

SUDBURY BOARD OF SELECTMEN
TUESDAY MARCH 17, 2020
6:00 PM, TOWN HALL - LOWER LEVEL

Item #	Time	Action	Item
	6:00 PM		CALL TO ORDER
EXECUTIVE SESSION			
1.		<i>VOTE</i>	Open in regular session and immediately vote to enter Executive Session to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body, pursuant to General Laws chapter 30A, §21(a)(exception 6) with respect to the CSX rail corridor.
2.		<i>VOTE</i>	Vote to close executive session and resume open session.
	7:00 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>	Annual Town Election Postponement - Novel Coronavirus Covid-19 – 1) A potential vote of the Board of Selectmen/Select Board to request that the Governor file special legislation on behalf of the Town (i.e., a so-called Governor's Bill) requesting expedited approval to postpone the Annual Town Election; 2) A potential vote of the Board of Selectmen/Select Board, in consultation with the Town Clerk, to postpone the Annual Town Election in the interests of public health and safety; and 3) Vote to support general legislation authorizing postponement of annual town elections this fiscal year.
4.			Interim Town Manager to provide update on Coronavirus in relation to Town services and events.
5.		<i>VOTE</i>	Vote to accept the audited financial statements for the Town of Sudbury for the fiscal year ending June 30, 2019. Said statements include Sudbury's Comprehensive Annual Financial (CAFR) report, Governance Letter, and Schedule of Expenditures of Federal Awards (SEFA) reports. Dennis Keohane, Finance Director, Renee

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
			Davis, Partner, and Jess Green of Powers & Sullivan will attend.
6.			Discussion of Bonding options (20-year vs. 30-year vs. other) for the Fairbank Community Center.
7.			Bella Wong to discuss LSRHS E&D and use of \$400K school technology mitigation funds (Meadow Walk)
8.			Presentation of CPC Town Meeting articles. In attendance will be Sherril Cline, CPC chair, and Adam Duchesneau, Director of Planning and Community Development.
9.		<i>VOTE / SIGN</i>	Vote to sign letter of support to The Sudbury Foundation regarding the Sudbury Housing Authority's undertaking of preliminary assessments of Town-owned parcels for potential future development of affordable rental housing.
10.		<i>VOTE</i>	Review Town Meeting articles, possibly take positions on articles, and assign motions and presentations. The Board will not take positions at this meeting on the Budget, Fairbank, CSX, Fire Station, or articles not yet presented.
11.			Discussion on the Fairbank Community Center/Town Forum.
12.			Discussion/update on 15 Union Avenue to be provided by Building Inspector/Zoning Enforcement Agent Andrew Lewis. Also representative from Sudbury Rug to attend.
13.			Citizen's comments (cont.)
14.			Upcoming Agenda Items
CONSENT CALENDAR			
15.		<i>VOTE</i>	Vote to authorize the Chair of the Board of Selectmen to sign the 2020 Housing Choice Community Designation Application form.
16.		<i>VOTE</i>	Vote to allocate \$20,000 of the \$100,000 of mitigation funds listed in item 4.2.c. of the Meadow Walk Development Agreement to the Go Sudbury! Microtransit Pilot Program.
17.		<i>VOTE</i>	Vote to approve the acceptance of a grant from the Executive Office of Public Safety and Security for the amount of \$6,448.94 to fund the purchase of Protective Gear Washer-Extractor to be used by the Fire Department for the cleaning of firefighting protective gear.
18.		<i>VOTE</i>	Approve regular session minutes of 1/9/20 and 2/11/20.
19.		<i>VOTE / SIGN</i>	Vote to sign a proclamation to recognize April 19 - April 25, 2020 as Sudbury Earth Week, and to designate Saturday, April 25, 2020 as Sudbury Cleanup Day.
20.		<i>VOTE</i>	Vote to accept the resignation of Amy Unckless, 26 Anselm Way, from the Council on Aging, and send a letter of thanks for her service to the Town.
21.		<i>VOTE</i>	Vote to enter into the Town record and congratulate Dane McDonald of Scout Troop 156 for having achieved the high honor of Eagle Scout.

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
EXECUTIVE SESSION			
22.		<i>VOTE</i>	Close open session and vote to continue Executive Session to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel pursuant to G.L. c. 30A, s. 21(a)(2) (Interim Town Manager contract).
23.		<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, March 17, 2020

EXECUTIVE SESSION**1: Exec session to discuss CSX****REQUESTOR SECTION**

Date of request:

Requested by: Patty Golden

Formal Title: Open in regular session and immediately vote to enter Executive Session to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body, pursuant to General Laws chapter 30A, §21(a)(exception 6) with respect to the CSX rail corridor.

Recommendations/Suggested Motion/Vote: Open in regular session and immediately vote to enter Executive Session to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body, pursuant to General Laws chapter 30A, §21(a)(exception 6) with respect to the CSX rail corridor.

Background Information:

Financial impact expected:

Approximate agenda time requested: 30 minutes

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

Review:

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

03/17/2020 6:00 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, March 17, 2020

2

EXECUTIVE SESSION

2: Close exec session and resume open 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:

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

03/17/2020 6:00 PM

**SUDBURY BOARD OF SELECTMEN**

Tuesday, March 17, 2020

MISCELLANEOUS (UNTIMED)**3: Discussion and possible vote regarding March 30 Town Election****REQUESTOR SECTION**

Date of request:

Requested by: Patty Golden

Formal Title: Annual Town Election Postponement - Novel Coronavirus Covid-19 – 1) A potential vote of the Board of Selectmen/Select Board to request that the Governor file special legislation on behalf of the Town (i.e., a so-called Governor's Bill) requesting expedited approval to postpone the Annual Town Election; 2) A potential vote of the Board of Selectmen/Select Board, in consultation with the Town Clerk, to postpone the Annual Town Election in the interests of public health and safety; and 3) Vote to support general legislation authorizing postponement of annual town elections this fiscal year.

Recommendations/Suggested Motion/Vote: Annual Town Election Postponement - Novel Coronavirus Covid-19 -

- 1) A potential vote of the Board of Selectmen/Select Board to request that the Governor file special legislation on behalf of the Town (i.e., a so-called Governor's Bill) requesting expedited approval to postpone the Annual Town Election;
- 2) A potential vote of the Board of Selectmen/Select Board, in consultation with the Town Clerk, to postpone the Annual Town Election in the interests of public health and safety; and
- 3) Vote to support general legislation authorizing postponement of annual town elections this fiscal year.

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting: Beth Klein, Town Clerk

Review:

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

03/17/2020 6:00 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, March 17, 2020

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MISCELLANEOUS (UNTIMED)

4: Update on Coronavirus in relation to Town services and events

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Interim Town Manager to provide update on Coronavirus in relation to Town services and events.

Recommendations/Suggested Motion/Vote: Interim Town Manager to provide update on Coronavirus in relation to Town services and events.

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

03/17/2020 6:00 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, March 17, 2020

MISCELLANEOUS (UNTIMED)**5: Annual CAFR report****REQUESTOR SECTION**

Date of request:

Requestor: Dennis Keohane, Finance Director

Formal Title: Vote to accept the audited financial statements for the Town of Sudbury for the fiscal year ending June 30, 2019. Said statements include Sudbury's Comprehensive Annual Financial (CAFR) report, Governance Letter, and Schedule of Expenditures of Federal Awards (SEFA) reports. Dennis Keohane, Finance Director, Renee Davis, Partner, and Jess Green of Powers & Sullivan will attend.

Recommendations/Suggested Motion/Vote: Vote to accept the audited financial statements for the Town of Sudbury for the fiscal year ending June 30, 2019. Said statements include Sudbury's Comprehensive Annual Financial (CAFR) report, Governance Letter, and Schedule of Expenditures of Federal Awards (SEFA) reports. Dennis Keohane, Finance Director, Renee Davis, Partner, and Jess Green of Powers & Sullivan will attend.

Background Information:
to be provided

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

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SUDBURY BOARD OF SELECTMEN

Tuesday, March 17, 2020

MISCELLANEOUS (UNTIMED)**6: Bond discussion for Fairbank Center****REQUESTOR SECTION**

Date of request:

Requestor: Chairman Carty

Formal Title: Discussion of Bonding options (20-year vs. 30-year vs. other) for the Fairbank Community Center.

Recommendations/Suggested Motion/Vote: Discussion of Bonding options (20-year vs. 30-year vs. other) for 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

03/17/2020 6:00 PM

**SUDBURY BOARD OF SELECTMEN**

Tuesday, March 17, 2020

MISCELLANEOUS (UNTIMED)**7: Bella Wong to discuss E&D and \$400K****REQUESTOR SECTION**

Date of request:

Requested by: Patty Golden

Formal Title: Bella Wong to discuss LSRHS E&D and use of \$400K school technology mitigation funds (Meadow Walk)

Recommendations/Suggested Motion/Vote: Bella Wong to discuss LSRHS E&D and use of \$400K school technology mitigation funds (Meadow Walk)

Background Information:
attached documents

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting: Bella Wong, LS Supt.

Review:

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

03/17/2020 6:00 PM

L-S Tech Mitigation Funds Rationale

[Amount totals spreadsheet](#)

We're very appreciative that Sudbury has set aside funds for L-S to upgrade and replace a portion of the school's technology. Since learning about the available funds, the L-S Tech Team started making a plan for how to best spread out an upgrade throughout the school that would be most impactful.

1. Network Core & MDF Switches: The network core is what we refer to as the "backbone". We have core switches that feed the edge switches in the wiring closets located across the L-S campus (19 in total). These core switches were installed during the summer of 2014 and while still adequate for our current 2020 needs, are on the radar for replacement for two main reasons: One, the network traffic grows every year which adds strain. And two, HP/Aruba had introduced a new model that would allow us to start the lifecycle of the core anew. Meaning, we could take fuller advantage of the "limited-lifetime" warranty and be in very good shape for many years to come. Due to the high cost of an upgrade like this, it would typically come as a Capital request as opposed to being an annual expense we could absorb so using a portion of the available funds will allow us to forgo that request.

Estimated Cost: \$160,000 (including installation work)

2. Wyebot Wireless Analyzer: A Wyebot sensor is a tool we use for analyzing our wireless network. We've had one for the past three years and we move it from place to place around the school to diagnose a variety of issues (security, congestion, authentication, etc). We have found the sensor to be extremely valuable and allows us to limit any wifi downtime. Ideally, we would like to have one permanently placed in each of our three buildings (A, B, & C).

Estimated Cost: \$13,200

3. OpenLDAP Server: Our users authenticate to OpenLDAP (Lightweight Directory Access Protocol) which we run on a Mac server. We would like to replace this server with one that has more horsepower in order to avoid any bottlenecks with authentication traffic. The more devices added to the school the more requests for authentication the server receives. ([specs here](#))

Estimated Cost: \$2,057

4. Computers for instructional use:

FATA and Universal Lab (B332) updates:

The FATA and Universal Labs are heavily used and relied upon for particular classes and programs that can't be replicated properly with mobile carts of laptops. These particular labs have between 28-30 seats and are outfitted with iMacs (desktops). The iMacs have a larger upfront cost but the longevity of the device and ease of

management makes it our clear choice over laptops. A strong configuration comes in at \$1669.00 each ([specs here](#)).

- The **FATA Lab** is the classroom for photo/video/graphics intensive classes as well as architectural programs.
- The **Universal Lab (B332)**. The name “Universal Lab” came about because while FATA and Computer Science classes use the lab as their classroom, depending on the year and schedule, classes in other departments can be scheduled there too. It’s also the lab the school uses for Staff needs as they arise (PD days, training, Instructional Technology events). The LS Web Team use this space as well.

Estimated cost to replace both labs (total): \$100,000

5. Shared Teaching Lab: The English and History Departments share one lab space. It’s called the **Humanities Lab**. It is presently full of iMacs but this teaching lab no longer requires a powerful desktop. Instead, as a result of our move to Google’s G-Suite, it can be filled with Chrome Desktops (Chromebase). The Acer Chromebase, which we have used in other locations for some time now with great success, is about ⅓ the cost of the iMac earmarked for the other labs mentioned above. At last check, we were quoted \$575 per computer.

Estimated Cost: \$17,000

Note: “Domino Effect”: When one of our more “powerful” labs gets a refresh we take the computers from that lab and move them to other labs/areas so the benefit of the upgrade gets felt beyond just one space. The targets this time around would be our two Video Labs, the Library, and the DYAD Yearbook workspace.

6. Computer Science/Programming Cart: Programming classes are taught in a few locations in the school and an afterschool Programming session is looking to be added. The collaboration involved with the type of projects worked on during these classes as well as the rotating class location have combined to make a laptop cart the ideal solution. We would like to update the cart with newer machines to take better advantage of what program options are available to our CS teachers. For instance, game programming has gained a lot of popularity. This would be a cart of 13” MacBook Pros.

Estimated Cost: \$36,000

7. MCAS/Testing Cart: We would really benefit from a dedicated cart of Chromebooks which would be available for testing and particular events around the school. Some examples are MCAS testing, WIDA EL testing, Stats Week, and the baseline concussion testing done by Athletics. Pulling from the stock of departmental carts isn’t ideal and prevents teachers from being able to access these carts for their class needs. Various testing occurs year-round and an untethered cart would also be an asset used by anyone in the school as the need arises.

Estimated Cost: \$6,000

8. Interactive Panel Pilot: 10 years ago we had many SmartBoard Interactive Boards in use and those gave way to better performing Epson Brightlink interactive projectors. The Epson Brightlinks are still in heavy use around the school but a new version of the technology, generically called a “smart panel” (think: a TV crossed with an iPad), could be a better fit for some specific areas and needs. We have a couple of use-cases for such a panel and would like to try one in heavily used areas of the school and see how it performs. The version we’re earmarking is a Smart 6000s 86” panel. This model was chosen specifically for its tight integration with Google’s G-Suite which we rely on. The panel would be attached to a mobile stand to maximize its usage in both classroom and meeting areas.

Estimated Cost: \$6,500

9. Classroom Projectors: As I mentioned above, the Brightlink from Epson has been our go-to device for classroom projection. It’s been useful and reliable since its introduction at L-S and we’d like to outfit five more classrooms with this tech. Three will be new locations and two will be replacing older projectors.

Estimated Cost: \$7,000

10. Auditorium Projector: The Auditorium, a heavily used space by the school and many outsider users (town included) would benefit from a new projector. We would like to get something with much greater brightness for that space. Our AV Tech has identified the Epson Pro L1495U, a high-resolution laser projector, as a very good solution. Laser projectors offer superior brightness (especially in lit areas) than standard bulb projectors.

Estimated Cost: \$10,000

Timeline: Summer 2020

11. Security Camera Coverage: We have identified areas around the school that could use additional security camera coverage and would like to expand coverage to all floors as well. Nine (9) indoor camera units will cover what we need.

Estimated Cost: \$12,000

12. Police Radios: For increased security and communication. Strategically located throughout our three buildings.

Estimated Cost: \$9,000

13. Building & Grounds Radio Replacement: Our Buildings & Grounds department would like to replace their radios with a new version that matches what our Campus Aides and Administrators use. Simplifying and enhancing communication. Twelve (12) Radios in total.

Estimated Cost: \$14,400 (including the software to program the radios in-house)

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 ??.

To see if the Town will vote to raise and appropriate or transfer from available funds the Town's proportionate share of \$125,000, or any other sum, to be expended under the direction of the Lincoln-Sudbury Regional School Committee, for the purpose of replacing the chain link fence located at the lower turf fields on the LS School Property, and to determine whether said sum shall be raised by borrowing or otherwise; or act on anything in relation thereto.

SUBMITTED BY: _____

Approved by: _____
 Town Counsel

Attachment7.a: LS Docs (3697 : Bella Wong to discuss E&D and \$400K)

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 ??.

To see if the Town will vote to approve the amendment to the Lincoln-Sudbury Regional School District Fiscal Year 2020 Budget proposed by the Regional School for the purpose of replacing the Community Field located on the LS School Property as part of the Athletic Stadium, in the amount of \$675,000, more or less, \$337,500 of which to be transferred from the School District's Excess and Deficiency Account; and further to raise and appropriate, or transfer from available funds, the Town's proportionate share of \$337,500, or any other sum, to be expended under the direction of the Lincoln-Sudbury Regional School Committee, for the same purpose; and to determine whether said sum shall be raised by borrowing or otherwise; or to act on anything relative thereto.

SUBMITTED BY: _____

Approved by: _____
 Town Counsel

Attachment7.a: LS Docs (3697 : Bella Wong to discuss E&D and \$400K)

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 ??.

To see if the Town will vote to approve the amendment to the Lincoln-Sudbury Regional School District Fiscal Year 2020 Budget proposed by the Regional School for the purpose of renovating the building located at 420 Lincoln Road to house the LS Academy, in the amount of up to \$500,000, said funds to be transferred from the School District's Excess and Deficiency Account; or act on anything relative thereto.

