursuant to General Laws chapter 30A, §21(a)(exception 2).

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM



SUDBURY BOARD OF SELECTMEN
Tuesday, January 28, 2020

2

EXECUTIVE SESSION

2: Close executive session

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to close executive session and resume open session.

Recommendations/Suggested Motion/Vote: Vote to close executive session and resume open session.

Background Information:

Financial impact expected:none

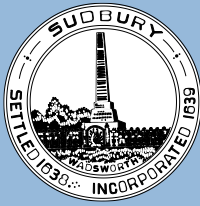
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM

**SUDBURY BOARD OF SELECTMEN**

Tuesday, January 28, 2020

MISCELLANEOUS (UNTIMED)**3: Discussion on Sewataro Scholarship criteria****REQUESTOR SECTION**

Date of request:

Requestor: Kristen Drummey, liaison to Sewataro

Formal Title: Discussion and vote whether to amend Article 4 of the Camp Sewataro Camp Operator Contract regarding camper scholarships on the terms agreed upon by the Board of Selectmen Board (at the BOS meeting) and to direct Town Counsel to prepare such amendment, and to authorize the Interim Town Manager or the Chair to execute such amendment. (Scott Brody to attend.)

Recommendations/Suggested Motion/Vote: Discussion and vote whether to amend Article 4 of the Camp Sewataro Camp Operator Contract regarding camper scholarships on the terms agreed upon by the Board of Selectmen Board (at the BOS meeting) and to direct Town Counsel to prepare such amendment, and to authorize the Interim Town Manager or the Chair to execute such amendment. (Scott Brody to attend.)

Background Information:

attached memos from Kristen Drummey and Social Worker Bethany Hadvab

Financial impact expected:

Approximate agenda time requested: 15 minutes

Representative(s) expected to attend meeting: Scott Brody

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM

least ten (10) years' experience in the auditing of books and records who is not compensated on a contingent fee basis. The Manager may elect to provide electronic records to the Town and its auditor. The Manager agrees to meet from time to time with the Town for purposes of reviewing such records and discussing the management of the Property.

3.3 Management Fee Dispute Resolution. In the event of any dispute relating to the calculation of the Revenue Share Payment, including calculation of Net Revenue, Operating Expenses or recordkeeping, the Town's designated auditor and the Manager's designated auditor shall first attempt in good faith to resolve such dispute. In the event that the said two auditors are unable to resolve the dispute, the two auditors shall appoint a neutral party third auditor who shall be a certified public accountant having at least ten (10) years' experience in the auditing of books and records. The cost and expenses of the third auditor shall be shared equally by the Town and the Manager. The third auditor shall make a determination as to the disputed matter(s) and such determination shall be final and binding on the Parties.

ARTICLE 4 – CAMPER SCHOLARSHIPS

4.1 Camper Scholarships. The Manager shall award at least ten (10) "scholarships" to eligible campers, meaning reduced fee access to two-week sessions of camp, for each two-week session of camp. In the event that the Manager receives approval from the Planning Board to increase its daily camper capacity to above 600 per day, then the number of scholarships shall be not less than the number of additional campers above 600 that are approved, up to 650 campers. With respect to any scholarships provided by the Manager under this Section 4.1, the Manager shall have the right to determine the distribution of scholarships among the range of ages and gender identity of the campers. Scholarship campers shall be subject to the same camp policies, rules, and regulations as non-scholarship campers.

4.2 Eligibility for Scholarships. To be eligible for a scholarship, the camper must be a resident of Sudbury. The amount of the discount off of the standard camp tuition rate shall be on a sliding scale based upon parent/guardian income, need and financial eligibility pursuant to a formula to be established by and between the Manager and the Town of Sudbury by and through its social worker or other Town designee. The minimum camp tuition rate for a scholarship camper for a two week session shall be Four Hundred Dollars (\$400.00).

ARTICLE 5 – PERMITTED USES

5.1 Permitted Uses. The Property shall be used exclusively for the following purposes (the "Permitted Uses"):

(i) Operation of a summer day camp (subject to the receipt a Special Permit from the Sudbury Planning Board, a license from the Sudbury Board of Health, and the approval of any other governmental body having jurisdiction with respect to the operation of a summer camp at the Property). Horse riding camp activities are permitted.

(ii) Operation of programmatic activities. Such activities may be organized by the Manager alone, or in conjunction with the Town.



01/22/2020

Selectboard Members,

Bethany Hadvab, Sudbury Town Social Worker, has indicated that she is in regular contact with a number of families with children who would benefit greatly from attending Camp Sewataro during the summer of 2020. She does not feel that she can fill the 50 potential scholarship slots, both due to the number of children in her regular caseload and time constraints. Bethany also feels that, for these families, the \$400/session minimum currently required by the contract between Operator Scott Brody and the Town of Sudbury is prohibitively high, even with Extended Care and/or Busing included at no additional cost.

We are proposing that Bethany use her existing connections and resources to fill 10-20 spots per session with campers from these families at whatever cost they indicate they can afford, *even if it is less than \$400/session*. Camp Sewataro, LLC will absorb the additional costs of these campers.

The remaining 30-40 scholarship spaces will be filled using the criteria laid out below, with potential recipients targeted using a list of community partners (school employees, local volunteers, worship leaders, etc.) that Bethany maintains and via a link on the Camp Sewataro website. (Please note that the regular price for a 2 week session is \$1,620.) These criteria are based on the formula that has been used successfully by many other local summer day camps, including Everwood Day Camp, for many years and have been adjusted to reflect median household incomes in Sudbury.

In the event that the Zoning Board of Appeals does not approve our petition to increase our capacity to 650 campers per day, we would like to offer up all 10 scholarship placements to Bethany at the price that those campers' families feel capable of contributing with no required minimum.

Thank you all so much for your consideration of this proposal.

Sincerely,

Scott Brody (Manager, Camp Sewataro LLC) & Kristen Drummey (Community Liaison)



Camp Sewataro – Sudbury Resident Scholarship - 2020 Criteria

As part of our commitment to our local community, Camp Sewataro is delighted to be offering a limited number of scholarships to the children of Sudbury residents! There are a few different potential scholarship levels available, depending upon the **income eligibility guidelines below**. Aside from income, we look at the number of children in the household and extenuating factors such as family member illness, family members in college, etc.

Scholarship Criteria

- 1.) Camper candidate must be a Sudbury resident.
- 2.) **Income Eligibility Guidelines:** Annual combined household income*:
 - a). of less than \$90,000 AND household size of 2-4 are eligible for a 50% camper scholarship**
 - b). of less than \$90,000 AND household size of 5+ are eligible for a 75% camper scholarship**
 - c). of less than \$120,000 AND household size of 5+ are eligible for a 50% camper scholarship**

**Availability in desired session is not guaranteed, as openings are limited based on camper age and gender

*The list below (How to Apply Items 1-3) will help give us a clear picture of scholarship eligibility.

- 3.) Scholarships are limited in availability and must be applied for before April 1, 2020 for the 2020 Camp Season.
- 4.) A written letter of recommendation from a (non-family member) teacher, coach, mentor or equivalent, which speaks about the child's suitability for a Camp program (particularly behavior and social skills).

How to Apply

- 1.) Email or call the Camp Sewataro office at: office@sewataro.com or 978-443-3100 to discuss your intention to apply for a scholarship and to check on availability in your child(ren)'s age group(s).
- 2.) Mail, fax or email a copy of your 2019 Tax Return to: 1 Liberty Ledge, Sudbury MA 01776 or 978-433-8153. Social Security numbers should be blackened out for privacy. If you are submitting a "self-prepared" tax return, please also submit your W-2 (as evidence of your annual combined household income).
- 3.) In the case of divorced parents, please include evidence of agreed upon child support.

Please note: Camp Sewataro reserves the right to request any of the following documents (in addition to above) in order to fulfill the "annual combined income" criteria).

- Last two pay stubs
- Unemployment check stubs (last two)
- Social Security or disability checks
- Retirement/pension income
- State Assistance (WIC, TANF, AFDC and/or DHCP)
- Self-Employed: Schedule C or other appropriate tax form

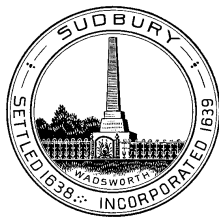
- 4.) Mail or email a written letter of recommendation from a (non-family member) teacher, coach, mentor or equivalent.



5.) Complete an online Scholarship Application at:

https://docs.google.com/forms/d/e/1FAIpQLSf9aB7KcVWWcHDZmJce5cxuRTw4bYfbaFY3TA4t2Fa59ahdAg/viewform?usp=sf_link

All scholarship information will be confidential and treated with the utmost respect and sensitivity to your family's privacy.



Town of Sudbury

Board of Health

DPW Office Building
275 Old Lancaster Road
Sudbury, MA 01776
978 440-5479

Thursday, January 23, 2020

Dear Select Board,

As the town social worker, I support residents across the socioeconomic spectrum in Sudbury. Many families struggle to afford childcare needs, including summer camp for their children. Camp Sewataro personnel have shared their current Camp Scholarship Proposal, noting in conversations that they are interested in providing an affordable enrichment experience for children who would not otherwise have access. I have shared that the required \$400 fee per two-week session would be unmanageable for most low-income residents. Organizers at Camp Sewataro have asked me to identify a reasonable fee. This is a very challenging question to answer, given the number of variables that exist. To answer that question, I have considered the average income of residents in need, as well as various extenuating personal circumstances that impact their finances. In addition, I believe that it is important for each family to contribute financially to send their children to camp, to strengthen feelings of self-sufficiency, and commit to utilizing camp services fully. Based on these factors, I suggest a required fee of \$50 per two-week session, per child. If the number of scholarships is increased to 50, I would suggest this fee for at least 50% of the scholarship slots, with plans to review and assess after the first year.

Thank you for all that you do to support the diverse and complex need of Sudbury residents.

Sincerely,

Bethany Hadvab, LICSW
Town Social Worker

cc: Maryanne Bilodeau, Interim Town Manager

Attachment 3.b: Sewataro Camp Scholarship Cost BOS Proposal 1.22.20 (3659 : Discussion on Sewataro Scholarship criteria)

**SUDBURY BOARD OF SELECTMEN**

Tuesday, January 28, 2020

MISCELLANEOUS (UNTIMED)**4: COA meetings recorded by Sudbury TV****REQUESTOR SECTION**

Date of request:

Requested by: Patty Golden

Formal Title: Discussion and vote to request that SudburyTV record all Council on Aging meetings.

Recommendations/Suggested Motion/Vote: Discussion and vote to request that SudburyTV record all Council on Aging meetings.

Background Information:

See attached Open Meeting Law 30A Sect 20F

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM

Part I ADMINISTRATION OF THE GOVERNMENT**Title III** LAWS RELATING TO STATE OFFICERS**Chapter 30A** STATE ADMINISTRATIVE PROCEDURE**Section 20** MEETINGS OF A PUBLIC BODY TO BE OPEN TO THE PUBLIC; NOTICE OF MEETING; REMOTE PARTICIPATION; RECORDING AND TRANSMISSION OF MEETING; REMOVAL OF PERSONS FOR DISRUPTION OF PROCEEDINGS; OFFICE HOLDERS TO CERTIFY RECEIPT OF OPEN MEETING LAW AND EDUCATIONAL MATERIALS

Section 20. (a) Except as provided in section 21, all meetings of a public body shall be open to the public.