SUBMITTED BY: _____

Approved by: _____
 Town Counsel

Attachment 7.a: LS Docs (3697 : Bella Wong to discuss E&D and \$400K)

**SUDBURY BOARD OF SELECTMEN**

Tuesday, March 17, 2020

MISCELLANEOUS (UNTIMED)**8: Presentation of CPC ATM articles****REQUESTOR SECTION**

Date of request:

Requested by: Patty Golden

Formal Title: Presentation of CPC Town Meeting articles. In attendance will be Sherril Cline, CPC chair, and Adam Duchesneau, Director of Planning and Community Development.

Recommendations/Suggested Motion/Vote: Presentation of CPC Town Meeting articles. In attendance will be Sherril Cline, CPC chair, and Adam Duchesneau, Director of Planning and Community Development.

Background Information:

Attached CPC warrant articles and full list of ATM articles

Financial impact expected:n/a

Approximate agenda time requested: 15 minutes

Representative(s) expected to attend meeting: Adam Duchesneau and Sherril Cline

Review:

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

03/17/2020 6:00 PM

ATM 2020 Articles

8.a

#	Article Title	Sponsor/ Submitted by	Article Presenter	BOS Position	FinCom Position	Report BOS position at ATM	Funding Source	Requested Amount	Required Vote	Consent Calendar
	IN MEMORIAM RESOLUTION									
	FINANCE/BUDGET									
1	Hear Reports	BOS							Majority	
2	FY20 Budget Adjustments	BOS							Majority	
3	FY21 Budget	Interim Town Mgr							Majority	
4	FY21 Capital Budget	Interim Town Mgr							Majority	
5	FY21 Transfer Station Enterprise Fund Budget	Interim Town Mgr							Majority	
6	FY21 Pool Enterprise Fund Budget	Interim Town Mgr							Majority	
7	FY21 Recreation Field Maintenance Enterprise Fund Budget	Interim Town Mgr							Majority	
8	FY20 Snow & Ice Transfer	Town Manager							Majority	
9	Unpaid Bills	Town Accountant							Four-fifths	
10	Chapter 90 Highway Funding	DPW Director							Majority	X
11	Stabilization Fund	BOS							Majority	
12	Goodnow Library Services Revolving Fund (new)	Library Director							Majority	
13	FY21 Revolving Fund limits	BOS							Majority	X
14	Capital Stabilization Fund	Interim Town Mgr							Majority	
15	Fund Litigation Costs - Eversource	Interim Town Mgr							Majority	
16	Post-Employment Health Insurance Trust Funding	Interim Town Mgr							Majority	
17	CSX Corridor	BOS							Majority	
18	Fairbank Community Center Design and Construction Funds	BOS							Two-thirds if borrowed	
19	WITHDRAWN									
20	Construction of Housing/Living Addition - Fire Station #2	Fire Chief						\$4.1M	Two-thirds if borrowed	
	CAPITAL ARTICLES									
21	Purchase Fire Dept. Ambulance	Fire Chief							Majority	
22	Dutton Road Bridge Project - Easements	DPW Director							Majority	
23	WITHDRAWN									
24	Front End Loader with Plow	DPW Director						\$230,000	Majority	
25	Roadway Drainage Improvements	DPW Director							Majority	

Attachment 8.a: Articles list ATM 2020 (3745 : Presentation of CPC ATM articles)

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Page 1

NS-not support; S-support; IP-Indefinitely Postpone; RTM-Report at Town Meeting

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ATM 2020 Articles

#	Article Title	Sponsor/ Submitted by	Article Presenter	BOS Position	FinCom Position	Report BOS position at ATM	Funding Source	Requested Amount	Required Vote	Consent Calendar
26	Old Sudbury Road Culvert Design	DPW Director						\$100,000	Majority	
27	Multi-purpose Sidewalk Tractor	DPW Director						\$195,000	Majority	
28	Dump Truck with Plow	DPW Director						\$110,000	Majority	
29	One-Ton Dump Truck with Plow, Spreader and Wing	DPW Director						\$140,000	Majority	
30	6-Wheel Combo Body Dump Truck with Plow and Spreader	DPW Director						\$260,000	Majority	
31	Sudbury Public Schools Surveillance Cameras	SPS Committee						\$261,023	Majority	
32	Sudbury Public Schools Playground Improvement	SPS Committee						\$333,000	Majority	
33	Sudbury Public Schools Non-resident Tuition Fund	SPS Committee							Majority	
34	Authorize BOS to petition for an additional alcohol pouring license for Meadow Walk development	BOS							Majority	
35	Acceptance of Provisions of the Massachusetts Veterans' Brave Act M.G.L. Chapter 59, Sect. 5, clause twenty-second H	Board of Assessors						Delete \$ as this is annual RE Tax	Majority	
36	Addition of Associate Member to the Historic Districts Commission	HDC							Majority	X
37	Amend Zoning Bylaw, Article IX: Remove Section 4800. Temporary Moratorium on Marijuana Establishments and insert Section 4800. Solar Energy Systems	Planning Board							Two-thirds	
38	Amend Zoning Bylaw, Article IX: Insert Section 5600. Inclusion of Affordable Housing	Planning Board							Two-thirds	
CONSERVATION COMMISSION ARTICLES										
39	Exchange of Real Property - Brimstone lane parcels	ConComm							two-thirds	
40	Transfer Care & Custody of Town-Owned Water Row parcel to Conservation Commission (H11-401)	ConComm							two-thirds	

3/13/2020

Page 2

NS-not support; S-support; IP-Indefinitely Postpone; RTM-Report at Town Meeting

ATM 2020 Articles

#	Article Title	Sponsor/ Submitted by	Article Presenter	BOS Position	FinCom Position	Report BOS position at ATM	Funding Source	Requested Amount	Required Vote	Consent Calendar
41	Transfer Care & Custody of Town-Owned Water Row parcel to Conservation Commission (H11-305)	ConComm							two-thirds	
	CPC ARTICLES									
42	Community Preservation Fund - Historic Resource Inventory Survey	CPC							Majority	
43	Community Preservation Fund - Removal of Invasive Species from King Philip Woods	CPC						\$47,000	Majority	
44	Community Preservation Fund - Design of Wayside Inn Road Bridge over Hop Brook	CPC						\$125,000	Majority	
45	Community Preservation Fund - Remediation of Water Chesnuts from Hop Brook Pond System	CPC						\$180,000	Majority	
46	Community Preservation Fund - Sudbury Housing Authority Acquisition, Creation, Preservation, and support of Affordable Rental Housing	CPC						\$259,000	Majority	
47	Community Preservation Fund - Regional Housing Services Office (RHSO) membership fee	CPC						\$30,000	Majority	
48	Community Preservation Fund - Library Historic Room Conversion	CPC						\$150,000	Majority	
49	Community Preservation Fund - Reversion of Funds	CPC						\$46,333	Majority	
50	Community Preservation Fund - General Budget and Appropriations	CPC						\$2.59M	Majority	
	PETITION ARTICLES									
51	Acquire ¼ mile of CSX Corridor (Station Rd to Rt 20)	Simon						300,000	Two-thirds. If borrowed	
52	Expedite completion of BFRT	Simon							Majority	
53	Bicycle safety road signs	Porter							Majority	
54	Cost/benefit study on burying overhead utility lines	Pathak							Majority	
55	Polystyrene reduction	LS students					BOH supports		Majority	

Attachment 8.a: Articles list ATM 2020 (3745 : Presentation of CPC ATM articles)

3/13/2020

Page 3

NS-not support; S-support; IP-Indefinitely Postpone; RTM-Report at Town Meeting

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ATM 2020 Articles

8.a

#	Article Title	Sponsor/ Submitted by	Article Presenter	BOS Position	FinCom Position	Report BOS position at ATM	Funding Source	Requested Amount	Required Vote	Consent Calendar
56	Checkout bag charge	LS students					BOH supports		Majority	
57	Disposable plastic pollution reduction bylaw (straws & stirrers)	LS students					BOH supports		Majority	

Attachment 8.a: Articles list ATM 2020 (3745 : Presentation of CPC ATM articles)

3/13/2020

Page 4

NS-not support; S-support; IP-Indefinitely Postpone; RTM-Report at Town Meeting

Packet Pg. 21

TOWN OF SUDBURY

WARRANT ARTICLE FORM

ARTICLE 42

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. COMMUNITY PRESERVATION FUND – HISTORIC RESOURCE INVENTORY SURVEY

To see if the Town will vote to appropriate a sum of money not to exceed \$30,000 from the Historic Resources category of Community Preservation Act Funds for the purpose of funding additional historic surveys to be included in Sudbury's Historic Resource Inventory for approximately 30 additional properties and two area surveys, or take any other action relative thereto.

Submitted by the Community Preservation Committee. (Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: The Historical Commission is requesting Community Preservation Act funds to allow for the surveying of approximately 30 individual properties and two area-wide surveys. This phase will focus on the presently under-documented historic resources, buildings, and structures facing development pressure.

Historic surveys are important in identifying properties eligible, either individually or as a group, for listing on the State Register of Historic Places, the National Register of Historic Places, and/or inclusion in a local historic district. These forms provide the legal basis for review by both the Historical Commission (Demolition Delay Bylaw) and the Historic Districts Commission (design review). They are also frequently the only record of a building or resource once it is lost. Many of the current Sudbury Historic Resource Inventory forms were completed in the 1960's by untrained volunteers and are not up to current historic preservation survey standards. Some need to be resurveyed, especially properties which are the most historically significant.

All surveys will follow Massachusetts Historical Commission (MHC) standards and methodology and will be submitted for inclusion on the Massachusetts Cultural Resource Inventory Survey database (MACRIS). MHC forms record architectural and historical significance – architectural description, photographs, key features, and information about the uses, people, activities, and events associated with the resource over time.

Previous requests for historic preservation, and specifically historic survey funding, have been supported at Town Meeting and by the Community Preservation Committee. The Sudbury Historic Resource Inventory aids in protecting and preserving Sudbury's historic, cultural, architectural, and archaeological resources of significance, especially those that are threatened.

Thorough documentation via MHC inventory forms is the first step in the preservation planning process, and also assists in identifying areas for additional preservation protection and those that might be eligible for future Community Preservation Act or other preservation related funding.

SUBMITTED BY: Oct 2 Mr

Approved by: _____
Town Counsel

TOWN OF SUDBURY

WARRANT ARTICLE FORM

ARTICLE 43

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. COMMUNITY PRESERVATION FUND – REMOVAL OF
INVASIVE SPECIES FROM KING PHILIP WOODS**

To see if the Town will vote to appropriate a sum of money not to exceed \$47,600 with 50% from the Historic Resources category and 50% from the Open Space and Recreation category of Community Preservation Act Funds for the purpose of enhancing the wildlife habitat and historical value of King Philip Woods by manually removing invasive species from a 3-acre portion of the site to restore Old Berlin Road and its stone walls, and the wells and foundations associated with the Tavern of the Damned, or take any other action relative thereto.

Submitted by the Community Preservation Committee. (Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: This project will both enhance historical resources and improve passive recreational opportunities through the introduction of interpretive signage, while improving and protecting important wildlife habitat. This project proposes to enhance the wildlife habitat and historical value of the property by removing invasive species from a 2-3 acre portion of the site to restore Old Berlin Road and its stone walls, and the walls and foundations associated with the Tavern of the Damned. Currently there are invasive vegetative species which are outcompeting the native species and causing the historic walls and foundations to fall into disrepair. The removal of these invasive species will restore degraded wildlife habitat and prevent the walls and foundations from falling into further disrepair. Once the invasive species are removed, interpretive signs will be installed to educate the public about these elements of Sudbury's heritage.

Further, Old Berlin Road is fragmented by excessive overgrowth of invasive vegetation. The trail is often washed out as a result of beaver activity near the pond. The project also includes installation of a beaver deceiver to restore trail connectivity for improved public access. Thus, this project will build on a trail improvement project that was undertaken in 2016 and improve the passive recreational opportunities of this property. King Philip Woods is part of a larger matrix of protected lands including adjoining Town conservation lands, Piper Farm and Libby Land; Great Meadows National Wildlife Refuge to the north and east; Wolbach Farm Reservation to the south; and the historic Haynes Garrison Site to the west.

SUBMITTED BY: Al 2 Mr

Approved by: _____
Town Counsel

TOWN OF SUDBURY

WARRANT ARTICLE FORM

ARTICLE 44

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. COMMUNITY PRESERVATION FUND – DESIGN OF WAYSIDE INN ROAD BRIDGE OVER HOP BROOK

To see if the Town will vote to appropriate a sum of money not to exceed \$125,000 from the Historic Resources category of Community Preservation Act Funds for the purpose of designing the replacement of the Wayside Inn Road bridge superstructure over Hop Brook tributary, including but not limited to the design of the parapet walls, portions of the bridge deck, guardrail, pavement, grading, loam, seed, and associated work, or take any other action relative thereto.

Submitted by the Community Preservation Committee. (Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: The bridge superstructure is located in the Wayside Inn Historic District approximately 1,000 feet westerly from the Wayside Inn. The westbound parapet wall on the bridge was severely damaged as a result of a motor vehicle accident on July 4, 2019. Immediately following the accident, temporary barriers at the edge of the bridge deck were installed and the Department of Public Works had the bridge inspected by the Massachusetts Department of Transportation (MassDOT). The results of the inspection concluded that in its post-accident condition, the temporary barriers in place could not satisfactorily address the safety concerns for the site and the conditions as they existed were considered unsafe and should be remediated immediately. A temporary bridge meeting the safety concerns is in place; this project addresses the design of the permanent replacement. The span of the bridge structure triggers review of the design by MassDOT under MGL Chapter 85, Section 35. As such, the parapet walls and guardrails need to meet specific design criteria to sustain an impact by a motor vehicle. A structural design will be presented that will provide the requisite crash rating while restoring the historic appeal to the bridge in the Wayside Inn Historic District. The design will include replacement of the parapet walls, portions of the bridge deck, guardrail, pavement, grading, loam, seed, and associated work. Construction funds for this project will be sought at a future Town Meeting.

SUBMITTED BY:

Approved by: _____
Town Counsel

TOWN OF SUDBURY

WARRANT ARTICLE FORM

ARTICLE 45

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. COMMUNITY PRESERVATION FUND – REMEDIATION OF
WATER CHESTNUTS FROM HOP BROOK POND SYSTEM**

To see if the Town will vote to appropriate a sum of money not to exceed \$180,000 over three years (\$60,000 per year) from the Open Space and Recreation category of Community Preservation Act Funds for the purpose of remediating/removing water chestnuts and other invasive species from the Hop Brook Pond System, subject to the approval of the Conservation Commission, or take any other action relative thereto.

Submitted by the Community Preservation Committee. (Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: The Sudbury portion of the Hop Brook pond system is a series of three connected ponds with a history of environmental degradation. As a result of prior phosphorus loading, uncontrolled vegetative growth, and stagnation, these lakes have become highly eutrophic. However, the upstream phosphorus source is now controlled and the most pressing concern is the compounding proliferation of invasive water chestnuts. Untreated, this invasive species will effectively kill all indigenous native plants in the ponds in only a few more years. One acre of water chestnut can produce enough seeds to cover 100 acres the following year and produce over 40 cubic yards of additional undesirable biomass each year.

The Hop Brook Protection Association has concluded harvesting by itself is ineffective and impractical, and may actually spread other invasives. Further, what beneficial effects harvesting typically has last no more than several weeks. The Hop Brook Protection Association has found that a very effective method of controlling water chestnuts is the use of environmentally-friendly, rapidly-decaying chemical treatment, applied multiple times annually, in decreasing amounts over a number of years. This treatment would be a key component of a comprehensive multi-modal pond management plan that could restore the ponds to Class B recreational standards over time. The \$180,000 proposed to be allocated for this project would be spread over the course of three years (\$60,000 per year).

SUBMITTED BY: _____

Al D. [Signature]

Approved by: _____
Town Counsel

TOWN OF SUDBURY WARRANT ARTICLE FORMARTICLE 46**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. COMMUNITY PRESERVATION FUND – SUDBURY HOUSING
AUTHORITY ACQUISITION, CREATION, PRESERVATION,
AND SUPPORT OF AFFORDABLE RENTAL HOUSING**

To see if the Town will vote to appropriate a sum of money not to exceed \$259,000 from the Community Housing category of Community Preservation Act Funds for the purpose of funding the Sudbury Housing Authority's acquisition, creation, preservation, and support of affordable rental housing, or take any other action relative thereto.

Submitted by the Community Preservation Committee. (Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: This article requests an appropriation to the Sudbury Housing Authority (SHA) using the ten percent (10%) of estimated annual revenue the Community Preservation Act requires be annually set aside or expended for community housing purposes. The SHA is a quasi-governmental entity overseen by the State Department of Housing and Community Development (DHCD) under 760 CMR. While locally controlled, and created by Town Meeting in 1971 under MGL Chapter 121B, Section 3, it is not legally a part of Sudbury's Town government. The SHA, as the original and substantial creator of affordable rental housing in Sudbury, has received Sudbury Community Preservation Act funding in past years.

The SHA owns, maintains, and manages scattered-site, single-family and duplex rental houses, and 64 rental apartments at Musketahquid Village in Sudbury Center for those over 60 and disabled people. The SHA intends to use the funds, in combination with CPA funds previously appropriated by Town Meeting and other funding sources as necessary, to create additional units of rental housing for families or individuals, particularly focused on those in the Housing and Urban Development (HUD)-defined extremely low- or very low-income range. The SHA primarily houses families and individuals who do not and will not qualify for affordable homeownership or the types of housing created by the various Chapter 40B developments in town. The SHA is singular in its exclusive commitment to the Town, combined with its interest in both expanding and managing rental opportunities for those with incomes at the lowest extreme of the income limit. The SHA prides itself in covering all of its operational costs through the rents it collects. As housing and development costs continue to rise, significant financial resources are required to maximize the SHA's flexibility to respond to those most in need of affordable housing.

SUBMITTED BY:

Oh 2 Wh

Approved by:

Town Counsel

DEC 04 10 34 AM

TOWN OF SUDBURY WARRANT ARTICLE FORM**ARTICLE 47****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. COMMUNITY PRESERVATION FUND – REGIONAL HOUSING SERVICES OFFICE (RHSO) MEMBERSHIP FEE

To see if the Town will vote to appropriate a sum of money not to exceed \$30,000 from the Community Housing category of Community Preservation Act Funds for the purpose of funding the Town's portion of the FY2021 Regional Housing Services Office (RHSO) membership fee supporting the Town's affordable housing activities, or take any other action relative thereto.

Submitted by the Community Preservation Committee. (Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: In recent years, Sudbury has made great strides towards satisfying the requirements of the State's Comprehensive Permit Act (Chapter 40B). This Act requires cities and towns to provide certification that the number of dwelling units in the municipality which qualify as "affordable" by statute, meets or exceeds ten percent (10%) of the municipality's total dwelling units. Falling short of that number, as Sudbury has until recently, allows developers to both site and design partially affordable developments with extreme limitations on the Town's zoning and design oversights.

There are a great number of administrative requirements to certify additions to this approved inventory and to maintaining those certifications going forward. Sudbury used to provide these services in-house through the Planning and Community Development Department, with funding through Community Preservation Committee administrative funds. In 2011, Sudbury took the lead in the creation of a seven-town shared services effort, both to improve 40B certification operations and to reduce the cost of doing so.

That entity, the Regional Housing Services Office (RHSO), is now more appropriately funded via a separate Community Preservation Fund article at Town Meeting, as the work is no longer housed within a Town department and the now eight-member, contractual Intermunicipal Agreement arrangement is expected to continue to be the way the Town handles these responsibilities.

The services provided include affordable housing inventory monitoring; supervising lotteries to determine who qualifies for affordable housing; monitoring the Incentive Senior Developments at Frost Farm and Grouse Hill to ensure compliance with eligibility requirements; monitoring all deed restricted properties; providing valuations for deed restricted properties to the Town

Assessor; reviewing compliance with Regulatory Agreements and certification to Department of Housing and Community Development (DHCD) for Local Initiative Program (LIP) rental units; maintaining the affordable housing inventory and providing estimates for 2030 SHI projections; and other administrative work, including annual action plans, 5 year consolidated plans, fair housing reports and programs, and related housing questions which arise during the year.

SUBMITTED BY: Ad 2 M

Approved by: _____
Town Counsel

TOWN OF SUDBURY

WARRANT ARTICLE FORM

ARTICLE 48

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. COMMUNITY PRESERVATION FUND – LIBRARY HISTORIC ROOM CONVERSION

To see if the Town will vote to appropriate a sum of money not to exceed \$150,000 from the Historic Resources category of Community Preservation Act Funds for the purpose of rehabilitating the spaces in the Historical Room and mezzanine of the original octagon at the Goodnow Library, or take any other action relative thereto.

Submitted by the Community Preservation Committee. (Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: The Goodnow Library is seeking funding for capital improvements to rehabilitate spaces in the Historical Room (1895) and the mezzanine of the original octagon (1862). The proposed project would rehabilitate existing shelving for the local history book and art collections; secure and customize storage for unique documents, maps, and artifacts; raise the height of the bannister in the mezzanine to meet the current safety code; and install acoustic buffering to facilitate quiet work and study. This is the final phase of the library's multi-year "Reimagining the Second Floor Project." Previous phases included refitting the Teen Room to create an all-ages "makerspace"; and reconfiguring the second floor to create new Teen Space with teen and study friendly furniture, a dedicated Computing and Technology area, and an Assistive Technology area.

The rehabilitation of these spaces would allow for their usage today while maintaining their historic character; secure, protect, and display the library's unique historical collections; and make the Historical Room more accessible to residents to work and study, while maintaining the original character of the space. The project would add lockable credenzas to store archival materials, supplies, and artifacts; map cases to preserve Sudbury's historic maps; and a computer station for access to the library's database for historical research. The Goodnow Library Foundation is supplementing this CPA funding request with \$50,000.

SUBMITTED BY: _____

Approved by: _____

Town Counsel

ARTICLE 49

- 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.

TOWN OF SUDBURY

WARRANT ARTICLE FORM

ARTICLE 50

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.
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- 4) Article wording must be approved and article signed by Town Counsel before submission.

ARTICLE XX. COMMUNITY PRESERVATION FUND – GENERAL BUDGET AND APPROPRIATIONS

To see if the Town will vote to appropriate a sum of money from Community Preservation Act funds, as recommended by the Community Preservation Committee, for the FY2021 Community Preservation Act budget, or take any other action relative thereto.

Submitted by the Community Preservation Committee. (Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: This article sets forth the entire FY2021 Community Preservation Act budget, including appropriations and reservations as required in connection with the administration of the Community Preservation Act funds. The estimated annual revenue for FY2021 is \$2,590,000. The article appropriates funds for FY2021 debt service obligations totaling \$1,111,410. These obligations arise from prior Town Meeting approval for the bonding of six projects:

- 1) Purchase of the Dickson property utilizing the Open Space and Recreation (\$30,084) and Historic Resources (\$20,056) categories;
- 2) Purchase of land and development rights as well as construction of a sports field on the Cutting property utilizing the Open Space (\$178,498) and Recreation (\$22,062) categories;
- 3) Purchase of the Libby property utilizing the Open Space and Recreation (\$135,863) category;
- 4) Purchase of development rights on the Nobscot Boy Scout Reservation Phases I and II utilizing the Open Space and Recreation (\$440,075) category;
- 5) Purchase of development rights on Pantry Brook Farm utilizing the Open Space and Recreation (\$207,147) category; and
- 6) Purchase of the Johnson Farm Property utilizing the Open Space and Recreation (\$77,625) category.

The article also appropriates funds for administrative and operational expenses of the Community Preservation Committee in the amount of \$85,000. The administrative fund can be used by the Community Preservation Committee to pay for technical staffing and expertise, consulting services (e.g. land surveys and engineering), property appraisals, legal advertisements, publication fees, and other administrative expenses. By statute, the Community Preservation Committee may budget up to five percent (5%) of its annual budget for these administrative and operational expenses, or \$129,500 based upon the projected FY2021 revenue

of \$2,590,000. Any funds remaining in the administrative account at the fiscal year's end revert to the Community Preservation Act Fund Balance, and need to be re-appropriated for administrative use in subsequent years. The Community Preservation Committee believes having access to administrative funds is critically important as it allows the Committee to conduct business on a time-sensitive basis, a vital component of the Community Preservation Act.

The Community Preservation Act requires 10% of the estimated annual income be allocated to current projects or reserved for future expenditures in each of the three core categories: Community Housing, Historic Resources, and Open Space and Recreation. The actual amount reserved each year depends upon whether or not Town Meeting has appropriated money totaling less than 10%, or not appropriated any money at all in any of these three core categories. If there is a balance of unspent Community Preservation Act funds from that fiscal year after such reservations and after Town Meeting has voted the Community Preservation Act articles, it is budgeted in the unrestricted reserve account for future Community Preservation Act projects in all three categories.

SUBMITTED BY: _____

At 2 Mr

Approved by: _____
Town Counsel

**SUDBURY BOARD OF SELECTMEN**

Tuesday, March 17, 2020

MISCELLANEOUS (UNTIMED)**9: Letter of support to Sudbury Foundation****REQUESTOR SECTION**

Date of request:

Requestor: Selectman Janie Dretler

Formal Title: Vote to sign letter of support to The Sudbury Foundation regarding the Sudbury Housing Authority's undertaking of preliminary assessments of Town-owned parcels for potential future development of affordable rental housing.

Recommendations/Suggested Motion/Vote: Vote to sign letter of support to The Sudbury Foundation regarding the Sudbury Housing Authority's undertaking of preliminary assessments of Town-owned parcels for potential future development of affordable rental housing.

Background Information:
attached draft letter (postponed from 10/29 meeting)

Financial impact expected:n/a

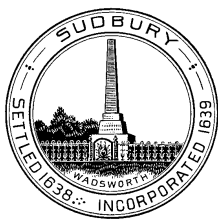
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

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

03/17/2020 6:00 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

October 29, 2019

Ms. Marilyn Martino
Executive Director
The Sudbury Foundation
326 Concord Road
Sudbury, MA 01776

Dear Ms. Martino,

We, the Sudbury Board of Selectmen, support the recent proposal from the Sudbury Housing Authority (SHA) to The Sudbury Foundation to undertake preliminary assessments of several SHA-owned properties and the following three Town-owned parcels for their suitability for the potential development of affordable rental housing:

- 1) +/- 3 acres on Old Lancaster Road, behind the Department of Public Works offices;
- 2) +/- 2 acres at Frost Farm on North Road, former location of farmhouse; and
- 3) the +/- 4 acre portion of the recently-acquired Broadacres Farm on which is currently sited a house, stables and a riding rink.

We support this proposal because we believe that the Town must continue to support a moderate level of affordable housing development if Sudbury is to remain in "safe harbor" as it relates to Chapter 40B. We believe the SHA's proposed assessment project will yield important information which may help the Town make informed decisions about the future of both the Town- and the SHA-owned properties.

Thank you for your consideration of the SHA's proposal.

Sincerely,

Sudbury Board of Selectmen

Daniel E. Carty, Chairman

Janie W. Dretler

Patricia A. Brown, Vice-Chairman

Jennifer S. Roberts

William J. Schineller



Regional Housing Services Office

Serving Acton, Bedford, Concord, Lexington, Lincoln, Sudbury, Wayland, and Weston

9.b

Office Address: 37 Knox Trail, Acton, MA 01720
Phone: (978) 287-1092

Website: WWW.RHSOhousing.org
Email: INFO@RHSOhousing.org

TO: Adam Duchesneau, Director of Planning and Community Development
FROM: Jody Kablack, RHSO Specialist
DATE: February 12, 2020
RE: Sudbury Local Preference in Affordable Units

As requested by the Master Plan Steering Committee, we have researched the use of the “Local Preference” classification in Sudbury affordable housing units over the last 3 years, and are ready to share the results with you. We looked at all affordable units – rental and homeownership. Some developments, through their development permits, require a local preference, and some do not. All developments reported with the exception of Orchard Hill, which does provide 10 affordable units (all of which are prioritized for local preference).

“Local Preference”, as documented in an April 6, 2019 letter from the RHSO to the Director of Planning and Community Development (attached), includes:

- Current Sudbury residents
- Families with children enrolled in the Sudbury/LS schools
- Employees of the Town of Sudbury, including Sudbury Public School
- Employees of businesses located in the Town of Sudbury
- Employees of the Lincoln-Sudbury Regional High School
- Employees of the Sudbury Water District
- Employees of the Sudbury Housing Authority

Over the last 3 years, 124 affordable vacancies were filled in Sudbury (this includes all 63 of the Avalon affordable rental units). Of these, 36 households qualified as Local Preference (or 29%). Of that 36 households:

- 30 were current Sudbury residents
- 3 work in Sudbury
- 1 is a Sudbury school enrollee
- 2 are unclassified

One other category that is not defined as Local Preference, but which does benefit Sudbury residents, are those with a connection to Sudbury – former residents and family members of Sudbury residents. Sixteen (16) additional units are occupied by this group.

The data from each development is below:

- Coolidge I - 23 move-ins since 2017, 2 Local Preference - 1 Sudbury resident, 1 employed in Sudbury; 16 with a Sudbury connection - 2 former Sudbury residents, 14 with immediate family member living in Sudbury
- Musketahquid Village - 27 move-ins since 2017, 19 Sudbury residents

Attachment 9.b: Local Preference stats 2020 w attachment (3714 : Letter of support to Sudbury Foundation)



Regional Housing Services Office

Serving Acton, Bedford, Concord, Lexington, Lincoln, Sudbury, Wayland, and Weston

9.b

Office Address: 37 Knox Trail, Acton, MA 01720
Phone: (978) 287-1092

Website: WWW.RHSOhousing.org
Email: INFO@RHSOhousing.org

- Sudbury Housing Authority Family units - 9 move-ins since 2017, 5 Sudbury residents
- Avalon Sudbury - 63 move-ins, 8 local preferences. 3 were current residents, 2 were employees, 1 is enrolled in Sudbury schools and 2 are unclassified but met the criteria.
- Village at Old County Road - 1 sale since 2017, went to local resident
- Carriage Lane - 1 sale since 2017, went to local resident

The need to offer units as Local Preference must be documented to DHCD as needed when affordable housing lotteries are conducted. The most recent lottery in Sudbury was for the Coolidge II development. Sudbury continues to document the need for, and benefit from, providing Local Preference units, as indicated above.

If there is anything else you need regarding this issue, do not hesitate to contact the RHSO.

Attachment

Attachment9.b: Local Preference stats 2020 w attachment (3714 : Letter of support to Sudbury Foundation)



Regional Housing Services Office

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

9.b
141 Keyes Road
Concord MA 01742
(978) 287-10
www.RHSOHousing.c
info@RHSOhousing.c

April 6, 2019

To: Adam Duchesneau, Jesse Kanson-Benanav

From: Liz Rust, RHSO

RE: Local Preference for Coolidge

This Local Preference justification is for the Coolidge Phase II, to request that 33 units be set aside at the initial lottery for those households that claim a local preference in Sudbury, as further describes.

The Coolidge Phase II is comprised of 56 units, of which 8 are project based section 8 units and not eligible for Local Preference. The 70% local preference (rounded down) is based on the resulting 48 units, leaving 33 units.

The need for affordable rental housing in Sudbury is particularly prominent. Sudbury's Housing Production Plan (HPP), highlights that Sudbury has the lowest percentage of rental housing compared to its neighboring communities at only 8%. The HPP goes on to point out that market rental housing in Sudbury is virtually non-existent, and Sudbury has not increased rental housing since 2000. Furthermore, there are only a limited number of affordable rental units in Sudbury with wait times for these units ranging from five to twelve years.¹

The US Census reports that there were 5,771 households in Sudbury in 2010. According to housing.ma, the Massachusetts Housing Data Portal, 4.4% (254) of Sudbury households are extremely low income – below 30% Area Median Income (AMI), 4.1% (237) are very low income – between 30% and 50% AMI, and 2.8% (162) are low income – between 50% and 80% AMI. This means that a total of 653 households in Sudbury are low income. A low income family of four in Sudbury at 80% of the Area Median Income (AMI) earns no more than \$73,050 annually. Using a 30% housing allowance, such a family can afford to pay approximately \$1,826 per month in rent if all utilities are included, or \$1,395 per month in rent if no utilities are included.

According to trulia.com, the median price for rentals in Sudbury in October, 2016 was \$3,500. According to a trulia.com search on 11/15/16, there were only seven rental listings. Two of the listings – one was just a room, and the other was an age-restricted affordable unit – rented at a cost affordable to a low-income household. There was one other apartment listed for \$2,000. The other listings were large homes with rents ranging from \$2,500 to \$12,500 per month. These numbers demonstrate that the rental inventory in Sudbury clearly offers very few options for the 653 low-income households in Sudbury.

It is not likely that all 653 low-income households in Sudbury are looking for rental housing. However, a significant percentage of these households are cost-burdened, meaning that they spend more than 30% of their incomes on housing costs. According to housing.ma, 73% of extremely low income households, 93% of very low income households, and 51% of low income households in Sudbury are cost burdened. These percentages equate to a total of 488 cost-burdened, low-income households in need of housing that is more affordable to them. The rental options currently available in Sudbury are not nearly enough to meet the need of this large number of cost-burdened, low-income households.

Given the shortage of rental housing affordable to low-income residents of Sudbury and the housing cost burden faced by many Sudbury residents, the Town of Sudbury would like to offer more affordable rental opportunities to its residents.

Any person or household who qualifies under the local preference shall have equal consideration in the Local Pool, and will also be eligible in the General Pool. The local preference is defined further as residents of the Town, to include:

- Current Sudbury residents
- Families with children enrolled in the Sudbury/LS schools

¹ Sudbury Housing Production Plan, pp. 6, 14-15, 18, <http://www.mass.gov/hed/docs/dhcd/cd/pp/sudbury.pdf>



Regional Housing Services Office

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

9.b

141 Keyes Road
Concord MA 01742
(978) 287-10

www.RHSOHousing.c
info@RHSOhousing.c

- Employees of the Town of Sudbury, including Sudbury Public School
- Employees of businesses located in the Town of Sudbury
- Employees of the Lincoln-Sudbury Regional High School
- Employees of the Sudbury Water District
- Employees of the Sudbury Housing Authority.