(b) Except in an emergency, in addition to any notice otherwise required by law, a public body shall post notice of every meeting at least 48 hours prior to the meeting, excluding Saturdays, Sundays and legal holidays. In an emergency, a public body shall post notice as soon as reasonably possible prior to the meeting. Notice shall be printed in a legible, easily understandable format and shall contain the date, time and place of the meeting and a listing of topics that the chair reasonably anticipates will be discussed at the meeting.

(c) For meetings of a local public body, notice shall be filed with the municipal clerk and posted in a manner conspicuously visible to the public at all hours in or on the municipal building in which the clerk's office is located.

For meetings of a regional or district public body, notice shall be filed and posted in each city or town within the region or district in the manner prescribed for local public bodies. For meetings of a regional school district, the secretary of the regional school district committee shall be considered to be its clerk and shall file notice with the clerk of each city or town within the district and shall post the notice in the manner prescribed for local public bodies. For meetings of a county public body, notice shall be filed in the office of the county commissioners and a copy of the notice shall be publicly posted in a manner conspicuously visible to the public at all hours in the places as the county commissioners shall designate for the purpose.

For meetings of a state public body, notice shall be filed with the attorney general by posting on a website under the procedures established for this purpose and a duplicate copy of the notice shall be filed with the regulations division in the state secretary's office.

The attorney general may prescribe or approve alternative methods of notice where the attorney general determines the alternative methods will afford more effective notice to the public.

(d) The attorney general may, by regulation or letter ruling, authorize remote participation by members of a public body not present at the meeting location; provided, however, that the absent members and all persons present at the meeting location are clearly audible to each other; and provided further, that a quorum of the body, including the chair, are present at the meeting location. The authorized members may vote and shall not be deemed absent for the purposes of section 23D of chapter 39.

(e) A local commission on disability may by majority vote of the commissioners at a regular meeting authorize remote participation applicable to a specific meeting or generally to all of the commission's meetings. If a local commission on disability is authorized to utilize remote participation, a physical quorum of that commission's members shall not be required to be present at the meeting location; provided, however, that the chair or, in the chair's absence, the person authorized to chair the meeting, shall be physically present at the meeting location. The commission shall comply with all other requirements of law.

(f) After notifying the chair of the public body, any person may make a video or audio recording of an open session of a meeting of a public body, or may transmit the meeting through any medium, subject to reasonable requirements of the chair as to the number, placement and operation of equipment used so as not to interfere with the conduct of the meeting. At the beginning of the meeting, the chair shall inform other attendees of any recordings.

(g) No person shall address a meeting of a public body without permission of the chair, and all persons shall, at the request of the chair, be silent. No person shall disrupt the proceedings of a meeting of a public body. If, after clear warning from the chair, a person continues to disrupt the proceedings, the chair may order the person to withdraw from the meeting and if the person does not withdraw, the chair may authorize a constable or other officer to remove the person from the meeting.

(h) Within 2 weeks of qualification for office, all persons serving on a public body shall certify, on a form prescribed by the attorney general, the receipt of a copy of the open meeting law, regulations promulgated under section 25 and a copy of the educational materials prepared by the attorney general explaining the open meeting law and its application under section 19. Unless otherwise directed or approved by the attorney general, the appointing authority, city or town clerk or the executive director or other appropriate administrator of a state or regional body, or their designees, shall obtain certification from each person upon entering service and shall retain it subject to the applicable records retention schedule where the body maintains its official records. The certification shall be evidence that the member of a public body has read and understands the requirements of the open meeting law and the consequences of violating it.



SUDBURY BOARD OF SELECTMEN

Tuesday, January 28, 2020

5

MISCELLANEOUS (UNTIMED)

5: Review Board of Selectmen Town Meeting articles

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Review Board of Selectmen Town Meeting articles and vote to accept articles.

Recommendations/Suggested Motion/Vote: Review Board of Selectmen Town Meeting articles and vote to accept articles.

Background Information:
attached articles

Financial impact expected:none

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM

TOWN OF SUDBURY

WARRANT ARTICLE FORM

ARTICLE # _____

Instructions:

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

ARTICLE 1. HEAR REPORTS

To see if the Town will vote to hear, consider and accept the reports of the Town Boards, Commissions, Officers and Committees as printed in the 2019 Town Report or as otherwise presented; or act on anything relative thereto.

Submitted by the Board of Selectmen

(Majority vote required)

BOARD OF SELECTMEN POSITION: The Board of Selectmen supports this article.

SUBMITTED BY: _____

APPROVED BY: _____

Town Counsel

Attachment 5.a: BOS articles scanned (3646 : Review Board of Selectmen Town Meeting articles)

TOWN OF SUDBURY

WARRANT ARTICLE FORM

ARTICLE ____

Instructions:

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

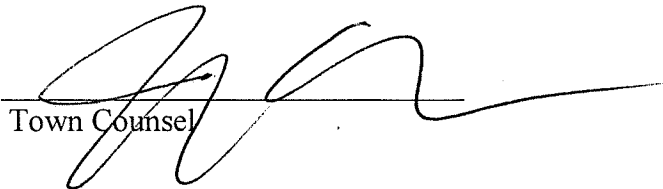
**ARTICLE XX. AUTHORIZE BOARD OF SELECTMEN TO PETITION FOR AN
ADDITIONAL ALCOHOL POURING LICENSE FOR MEADOW WALK
DEVELOPMENT**

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to adopt legislation allowing for the Town to grant one (1) additional license for the sale of all alcoholic beverages to be drunk on the premises to the holder of a common victualler license for a sit-down restaurant located only in either currently existing Building 2,3,4 or 5 within the development known as Meadow Walk, 526-534 Boston Post Road as shown on the plan attached hereto provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court; and, provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition, or take any other action related thereto.

SUBMITTED BY: _____

Approved by: _____

Town Counsel



TEA
ARCHITECTS
ENGINEERS
INTERIORS

11 HARRISON PARKWAY
SUITE 200
ROSELAND, MA 01968
TEL: 978.281.1111
WWW.TEA-MA.COM



STATE BOARD OF REGISTRATION
25120 FLOW FROM REUSE

MEADOW WALK
SUDBURY

100 HANOVER ST. SUITE 200
SUDBURY, MA 01970
TEL: 978.281.1111
WWW.MEADOWWALK.COM

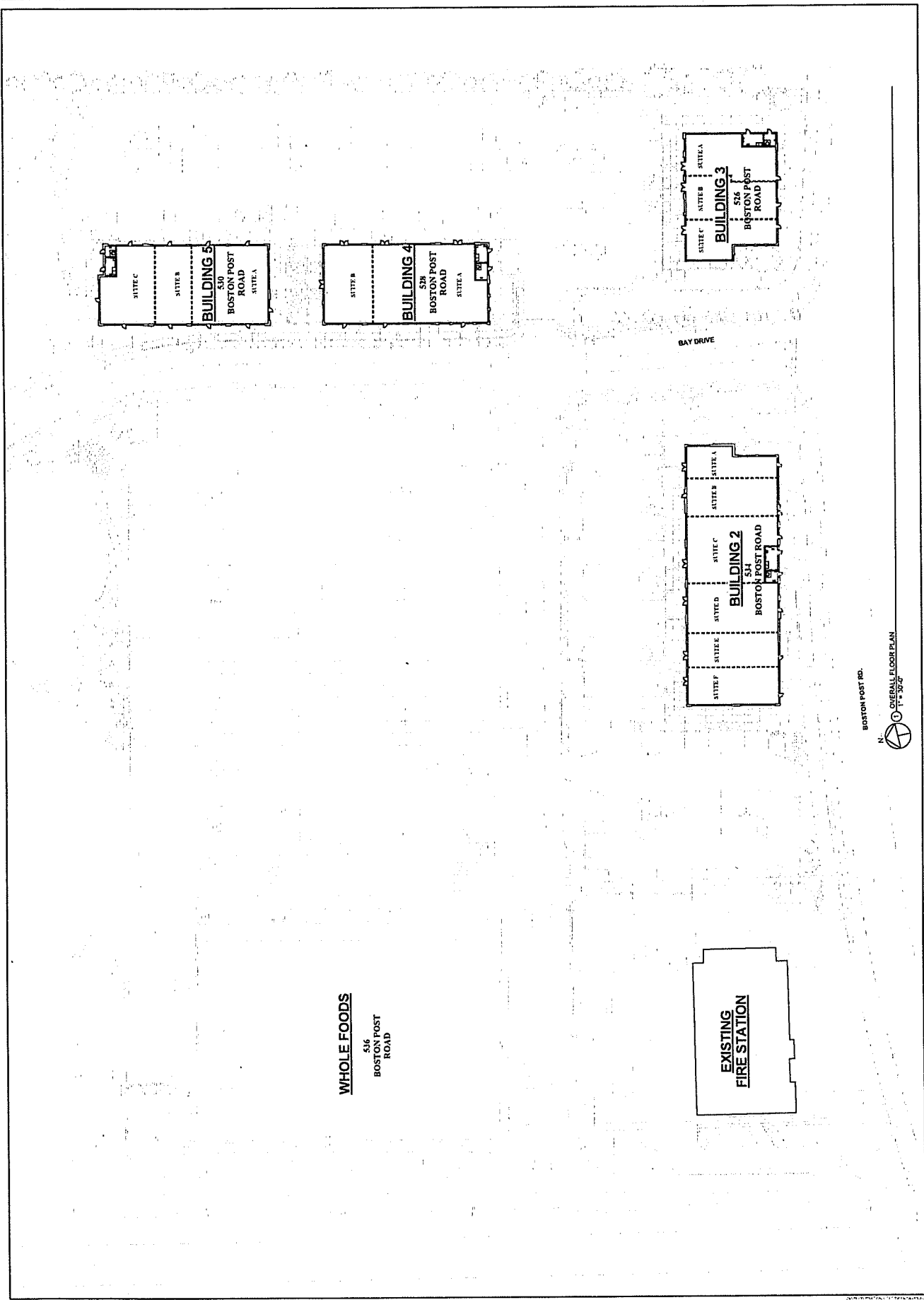
ISSUE NO.	DATE	DESCRIPTION
1	05/27/17	ISSUED FOR PERMIT
2	06/07/17	REVISIONS
3	06/07/17	REVISIONS
4	06/07/17	REVISIONS
5	06/07/17	REVISIONS
6	06/07/17	REVISIONS
7	06/07/17	REVISIONS
8	06/07/17	REVISIONS
9	06/07/17	REVISIONS
10	06/07/17	REVISIONS