The Town is committed to providing equal access to all applicants. In the event that the pool of applicants with a local preference does not include at least 27% of households who have one or more member who is a minority as defined in the application, then other eligible minority applicants will be included in the lottery for the local preference units. The number of minority applicants needed in order to meet or exceed 27% will first be determined from the final list of eligible lottery applicants, and then eligible minority applicants will be included from the general pool through a minority pre-lottery.



SUDBURY BOARD OF SELECTMEN

Tuesday, March 17, 2020

MISCELLANEOUS (UNTIMED)**10: Town Meeting action****REQUESTOR SECTION**

Date of request:

Requested by: Patty Golden

Formal Title: Review Town Meeting articles, possibly take positions on articles, and assign motions and presentations. The Board will not take positions at this meeting on the Budget, Fairbank, CSX, Fire Station, or articles not yet presented.

Recommendations/Suggested Motion/Vote: Review Town Meeting articles, possibly take positions on articles, and assign motions and presentations. The Board will not take positions at this meeting on the Budget, Fairbank, CSX, Fire Station, or articles not yet presented.

Background Information:
List of Town Meeting articles

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

03/17/2020 6:00 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, March 17, 2020

MISCELLANEOUS (UNTIMED)**11: Fairbank update****REQUESTOR SECTION**

Date of request:

Requested by: Patty Golden

Formal Title: Discussion on the Fairbank Community Center/Town Forum.

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

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

03/17/2020 6:00 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, March 17, 2020

MISCELLANEOUS (UNTIMED)**12: 15 Union Avenue discussion/update****REQUESTOR SECTION**

Date of request:

Requestor: Andrew Lewis Building Inspector/Zoning Enforcement Agent

Formal Title: Discussion/update on 15 Union Avenue to be provided by Building Inspector/Zoning Enforcement Agent Andrew Lewis. Also representative from Sudbury Rug to attend.

Recommendations/Suggested Motion/Vote: Discussion/update on 15 Union Avenue to be provided by Building Inspector/Zoning Enforcement Agent Andrew Lewis. Also representative from Sudbury Rug to attend.

Background Information:
attached memo from Andrew Lewis

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

03/17/2020 6:00 PM

**TOWN OF SUDBURY**

Building & Inspections Department
275 Old Lancaster Road, Sudbury, MA 01776

Telephone: 978-440-5461
Fax: 978-440-5404

MEMO

Select Board

March 13, 2020

RE: 15 Union Avenue temporary storage permit

I would like to keep you up to date with the permit for temporary storage unit at 15 Union Avenue which expires on March 20, 2020. Junk Removal, Inc. has removed their vehicles from the site including two of the three storage containers. One storage container and one box truck for Sudbury Rug remains in accordance with the decision of the Select Board from December 2019.

Sudbury Rug has applied for a variance with the ZBA and went before that board March 9th. The ZBA was hesitant to issue a variance as that would convey with the property so they continued the matter until next month. They would like to consult with the Planning Board so as to find a different path to allow the business to keep the storage unit without a variance being issued.

The Fire and Building Departments would be in support of a six month extension of the current permit with the Select Board while the ZBA tries to find a solution to this matter as long as they comply with conditions set forth.

Feel free to contact me if you have any questions.

Respectfully,
Andrew Lewis
Building Inspector





SUDBURY BOARD OF SELECTMEN

Tuesday, March 17, 2020

13

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

03/17/2020 6:00 PM



MISCELLANEOUS (UNTIMED)

14: Upcoming Agenda Items

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: 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

03/17/2020 6:00 PM

POTENTIAL UPCOMING AGENDA ITEMS/MEETINGS

MEETING	DESCRIPTION
March 24, 7:00 PM additional meeting at Police Station	Discuss date of possible Special Town Election and ballot questions.
	Review Town Meeting Articles, possibly take positions on articles, assign motions and presentations.
	Interview candidate for Sudbury Housing Trust
	BFRT discussion and update by Beth Suedmeyer
Saturday, March 28, 10:00 AM	Town Forum on Fairbank Community Center - will be recorded <u>live</u> at Police Station for broadcast on SudburyTV
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.
	Joint meeting with Finance Committee to discuss budget
	Meet with petitioners to discuss the following Town Meeting articles: polystyrene reduction, checkout bag charge, disposable plastic pollution reduction bylaw (LS students); and bicycle safety road signs (Bruce Porter).
	Review Town Meeting Articles, possibly take positions on articles, assign motions and presentations.
	Discuss policy on Code of Contact for Town Manager and Board of Selectmen
April 14	Auditor's report
	Annual proclamation - May is Military Appreciation Month
	Review financial policies
April 28	Review Town Meeting Articles, possibly take positions on articles, assign motions and presentations.
	Meet with petitioners to discuss Town Meeting article on burying overhead utility lines (Girish Pathak). Also meet with Len Simon re: articles on CSX and BFRT.
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	Eversource Public Hearing re: Grant of Location (<i>after ATM</i>)
	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)

Attachment 14.a: POTENTIAL UPCOMING AGENDA ITEMS_3_17_20 (3710 : Upcoming Agenda Items)

	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
	Wayside Inn Road Bridge
	Eversource double pole discussion
	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, March 17, 2020

CONSENT CALENDAR ITEM**15: 2020 Housing Choice Community Designation Application****REQUESTOR SECTION**

Date of request:

Requestor: Adam Duchesneau, Director of Planning & Community Development

Formal Title: Vote to authorize the Chair of the Board of Selectmen to sign the 2020 Housing Choice Community Designation Application form.

Recommendations/Suggested Motion/Vote: Vote to authorize the Chair of the Board of Selectmen to sign the 2020 Housing Choice Community Designation Application form.

Background Information:

The Housing Choice Community Designation recognizes communities that have achieved production targets and set policies that encourage future sustainable growth. In order to apply, municipalities need records of permitting over the past 5 years, and for communities that grew at a more moderate pace, they must show evidence of best practice policies related to housing production.

The Town applied for and received Housing Choice Community Designation in 2018. Housing Choice Community Designation status last for two years and the Town must now reapply to maintain its designation status.

The 2020 Housing Choice Community Designation Application form is attached as a reference. Housing Choice Community Designation Applications are due on March 23, 2020.

Financial impact expected: The advantages of being designated a Housing Choice Community include:

- Eligibility for exclusive Capital Grants
- Special consideration for nine (9) other state capital programs (Clean Water Trust loans, MassWorks, Seaport Council Grants, Complete Streets, MassDOT capital projects, Energy and Environmental Affairs Planning, LAND and PARC and Gateway City Park grants)

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

03/17/2020 6:00 PM



January 3, 2020

Calendar Year 2020 Housing Choice Designation Criteria

HCC designations announced on May 14, 2018 will lapse as of May, 13, 2020

HCC designations announced on May 9, 2019 will lapse as of May, 7, 2021

Threshold qualifications to apply:

1. Community must have an ADA Self-Evaluation Plan and ADA Transition Plan or agree to a MOU with DHCD and Mass Office of Disability that commits municipality to achieving these plans within 5 years.
2. Community may not have a housing moratorium or restrictions on housing that limit new housing to less than 5% growth / year.

Production Threshold over the last 5 years (2015 through 2019)

5% increase in net new housing units over the 2010 year round housing units and/or increase of 500 or more units;

OR

3% increase in net new housing units over the 2010 year round housing units and/or increase of 300 or more units AND 7 out of 14 best practices, two of which need to be affordable best practices.

2020 Housing Choice Best Practices, affordable best practices are *italicized* and marked with *

- ✓ 3%/300 communities must demonstrate that they have at least 7 of 14 of following Best Practices, with at least 2 being Affordable Housing Best Practices
 - ✓ 5%/500 communities must identify which of the following best practices they have adopted
1. Have at least one zoning district that allows multifamily by right (in addition to 40R districts) where there is capacity to add units and that allows for family housing that is not age restricted and does not restrict units with more than 2 bedrooms (or demonstrate a pattern of approving such developments over the last 5 years)
 2. **Have Inclusionary Zoning that provides for reasonable density increases so that housing is not unreasonable precluded*
 3. **Have an approved 40R Smart Growth or Starter Homes district. Please note, that if your community repealed its only 40R district, it no longer qualifies for this best practice.*
 4. Have zoning that allows mixed use or cluster / Open Space Residential development by right that is not part of a 40R district (or can demonstrate a pattern of approving such developments over the last 5 years)



5. Have zoning that allows for accessory dwelling units by right (or can demonstrate a pattern of approving ADUs over the last 5 years)
6. **Designated local resources for housing such as established an Affordable Housing Trust, donated land, or spent substantial Community Preservation Act (CPA) funds for community housing over the last 5 years. Please provide a list of such expenditures over the last 5 years.*
7. Reduced parking requirement for Multi-Family units within the last 5 years, or require no more than 1 parking space per unit for multifamily units.
8. Provide evidence of education and training for a majority of members on a land use board (Planning Board, Board of Appeals, Select Board and/or City Council) from Citizen Planner Training Collaborative, Massachusetts Housing Partnership's Housing Institute, or Urban Land Institute's (ULI's) Urban Plan Public Leadership Institute over the last 5 years. Comparable trainings will be evaluated on a case by case basis.
9. **Have units currently eligible for inclusion in the Subsidized Housing Inventory (SHI) that equal or exceed 10% of total year round housing stock according to the DHCD subsidized housing inventory, where such 10% was not reached after local comprehensive permit(s) were denied or conditioned and had the denial or condition overturned by the Housing Appeals Court (HAC).*
10. **Have increased your community's SHI by at least 2.5% points in the last 5 years where such increase was not reached after local comprehensive permit(s) were denied or conditioned and had the denial or conditions overturned by HAC.*
11. Selected a housing best practice as part of a Community Compact
12. **Participate in the Housing Development Incentive Program (HDIP), have adopted an Urban Center Housing Tax Increment Financing district, approved District Improvement Financing (DIF) related to housing, have adopted an Urban Renewal Plan that includes a significant Housing element.*
13. **Have adopted local option property tax relief programs for income eligible seniors either as provided for by statute (MGL c. 59 section 5) or through a home rule petition; OR have adopted a Community Impact Fee for short term rentals (MGL c. 64G, section 3D) where your community has committed in writing to using a portion of such revenues for affordable housing.*
14. ** Have a CERTIFIED Housing Production Plan which means that you have an DHCD approved Housing Production Plan and have subsequently seen an increase of 0.5% or 1% in your year round housing units (see <https://www.mass.gov/service-details/chapter-40-b-housing-production-plan> for more information)*



To complete this application, you will need information about your community's total year-round housing units from the 2010 Census and the cumulative net increase in year-round housing units from January 1, 2015 through December 31, 2019 (referred to below as "additional" units). BUILDING PERMIT data from the US Census Building Permit Survey is the primary source of information about additional units. You will need to have the application signed and certified by your local Building Official as to the accuracy of this information. The Executive Officer (Mayor or Chair of Board of Selectmen) must also sign the application.

You may save your work and return to the form. IF you use the "Save and Resume" feature, please note that uploaded files will not be saved. Therefore, gather and keep files needed for uploading, and only upload them when you are planning to hit the "SUBMIT" button at the END of the form. Please do not submit your form without the uploaded signatures.

If you are qualifying based on an increase of 300 units/3% increase in year round housing stock, you will also need information about Best Practices related to housing that your community has established. Please be sure to upload all documentation needed to demonstrate these best practices.

Applications are DUE no later than 3:00 p.m. on **March 23, 2020**.

If you have questions, contact Housing Choice Program Director Chris Kluchman at chris.kluchman@mass.gov or 617-573-1167.

Housing Choice Designation Application 2020

1. Submitting Municipality*

Choose your City or Town from the drop down list

2. Contact Name*

First Name*

Last Name*

2.a. Contact Mailing Address*

Address Line 1

Address Line 2

City

State

ZIP Code

2.b. Contact Email*

2.c. Phone*

3. Was your City/Town designated a Housing Choice Community in 2018?*

☐

Yes

☐

No

4. Does your community have any ACTIVE housing restrictions such as a moratorium or limitations on the number of new housing units? *

☐

Yes

☐

No

Zoning moratorium makes your community INELIGIBLE for Housing Choice designation

If the answer to Question 4. Is Yes:

4.a. If your community has an ordinance or bylaw that restrict or limit the number of new housing units, please provide a copy here.

5. Has your community conducted a Self Evaluation or Transition Plan related to Americans with Disabilities Act (ADA)? *

☐

Yes

☐

No

More information on ADA requirements for local governments can be found at the Housing Choice Web pages

IF the answer to Question 5 is No:

5.a. If your answer to #5 was NO, is your community willing to enter into a Memorandum of Understanding (MOU) between the Massachusetts Office of Disability and DHCD to conduct such study within the next five (5) years?

☐

Yes

☐

No

Information about your Community's Housing Production

The Housing Choice designation is based on PRODUCTION of new year-round housing units over the last 5 years. The threshold for qualifications is a 5% increase (or 500 units) or a 3% increase (or 300 units) and best practices. This section describes how to calculate and demonstrate the increase in new year-round housing units.

(1) **Look up your community's 2010 year-round housing units** (this is also the denominator used in the Subsidized Housing Inventory or SHI). The Housing Choice web site has a list of 2010 year-round units for all communities [here](#)

(2) **Calculate the number of additional year-round housing units over the last 5 years** using the number of BUILDING PERMITS issued to create the ratio of additional units added over the last 5 years, *excluding* housing units that replace demolished units at a 1 to 1 ratio. Demolition of one single family unit and replacement with one single family unit is an increase of 0 units. If a demolished single family home is replaced with 3 units, the net increase is +2 units. If building permits for new units replacing a demolished home cannot be easily excluded from your data, please provide data about the number of demolition permits and total units demolished.

(3) **Data Sources:** BUILDING PERMITS are the measurement of additional year-round housing units for this calculation. Your building official should have a record of new residential building permits for year-round housing issued between January 1, 2015 and December 31, 2019. If your building official does not have ready access for this information, another source for this building permit data is information submitted by your community to the U.S. Census in the Building Permit Survey. A copy of the Building Permit Survey for all cities and towns in Massachusetts for 2015 through 2018 can be found on the Housing Choice web site [here](#). 2010 Building Permit Survey data is not yet available, and therefore 2019 building permit data must be provided from your building official. If your community has reason to believe the current Census Building Permit Survey data does not fully reflect the number of building permits in your community, there is a place in the application to add comments and explanation.

6. Provide your community's 2010 year-round housing units*

2010 year-round housing units are available for download: <https://www.mass.gov/how-to/apply-for-the-housing-choice-designation>

7. Number of net new units that were issued building permits between January 1, 2015 and December 31, 2019*

Note: please see the above description of qualifying net new units

8. Here is the percent increase in year-round housing units (net new units/2010 units*100)*

Note: this field calculates the % increase automatically. Use this or the number of units over the last 5 years in Question 7 to complete Question 9 below.

9. Housing Choice Designation.

Based on the increase in housing units in Question 8 OR the number of units produced over the last 5 years in Question 7, select the appropriate designation in Question 9.a. If you do not meet the numeric standard to qualify to be a Housing Choice Community, visit the Housing Choice Web pages and review the many Technical Assistance opportunities available from many public, quasi-public and advocacy organizations. You might also talk to your Regional Planning Agency about what steps your community might take to increase housing production so that you may qualify for the designation in the future.

9.a. Choose the Housing Choice Designation for your community based on Questions 6, 7 and 8*

☐ 5% increase OR 500+ units over the last five years ☐ 3% increase OR 300+ units over the last five years

10. UPLOAD documentation of the building permits issued over the last 5 years. Please upload .pdfs of printouts from your building permit software, excel spreadsheets, or other information about building permits in your community. Remember, even if you use Building Permit Survey data for 2015 through 2018, you must provide your community's building permit information for 2019.

10.a. Upload building permit data*

You must provide detailed back up for all net new units

10.b. Use the space below to provide information about additional housing units in your community that you believe are not captured by the Building Permit

Survey

Here you can let us know about the reasons why the Building Permit Survey does not accurately reflect housing production in your community

11. Housing Choice Best Practices

If your community has over 5% increase in housing production or 500 or more net new housing units, please go through all 14 of the best practices below and indicate by checking the box for each of your community's BEST PRACTICES to indicate which ones your City/Town has implemented.. You do not have to submit or upload any documentation. While communities with 5%/500 growth in housing units do not need to demonstrate a certain number of best practices to qualify for Housing Choice designation, the best practices are a part of evaluating grant proposals.

For Production and Planning (3%/300) which Housing Best Practices do you have?

- You **MUST** select at least 7 of the 14 best practices below to qualify for the 3%/300 unit category.
- **TWO** Best Practices **MUST** be in the affordable category.
- You **MUST** upload documentation to demonstrate achievement of at least 7 of the 14 Best Practices that you select below.

NOTE: when uploading required documentation, only one file per upload box is allowed, please scan documents into a **SINGLE FILE** for uploading to each best practice.

11.a. Allow for Multifamily development in local zoning

- ☐ Have at least one zoning district that allows multifamily by right (in addition to 40R districts) where there is capacity to add units and that allows for family housing that is not age restricted and does not restrict units with more than 2 bedrooms (or demonstrate a pattern of approving such developments over the last 5 years)

11.a. Upload file here

*NOTE: For 3%/300 cities and towns, if you choose this Best Practices you **MUST** submit documentation here*

11.a. Narrative

Provide additional narrative here for question 11.a.