CHECKED BY	CHEN
DRAWN BY	ADAM
DOCUMENT DATE	05/17/17
PLAN ISSUE	PERMIT

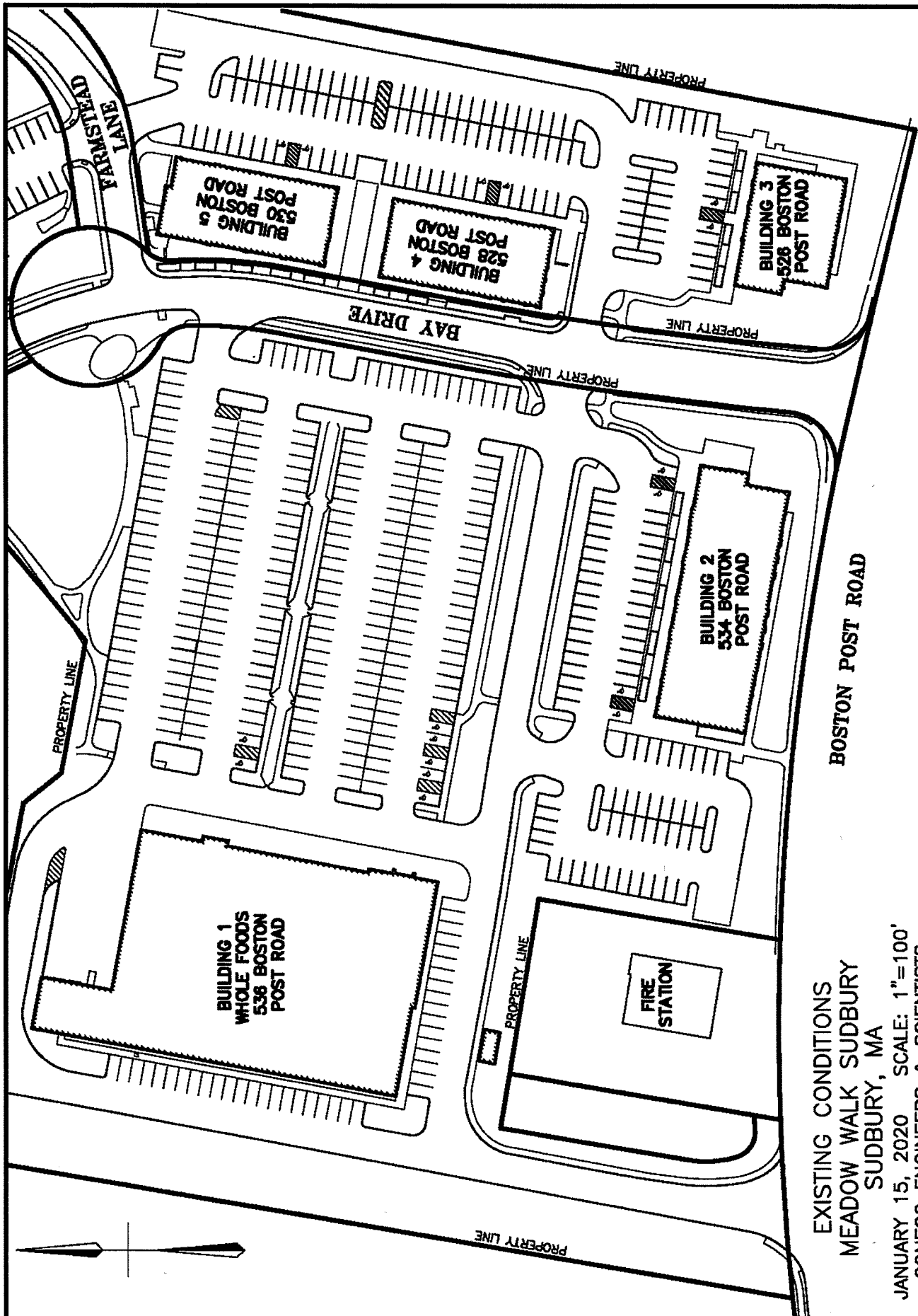
OVERALL FLOOR PLAN

SHEET
A100

5.a



BOSTON POST RD.
OVERALL FLOOR PLAN
1" = 30'-0"



TOWN OF SUDBURY

WARRANT ARTICLE FORM

ARTICLE # _____

Instructions:

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

ARTICLE 2. FY20 BUDGET ADJUSTMENTS

To see if the Town will vote to amend the votes taken under Article 3, FY20 Budget, of the 2019 Annual Town Meeting, by adding to or deleting from line items thereunder, by transfer between or among accounts or by transfer from available funds; or act on anything relative thereto.

Submitted by the Board of Selectmen

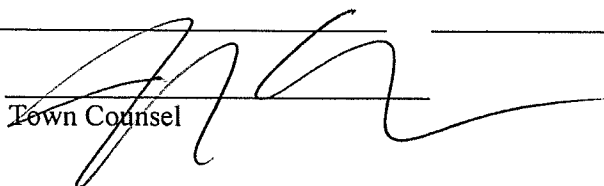
(Majority vote required)

BOARD OF SELECTMEN REPORT: This article will allow flexibility to review all accounts within the FY20 Operating Budget to make adjustments at the Annual Town Meeting as necessary.

SUBMITTED BY: _____

APPROVED BY: _____

Town Counsel



TOWN OF SUDBURY WARRANT ARTICLE FORM ARTICLE ____

Instructions:

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

ARTICLE _____ STABILIZATION FUND

To see if the Town will vote to transfer from Free Cash, _____ to be added to the Stabilization Fund established under Article 12 of the October 7, 1982 Special Town Meeting, pursuant to General Laws Chapter 40, Section 5B; or act on anything relative thereto.

Submitted by the Board of Selectmen.

(Majority vote required)

BOARD OF SELECTMEN REPORT: Based on the Board of Selectmen's Budget and Financial Policies, the Town's goal is to maintain in the Stabilization Fund an amount equal to 5% of the total projected general fund operating revenues for the last fiscal year. This Fund protects the Town in case of a severe emergency and is beneficial in supporting the Town's AAA Bond ratings, which in turn results in lowering borrowing costs.

Submitted by:


Town Counsel

TOWN OF SUDBURY

WARRANT ARTICLE FORM

ARTICLE ____

Instructions:

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

Article Fairbank Community Center Design and Construction Funds

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of \$28,832,000 or any other sum of money to be expended under the direction of the Town Manager, for the design, permitting and construction or renovation of a Community Center and all other appurtenances thereto, including a pool, on the Town-owned land located at 40 Fairbank Road, known as the current site of the Fairbank Community Center and Atkinson Pool, and for all incidental and related expenses, including but not limited to professional, design, engineering and project management services, preparation of plans, specifications and bidding documents, borrowing costs, purchase of equipment, technology, and furniture, as well as site preparation, demolition, landscaping, and relocation services and costs; to determine whether the vote taken hereunder shall be contingent upon the approval by the voters at an election of a Proposition 2 ½ Debt Exclusion in accordance with G.L. c.59, s.21C; and to authorize the Board of Selectmen and Town Manager to execute such other documents and contracts as are needed to effectuate the vote taken hereunder; or act on anything related thereto.

Submitted by the Board of Selectmen

(2/3 vote required if borrowing)

By vote dated:

SUBMITTED BY: _____

Approved by: _____

Town Counsel



SUDBURY BOARD OF SELECTMEN
Tuesday, January 28, 2020

6

MISCELLANEOUS (UNTIMED)

6: Discussion on potential ATM article - CSX

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion and vote whether to accept ATM article on CSX Corridor.

Recommendations/Suggested Motion/Vote: Discussion and vote whether to accept ATM article on CSX Corridor.

Background Information:
attached draft article

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM

TOWN OF SUDBURY

WARRANT ARTICLE FORM

ARTICLE ____

Instructions:

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

ARTICLE XX. CSX CORRIDOR

To see if the Town will vote to authorize the Board of Selectmen to acquire, by purchase, gift, eminent domain or otherwise, the fee or lesser interest in all or a part of the land shown as Mile Post QBS 3.38 to QBS 4.63 on a Railroad Map dated 4/21/2015 prepared by CSX Transportation, Inc., a copy of which is on file with the Town Clerk, consisting of 11.26 acres of land, more or less, for purposes of acquiring, establishing, constructing, operating and maintaining a multi-use rail trail/bicycle path for open space, conservation, and active recreation purposes, general municipal purposes, and for all other purposes for which rail trails are now or hereafter may be used in the Commonwealth, including leasing for purposes consistent with the use of the property, and to authorize the Board of Selectmen to lease the fee or lesser interest in all or a part of such property; and further to raise and appropriate, transfer from available funds, including the Community Preservation Fund, or borrow a sum of money for the acquisition of such property or interest therein and all incidental and related costs, including but not limited to, costs of title investigations, environmental investigations and other due diligence, closing, and attorneys' fees; and, for such purposes, to authorize the Treasurer with the approval of the Board of Selectmen to borrow a sum of money pursuant to G.L. c.44, §7 and G.L. c.44B, §11 or any other enabling authority, and issue bonds and notes of the Town therefor; and, in the event that Community Preservation funds are used for purposes of acquisition, to authorize the Board of Selectmen to grant a conservation restriction on all or a portion of said property meeting the requirements of G.L. c.184, §§31-33 as may be required in accordance with G.L. c.44B, §12; and further to authorize the Board of Selectmen to execute all instruments, including deeds, easements, leases, and/or other agreements, upon such terms and conditions as the Selectmen deem appropriate, and to take all other action as may be necessary to effectuate the vote to be taken hereunder, or take any other action relative thereto.

Submitted by the Board of Selectmen. (Two-thirds vote required, if borrowed)

SUBMITTED BY: _____

Approved by: _____
 Town Counsel



SUDBURY BOARD OF SELECTMEN

Tuesday, January 28, 2020

7

MISCELLANEOUS (UNTIMED)

7: Potential ATM article Fairbank Plan "B" Phase 1

REQUESTOR SECTION

Date of request:

Requestor: Selectman Bill Schineller

Formal Title: Discussion and vote whether to accept ATM article on Fairbank Plan B - Phase 1 as requested by Selectman Schineller.

Recommendations/Suggested Motion/Vote: Discussion and vote whether to accept ATM article on Fairbank Plan B - Phase 1 as requested by Selectman Schineller.

Background Information:

Draft article submitted by Selectman Bill Schineller:
Fairbank Plan B - Phase 1 (Renovation)

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM

TOWN OF SUDBURY WARRANT ARTICLE FORM ARTICLE ____

Instructions:

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

Article _____ Fairbank Community Center, "Plan B – Phase 1" _____ Design and Construction Funds

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money not to exceed Ten million dollars (\$10,000,000) to be expended under the direction of the Town Manager, for the design, permitting and renovation of existing structures and all other appurtenances thereto, including a pool, at the current site known as the Fairbank Community Center and Atkinson Pool on the Town-owned land located at 40 Fairbank Road, and for all incidental and related expenses, including but not limited to professional, design, engineering and project management services, preparation of plans, specifications and bidding documents, borrowing costs, purchase of equipment, technology, and furniture, as well as site preparation, demolition, landscaping, and relocation services and costs; to determine whether the vote taken hereunder shall be contingent upon the approval by the voters at an election of a Proposition 2 ½ Debt Exclusion in accordance with G.L. c.59, s.21C; and to authorize the Board of Selectmen and Town Manager to execute such other documents and contracts as are needed to effectuate the vote taken hereunder; or act on anything related thereto.

Deleted: construction or

Deleted: a Community Center

Deleted: , known as the current site of the Fairbank Community Center and Atkinson Pool,

Submitted by the Board of Selectmen (2/3 vote required if borrowing)

By vote dated:

SUBMITTED BY: _____

Approved by: _____
 Town Counsel

FAIRBANK COMMUNITY CENTER

PLAN B - Phase 1
Renovation
January 2020

Plan B - Phase 1

- “Plan B - Phase 1” is a plan to re-allocate and renovate the existing Fairbank building.
 - Phase 0 will reallocate existing spaces more efficiently
 - Can happen immediately
 - Phase 1 will renovate the existing Fairbank building at an approximate cost of \$8.8 Million.

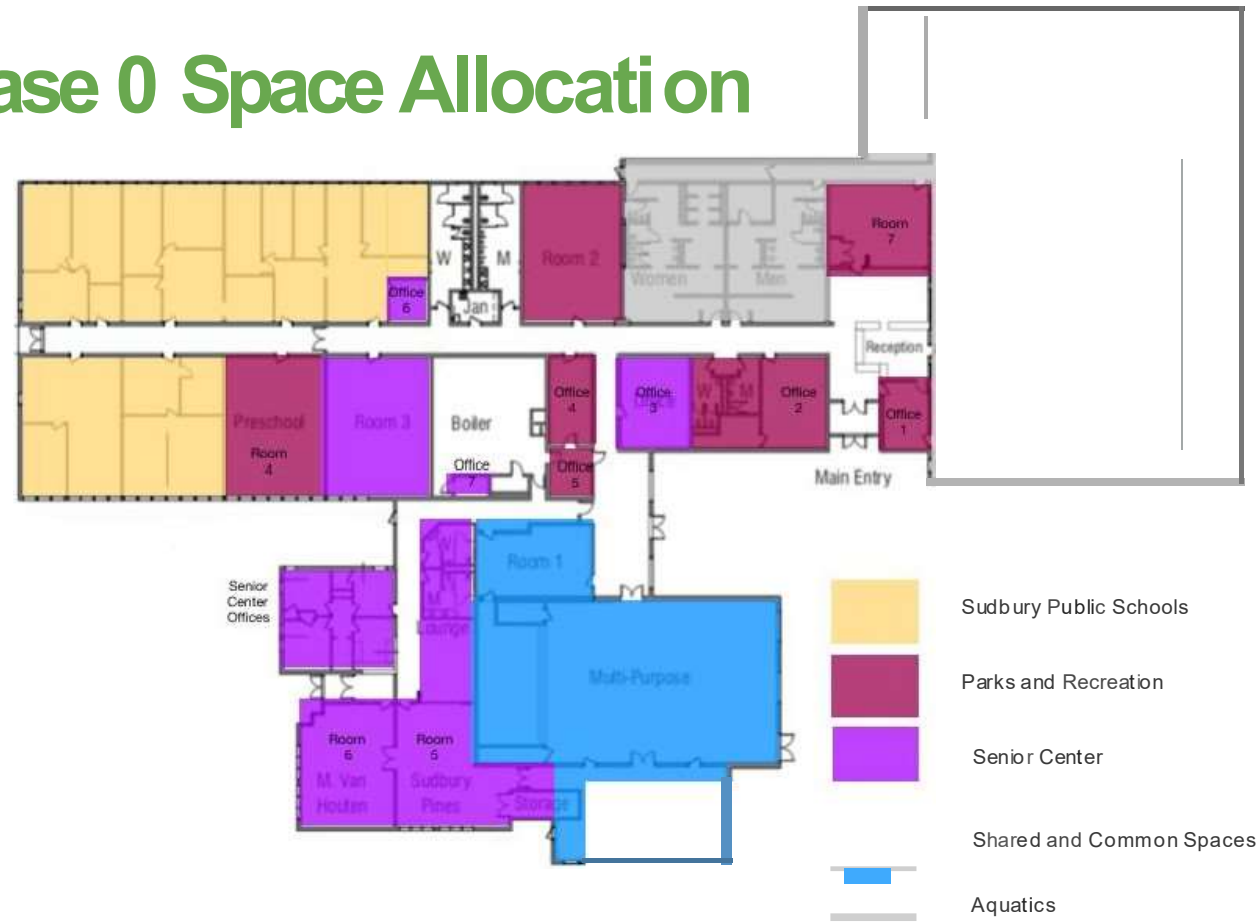
Current Space Allocation

The floor plan illustrates the current space allocation across various rooms and areas. The color coding is as follows:

- Sudbury Public Schools (Yellow):** Includes a large section of rooms on the top left and a section on the middle left.
- Parks and Recreation (Maroon):** Includes Room 2, Room 3, Room 4 (Preschool), Office 4, Office 5, Office 6, and Office 7.
- Senior Center (Purple):** Includes the Senior Center Offices, Room 6 (Mt. Van Houten), Room 5 (Sudbury Pines), and a Storage area.
- Shared and Common Space (Blue):** Includes Room 1, the Multi-Purpose room, and Room 7.
- Aquatics (Grey):** Includes the Women's and Men's locker rooms and the Reception area.

Other labeled areas include the Main Entry, Janitor (Jan.), and various restrooms (W, M).

Phase 0 Space Allocation



Phase 0 - Space Allocation

Working Group Request
Senior Center Dedicated: 5,754 GSF Shared: 8,179 GSF Aggregate: 13,933 GSF
Recreation Center: Dedicated: 10,667 GSF Shared: 8,179 GSF Aggregate: 18,846 GSF
Sudbury Public Schools Unchanged
New Aquatics 3,452 GSF

Current
Senior Center Dedicated: 3,408 GSF Shared: 5,594 GSF Aggregate: 9,002 GSF
Recreation Center: Dedicated: 5,676 GSF Shared: 5,594 GSF Aggregate: 11,270 GSF
Sudbury Public Schools Unchanged
New Aquatics Unchanged

Phase 0
Senior Center Dedicated: 4,980 GSF Shared: 5,594 GSF Aggregate: 10,574 GSF
Recreation Center: Dedicated: 4,608 GSF Shared: 5,594 GSF Aggregate: 10,202 GSF
Sudbury Public Schools Unchanged
New Aquatics Unchanged

Percentage of WG Request Achieved
Current → Phase 0
Senior Center Dedicated: 59% → 86% Shared: 68% → 68% Aggregate: 64% → 75%
Recreation Center: Dedicated: 53% → 43% Shared: 68% → 68% Aggregate: 59% → 54%
Sudbury Public Schools Unchanged
Aquatics 0%

Plan B Phase 1 - Renovation

- Renovate existing building
- Approximately \$8.8 Million in construction and soft costs

Budget Worksheet developed applying same methodology that the Fairbank Working Group used, to Facilities 2/25/2019 itemized renovation estimate

PROJECT BUDGET WORKSHEET				
		Plan B Estimate	Facilities 2/25/2019 Estimate	
1	Builder's Risk Insurance	In Construction Cost	\$ -	\$ -
2	Architectural & Engineering Fees	Arch & Eng investigation, scope, design development. Construction administration and commissioning	\$ 520,000.00	\$ 520,000.00
3	Additional Design & Professional Services	Included in Arch & Eng Fees	\$ -	\$ -
4	Construction Cost			
	Demolition			
	Site	Parking Lots, Walkways, Drainage	\$ 220,000.00	\$ 220,000.00
	Trade Costs			
	Accessibility		\$ 75,000.00	\$ 75,000.00
	Building Envelope		\$ 2,000,000.00	\$ 2,000,000.00
	Mechanical / Electrical / Plumbing		\$ 1,350,000.00	\$ 1,350,000.00
	Pool and Locker Rooms		\$ 555,000.00	\$ 555,000.00
	Gym		\$ 75,000.00	\$ 75,000.00
	Interior Finishes		\$ 325,000.00	\$ 325,000.00
	Kitchen		\$ 85,000.00	\$ 85,000.00
	Shelter Space Provisions		\$ 20,000.00	\$ 20,000.00
	Construction Management Fees and Costs	15%	\$ 705,750.00	
	Estimating Contingency	12%	\$ 564,600.00	
	Transition Space Rental	\$15 / SF / YR	\$ 375,000.00	
	Subtotal		\$ 6,350,350.00	\$ 4,705,000.00
5	Testing of Soils, Masonry, Steel, Materials, Etc.	In Owner's Contingency	\$ -	\$ -
6	Audio / Visual Equipment	Allowance	\$ 50,000.00	\$ -
7	FF&E / Misc		\$ 375,000.00	\$ -
8	Signage - Exterior	Allowance	\$ 5,000.00	\$ -
9	Utility Company Charges		\$ -	\$ -
	Subtotal		\$ 7,300,350.00	\$ 5,225,000.00
10	Owner's Contingency	10% of construction	\$ 635,035.00	\$ 550,000.00
Total Project Cost (TPC)		TOTAL	\$ 7,935,385.00	\$ 5,775,000.00
Escalation		midpoint 2021 (2.5% per year for 2.5 years)	\$ 611,024.65	
Owner's Project Manager (OPM)		3-5% of Construction	\$160,000 - \$265,000	
Cost of Gymnasium		(Deduct Alternate)	N/A	
		1.08	\$ 8,811,409.65	\$ 5,775,000.00 TOTAL

Thank you I

PLAN B - Phase 1
Renovation
January 2020



SUDBURY BOARD OF SELECTMEN

Tuesday, January 28, 2020

MISCELLANEOUS (UNTIMED)**8: Potential ATM article Fairbank Plan "B" Phase 2****REQUESTOR SECTION**

Date of request:

Requestor: Selectman Bill Schineller

Formal Title: Discussion and vote whether to accept ATM article on Fairbank Plan B - Phase 2 as requested by Selectman Schineller.

Recommendations/Suggested Motion/Vote: Discussion and vote whether to accept ATM article on Fairbank Plan B - Phase 2 as requested by Selectman Bill Schineller.

Background Information:

Draft article submitted by Selectman Bill Schineller:
Fairbank Plan B - Phase 2 (Addition)

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM

TOWN OF SUDBURY WARRANT ARTICLE FORM ARTICLE ____

Instructions:

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

Article _____ Fairbank Community Center Plan B – Phase 2 Design and Construction Funds

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money not to exceed Ten million dollars (\$10,000,000) to be expended under the direction of the Town Manager, for the design, permitting and construction or renovation of a new Community Center "Addition" and all other appurtenances thereto, on the Town-owned land located at 40 Fairbank Road, known as the current site of the Fairbank Community Center and Atkinson Pool, and for all incidental and related expenses, including but not limited to professional, design, engineering and project management services, preparation of plans, specifications and bidding documents, borrowing costs, purchase of equipment, technology, and furniture, as well as site preparation, demolition, landscaping, and relocation services and costs; to determine whether the vote taken hereunder shall be contingent upon the approval by the voters at an election of a Proposition 2 ½ Debt Exclusion in accordance with G.L. c.59, s.21C; and to authorize the Board of Selectmen and Town Manager to execute such other documents and contracts as are needed to effectuate the vote taken hereunder; or act on anything related thereto.