11.b Have Inclusionary Zoning [Affordable Category]

- ☐ Have inclusionary zoning that provides for reasonable density increases so that housing is not unreasonably precluded

11.b. Instructions. Provide a copy of the section in your current zoning ordinance or by-law that addresses inclusionary zoning with density increases for provision of affordable units

11.b. Upload file here

*NOTE: For 3%/300 cities and towns, if you choose this Best Practices you **MUST** submit documentation here*

11.b. Narrative

Provide additional narrative here for question 11.b.

11.c. Have an approved 40R Smart Growth or Starter Home zoning district [Affordable Category]

- ☐ Have adopted a 40R Smart Growth or Starter Homes zoning district

11.c. Instructions. Provide a copy of the section in your current zoning ordinance or by-law that implements MGL chapter 40R Smart Growth or Starter Homes provisions

11.c. Upload file here

NOTE: For 3%/300 cities and towns, if you choose this Best Practices you MUST submit documentation here

11.c. Narrative

Provide additional narrative here for question 11.c.

11.d. Have Zoning that allows mixed use or cluster developments

- ☐ Have zoning that allows for mixed use, or cluster developments by right (or can demonstrate a consistent pattern over the last 5 years of approving such developments)

11.d. Instructions. Provide a copy of the section in your current zoning ordinance or by-law that allows mixed use or cluster development by right. If you believe your community has demonstrated a consistent pattern over the last 5 years of approving such developments, please provide a table with the following information: project address/name, number of units, action taken (approve, deny, withdrawn, appealed) and date of final board decision. If there are questions about these projects program staff may follow up for additional information.

11.d. Upload file here

NOTE: For 3%/300 cities and towns, if you choose this Best Practices you MUST submit documentation here

11.d. Narrative

Provide additional narrative here for question 11.d.

11.e. Allow Accessory Dwelling Units

- ☐ Have zoning that allows for Accessory Dwelling units (ADUs) by right (or can demonstrate a consistent pattern over the last 5 years of approving ADUs)

11.e. Instructions. Provide a copy of the section in your current zoning ordinance or by-law that allows ADUs by right. If you believe your community has demonstrated a consistent pattern over the last 5 years of approving ADUs, please provide a table with the following information: project address/name, number of units, action taken (approve, deny, withdrawn, appealed) and date of final board decision. If there are questions about these projects program staff may follow up for additional information.

11.e. Upload file here

NOTE: For 3%/300 cities and towns, if you choose this Best Practices you MUST submit documentation here

11.e. Narrative

Provide additional narrative here for question 11.e

11.f. Designated local resources for housing [Affordable Category]

☐ Designated local resources for housing such as establishe an Affordable housing Trust, donated land, or spent substantial Community Preservation Act (CPA) funds for community housing over the last 5 years.

11.f. Instructions: Provide a narrative description of designated local resources and upload documentation including but not limited to (1) meeting minutes from meetings of Board of Selectmen, Town Meeting or Affordable Housing Trust board awarding funding, designating CPA funds for Community Housing projects and a list of funds spent for community housing projects including number of units produced if applicable, (2) copy of deed conveying property for nominal value, or for reduced value if accompanied by evidence of value or approving conveyance of land for nominal or reduced value; (3) award letter or other documentation of funding award, or (4) copy of Affordable Housing Trust charter.

11.f. Upload file here

NOTE: For 3%/300 cities and towns, if you choose this Best Practices you MUST submit documentation here

11.f. Narrative

Provide additional narrative here for question 11.f

11.g. Reduction in Parking requirements for Multi-Family units

☐ Have reduced parking requirement(s) for Multi-Family units within the last 5 years, or require no more than 1 parking space per unit for multifamily units.

11.g. Instructions. Provide a copy of the section of your current zoning ordinance or by-law that demonstrates no more than one (1) parking space per unit for multi-family developments and/or describe the reduction in parking requirements that occurred within the last 5 years.

11.g. Upload file here

NOTE: For 3%/300 cities and towns, if you choose this Best Practices you MUST submit documentation here

11.g. Narrative

Provide additional narrative here for question 11.g

11.h. Training for Land Use Board Members

☐ Board members received training in the last 5 years

Requires evidence that a MAJORITY of a Board received training

11.h. Instructions. Provide evidence of education and training for a majority of members on a land use board (Planning Board, Zoning Board of Appeals, Select Board and/or City Council) from Citizens Planner Training Collaborative (CPTC), Massachusetts Housing Partnership's (MHP's) Housing Institute or Urban Land Institute's (ULI's) Urban Plan Public Leadership Institute over the last 5 years. Comparable training will be evaluated on a case by case basis.

11.h. Upload file here

NOTE: For 3%/300 cities and towns, if you choose this Best Practices you MUST submit documentation here

11.h. Narrative

Provide additional narrative here for question 11.h

11.i. Achieved 10% or greater in your Subsidized Housing Inventory (SHI) [Affordable Category].

☐ Have units currently eligible for inclusion in the Subsidized Housing Inventory (SHI) that equal or exceed 10% of total year-round housing stock, according to the DHCD subsidized housing inventory

NEW FOR 2020 DESIGNATION: SHI units that are added after Housing Appeals Court (HAC) overturned a local denial or overturned local conditions will NOT COUNT towards your community's SHI totals.

11.i. Instructions. Provide a copy of most recently published SHI for your community. If you believe there are additional units eligible for inclusion on the SHI, but not reflected on the SHI, documentation of those units must meet the standards applied by DHCD under its regulations and guidelines in determining whether units are SHI-eligible. **NEW FOR 2020**

DESIGNATION: SHI units that are added after Housing Appeals Court (HAC) overturned a local denial or overturned local conditions will NOT COUNT towards your community's SHI totals.

11.i. Upload file here

NOTE: For 3%/300 cities and towns, if you choose this Best Practices you MUST submit documentation here

11.i. Narrative

Provide additional narrative here for question 11.i.

11.j. Have increased your community's SHI by at least 2.5% points in the last 5 years [Affordable Category]

☐ Have increased units currently eligible for inclusion in the Subsidized Housing Inventory (SHI) by at least 2.5%, according to the DHCD subsidized housing inventory

NEW FOR 2020 DESIGNATION: SHI units that are added after Housing Appeals Court (HAC) overturned a local denial or overturned local conditions will NOT COUNT towards your community's SHI totals.

11.j. Instructions. Provide a copy of most recently published SHI for your community showing at least a 2.5% increase over the last 5 years. If you believe there are additional units eligible for inclusion on the SHI, but not reflected on the SHI, documentation of those units must meet the standards applied by DHCD under its regulations and guidelines in determining whether units are SHI-eligible. **NEW FOR 2020 DESIGNATION:** SHI units that are added after Housing Appeals Court (HAC) overturned a local denial or overturned local conditions will NOT COUNT towards this best practice.

11.j. Upload file here

NOTE: For 3%/300 cities and towns, if you choose this Best Practices you MUST submit documentation here

11.j. Narrative

Provide additional narrative here for question 11.j.

11.k. Community Compact with Housing Best Practice

☐ Have applied for (or received) a Community Compact with a housing best practice

11.k. Instructions. Provide a copy of Community Compact application/award showing the Housing Best Practice. Here is the web page for the Community Compact Cabinet: <https://www.mass.gov/orgs/community-compact-cabinet>

11.k. Upload file here

NOTE: For 3%/300 cities and towns, if you choose this Best Practices you MUST submit documentation here

11.k. Narrative

Provide additional narrative here for question 11.k.

11.l. Participate in Housing related incentive programs [Affordable Category]

☐ Participate in the Housing Development Incentive Program, have adopted an Urban Center Housing Tax Increment Financing district, approved District Improvement Financing (DIF) related to housing, have adopted an Urban Renewal Plan that includes a significant Housing element

11.l. Instructions. If you are participating in the HDIP program, provide a copy of a DHCD-approved Housing Development Tax Increment Exemption Agreement, together with copies of any award letters for state Housing Development Tax Credits for specific projects. If you have adopted an UCH-TIF district, provide a copy of your DHCD-approved urban center housing tax increment financing plan, together with copies of any approved UCH-TIF agreements. For Urban Renewal Plans, submit evidence of substantial housing element(s) in the plan.

11.l. Upload file here

NOTE: For 3%/300 cities and towns, if you choose this Best Practices you MUST submit documentation here

11.l. Narrative

Provide additional narrative here for question 11.l

11.m. Have adopted local option property tax mechanisms that promote housing [Affordable Category]

☐ Have adopted local option property tax relief programs either as provided for by statute (MGL c. 59 section 5) or through a home rule petition

11.m. Instructions. Provide a copy of local bylaw or ordinance establishing the tax relief program.

11.m. Upload file here

NOTE: For 3%/300 cities and towns, if you choose this Best Practices you MUST submit documentation here

11.m. Narrative

Provide additional narrative here for question 11.m

11.n. Certified Housing Production Plan

☐ Have a CERTIFIED Housing Production Plan which means that you have an DHCD approved Housing Production Plan and have subsequently seen an increase of 0.5% or 1% in year round housing units

11.n. Instructions. There is a difference between a CERTIFIED Housing Production Plan (HPP) and one that has been APPROVED by DHCD. A certified HPP which means that you have an DHCD approved Housing Production Plan and have subsequently seen an increase of 0.5% or 1% in your year round housing units (see <https://www.mass.gov/service-details/chapter-40-b-housing-production-plan> for more information). Provide a copy of your current Housing Production Plan and the DHCD certification letter.

11.n. Upload file here

NOTE: For 3%/300 cities and towns, if you choose this Best Practices you MUST submit documentation here

11.n. Narrative

Provide additional narrative here for question 11.n

12. Use the space below to provide additional details about your community's Best Practices

Provide additional narrative here if needed

Certification and Signatures

The Housing Choice application for Designation requires the signatures of both the Local Building Official and the Chief Executive Officer (Mayor, Board of Selectmen Chair or City/Town Manager). Please print this page, get signatures, scan and upload the signed pages below.

13. Certification by local building official

By signing below, I certify that the building permit data for additional year-round housing units over the last 5 years is true and accurate. The data includes only additional year-round housing units, where demolished units were replaced 1:1 the new building permits are not included (or if permits for units replacing tear downs cannot be excluded from other additional unit permits, then demolition data is being provided); and conversions of commercial property to housing are included (such as mill conversions).

Sign on the line above, enter name and title below

13.a. Local Building Official Name*

First Name*

Last Name*

13.b. Local Building Official Email*

The Housing Choice application for Designation requires the signatures of both the Local Building Official and the Chief Executive Officer (Mayor, Board of Selectmen Chair or City/Town Manager). Please print this page, get signatures, scan and upload the signed pages below.

14. Certification by Chief Executive Officer

Sign on the line above, enter name and title below

14.a. City/Town Chief Executive Officer Name*

First Name*

Last Name*

14.b. City/Town Chief Executive Officer Email*

14.c. City/Town Chief Executive Officer Mailing Address*

Address Line 1

Address Line 2

City

State

ZIP Code

15. Upload Signature Page (s) here

Please print this page, get required signatures and upload the file here



SUDBURY BOARD OF SELECTMEN

Tuesday, March 17, 2020

CONSENT CALENDAR ITEM**16: Allocate \$20K of Meadow walk funds to Go Sudbury Microtransit Pilot Program**REQUESTOR SECTION

Date of request:

Requestor: Adam Duchesneau, Director of Planning & Community Development

Formal Title: Vote to allocate \$20,000 of the \$100,000 of mitigation funds listed in item 4.2.c. of the Meadow Walk Development Agreement to the Go Sudbury! Microtransit Pilot Program.

Recommendations/Suggested Motion/Vote: Vote to allocate \$20,000 of the \$100,000 of mitigation funds listed in item 4.2.c. of the Meadow Walk Development Agreement to the Go Sudbury! Microtransit Pilot Program.

Background Information:

As part of item 4.2.c. of the Meadow Walk Development Agreement (attached), the developer agreed to pay \$100,000 to the Town for the Senior Center to provide for senior citizen transportation needs, to be used by the Town in its sole discretion. At their meeting on July 9, 2019, the Council on Aging voted to recommend to the Board of Selectmen to approve the use of \$20,000 of the Transportation Mitigation Funds for the Transportation Committee's Microtransit Pilot Program (letter attached).

If allocated, the funding would be used by the Go Sudbury! Microtransit Pilot Program to subsidize rides from transit providers to seniors, people with disabilities, financially vulnerable residents, and veterans, with the objective of providing them with transportation services to health and community resources as well as economic opportunities. These funds would be used to supplement the Community Compact Grant funds which the Town received last year to launch a multi-municipality Microtransit Program to serve the groups of people listed above. A copy of the grant application is attached for reference.

Financial impact expected: The money allocated from the \$100,000 of mitigation funds listed in item 4.2.c. of the Development Agreement for the Senior Center to provide for senior citizen transportation needs would be reduced by \$20,000, if all of this money were used by the Go Sudbury! Microtransit Pilot Program.

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

03/17/2020 6:00 PM

DEVELOPMENT AGREEMENT

This Development Agreement (this "Agreement") is entered into as of this 7th day of June 2016, by and between the Town of Sudbury (the "Town"), acting by and through its Board of Selectmen, and BPR Sudbury Development LLC, a Delaware limited liability company, acting only in its capacity as owner of the Site (as hereinafter defined) (the "Developer," and together with the Town, the "Parties").

This Agreement is entered into by the Parties in an effort to establish a framework to facilitate the redevelopment of an approximately 25 acre site (the "Site") located along Boston Post Road/Route 20, that is part of a larger approximately 50 acre site (the "Former Raytheon Property") formerly owned by the Raytheon Company ("Raytheon"). The Site is more particularly described and depicted on a certain plan of land entitled "Master Development Plan" (the "Master Plan") attached hereto and incorporated herein as **Exhibit A**.

Raytheon, formerly the Town's largest taxpayer, operated an office/research and development complex at the Former Raytheon Property for more than fifty years, providing numerous fiscal, employment, and other benefits to the Town. In December 2015, as part of its planned phased withdrawal from the Former Raytheon Property, Raytheon sold the Former Raytheon Property to the Developer. Raytheon's withdrawal from the Former Raytheon Property represents a significant loss to the Town but also presents opportunities. The Parties recognize that a coordinated, comprehensive, and expeditious approach to redevelopment of the Former Raytheon Property is mutually beneficial and desirable in that it represents a unique opportunity to fulfill several Town needs and goals. It is anticipated that the substantial private investment to be made in a mixed-use redevelopment of the Site would, among other things, restore a significant and reliable source of municipal tax revenue to the Town; serve as a model and catalyst for the future economic development of the Route 20 corridor, an important Town planning objective; and generate new jobs and revenues while providing desirable amenities to the community.

In response to the Town's interest in realizing a mixed-use redevelopment of the Former Raytheon Property, the Developer has proposed to construct a multi-phase development at the Site generally consisting of approximately sixty units of age-restricted, active-adult housing (the "Age-Restricted Housing Component"); up to fifty-four beds within an assisted living/memory care facility; approximately 80,000 square feet of retail, restaurant, and convenience uses (the "Retail Component"), which Retail Component includes an approximately 45,000 square foot grocery store; and accessory parking and related site improvements (collectively, the "Project"). The Project accomplishes several key redevelopment goals of the Board of Selectmen and the Planning Board as articulated in a letter to Raytheon dated February 25, 2015. The Site is currently zoned Limited Industrial District ("LID"), with a small portion zoned as residential. Under current zoning by-laws, the proposed Project would not be allowed. In particular, nursing or convalescent home and assisted care facility, personal service establishment, restaurant, ATMs, kiosks, and residential care facility are among the uses not presently allowed in the LID.

The Project will be complemented by the construction of a multifamily affordable housing residential project on an adjoining approximately 17 acre portion of the Former Raytheon Property, consisting of a two-hundred-and-fifty unit rental housing community to be developed

by Sudbury Avalon, Inc., for which an application for a comprehensive permit has been filed under M.G.L. Chapter 40B (“Avalon Sudbury”). The comprehensive permit application is currently under review by the Sudbury Zoning Board of Appeals (“ZBA”), which, at the close of the public hearing, is expected to issue a comprehensive permit for Avalon Sudbury. While Avalon Sudbury is not subject to the Master Plan and is therefore not a part of the “Project” under this Agreement, Avalon Sudbury’s relevant impacts have been considered in the assessment of the Project, its impact on the Site and surroundings (e.g., traffic, stormwater management and fiscal impacts), and with respect to the community benefits agreed upon by the Developer under Section 4.2 of this Agreement.

In order to facilitate the Project, the Parties wish to cooperate to present certain warrant articles to a town meeting in furtherance of the Project, including, without limitation, (i) the adoption of a new zoning by-law to govern the Site, entitled, “Section 4700. Mixed Use Overlay District” (“MUOD”); (ii) the approval of the Master Plan; and (iii) the authorization of the Board of Selectmen to accept the conveyance of certain land and easements to the Town, and, if necessary, to convey easements to the Developer (collectively, the “Town Meeting Articles”). The Board of Selectmen and the Planning Board are willing to cooperate with the Developer in support of the Town Meeting Articles, the Project and Avalon Sudbury subject to the terms and restrictions set forth in this Agreement and the completion of the Developer’s obligations, and the Developer is willing to impose such restrictions and undertake and complete such obligations, as set forth in this Agreement.