Deleted: of a Community Center and all other appurtenances thereto, including a pool, ...

Submitted by the Board of Selectmen (2/3 vote required if borrowing)

By vote dated:

SUBMITTED BY: _____

Approved by: _____
 Town Counsel

FAIRBANK COMMUNITY CENTER

PLAN B - Phase 2
Addition
January 2020

Phase 2 - Addition

- The Phase 2 Addition will add the following:
 - Multipurpose Room
 - Art Space
 - Fitness Studio
 - Bleachers for Pool Viewing
 - Family Changing Room
 - Additional Restrooms
 - Large Lobby / Lounge
- The Phase 2 Addition (~12,300 Sq Ft) will be \$9 Million in construction and soft costs.

Phase 2 Addition



- Multi-Purpose Room
- Art Space
- Fitness Studio
- Bleachers for Pool Viewing
- Family Changing Room
- Additional Restrooms
- Large Lobby / Lounge

Plan B Phase 2 - Addition

Approximately \$9 Million in construction and soft costs

	Square Feet	Cost per SF	Cost	
Phase 2 Addition	12301.2	\$ 525.00	\$ 6,458,130.00	
			\$ 6,458,130.00	Subtotal
			\$ 9,555,69.00	Total Project Cost (after adding 30%)
			\$ 4,197,784.5	Escalation (midpoint 2022)
			\$ 258,325.20	OPM (3-5%)
			\$ 9,073,672.65	TOTAL

Cost estimated by applying same methodology that the Fairbank Working Group used.

Phase 2 - Space Allocation

Working Group Request

Senior Center

Dedicated: 5,754 GSF
Shared: 8,179 GSF
Aggregate: 13,933 GSF

Recreation Center:

Dedicated: 10,667 GSF
Shared: 8,179 GSF
Aggregate: 18,846 GSF

Sudbury Public Schools

Unchanged

New Aquatics

3,452 GSF

Phase 1

Senior Center

Dedicated: 4,980 GSF
Shared: 5,594 GSF
Aggregate: 10,574 GSF

Recreation Center:

Dedicated: 4,608 GSF
Shared: 5,594 GSF
Aggregate: 10,202 GSF

Sudbury Public Schools

Unchanged

New Aquatics

Unchanged

Phase 2

Senior Center

Dedicated: 4,980 GSF
Shared: 8,391 GSF
Aggregate: 13,371 GSF

Recreation Center:

Dedicated: 7,824 GSF
Shared: 8,391 GSF
Aggregate: 16,215 GSF

Sudbury Public Schools

Unchanged

New Aquatics

3,288 GSF

Percentage of WG Request Achieved

Phase 1 → Phase 2

Senior Center

Dedicated: 86% → 86%
Shared: **68% → 102%**
Aggregate: 75% → 95%

Recreation Center:

Dedicated: **43% → 73%**
Shared: **68% → 102%**
Aggregate: **54% → 86%**

Sudbury Public Schools

Unchanged

New Aquatics

0% → 95%

Thank you!

PLAN B - Phase 2
Addition
January 2020

**SUDBURY BOARD OF SELECTMEN**

Tuesday, January 28, 2020

MISCELLANEOUS (UNTIMED)**9: Potential ATM article on non-motorized rail trail designation****REQUESTOR SECTION**

Date of request:

Requestor: Selectman Bill Schineller

Formal Title: Discuss and vote whether to accept ATM article on Non-motorized Rail Trail designation, as requested by Selectman Bill Schineller.

Recommendations/Suggested Motion/Vote: Discuss and potential vote whether to accept ATM article on Non-motorized Rail Trail designation, as requested by Selectman Bill Schineller.

Background Information:
see attached provided by Selectman Schineller

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM

Golden, Patricia

From: Schineller, Bill
Sent: Wednesday, January 22, 2020 9:17 AM
To: Bilodeau, Maryanne; Golden, Patricia; Carty, Daniel
Subject: non-motorized rail trail designation Article (1/28 agenda item)

Article ____: non-motorized rail trail designation

“To see if the Town will vote to establish a bylaw to designate all rail trails in Sudbury as non-motorized trails. Rail Trail means any former or inactive railroad right-of-way converted to a shared use path. No person may operate any motorized vehicle upon or over any designated non-motorized trail within Sudbury, except to cross over a non-motorized trail where such crossing is designated by the Town as a public roadway or street.

No person shall operate any moped, scooter or any power-assisted bicycle or other motorized wheeled vehicle, other than a wheelchair, on non-motorized trails within Sudbury.

This bylaw shall not prohibit the use of:

- Tractors, groomers, or other equipment used to maintain trail conditions or safety when permitted by the Town.
- Emergency vehicles”

BACKGROUND:

Currently DCR and MassDOT prohibit motorized vehicles including e-bikes from rail trails.

Given that there is proposed legislation to relax DCR’s regulations and Mass General Law to allow e-bikes and turn rail trails into Transportation corridors, Sudbury should adopt our own bylaw.

The consequence of permitting e-bikes on rail trails would be to change the character of rail trails in Sudbury from Recreational to Transportation in nature, discourage safe use by pedestrians and joggers. This would potentially jeopardize using CPA funds for rail trail design or acquisition, as CPA restricts use of funds for recreation.

DCR regulations:

<https://www.mass.gov/files/documents/2016/08/xn/3021200.pdf>

Current state law ([M.G.L. Chapter 90 §1B-E](#)) does not distinguish e-bikes from mopeds and motorized scooters. The use of e-bikes on recreational trails are thereby prohibited.

There are currently two bills under consideration at the state legislature (they have been referred to the Joint Committee on Transportation) which propose to define e-bikes and to allow pedal-assist e-bikes of a certain class and speed restriction defined within the proposed bills. Both proposed bills would allow towns to retain the right to restrict, regulate, or prohibit the use of e-bikes in parks, paths, and trails.

Here are the links to the proposed bills.

<https://malegislature.gov/Bills/191/S2071/Cosponsor>

<https://malegislature.gov/Bills/191/H3014>

Boston Globe survey indicated nearly 70% opposed to the use of electric bikes on multi-use paths.

PRINT:

<https://www.bostonglobe.com/metro/globalocal/2019/12/19/should-low-speed-electric-bikes-allowed-multi-use-paths-mass/hZOvsFRe5EX87d5mXGG5gP/story.html?event=event12>



MISCELLANEOUS (UNTIMED)

10: Fairbank update

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion on the Fairbank Community Center.

Recommendations/Suggested Motion/Vote: Discussion on the Fairbank Community Center.

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM

**SUDBURY BOARD OF SELECTMEN**

Tuesday, January 28, 2020

MISCELLANEOUS (UNTIMED)**11: 2020 Selectmen Newsletter Deadlines****REQUESTOR SECTION**

Date of request:

Requested by: Leila S. Frank

Formal Title: Discuss and possible vote to approve proposed 2020 Board of Selectmen Newsletter Schedule of Deadlines.

Recommendations/Suggested Motion/Vote: Discuss and possible vote to approve proposed 2020 Board of Selectmen Newsletter Schedule of Deadlines.

Background Information:

Financial impact expected:N/A

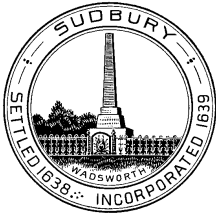
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM



Town of Sudbury

Office of Selectmen

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

selectmensoffice@sudbury.ma.us

Date: January 8, 2020

To: Board of Selectmen

From: Leila Frank

Re: **2020 Board of Selectmen Newsletter Schedule of Deadlines**

Please see below proposed schedule for assignment, submission and approval deadlines for the 2020 Board of Selectmen's Newsletter. The newsletter will be posted on the website and sent to the email subscriber list on the business day following the Board's approval, when possible.

WINTER

BOS Meeting to Discuss Topic Assignments- Tuesday, Jan 28

Submission Deadline- Monday, Feb 10

BOS Meeting Approval- Tuesday, March 3

SPRING

BOS Meeting to Discuss Topic Assignments- Tuesday, May 12

Submission Deadline- Monday, May 25

BOS Meeting Approval- Tuesday, June 9

SUMMER

BOS Meeting to Discuss Topic Assignments- Tuesday, July 14

Submission Deadline- Monday, July 27

BOS Meeting Approval- Tuesday, August 18

FALL

BOS Meeting to Discuss Topic Assignments- Tuesday, October 20

Submission Deadline- Monday, November 2

BOS Meeting Approval- Tuesday, November 17

Previous editions of the Board of Selectmen Newsletter can be found here:

<https://sudbury.ma.us/boardofselectmen/board-of-selectmens-newsletters/>



SUDBURY BOARD OF SELECTMEN

Tuesday, January 28, 2020

MISCELLANEOUS (UNTIMED)**12: Winter 2020 Selectmen Newsletter Topic Discussion****REQUESTOR SECTION**

Date of request:

Requested by: Leila S. Frank

Formal Title: Discuss topics to be assigned for the Winter 2020 Board of Selectmen Newsletter.

Recommendations/Suggested Motion/Vote: Discuss topics to be assigned for the Winter 2020 Board of Selectmen Newsletter.

Background Information:

List of previous topics attached

Financial impact expected:N/A

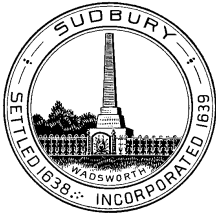
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM



Town of Sudbury

Office of Selectmen

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

selectmensoffice@sudbury.ma.us

Date: January 8, 2020
To: Board of Selectmen
From: Leila Frank
Re: **Winter 2020 Board of Selectmen Newsletter Topics**

To help facilitate discussion of topics for the upcoming Board of Selectmen Newsletter, below is a list of topics from previous editions.

NOVEMBER 2019

Town manager search
Update on complete streets
Wayside Inn Bridge
Update on Camp Sewataro
EEE

AUGUST 2019

Thank you to Town Manager Melissa Murphy-Rodrigues
Historic Preservation & the Demolition Bylaw
Board of Health
Transportation Improvements in Sudbury
Town Budget Process

MAY 2019

New Selectmen Roberts and Schineller
Sudbury Municipal Vulnerability Preparedness
Thank you to Debbie Dineen and Mark Herweck
Fairbank Community Center Project Update
Camp Sewataro Property Acquisition Update

FEBRUARY 2019

Annual Town Meeting
Employee of the Year
Stearns Mill Pond Dam and DPW Fuel Island
Adam Duchesneau, PCD Director
Melone/Quarry North
Park & Recreation Projects Update

WINTER 2020 NEWSLETTER DEADLINES

BOS Meeting to Discuss Topic Assignments- Tuesday, January 28
Submission Deadline- Monday, February 10
BOS Meeting Approval- Tuesday, March 3



MISCELLANEOUS (UNTIMED)

13: Citizen's comments

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Citizen's comments (cont.)