The Parties wish to enter into this Agreement to memorialize their mutual understandings, commitments, and agreements regarding the Project.

1. GENERAL

- 1.1 The Developer shall comply with applicable rules, regulations and by-laws of the Town, the Commonwealth of Massachusetts, and federal agencies as they apply to the construction, maintenance and operation of the Project, including, without limitation, compliance with the Wetlands Protection Act, the Massachusetts Environmental Policy Act (MEPA), and the State Building Code.
- 1.2 The applicable terms of this Agreement shall be incorporated by reference in the Conformance Recommendation issued by the Planning Board for the Project as authorized by the adoption of the MUOD by Town Meeting, and shall be binding upon the Developer and any successor in interest to the Project (or component thereof), as provided in Section 5.3 of this Agreement. Any non-monetary violation hereof may be treated as a violation enforceable by the Building Inspector following notice and opportunity to cure.

2. TRAFFIC MITIGATION

- 2.1 The Developer agrees to complete, at its sole cost and expense, the traffic and pedestrian improvements specified in the Conformance Recommendation. The total cost for the design and construction of these improvements is estimated to be approximately \$2,000,000. The design of these improvements has been reviewed by an independent traffic engineer hired by the Town to ensure the adequacy of these improvements to

provide for safe travel by residents, employees and visitors of the Project and Avalon Sudbury while also enhancing safe traffic movement to adjoining properties and along the Route 20 corridor. In addition, the Developer agrees to implement the Traffic Demand Management program specified in the Conformance Recommendation.

3. CONFORMANCE RECOMMENDATION

- 3.1 Pursuant to Section 4742 of the MUOD, the Master Development Plan for the MUOD Project must receive a Conformance Recommendation from the Planning Board in order to be approved by Town Meeting, which may include conditions, limitations, and safeguards. Developer agrees to comply with the Planning Board's Conformance Recommendation in connection with the MUOD Project, including all conditions, limitations and safeguards set forth therein, and said Conformance Recommendation is incorporated herein by reference as if it were set forth herein.

4. COMMUNITY BENEFITS

Upon completion and full occupancy, the Project is anticipated to generate estimated gross tax revenues in excess of \$1,700,000 annually with anticipated net revenues in the range of \$571,500 (per Town's fiscal peer review) to \$694,400 (per Developer's financial analysis) annually, after covering projected municipal service costs associated directly and indirectly with the Project and Avalon Sudbury, including fire, police, schools, public works, inspectional services, health department, ambulance, and other costs. To contribute further to the Town's fiscal well-being above and beyond the projected significant annual tax revenue generated from the Project, Developer agrees to take the following measures:

- 4.1. Within ninety days of issuance of the first certificate of occupancy for the Retail Component of the Project (unless such period is extended for good cause with the agreement of the parties), Developer shall convey to Town for consideration of \$1.00 a parcel of land shown as "Lot 6" on the plan attached hereto as **Exhibit B** (land area of approximately 8,000 square feet of commercial property along with accompanying easements is estimated by Developer to be worth approximately \$200,000) for general municipal purposes, to accommodate the construction of a potential future fire station in place of the existing fire station on the adjacent Town land ("Future Fire Station"). To facilitate this land conveyance for the Future Fire Station, the Town agrees to cooperate, to the extent permissible by law, in obtaining any necessary modification to the permits and approvals obtained in order to construct and operate the Project. The Developer and the Town further agree to cooperate in granting one another all necessary right-of-way easements over the ways and parking lots shown on said plan for access/egress and utilities to and from a Future Fire Station and the Project. Developer also agrees, subject to (i) the approval by MassDEP of an expansion of the existing on-site wastewater treatment plant on the Former Raytheon Property ("WWTP") and (ii) all applicable regulations, to allow a Future Fire Station to discharge its waste water into the WWTP, and to provide connections and easements for such wastewater discharge at no cost to the Town (the value of such sewer rights estimated at approximately \$25,000). Developer also agrees to allow a Future Fire Station to discharge its storm water into the Developer's storm water system, and to provide connections and easements for such storm water discharge at no cost to the Town

(the value of stormwater rights and easements estimated at \$25,000). Developer also agrees to perform periodic landscape maintenance surrounding a Future Fire Station in conjunction with their maintenance of the Project (the value of this landscape maintenance is estimated at approximately \$10,000 annually).

- 4.2 Developer agrees to make the following additional one-time fiscal contributions to the Town to advance the interests of the Town and to enhance Town resources; the payments set forth below shall be tendered by the Developer to the Town in accordance with the payment schedule set forth at **Exhibit C** attached hereto:
- a. Developer agrees to make a contribution of \$500,000 to the Town for the maintenance, construction, and reconstruction of fields for recreational use, said funds to be expended either for existing fields or toward the construction of new fields in its sole discretion.
 - b. Developer agrees to make a contribution of \$850,000 to the Town for public safety purposes, to be used by the Town in its sole discretion.
 - c. Developer agrees to make a contribution of \$100,000 to the Town for the Senior Center to provide for senior citizen transportation needs, to be used by the Town in its sole discretion.
 - d. Developer agrees to make a contribution of \$850,000 to the Town to provide for improved technology for the Town's schools and/or other municipal buildings, to be used by the Town in its sole discretion.
 - e. Developer agrees to make a contribution of \$80,000 towards the design of the Future Fire Station, to be used by the Town in its sole discretion.
 - f. Developer agrees to make a contribution of \$15,000 towards the implementation of a section of sidewalk along Boston Post Road from 501 Boston Post Road (CVS) to Nobscot Road, to be used by the Town in its sole discretion.
 - g. Developer agrees to make a contribution of \$100,000 to fund any fiscal mitigation requirements or off-site mitigation obligations that may imposed as lawful conditions of a comprehensive permit issued by the ZBA for Avalon Sudbury. To the extent the comprehensive permit does not require any or all funds from this contribution be used to satisfy fiscal requirements, such unallocated funds may be used for other municipal purposes as determined by the Board of Selectmen. To the extent the comprehensive permit imposes conditions on Avalon Sudbury that require fiscal mitigation payments or off-site mitigation obligations that exceed this contribution, such conditions shall be fully satisfied by the reallocation of funds from the other contributions set forth in this Section, as may be determined by the Selectmen, such that the total fiscal contributions due under this Agreement and as mitigation payments, if any, required under the comprehensive permit shall not exceed \$2,495,000, the aggregate amount of the contributions agreed to in this section.

5. MISCELLANEOUS

5.1 Reimbursement of Town Review Fees

Prior to issuance of the first Certificate of Occupancy for the Project, the Developer agrees to reimburse the Town for its reasonable legal fees in connection with any review or advice related to the Town Meeting Articles, this Agreement, and the construction and permitting of the Project; and the costs of the special town meeting of June 13, 2016, at which the Town Meeting Articles will be considered. Upon approval of Town Meeting of the Town Meeting Articles, the Developer also agrees to make a payment of \$20,000 to pay for outside consultants contracted by the Town to review site plans and stormwater management plans submitted for Conformance Review on the age-restricted housing, assisted/memory care and village retail components of the Master Plan. These funds shall be held in escrow by the Planning Board for this purpose, and any funds remaining after completion of the plan reviews shall be returned to the Developer

5.2 Forbearance from Suit

The Parties shall forego any actions at law or equity attempting to contest the validity or prevent the enforceability of any provision(s) of this Agreement, and the Developer shall procure written acknowledgment that such forbearance shall bind any successor or assign. Such forbearance shall not preclude any Party from bringing any action for breach of contract on the part of the other Party or acts of intentional misconduct with respect to matters contemplated herein.

5.3 Successors and Assigns

The Parties agree that the Developer may subdivide the Site (including through the creation of one or more condominiums or long term ground leases) and may transfer all or any subdivided portion of the Site to another entity (each a “New Entity”), subject to the Developer’s and any New Entity’s acknowledgement that:

- (a) This Agreement shall run with title to each subdivided portion of the Site and shall be binding upon the Developer insofar as it is the owner of the Site, and each of its successors or assigns as to the obligations which arise under this Agreement during their respective periods of ownership of the Site and/or their respective subdivided portion(s) thereof, provided that each predecessor-in-title shall be forever released from this Agreement upon procuring a written acknowledgment from its immediate successor, addressed to the Town, acknowledging and agreeing that such successor-in-title is bound by the terms of this Agreement and that this Agreement shall be enforceable against such successor by the Board of Selectmen with respect to such successor’s subdivided portion(s) of the Site; and
- (b) The obligations created hereunder shall not be treated as assumed by any New Entity until such notice is delivered to the Town.

5.4 Notices

Notices, when required hereunder, shall be deemed sufficient if sent registered mail to the Parties at the following addresses:

Town: Town of Sudbury
278 Old Sudbury Road
Sudbury, MA 01776
Attn: Town Manager

Developer: BPR Development LLC
c/o National Development
2319 Washington Street
Newton Lower Falls, MA 02462

with a copy to:

Goulston & Storrs PC
400 Atlantic Avenue
Boston, MA 02110-3333
Attn: Peter L. Tamm, Esq.

5.5 Force Majeure

The Developer shall not be considered to be in breach of this Agreement for so long as the Developer is unable to complete any work or take any action required hereunder due to a *force majeure* event or other events beyond the reasonable control of the Developer.

5.6 Default; Opportunity to Cure

Failure by either Party to perform any term or provision of this Agreement shall not constitute a default under this Agreement unless and until the defaulting Party fails to commence to cure, correct or remedy such failure within fifteen days of receipt of written notice of such failure from the other Party and thereafter fails to complete such cure, correction, or remedy within sixty days of the receipt of such written notice, or, with respect to defaults that cannot reasonably be cured, corrected or remedied within such sixty-day period, within such additional period of time as is reasonably required to remedy such default, provided the defaulting Party exercises due diligence in the remedying of such default. Notwithstanding the foregoing, the Developer shall cure any monetary default hereunder within thirty days following the receipt of written notice of such default from the Town. No default hereunder by the owner (whether the Developer or a New Entity) of any subdivided portion of the Site shall be deemed to be a default by any other owner (whether the Developer or a New Entity) of any other subdivided portion of the Site.

5.7 Limitations on Liability

The obligations of the Developer or any New Entity do not constitute personal obligations of their members, trustees, partners, directors, officers or shareholders, or any direct or indirect constituent entity or any of their affiliates or agents. The Town shall not seek recourse against

any of the foregoing or any of their personal assets for satisfaction of any liability with respect to this Agreement or otherwise. The liability of the Developer or a New Entity is in all cases limited to their interest in the Site or subdivided portion thereof at the time such liability is incurred and shall not extend to any other portion of the Site for which another party has assumed responsibility pursuant to Section 5.3 hereof. In the event that all or any portion of the Site is subjected to a condominium regime or a long term ground lease, the condominium association or the ground lessee, as applicable, shall be deemed to be the owner/New Entity of the affected portion of the Site.

5.8 Estoppels

Each Party agrees, from time to time, upon not less than twenty-one days' prior written request from the other, to execute, acknowledge and deliver a statement in writing certifying (i) that this Agreement is unmodified and in full force and effect (or if there have been modifications, setting them forth in reasonable detail); (ii) that the party delivering such statement has no defenses, offsets or counterclaims against its obligations to perform its covenants hereunder (or if there are any of the foregoing, setting them forth in reasonable detail); (iii) that there are no uncured defaults of either party under this Agreement (or, if there are any defaults, setting them forth in reasonable detail); and (iv) any other information reasonably requested by the party seeking such statement. If the Party delivering an estoppel certificate is unable to verify compliance by the other Party with certain provisions hereof despite the use of due diligence, it shall so state with specificity in the estoppel certificate, and deliver an updated estoppels certificate as to such provisions as soon thereafter as practicable. Any such statement delivered pursuant to this Section 5.8 shall be in a form reasonably acceptable to, and may be relied upon by any, actual or prospective purchaser, tenant, mortgagee or other party having an interest in the Project. The Town Manager is hereby authorized to execute and deliver any such estoppel certificate on behalf of the Board of Selectmen.

5.9 Governing Law

This Agreement shall be governed by the laws of the Commonwealth of Massachusetts. If any term, covenant, condition or provision of this Agreement or the application thereof to any person or circumstance shall be declared invalid or unenforceable by the final ruling of a court of competent jurisdiction having final review, then the remaining terms, covenants, conditions and provisions of this Agreement and their application to other persons or circumstances shall not be affected thereby and shall continue to be enforced and recognized as valid agreements of the Parties, and in the place of such invalid or unenforceable provision, there shall be substituted a like, but valid and enforceable provision which comports to the findings of the aforesaid court and most nearly accomplishes the original intention of the Parties. The Parties hereby consent to jurisdiction of the courts of the Commonwealth of Massachusetts sitting in the County of Middlesex.

5.10 Entire Agreement; Amendments

This Agreement sets forth the entire agreement of the Parties with respect to the subject matter hereof, and supersedes any prior agreements, discussions or understandings of the Parties and their respective agents and representatives. This Agreement may not be amended, altered or

modified except by an instrument in writing and signed by the Parties hereto. Amendments to the terms of this Agreement may be agreed to on behalf of the Town by its Board of Selectmen.

5.11 Interpretation

Capitalized terms used but not defined herein shall have the meanings assigned to them under the Town of Sudbury Zoning By-Law (Article IX).

5.12 Cooperation

The Parties agree to work cooperatively, on a going-forward basis, to execute and deliver documents, and take such other actions, whether or not explicitly set forth herein, that may be necessary in connection with the development of the Project or the implementation of the goals and objectives of this Agreement.

In connection with Avalon Sudbury, upon issuance of a comprehensive permit by the ZBA, and if requested by the Developer, the Town, acting through its Board of Selectmen, agrees to reasonably cooperate in the conversion of Avalon Sudbury to a so-called Local Initiative Program (“LIP”) project by signing a LIP application with Massachusetts Department of Housing and Community Development (“DHCD”) consistent with Avalon Sudbury as approved in the comprehensive permit within thirty days of receipt from the Developer of a complete LIP application. The conversion to a LIP shall be subject to the approval of the ZBA of the conversion to a LIP as an insubstantial change or the conversion is deemed an insubstantial change pursuant to 760 CMR 56.05(11). The Town shall not require any further mitigation or payments of any kind from the Developer in connection therewith. The Town further covenants and agrees to cooperate with the Developer as it takes whatever further steps as may be reasonably necessary to cause the LIP application to be finally approved by DHCD for Avalon Sudbury as approved in the comprehensive permit.

5.13 Compliance

The Developer acknowledges and agrees that the Town, operating through its officers and employees and upon notice to the Developer, shall have the right to enter the Site as reasonably necessary to inspect to confirm compliance with the terms of this Agreement.

5.14 Counterparts; Signatures

This Agreement may be executed in several counterparts and by each Party on a separate counterpart, each of which when so executed and delivered shall be an original, and all of which together shall constitute one instrument. It is agreed that electronic signatures shall constitute originals for all purposes.

5.15 Record Notice

A notice of this Agreement in a form reasonably acceptable to the Developer may be recorded with the Middlesex (South) Registry of Deeds.

5.16 No Third-Party Beneficiaries

Notwithstanding anything to the contrary in this Agreement, the Parties do not intend for any third party to be benefitted hereby.

5.17 Effectiveness; Term

In accordance with Section 4765 of the MUOD, nothing in this Agreement shall be construed to require the Developer to construct or complete all or any portion of the MUOD Project. If, but only if, the Developer decides to undertake the MUOD Project, this Agreement shall not become effective until the applicable Town Meeting Articles are approved or deemed approved, substantially in the form submitted for Town Meeting vote, by the Attorney General's Office of the Commonwealth of Massachusetts in accordance with M.G.L. c. 40, §§ 32, 32A and M.G.L. c. 40A, § 5, the date on which this Agreement becomes effective being referred to as the "Effective Date". The terms of this Agreement may be incorporated into any permit or approval, including the Conformance Recommendation, issued by the Planning Board for the MUOD. The development of the Site is limited to the Project as proposed; any modification or extension of the Project, other than de minimus changes, shall require an amendment to this Agreement.