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM



MISCELLANEOUS (UNTIMED)

14: Upcoming agenda items

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discuss upcoming agenda items

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

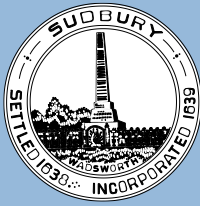
01/28/2020 6:15 PM

POTENTIAL UPCOMING AGENDA ITEMS/MEETINGS

MEETING	DESCRIPTION
February 11	Possible Historic Districts Commission interview and appointment
	Possible Historical Commission interview and appointment
	Broadacres Farm presentation and Q&A
	Accept articles submitted for 2020 Annual Town Meeting, and refer any Zoning Bylaw amendments and street acceptance articles to the Planning Board. Also review articles and take positions.
March 3	Meet with Board of Health re: EEE update
	Possible joint meeting with FinCom/CIAC to discuss ATM Capital articles
	Presidential Primary Election
March 17	Sign <u>Annual Town Election Warrant</u> and send to printer. Warrant must be posted/delivered by March 23, 2020.
Monday, March 30	Annual Town Election
March 31	Sign <u>Annual Town Meeting Warrant</u> and send to printer. Warrant must be posted/delivered by April 27, 2020.
	Possible joint meeting with FinCom to discuss ATM articles
April 28	Review Town Meeting Articles and take positions on articles, assign motions and presentations.
May 4-6, 7:30 PM	Annual Town Meeting at LSRHS
May 12	Vote to elect chairman and vice-chairman of the Board of Selectmen (or SelectBoard)
May 26	Approve annual Town Manager and Board of Selectmen reappointments
Date to be determined	Approve BOS submission to 2019 Annual Town Report
	Annual meeting with state legislators (2020)
	Discussion on liaison assignments and Board membership on town committees (for 2020-2021)
	Discussion and possible vote on BOS financial policies
	Fall Town Forum discussion (July)
	Update from BOS Policy Subcommittee
	BOS social media policy
	Town meeting recap – year in review
	Transportation Committee extension
	Route 20 empty corner lot – former gas station
	Update on traffic policy (Chief Nix)
	Update on crosswalks (Chief Nix/Dan Nason)
	Citizen Leadership Forum
	Town-wide traffic assessment and improve traffic flow
	Temporary Trailer permit - 150 Boston Post Road

Attachment 14.a: POTENTIAL UPCOMING AGENDA ITEMS_1_28_20 (3631 : Upcoming agenda items)

	Wayside Inn Road Bridge
	Eversource double pole discussion
	Discussion with Board of Health to establish new donation account
	Future planning of Sewataro
	DLS discussion and possible presentation
STANDING ITEMS FOR ALL MEETINGS	BOS requests for future agenda items at end of meeting
	Citizens Comments, continued (if necessary)
	Fairbank Community Center update (ongoing)
	Bruce Freeman Rail Trail (BFRT) update (quarterly)



SUDBURY BOARD OF SELECTMEN

Tuesday, January 28, 2020

CONSENT CALENDAR ITEM**15: Accept ZBA resignation**REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to accept the resignation of Jeffrey Klofft, associate member of Zoning Board of Appeals and member of Earth Removal Board, and send a letter of thanks for his service to the Town.

Recommendations/Suggested Motion/Vote: Vote to accept the resignation of Jeffrey Klofft, associate member of Zoning Board of Appeals and member of Earth Removal Board, and send a letter of thanks for his service to the Town.

Background Information:
attached resignation email

Financial impact expected:n/a

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM

From: Jeff Klofft <jklofft@yahoo.com>
Sent: Friday, January 3, 2020 12:12 PM
To: Appeals, Board of <appeals@sudbury.ma.us>
Subject: Resignation

Dear Chairman and Members of the Board,

After careful consideration, I have decided to resign my seat as an Alternate Member of the Board of Appeals (and Earth Removal Board Member) effective immediately. I've recently retired from full-time professional employment. I am now spending summer months at my home in Maine and am travelling frequently during the spring, fall and winter months that I'm spending in Sudbury, so I'm generally not available to attend meetings. I have enjoyed my many years on the board working with the other members and town officials over the years and hope that my service has contributed to a better Sudbury.

Best Regards,
Jeff Klofft

Attachment15.a: Klofft Resignation (3628 : Accept ZBA resignation)



SUDBURY BOARD OF SELECTMEN

Tuesday, January 28, 2020

CONSENT CALENDAR ITEM**16: Accept PWC resignation**REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to accept the resignation of Ponds & Waterways Committee member, Frank Lyons, and send a letter of thanks for his service to the Town.

Recommendations/Suggested Motion/Vote: Vote to accept the resignation of Ponds & Waterways Committee member, Frank Lyons, and send a letter of thanks for his service to the Town.

Background Information:

Financial impact expected:n/a

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM

RECEIVED
BOARD OF SELECTMEN
SUDBURY, MA

2020 JAN 17 A 11:45

157 Wayside Inn Road

Sudbury, MA 01776

December 10, 2019

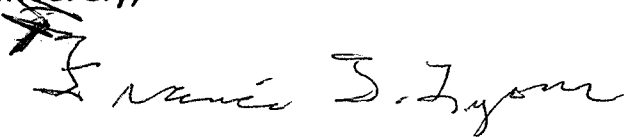
To: Miriam Chandler & Marjorie Keene

Co-Chairmen/Sudbury Ponds and Waterways Committee

Dear Mimi and Marge,

This letter is to notify you that I am no longer able to be a member of the PWC due to health reasons, effective immediately.

Sincerely,

A handwritten signature in cursive script that reads "Frank Lyons". The signature is written in dark ink and is positioned below the word "Sincerely,".

Frank Lyons

Attachment16.a: PWC_resignation_Lyons (3654 : Accept PWC resignation)

**SUDBURY BOARD OF SELECTMEN**

Tuesday, January 28, 2020

CONSENT CALENDAR ITEM**17: Presidential Primary Warrant****REQUESTOR SECTION**

Date of request:

Requestor: Beth Klein, Town Clerk

Formal Title: Vote to sign the Presidential Primary Warrant for posting by the constable no later than February 25, 2020.

Recommendations/Suggested Motion/Vote: Vote to sign the Presidential Primary Warrant for posting by the constable no later than February 25, 2020.

Background Information:
attached warrant

Financial impact expected:n/a

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM

**COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH**

WARRANT FOR PRESIDENTIAL PRIMARY

SS. Middlesex

To either of the Constables of the Town of **SUDBURY**

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in Primaries to vote at:

PRECINCTS 1, 1A, 2, & 5

**FAIRBANK COMMUNITY CENTER
40 FAIRBANK ROAD**

PRECINCTS 3 & 4

**TOWN HALL
322 CONCORD ROAD**

on **TUESDAY, THE THIRD DAY OF MARCH 2020**, from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Presidential Primary for the candidates of political parties for the following offices:

PRESIDENTIAL PREFERENCE FOR THIS COMMONWEALTH
STATE COMMITTEE MAN THIRD MIDDLESEX DISTRICT
STATE COMMITTEE WOMAN THIRD MIDDLESEX DISTRICT
STATE COMMITTEE MAN MIDDLESEX AND WORCESTER DISTRICT
STATE COMMITTEE WOMAN MIDDLESEX AND WORCESTER DISTRICT
WARD OR TOWN COMMITTEE SUDBURY

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this _____ day of _____, 2020.
(month)

Selectmen of Sudbury

I have served this warrant by posting attested printed copies thereof at the Town Hall and such other places as the Selectmen deem appropriate but not less than 3 in each precinct and not less than 15 in the Town, at least 7 days before the time appointed for said meeting.

_____, 2020.
Constable (month and day)

Warrant must be posted by **February 25, 2020**, (at least *seven days prior* to the **March 3, 2020**, Presidential Preference Primary).

Attachment 17.a: presidential primary warrant 2020 FINAL (3640 : Presidential Primary Warrant)



SUDBURY BOARD OF SELECTMEN

Tuesday, January 28, 2020

CONSENT CALENDAR ITEM**18: Authorize TM to sign contract for Town Counsel KP Law**REQUESTOR SECTION

Date of request:

Requestor: Interim Town Manager Bilodeau

Formal Title: Vote to approve Town Manager execution of the contract for legal services with KP Law, P.C. for Fiscal Years 2021 through 2023 entitled "Terms of Engagement – Town Counsel Services", dated January 14, 2020.

Recommendations/Suggested Motion/Vote: Vote to approve Town Manager execution of the contract for legal services with KP Law, P.C. for Fiscal Years 2021 through 2023 entitled "Terms of Engagement - Town Counsel Services", dated January 14, 2020.

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM

January 13, 2020

Lauren F. Goldberg
lgoldberg@k-plaw.com

Hon. Daniel Carty and
Members of the Board of Selectmen
Flynn Building
278 Old Sudbury Road
Sudbury, MA 01776

Re: Town Counsel Services

Dear Members of the Board of Selectmen:

I am writing as president of KP Law, P.C. ("Firm") to thank you for the honor of serving the Town of Sudbury (the "Town") as Town Counsel and to formalize the terms of our service to the Town for the next three fiscal years. This document sets forth our understanding of the work handled by the Firm, and our proposal as to fees and expenses. Please review this document carefully. If the terms of this document meet with your approval, please authorize the Interim Town Manager to countersign below and return one copy for our files.

With your approval, this letter serves as a written agreement by which the law firm of KP Law, P.C. undertakes to advise the Town with respect to all matters as are specified by the Town. These terms are binding on both the Town and the Firm unless modified in writing by mutual agreement, although, of course, the Board of Selectmen has the right, at any time, to terminate our services.

We will continue to act at all times on the Town's behalf to the best of our ability. Of course, any expressions on our part concerning the outcome of any of the Town's legal matters assigned to us are expressions of our best professional judgment, but are not guarantees. Such opinions are necessarily limited by our knowledge of the applicable facts and are based on the state of the law at the time they are expressed. We will, of course, endeavor to undertake the Town's work in an efficient and appropriately expedited manner, and will forward copies of significant papers prepared by or received by the Firm, including correspondence, notices and filings as required. Attorney Jonathan Silverstein will continue to serve as lead counsel, responsible for coordinating all legal services to the Town, with other attorneys at the Firm to provide support and expertise as may be necessary or appropriate from time to time.

We will provide the Town with professional legal services at a blended hourly rate of \$210.00 for Fiscal Year 2021, \$215.00 for Fiscal Year 2022 and \$220.00 for Fiscal Year 2023, billed in increments of one-tenth of an hour. For Basic Town Counsel services, we will continue to charge the Town a fixed fee, which will be \$90,000 for Fiscal Year 2021, \$95,000 for Fiscal Year 2022 and \$100,000 for Fiscal Year 2023. We do not charge for work completed by clerical or other non-attorney staff, other than paralegals, whose time is billed at one-half the attorney rate. As you know,

Hon. Daniel Carty and
Members of the Board of Selectmen
January 13, 2020
Page 2

we bill our time and disbursements on a monthly basis and bill payments are due and payable within thirty days. Payments made by the Town in connection with the services provided hereunder will be applied against actual legal services performed, disbursements made, and other costs and expenses incurred. Of course, we are required by the Rules of Professional Conduct to notify the Town in writing of any proposed changes to either the basis or rate of the fees and expenses charged.