EXECUTED under seal as of the date and year first above written,

TOWN OF SUDBURY BOARD OF SELECTMEN

By: Susan M. Auliano
 Name:
 Its:
 Hereunto Duly Authorized

BPR SUDBURY DEVELOPMENT LLC,
 a Delaware limited liability company

By: [Signature]
 Name: JOHN J. O'NEIL, III
 Its:
 Hereunto Duly Authorized

LIST OF EXHIBITS

Exhibit A – Master Plan

Exhibit B – Land/Easement Conveyance Plan for Future Fire Station

Exhibit C – Schedule of Payments

EXHIBIT A
Master Plan

Attachment16.a: BOS Agenda Request - Go Sudbury! Allocation 200317 (3756 : Allocate \$20K of Meadow walk funds to Go Sudbury



LEGEND	
DEVELOPMENT AREAS	PROPERTY LINE / MUOD BOUNDARY
RETAIL / COMMERCIAL DEVELOPMENT AREA A (BUILDINGS 1-6)	MUOD PROJECT AREA
NURSING OR CONVALESCENT HOMES / ASSISTED CARE FACILITY DEVELOPMENT AREA B (BUILDINGS 7-12)	MINIMUM SETBACK
AGE-QUALIFIED HOUSING DEVELOPMENT AREA C (BUILDINGS 13-15)	SETBACK AREA
	CONCEPTUAL PROPOSED STORMWATER SWP
	CONCEPTUAL PROPOSED WASTEWATER UTILITIES

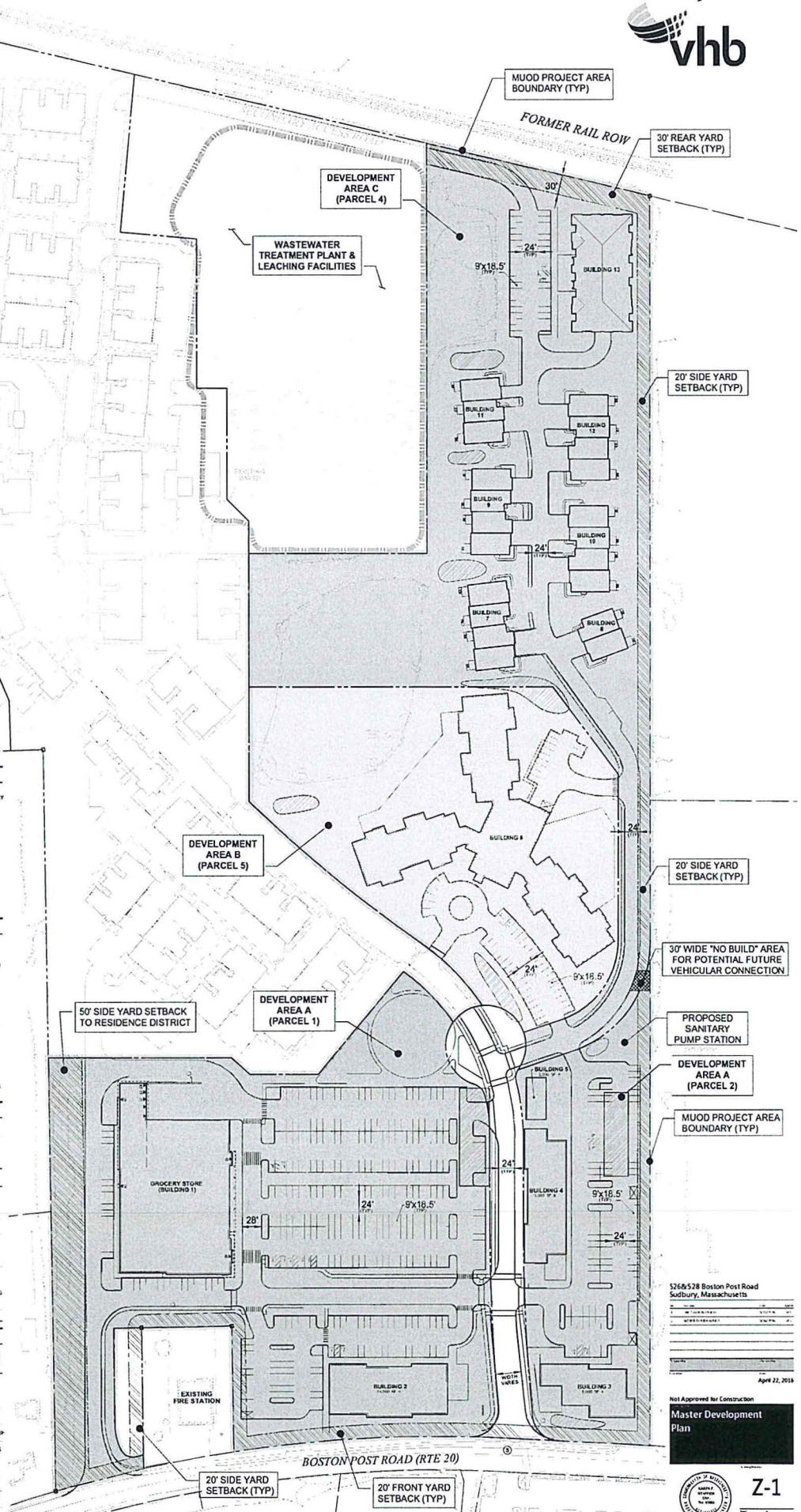
- NOTES**
- (1) THE MUOD PROJECT SHOWN ON THIS PLAN COMPLIES WITH THE MUOD REQUIREMENTS OF SECTION 87D OF THE ZONING BYLAW. COMPLIANCE WITH MAXIMUM HEIGHT REQUIREMENTS IS INDICATED BY THE ARCHITECTURAL PLANS SUBMITTED BY THE MUOD PROJECT SUBMITTER.
 - (2) THE LOCATION AND DIMENSIONS OF THE BUILDINGS, PARKING AREAS, AND OTHER SITE PLAN ELEMENTS SHOWN ON THIS PLAN AND SUBJECT TO ADJUSTMENT IN ACCORDANCE WITH SECTION 87D OF THE ZONING BYLAW.
 - (3) DIMENSIONS OF PARKING AND INTERNAL DRIVEWAYS ARE IDENTIFIED ON THIS PLAN TO COMPLY WITH APPLICABLE DESIGN STANDARDS OF THE ZONING BYLAW AND MAY BE ADJUSTED IN ACCORDANCE WITH SECTION 87D OF THE ZONING BYLAW.
 - (4) THE MUOD PROJECT PROVIDES FOR A COMPREHENSIVE DESIGN THAT MAY INCLUDE SURROUNDING PARKING AREAS, ACCESSWAYS, DRIVEWAYS, IMPASSIBLE STRUCTURES AND UTILITIES WHICH MAY EXTEND INTO ANY LOT OR OTHER AREA WITHIN THE MUOD.
 - (5) IN ACCORDANCE WITH SECTION 87D OF THE ZONING BYLAW, PARKING MAY BE SHOWN IN AREAS WITH MULTIPLE USES. THE NUMBER OF SPACES CONTAINED WITHIN THE MUOD PROJECT MAY CHANGE FROM TIME TO TIME BASED UPON CHANGES IN USE AND TENANT REQUIREMENTS.
 - (6) PARKING LOT LAYOUT, LAYOUT, AND BUFFERING SHALL BE SUBMITTANT AS SHOWN ON THIS PLAN, SUBJECT TO ADJUSTMENT IN ACCORDANCE WITH SECTION 87D OF THE ZONING BYLAW.
 - (7) THE MUOD PROJECT MAY BE CONSTRUCTED IN ONE OR MORE PHASES UPON SUBMISSION OF A PHASING PLAN IN ACCORDANCE WITH SECTION 87D OF THE ZONING BYLAW.
 - (8) IN THE EVENT OF ANY INCONSISTENCY OR AMBIGUITY BETWEEN THIS PLAN AND THE PROVISIONS OF SECTION 87D OF THE ZONING BYLAW, THIS PLAN SHALL GOVERN.

DIMENSIONAL REQUIREMENT SUMMARY CHART	
ZONING DISTRICT	UNLIMITED INDUSTRIAL (UOI)
OVERLAY DISTRICT(S)	WATER RESOURCE PROTECTION OVERLAY DISTRICT (WPOD)
WOODS REQUIREMENTS	NO DISRUPT
WOODS PROTECTION AREA	50 FEET
MINIMUM FRONT YARD SETBACK	20 FEET
MINIMUM SIDE YARD SETBACK	20 FEET
MINIMUM REAR YARD SETBACK TO INTERFERE DISTRICT	30 FEET
MINIMUM REAR YARD SETBACK	30 FEET
MAXIMUM BUILDING HEIGHT	45 FEET (3 STORIES) OR 50 FEET IN CASE OF PITCHED ROOFS
MAXIMUM BUILDING LOT/AREA	30% OF THE MUOD PROJECT AREA AS A WHOLE

MUOD PROJECT AREA SUMMARY CHART								
	DEVELOPMENT AREA A (PARCEL 1)		DEVELOPMENT AREA B (PARCEL 2)		DEVELOPMENT AREA C (PARCEL 3)	DEVELOPMENT AREA D (PARCEL 4)	RIGHT OF WAY	TOTAL MUOD PROJECT AREA
LAND USE	COMMERCIAL/COMMERCIAL		NURSING OR CONVALESCENT HOMES AND/OR ASSISTED CARE FACILITY		AGE-QUALIFIED HOUSING		N/A	N/A
LAND AREA*	8.3 AC (24.7%)	2.8 AC (8.5%)	4.7 AC (14.2%)	11.8 AC (35.7%)	8.1 AC (24.7%)	0.9 AC (2.8%)	24.8 AC (76.0%)	
TOTAL BUILDING SQUARE FOOTAGE	120,000 SF	120,000 SF	120,000 SF	120,000 SF	120,000 SF	120,000 SF	600,000 SF	
UNIT COUNT FOR RESIDENTIAL	N/A	N/A	48 UNITS	160 UNITS	80 UNITS	N/A	288 UNITS	
BUILDING COVERAGE (AS % OF DEVELOPMENT PARCEL)	14.9%	15.5%	21.7%	15.4%	15.4%	N/A	16.2%	
IMPERVIOUS SURFACE AREA** (AS % OF DEVELOPMENT PARCEL)	16.2 AC (49.2%)	11.8 AC (42.1%)	11.8 AC (25.1%)	11.8 AC (10.0%)	11.8 AC (14.6%)	0.9 AC (2.8%)	51.6 AC (20.9%)	
PERVIOUS OPEN SPACE AREA (AS % OF DEVELOPMENT PARCEL)	15.1 AC (18.1%)	15.1 AC (53.9%)	15.1 AC (32.1%)	15.1 AC (12.7%)	15.1 AC (18.6%)	0.9 AC (2.8%)	60.3 AC (24.6%)	
NUMBER PARKING SPACES	148 SPACES (TOTAL COMMERCIAL)		153 SPACES	153 SPACES	112 SPACES (INCL. 42 TANDERS)	N/A	466 SPACES	

* LAND AREA IS INCLUSIVE OF VADY SETBACK AREA.
** IMPERVIOUS COVERAGE IS INCLUSIVE OF ANY ROUTE TO DRIVING OR PARKING AREAS RELATED TO THE POTENTIAL FUTURE FIRE STATION LOCATIONS.

* LAND AREA INCLUSIVE OF YARD SETBACK AREA
** IMPERVIOUS COVERAGE IS EXCLUSIVE OF ANY ROUTE, 20' WIDENING OR IMPROVEMENTS RELATED TO THE POTENTIAL FUTURE FIRE STATION EXPANSION



526/528 Boston Post Road
Sudbury, Massachusetts

Not Approved for Construction
Master Development Plan

APR 22, 2018

Z-1

EXHIBIT B
Land/Easement Conveyance Plan for Future Fire Station

Attachment16.a: BOS Agenda Request - Go Sudbury! Allocation 200317 (3756 : Allocate \$20K of Meadow walk funds to Go Sudbury



Packet Pg. 82

EXHIBIT C

Schedule of Developer Contributions in Development Agreement¹

Sec.	Contribution Purpose	Amount	Timing
4.2.a	Contribution towards Development of Recreational Fields	\$500,000	<ul style="list-style-type: none"> \$250,000 (50%) payable prior to issuance of first certificate of occupancy for building within the Retail Component of the Project \$250,000 (50%) payable prior to issuance of certificate of occupancy for the final building within the Retail Component of the Project.
4.2.b	Contribution towards Public Safety	\$850,000	<ul style="list-style-type: none"> Payable prior to the issuance of first building permit within Avalon Sudbury.
4.2.c	Contribution to Senior Center	\$100,000	<ul style="list-style-type: none"> Payable prior to issuance of first building permit for the Project.
4.2.d	Contribution towards Technology for Schools and/or Municipal Buildings	\$850,000	<ul style="list-style-type: none"> \$425,000 (50%) payable prior to issuance of first building permit for the Age-Restricted Housing Component of the Project; \$425,000 (50%) payable prior to the first certificate of occupancy for the Age-Restricted Housing Component of the Project.
4.2.e	Contribution towards Design of Future Fire Station	\$80,000	<ul style="list-style-type: none"> Payable prior to issuance of first building permit within the Project
4.2.f	Contribution towards Sidewalk from CVS to Nobscot Road	\$15,000	<ul style="list-style-type: none"> Payable prior to issuance of first building permit within the Project
4.2.g	Contribution to towards potential comprehensive permit fiscal requirements or other municipal purposes	\$100,000	<ul style="list-style-type: none"> Payable upon issuance of first building permit for Avalon Sudbury

¹ Capitalized terms not otherwise defined herein shall have the meaning as set forth in the Development Agreement. The payments noted in this exhibit are obligations required of the Developer in addition to and not in lieu of the actual tax revenue generated from the Project and the other non-monetary Developer commitments set forth in the Development Agreement, including those additional commitments made in furtherance of a Future Fire Station (i.e., land contribution, sewer/stormwater rights and ongoing obligation of landscape maintenance) and the Route 20 traffic improvements as described therein.



Sudbury Senior Center

Council on Aging

Town of Sudbury, Massachusetts

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

February 25, 2020

MEMORANDUM

TO: Town of Sudbury Select Board

CC: Maryanne Bilodeau, Interim Town Manager

FROM: Sudbury Senior Center Director Debra Galloway

At the Sudbury Council on Aging meeting of July 9, 2019, the COA voted to recommend to the Town of Sudbury Select Board to approve the use of \$20,000 of the Transportation Mitigation Funds for the Transportation Committee Microtransit pilot.

f:\bos\memo to bos re microtransit pilot.doc

**Proposal to Community Compact Cabinet Best Practices Program:
MAGIC Communities' On-Demand Transportation Pilot – *Making the Connections***

Municipal Designation: Town

City or Town Name: Sudbury

Contact: Alice Sapienza, DBA

Contact Phone: 978 443 2878

Contact Email: alicesapienza@verizon.net

Compact Signatory: Robert Haarde

Signatory Title: Chair, Board of Selectmen

Best Practice Area #1: Age and Dementia Friendly Best Practice: “Develop policies and services to improve elder economic security and help people age in community, such as... transportation for non-drivers...”

Are you applying for this best practice with other communities? Yes

Why did you choose this best practice and what assistance would you need to accomplish this best practice?

Why did you choose this best practice?

This application—*Making the Connections*—is submitted by Acton, Bolton, Boxborough, Carlisle, Stow, and Sudbury, acting as lead municipality. We are focusing on seniors, people with disabilities, financially vulnerable residents, and veterans, with the objective of providing them with transportation services to health and community resources as well as economic opportunities. We chose this best practice, because the needs are urgent.

Data from a recently completed community needs assessment in Sudbury revealed:

- 42% of residents with a participation limitation reported they “had missed, canceled, or rescheduled a medical appointment due to lack of transportation.”
- More than a third of residents who are not financially secure are not satisfied with their “ability to get where they want to go.”
- Nearly half of residents 60+ are not satisfied with their “ability to get where they want to go.”
- 29% of those who are not financially secure do not have nearby support.
- 40% of respondents with participation limitations do not know anyone living within 30 minutes on whom they can rely for help when needed.

The town of Carlisle completed a community health needs assessment in 2017, with similar results:

- According to Census data, almost 25% of Carlisle residents age 65 or older have a disability.
- More than 50% of those with a disability noted that they had problems with mobility.

- Nearly 50% of residents did not have a relative nearby to rely upon for help.
- 60% of respondents provided care for someone within the last 12 months
- More than 50% of survey respondents had concerns about the lack of transportation options.
- To improve transportation, the assessment recommended exploring pooling of resources and funding opportunities.

Data from recent community health assessments in the town of Acton illustrate the same challenges. The lack of access to transportation is a significant barrier to seniors and especially to the most vulnerable (including seniors), who experience limited access to food pantries and grocery stores; to employment opportunities; to medical services; and to social opportunities. More than 20% of Acton households earn less than \$50,000 per year, and nearly 25% of households qualify for state-aided housing. The three most critical needs facing veterans are financial stability, ability to manage money, and transportation, primarily to employment opportunities.

In addition, domestic violence reports in Acton and Boxborough are higher than in other area towns. Although victims benefit from a strong partnership between the police departments and the Domestic Violence Services Network (DVSN), victims lack transportation to jobs and to the court house; to legal and immigration assistance; and to secure housing.

In the Minuteman Advisory Group on Interlocal Coordination (MAGIC) region more generally, between 11% and 27% of residents are 65 years of age or older; in 2030, this will jump to between 14% and 36%. Area Agencies on Aging (AAA) report the top unmet need is transportation for medical, social, recreational, and other requirements. Data on residents with disabilities are assumed to map recent Centers for Disease Control and Prevention (CDC) data: (1) 60% of adults 65 years and older report at least one basic action difficulty or complex activity limitation; (2) about 15% of adults report hearing trouble; and (3) about 9% of adults report vision trouble. Cognitive disability among seniors in the region averages 15%, and several towns are characterized as “vulnerable” according to the CDC’s Social Vulnerability indices for disability and transportation.