We bill for out-of-pocket disbursements incurred on behalf of the Town at cost, including, but not limited to: filing fees; travel expenses; courier charges; charges for photocopies; land line telephone, and long distance charges; and other incidental expenses. For work undertaken outside the office, we also charge for mileage on a portal-to-portal basis at the rate set by the Internal Revenue Code. We will notify you in advance before incurring individual costs exceeding \$500.00 in value.

While the Town may terminate our services at any time, such action does not relieve the Town from the obligation to pay any bills to the Firm outstanding at the time of termination. In the event that a dispute arises between the parties to this agreement, then Massachusetts law and Massachusetts venue shall control.

I want to take this opportunity to say how much we value our relationship with the Town of Sudbury, and the opportunity to work with the Board of Selectmen, Interim Town Manager and the many fine officers and employees of the Town to assist you in accomplishing your goals. We remain committed to keeping abreast of all legal developments that may affect the Town, and to continue to work with you to successfully address the complexities that the broad area of municipal law presents.

If you need additional information about the Firm, or have any questions concerning the terms of the proposed engagement, please do not hesitate to contact me directly. I can be reached on my direct line at 617-654-1759 or by cell phone at 617-548-7622.

Very truly yours,

Lauren F. Goldberg

Hon. Daniel Carty and
Members of the Board of Selectmen
January 13, 2020
Page 3

The undersigned has received a copy of this Agreement as of the date set forth above and agrees to the terms of representation as set forth herein.

Town of Sudbury, By and Through its Duly Authorized Agent

Maryanne Bilodeau
Interim Town Manager

Date: This _____ day of January, 2020

LFG/JMS/

708780/SUDB/0001

Attachment 18.a: KP-#708780-v1-Sudbury_2021-23_LSA (3638 : Authorize TM to sign contract for Town Counsel KP Law)



SUDBURY BOARD OF SELECTMEN

Tuesday, January 28, 2020

CONSENT CALENDAR ITEM**19: Increase BCK law contract amt to \$535K**REQUESTOR SECTION

Date of request:

Requestor: Interim Town Manager Maryanne Bilodeau

Formal Title: Vote to authorize the Interim Town Manager to increase the BCK Law contract not to exceed amount from \$425,000 voted on Nov. 13, 2018, to \$535,000 in order to pay for continuing services pertaining to the Eversource matter.

Recommendations/Suggested Motion/Vote: Vote to authorize the Interim Town Manager to increase the BCK Law contract not to exceed amount from \$425,000 voted on Nov. 13, 2018, to \$535,000 in order to pay for continuing services pertaining to the Eversource matter.

Background Information:

At its meeting of November 13, 2018, the Board authorized the Town Manager to increase the BCK Law contract for services pertaining to Eversource from \$400,000 voted on February 27, 2018, to \$425,000. The services required and paid have exceeded that amount. A new authorization will cover the over-expended services and utilize a portion of the remaining Eversource funds.

Financial impact expected:existing funds available

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, January 28, 2020

CONSENT CALENDAR ITEM**20: Digitization of Building Dept. files****REQUESTOR SECTION**

Date of request:

Requestor: Mark Thompson, Technology Administrator

Formal Title: Vote to approve execution of contract by the Interim Town Manager to DataBank for digitization of certain Building Department files in the amount of \$50,000, upon approval of Town Counsel.

Recommendations/Suggested Motion/Vote: Vote to approve execution of contract by the Interim Town Manager to DataBank for digitization of certain Building Department files in the amount of \$50,000, upon approval of Town Counsel.

Background Information:

\$50,000 was included in the Town Manager's Capital budget in FY19, CF to FY20 for the digitization of departmental records. Three quotations were obtained from companies providing this service on the State's contract list, with DataBank providing the lowest amount.

Financial impact expected: budgeted

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, January 28, 2020

CONSENT CALENDAR ITEM**21: Minutes approval****REQUESTOR SECTION**

Date of request:

Requested by: Patty Golden

Formal Title: Approve regular session minutes of 11/22/19, 12/3/19, 12/10/19, and 12/17/19.

Recommendations/Suggested Motion/Vote: Approve regular session minutes of 11/22/19, 12/3/19, 12/10/19, and 12/17/19.

Background Information:
attached redline drafts

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, January 28, 2020

CONSENT CALENDAR ITEM**22: Goodnow Library Foundation One Day Alcohol License 3/28/2020 Event**REQUESTOR SECTION

Date of request:

Requestor: Samantha Greenfield, Goodnow Library Foundation

Formal Title: Vote to grant a 1-day All Alcohol license to Goodnow Library Foundation, Inc, to accommodate an Annual Fundraising Event on Saturday, March 28, 2020 from 7:00 PM to 10:00 PM at Goodnow Library, 21 Concord Rd, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.

Recommendations/Suggested Motion/Vote: Vote to grant a 1-day All Alcohol license to Goodnow Library Foundation, Inc, to accommodate an Annual Fundraising Event on Saturday, March 28, 2020 from 7:00 PM to 10:00 PM at Goodnow Library, 21 Concord Rd, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.

Background Information:

Requested information provided. Building Inspector, Police Dept, Fire Dept, and Board of Health expressed no issues.

Financial impact expected:\$35 license fee to General Fund

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM



Town of Sudbury

Office of Selectmen
www.sudbury.ma.us

Flynn Building
278 Old Sudbury Rd
Sudbury, MA 01776-1843
978-639-3381
Fax: 978-443-0756
Email: BOSadmin@sudbury.ma.us

APPLICATION FOR ONE-DAY LIQUOR LICENSE (NON-PROFIT)

Non-profit organizations hosting an event in Sudbury are eligible to apply for a one-day liquor license. All licensees must purchase their alcoholic beverages from a licensed Massachusetts wholesaler, manufacturer, winery shipment licensee, farmer brewery, farmer distillery or holder of a Special Permit issued by the ABCC.*

Application processing can take up to four weeks as approval from the Fire, Police, Building and Board of Health departments are required prior to Board of Selectmen approval. Processing begins after all required materials are received, so please plan accordingly.

Name of Responsible Manager: Samantha Greenfield

Address of Responsible Manager: 21 Concord Road Sudbury MA 01776

Non-Profit Organization Name: Goodnow Library Foundation

Name & Purpose of Event: Annual Fundraising Event for Goodnow Library

Name(s) of Brewery/ Distillery/Winery/Wholesaler/Manufacturer to provide alcohol: Sudbury Wine and Spirits Bay State Wine and Spirits and Atlas Distributing

License Type Requested: ☐ \$25 Wine & Malt - OR - ☒ \$35 All Alcohol

Event Date: 3/28/2020 Event Time: 7:00pm

Event Venue: Goodnow Library

Event Address: 21 ~~Old~~ Concord Road, Sudbury, MA 01776

Documents Enclosed:

- ☐ Certificate of Liquor Liability
 - a. \$1,000,000 minimum amount
 - b. "Town of Sudbury" listed as additional insured
- ☐ Proof of bartender(s) training/certification. (For example, a TIPS certificate.)
- ☒ Application fee: \$25 W&M or \$35 All Alcohol. Check payable to Town of Sudbury.

Please submit completed application and materials to:
Board of Selectmen's Office, 278 Old Sudbury Rd., Sudbury, MA 01776

12-5-2019
Date

[Signature]
Applicant Signature

*For a complete list of Authorized Alcohol Providers for 1-Day licenses, please visit <https://licensing.state.ma.us/CitizenAccess/GeneralProperty/PropertyLookUp.aspx?isLicensee=Y>. Under Licensing Entity select "Alcoholic Beverages Control Commission" and under License Type select either Wholesaler, Manufacturer, Direct Wine Shipper, Farmer Brewer, Farmer Distiller and/or Farmer Winery.

to be provided directly by Sudbury Wine & Spirits and Leo LaFarge Bartending

Goodnow Foundation – One Day Alcohol License
Annual Fundraiser
March 28, 2020
Department Feedback

Department	Staff	Approve/Deny	Comments
Building Department	Andrew Lewis	Approved	The Building Department does not have an issue with this event.
Fire Department	Asst. Chief Choate	Approved	The Fire dept. does not have any concerns with this event.
Health Department	Bill Murphy	Approved	There is no mention of serving food. If food is served, a temporary food permit must be obtained. No other issues with this event.
Police Department	Chief Nix	Approved	The police department does not have an issue with the event.



SUDBURY BOARD OF SELECTMEN

Tuesday, January 28, 2020

CONSENT CALENDAR ITEM**23: Patriot's Day Parade 2020****REQUESTOR SECTION**

Date of request:

Requestor: Joe Tyrrell, Sudbury Companies of Militia and Minute

Formal Title: Vote to Grant a Special Permit to the Sudbury Companies of Minute and Militia, to hold the annual Parade to Commemorate Patriot's Day on Sunday, April 19, 2020, from 5:30 A.M. through approximately 12:30 P.M., subject to Police Department safety requirements, Proof of Insurance Coverage and the assurance that any litter will be removed at the parade's conclusion.

Recommendations/Suggested Motion/Vote: Vote to Grant a Special Permit to the Sudbury Companies of Minute and Militia, to hold the annual Parade to Commemorate Patriot's Day on Sunday, April 19, 2020, from 5:30 A.M. through approximately 12:30 P.M., subject to Police Department safety requirements, Proof of Insurance Coverage and the assurance that any litter will be removed at the parade's conclusion.

Background Information:

Financial impact expected:N/A

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Leila S. Frank	Pending
Patty Golden	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM



Sudbury Companies of Militia and Minute, Inc.

P.O. Box 187

Sudbury, Massachusetts 01776

November 26, 2019

Board of Selectmen
Flynn Building
278 Old Sudbury Road
Sudbury, MA 01776

Re: March to the Old North Bridge on April 19, 2020

Dear Members of the Board of Selectmen:

On behalf of the Sudbury Companies of Militia and Minute, I am writing to request permission to conduct our annual parade to commemorate Patriot's Day. As has been the tradition, we will march on April 19th (this year a Sunday) from Sudbury Center to the Old North Bridge.

Our route will follow the same path as last year starting in Sudbury Center at 6:15 am. The detailed Route and Timetable is attached. Our campaign will be approximately 40-50 strong.

We have contacted the Sudbury Police Department to request a patrol car to escort us from Sudbury Town Center to the Concord town line.

We sincerely appreciate your help. Should you have any comments or questions, please do not hesitate to contact me at our address above or via my personal contact information below.

Your Humble and Obedient Servant,

Joe Tyrrell
Route Committee



Attachments: Route and Timetable
Liability Certificate (available in January due to 3/1/20 policy period. 2019 certificates attached as reference)

Attachment23.a: Patriots Day Parade Application 04.19.20_BOS (3641 : Patriot's Day Parade 2020)

SUDBURY COMPANIES OF MILITIA & MINUTE

March to the Old North Bridge on April 19, 2020

Route and Timetable

East Sudbury / Wayland

04:30 AM Assembly of Troops at ye First Parish Church, Wayland
 05:00 AM Depart First Parish Church
 05:05 AM Grout-Heard House – Fire Salute
 05:10 AM Continue March North on Old Sudbury Rd.
 05:25 AM Wayland North Cemetery/First Town Center (1630) – Fire Salute
 05:30 AM Depart by carriage and coach to Sudbury Center

Sudbury

05:30 AM Sudbury Town Hall: Assembly of Troops & Music
 06:15 AM Combined forces begin March on Concord
 06:20 AM Olde Town Cemetery – Fire Salute
 06:25 AM Proceed along Concord Rd. to Pantry Rd.
 07:00 AM North Cemetery – Fire Salute
 07:05 AM Continue on Pantry Rd. towards Old Dakin Rd.

Concord

07:30 AM Concord Line – Becomes Old Picard Rd. – Fire LAST salute till ONB
 08:00 AM Concord Middle School – refreshment stop
 08:30 AM Proceed on Marlboro Rd., left onto Old Bridge Rd.¹
 09:00 AM Left onto Main St., bare right onto Commonwealth Ave.
 09:30 AM Cross Rt. 2 at Rotary (w/ MA SP escort), continue onto Barrett's Mill Rd.
 10:00 AM Proceed to Honorable Col. Barrett's home – refreshment stop
 10:30 AM Proceed on to Buttrick Mansion

Old North Bridge

11:00 AM Arrive at the North Bridge Visitor Center
 11:15 AM Inspection of Muskets by the NHP Park Ranger
 11:30 AM Ceremonies on North Bridge Honoring the Brave Souls of our Ancestors

Wayside Inn

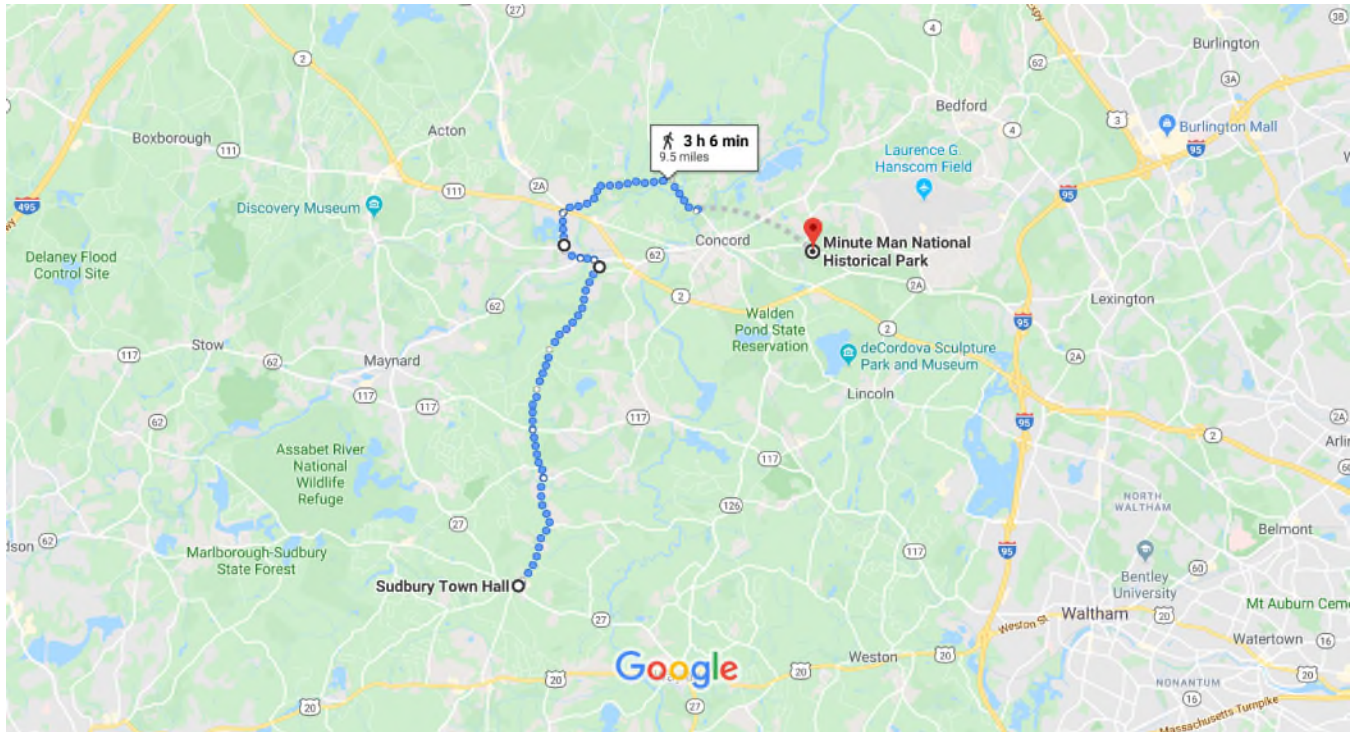
12:00 Noon Return to the Wayside Inn for Flag Ceremony & refreshment
 12:30 PM Flag Changing Ceremony over the Front Door of the Wayside Inn
 12:45 PM Lunch on the Terrace at the Wayside Inn

¹ Alternatively, we may enter the Bruce Freeman Bike Trail at Williams Rd. and, after one mile, exit onto Main St.



Sudbury Town Hall to Minute Man National Historical Park

Walk 9.5 miles, 3 h 6 min

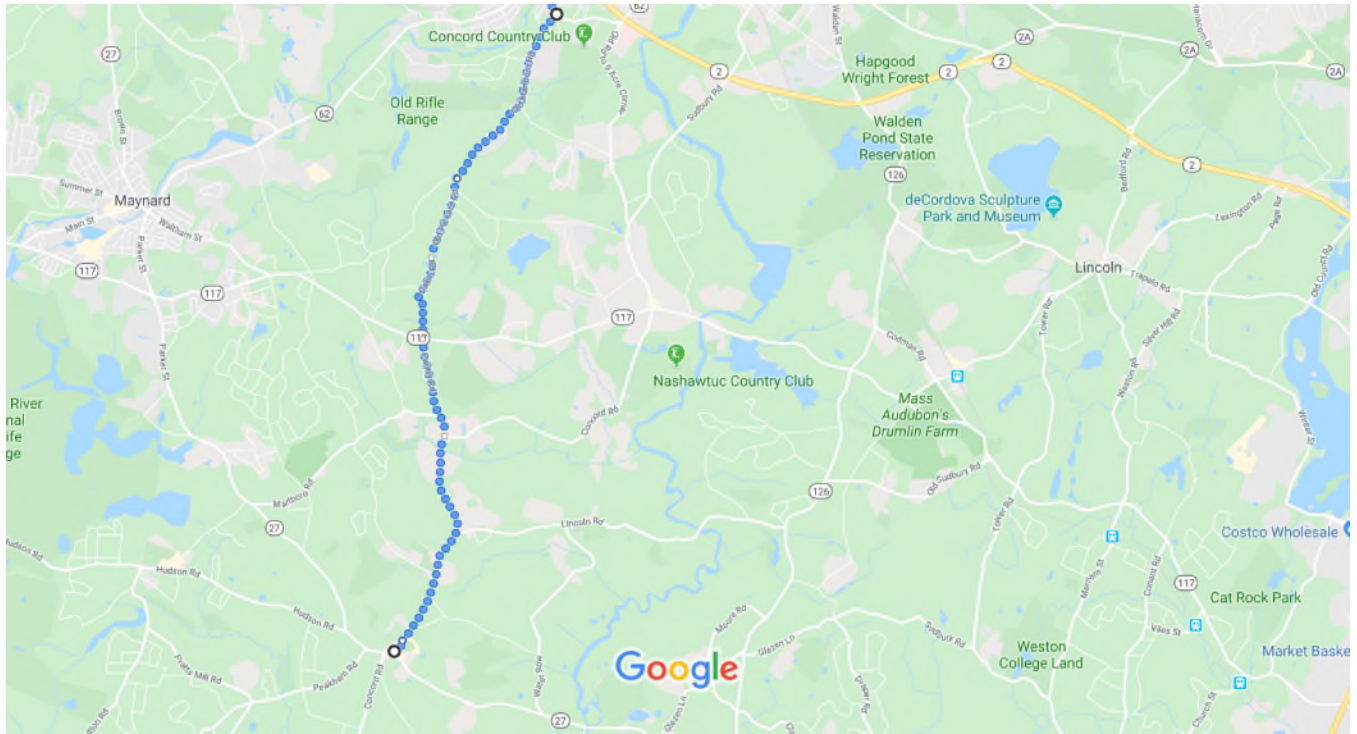


Map data ©2019 2 mi



Sudbury Town Hall to Minute Man National Historical Park

Walk 9.5 miles, 3 h 6 min



Map data ©2019 1 mi

2020 Patriot's Day Parade

Sunday, April 19, 2020

Department Feedback

Department	Staff	Approve/Deny	Comments
Fire Department	Asst Chief Choate	Approved	Sudbury Fire has no objection or concerns.
Highway Department	Dan Nason	Approved	The Public Works has no issues with this event assuming no resources (staff, barricades, etc.) are required from the Department.
Park & Recreation	Dennis Mannone	Approved	Fine with me thx
Police Department	Chief Nix	Approved	This event has been very respectful the last several years. The police department does not have an issue with them continuing. Thank you.



SUDBURY BOARD OF SELECTMEN

Tuesday, January 28, 2020

CONSENT CALENDAR ITEM**24: Accept donations for 2019 Sudbury Winter Festival**REQUESTOR SECTION

Date of request:

Requested by: Leila S. Frank

Formal Title: Vote to accept the following donations: \$200 from Martha Welsh, Agent, New York Life Insurance; \$200 from Spencer Financial (Bill Spencer); \$200 from Berkshire Hathaway Stephan Home Services (Louis Stephan) and \$1,000 from the Sudbury Chamber of Commerce, totaling \$1,600 to be used for the 2019 Sudbury Winter Festival (Tree Lighting). Said funds to be expended under the discretion of the Town Manager.

Recommendations/Suggested Motion/Vote: Vote to accept the following donations: \$200 from Martha Welsh, Agent, New York Life Insurance; \$200 from Spencer Financial (Bill Spencer); \$200 from Berkshire Hathaway Stephan Home Services (Louis Stephan) and \$1,000 from the Sudbury Chamber of Commerce, totaling \$1,600 to be used for the 2019 Sudbury Winter Festival (Tree Lighting). Said funds to be expended under the discretion of the Town Manager.

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, January 28, 2020

EXECUTIVE SESSION**25: Town Manager contract negotiations (cont)**REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: If necessary, vote to close regular session and re-enter executive session for the following purpose: Conduct strategy session in preparation for negotiations with nonunion personnel and/or to conduct contract negotiations with nonunion personnel (new Town Manager) pursuant to General Laws chapter 30A, §21(a)(exception 2).

Recommendations/Suggested Motion/Vote: If necessary, vote to close regular session and re-enter executive session for the following purpose: Conduct strategy session in preparation for negotiations with nonunion personnel and/or to conduct contract negotiations with nonunion personnel (new Town Manager) pursuant to General Laws chapter 30A, §21(a)(exception 2).

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM



EXECUTIVE SESSION

26: Close executive session and not resume open

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to close executive session and not resume open session.

Recommendations/Suggested Motion/Vote: Vote to close executive session and not resume open session.

Background Information:

Financial impact expected:none

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Board of Selectmen	Pending

01/28/2020 6:15 PM