Recognizing the regional importance of the above transit needs, MAGIC towns voted in 2018 that Metropolitan Area Planning Council (MAPC) provide technical assistance to determine what types of on-demand transit might meet the needs of the communities, and provided up to \$10,000 from their common fund for this work. It should be emphasized that, in April 2018, all MAGIC towns were admitted to the AARP Age and Dementia Friendly Network and committed to focus initially on housing and transportation initiatives.

What assistance would you need to accomplish this best practice?

A unique challenge this pilot seeks to address is that in rural towns (and certain areas of suburban communities) transportation planning and service provisions face variable and generally

sparse population density. Commuting for non-drivers and access to jobs, social activities, community meetings, socializing, and places of worship in evenings and on weekends are difficult. The above data illustrate that the target population is at risk of isolation, loss of work, reduced access to medical care, etc. The rural towns offer no public transportation; in other towns, parking for commuter rail is constrained; and in most towns there are few walking/wheelchair routes from residences to likely destinations.

Using data from this pilot, we intend to (1) explore the future applicability of shared microtransit platforms to optimize transit programs and regional cooperation in the larger MAGIC subregion of the MAPC, and (2) ensure the sustainability and continuous improvement of regional transportation, particularly to our most needy residents. By adopting new and useful ride-hailing technologies in a three-RTA region, we overcome the hurdle of providing and funding inter-RTA transportation.

Our pilot is designed to collect demand data to help regional transit authorities provide effective and cost-efficient services where possible. By partnering with vehicle providers that utilize appropriate dispatch and operational software, the collaborating communities will finally be able to quantify such data as ride numbers, destinations, points of origin, time, etc. At the end of the pilot, we expect to identify potential hubs and fixed route services that regional transit authorities could serve economically and, at the same time, increase equity and inclusiveness as features of age and dementia friendly communities.

To accomplish our goals, we are seeking \$80,000 to support four major tasks:

Task 1. Coordination: The pilot will be governed by a steering committee composed of representatives from each participating community, as well as from Cross Town Connect. Regional transit authorities – including MetroWest RTA and Lowell RTA, which provide senior and fixed route public transit in portions of the area, and representatives from the Massachusetts Bay Transit Authority (MBTA), which provides commuter rail services in the area, will be invited to participate. MAPC will provide technical expertise. This committee will meet regularly and, at the start of the pilot, will:

- Identify “small win” options within and across towns addressing priority needs, pressing gaps, and key preferences.
- Determine target subgroups, geographic coverage, eligible pickup locations and destinations, days, hours, etc., and rider eligibility requirements.
- Develop policies, including interjurisdictional agreements among participating municipalities (likely in the forms of memoranda of agreements) and, with MAPC, determine clear roles among the agencies.
- Procure project manager to oversee daily operations of the pilot.
- Create a list of possible taxi, bus, livery providers and intersections with Council on Aging and RTA services (see Task 2).

- Describe same-day, door-to-door options in detail.
- Outline Plan/Do/Study/Act (PDSA) continuous quality improvement policies and processes for each option. This includes marketing and outreach plans to help spread the word of the new services.

Implementation of this pilot will help fill gaps in existing public transit services within the MAGIC subregion for daily needs such as medical trips, employment, and social services, as well as connections to existing transit and paratransit services. The steering committee will establish policies informing rules for trip eligibility, rider eligibility, geographic guidelines (eligible trip origins, destinations, etc.), time of day rules, and maximum trip lengths and subsidies. A major objective is to find ways to extend the reach of existing transit services (local shuttles, buses, and commuter rail), and particularly serve areas without transit service, and *not* switch transit trips to ride-hailing. Implementation will include coordination with area RTAs and Councils on Aging and surveys of pilot participants to ensure the program provides additional coverage and not shift riders from existing services. As needed, the pilot will always be subject to modification of implementation policies and practices, to ensure it meets program goals.

Task 2. Procurement: After the goals, policies, metrics, and geography have been established, a request for proposals will be developed and opened to transportation and technology providers, to populate the pilot program. The procurement process will include a requirement for one or more of the vendors to provide wheelchair accessible vehicles, ensuring that persons with disabilities have service. The procurement process will also require the provision of multiple modes of requesting services (e.g., smart device app, internet, telephone, walk-up), including possible concierge service, in which a local organization takes care of securing rides for individuals who require that level of assistance. The steering committee will provide input into the procurement process and members will be involved in the selection process of the preferred vendor. MAPC will provide technical assistance in the procurement process and in best policies and best practices on contracting terms.

Simultaneous with procurement, the steering committee (in whole or in designated part) will:

- Explore voucher, gift certificate, bundling options, sponsorships, etc., to support rides and help ensure future sustainability in the towns.
- Compile, from stakeholder management activities, likely demands or opposition; assess, craft responsive strategies; assign implementation responsibility.
- Assign PDSA oversight responsibility for options. This will entail continuous STUDY of real time outcomes using established measures and modifying parameters as needed (ACT), to improve.
- Craft policies to assure continuity and effectiveness of documentation and communications.

Task3. Implementation of Pilot and Monitoring of Progress: As noted above, a Plan/Do/Study/Act process of continuous improvement will assure real-time effectiveness and efficiency. Because of the latter process, data sharing on rides, including origins and destinations, time of day, trip types, and costs are important components, and a data sharing agreement will be a key portion of the contract with the vendor. Given the importance of the customer in transit endeavors, rider surveys and other forms of feedback will be instituted. MAPC will provide additional technical support on the data analysis and rider surveys, along with steering committee members with quality improvement expertise.

Task 4. Pilot Assessment and Development of Future Initiatives: At the end of the pilot (year 2), the steering committee will review data from all PDSA documentation, provide summary analytics, and compile lessons learned. The data on trip demands will be a critical input to developing future initiatives that will close gaps for regional residents by improving the effectiveness and efficiency of (1) existing Cross Town Connect services, (2) CoA senior transportation, and (3) RTA services, likely in the form of a future microtransit initiative and revised ride-hailing partnerships.

As noted above, MAPC will provide technical assistance and will provide required staff time using its existing resources. Specific new expenditures required for this pilot are the following (total: \$80,000):

- Project manager (part time), to manage initiative tasks and subtasks, reporting to the steering committee. Because this is a multi-jurisdictional pilot, it is vital to have one individual identified as responsible for day-to-day operations. This individual will work with the steering committee as a whole and with each individual participating municipality on rider and trip eligibility, cost sharing arrangements, and provide assistance in booking trips and monitoring the data to ensure the pilot is meeting its goals. The eligible project manager will be an individual with municipal and transportation operations expertise. While this individual will likely be a municipal employee or contractor with one of the participating municipalities, we expect this individual will have several temporary spaces from which to work and travel among the towns. *Cost: \$45,000, to cover labor and travel expenses.*
- Marketing and outreach staff for the towns. In these rural communities, many of the proposed transportation services are new. To ensure effectiveness of the pilot, research shows that communication, advocacy, and customer support are vital. Although printed materials and social media will be an important component, we propose having individuals who know and understand riders and can provide help as needed to serve as community advocates. Some advocates may live in affordable developments in the towns; others may be retired seniors active in their communities. They can help book trips, coordinate with the vendors, and (under supervision of the project manager) compile customer input

Sapienza, 3/27/19

for the steering committee. *Cost: \$15,000 to support part time labor, plus travel, printing, and other direct costs.*

- Matching subsidies. The towns involved in the pilot are expected to seek their own subsidies in the form of donations, mitigation funds, Community Health Needs Assessment funds, etc. However, as experience is gained in the implementation, additional funds may be necessary. We have prepared estimates of ride-hail ride costs (based on the CAR experience) and weekly numbers of rides, based on several subsidy assumptions. *Cost: \$20,000 to supplement town subsidy funds.*

Additional details for this application may be found in the following documents:

“Efficiency and Regionalization grant (ERG) proposal 2.15.19 final”

“MAGIC Mobility Grant Proposal Exhibit 1”

“MAGIC Mobility ERG Budget 2019 February 15”

“MAGIC Mobility ERG Schedule 2019 February 15”



SUDBURY BOARD OF SELECTMEN

Tuesday, March 17, 2020

CONSENT CALENDAR ITEM**17: Accept grant for Fire Dept**REQUESTOR SECTION

Date of request:

Requestor: Fire Chief John Whalen

Formal Title: Vote to approve the acceptance of a grant from the Executive Office of Public Safety and Security for the amount of \$6,448.94 to fund the purchase of Protective Gear Washer-Extractor to be used by the Fire Department for the cleaning of firefighting protective gear.

Recommendations/Suggested Motion/Vote: Vote to approve the acceptance of a grant from the Executive Office of Public Safety and Security for the amount of \$6,448.94.

Background Information:
attached grant letter

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

03/17/2020 6:00 PM



CHARLES D. BAKER
Governor

Office of the Governor Commonwealth of Massachusetts

State House
Boston, Massachusetts 02133
Tel: (617) 725-4000

KARYN E. POLITO
Lieutenant Governor

February 19, 2020

Chief John M. Whalen
Sudbury Fire Department
77 Hudson Road
Sudbury, MA 01776

Dear Chief Whalen,

Congratulations! I am pleased to inform you that the Executive Office of Public Safety and Security and the Department of Fire Services (DFS) has awarded the Sudbury Fire Department \$6,448.94 in State Fiscal Year 2019 funding for the Washer-Extractor Grant Program.

The contract, terms and conditions, and other award documents will be provided to you by DFS. Please contact Tim Moore, Program Coordinator at DFS, with any questions about this award at Timothy.Moore@mass.gov or 978-567-3721.

We would like to thank you and all of the members of your fire department for all that you do to keep the Commonwealth and its citizens safe.

Sincerely,

Governor Charles D. Baker

Lt. Governor Karyn E. Polito

Attachment 17.a: Gear Washer Grant FY19 (3757 : Accept grant for Fire Dept)



COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM

This form is jointly issued and published by the Office of the Comptroller (CTR), the Executive Office for Administration and Finance (ANF), and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the **Standard Contract Form Instructions, Contractor Certifications and Commonwealth Terms and Conditions** which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access published forms at CTR Forms: <https://www.macomptroller.org/forms>. Forms are also posted at OSD Forms: <https://www.mass.gov/lists/osd-forms>.

CONTRACTOR LEGAL NAME: TOWN OF SUDBURY (and d/b/a):		COMMONWEALTH DEPARTMENT NAME: Department of Fire Services MMARS Department Code: DFS	
Legal Address: (W-9, W-4): 332 Concord Rd Sudbury, MA 01776		Business Mailing Address: 1 State Road, P.O. Box 1025, Stow, MA 01775	
Contract Manager: Chief John M. Whalen	Phone: 978-443-2239	Billing Address (if different):	
E-Mail: whalenj@sudbury.ma.us	Fax: 978-440-5305	Contract Manager: David Clemons	Phone: 978-567-3179
Contractor Vendor Code: VC6000191996		E-Mail: David.Clemons@mass.gov	Fax: 978-567-3121
Vendor Code Address ID (e.g. "AD001"): AD 001. (Note: The Address ID must be set up for EFT payments.)		MMARS Doc ID(s): CT-DFS-1000-1211190000000001902	
		RFR/Procurement or Other ID Number: FY20 Extractor Grant	
<input checked="" type="checkbox"/> NEW CONTRACT PROCUREMENT OR EXCEPTION TYPE: (Check one option only) <input type="checkbox"/> Statewide Contract (OSD or an OSD-designated Department) <input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, budget) <input checked="" type="checkbox"/> Department Procurement (includes all Grants - 815 CMR 2.00) (Solicitation Notice or RFR, and Response or other procurement supporting documentation) <input type="checkbox"/> Emergency Contract (Attach justification for emergency, scope, budget) <input type="checkbox"/> Contract Employee (Attach <u>Employment Status Form</u> , scope, budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope and budget)		<input type="checkbox"/> CONTRACT AMENDMENT Enter Current Contract End Date <u>Prior</u> to Amendment: ____, 20__. Enter Amendment Amount: \$ _____. (or "no change") AMENDMENT TYPE: (Check one option only. Attach details of amendment changes.) <input type="checkbox"/> Amendment to Date, Scope or Budget (Attach updated scope and budget) <input type="checkbox"/> Interim Contract (Attach justification for Interim Contract and updated scope/budget) <input type="checkbox"/> Contract Employee (Attach any updates to scope or budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language/justification and updated scope and budget)	
The Standard Contract Form Instructions, Contractor Certifications and the following Commonwealth Terms and Conditions document is incorporated by reference into this Contract and are legally binding: (Check ONE option): <input checked="" type="checkbox"/> Commonwealth Terms and Conditions <input type="checkbox"/> Commonwealth Terms and Conditions For Human and Social Services			
COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00. <input type="checkbox"/> Rate Contract. (No Maximum Obligation) Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) <input checked="" type="checkbox"/> Maximum Obligation Contract. Enter total maximum obligation for total duration of this contract (or <u>new</u> total if Contract is being amended). \$ <u>6,448.94</u> .			
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days __% PPD; Payment issued within 15 days __% PPD; Payment issued within 20 days __% PPD; Payment issued within 30 days __% PPD. If PPD percentages are left blank, identify reason: <input checked="" type="checkbox"/> agree to standard 45 day cycle <input type="checkbox"/> statutory/legal or Ready Payments (M.G.L. c. 29, § 23A); <input type="checkbox"/> only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)			
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE OR REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) This contract is for funds awarded under the Department of Fire Services' FY20 Fire Department Washer-Extractor Equipment Grant – round 2 award. Funds may be used for the purchase of washer-extractor equipment. Funds for this program will be disbursed on a reimbursement basis only. No personnel, installation, maintenance or leased equipment costs are eligible for reimbursement. Satisfactory proof of purchase and a final grant report will be required before funds are released.			
ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: <input checked="" type="checkbox"/> 1. may be incurred as of the Effective Date (latest signature date below) and <u>no</u> obligations have been incurred <u>prior</u> to the Effective Date. <input type="checkbox"/> 2. may be incurred as of ____, 20__, a date <u>LATER</u> than the Effective Date below and <u>no</u> obligations have been incurred <u>prior</u> to the Effective Date. <input type="checkbox"/> 3. were incurred as of ____, 20__, a date <u>PRIOR</u> to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.			
CONTRACT END DATE: Contract performance shall terminate as of <u>June 30, 2020</u> , with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.			
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, this Standard Contract Form, the Standard Contract Form Instructions, Contractor Certifications, the applicable Commonwealth Terms and Conditions, the Request for Response (RFR) or other solicitation, the Contractor's Response, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07, incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.			
AUTHORIZING SIGNATURE FOR THE CONTRACTOR: X: <u>Maryanne Bilodeau</u> Date: <u>2/26/20</u> (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>MARYANNE BILODEAU</u> Print Title: <u>INTERIM TOWN MANAGER</u>		AUTHORIZING SIGNATURE FOR THE COMMONWEALTH: X: <u>David Clemons</u> Date: <u>2/28/2020</u> (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>David Clemons</u> Print Title: <u>Director of Operations</u>	

Issued May
2004

COMMONWEALTH OF MASSACHUSETTS

CONTRACTOR AUTHORIZED SIGNATORY LISTING

CONTRACTOR LEGAL NAME :
CONTRACTOR VENDOR/CUSTOMER CODE:

INSTRUCTIONS: Any Contractor (other than a sole-proprietor or an individual contractor) must provide a listing of individuals who are authorized as legal representatives of the Contractor who can sign contracts and other legally binding documents related to the contract on the Contractor's behalf. In addition to this listing, any state department may require additional proof of authority to sign contracts on behalf of the Contractor, or proof of authenticity of signature (a notarized signature that the Department can use to verify that the signature and date that appear on the Contract or other legal document was actually made by the Contractor's authorized signatory, and not by a representative, designee or other individual.)

NOTICE: *Acceptance of any payment under a Contract or Grant shall operate as a waiver of any defense by the Contractor challenging the existence of a valid Contract due to an alleged lack of actual authority to execute the document by the signatory.*

For privacy purposes **DO NOT ATTACH** any documentation containing personal information, such as bank account numbers, social security numbers, driver's licenses, home addresses, social security cards or any other personally identifiable information that you do not want released as part of a public record. The Commonwealth reserves the right to publish the names and titles of authorized signatories of contractors.

AUTHORIZED SIGNATORY NAME	TITLE
MARIANNE BLODEAU	INTERIM TOWN MANAGER

I certify that I am the President, Chief Executive Officer, Chief Fiscal Officer, Corporate Clerk or Legal Counsel for the Contractor and as an authorized officer of the Contractor I certify that the names of the individuals identified on this listing are current as of the date of execution below and that these individuals are authorized to sign contracts and other legally binding documents related to contracts with the Commonwealth of Massachusetts on behalf of the Contractor. I understand and agree that the Contractor has a duty to ensure that this listing is immediately updated and communicated to any state department with which the Contractor does business whenever the authorized signatories above retire, are otherwise terminated from the Contractor's employ, have their responsibilities changed resulting in their no longer being authorized to sign contracts with the Commonwealth or whenever new signatories are designated.


 Signature

Date: 2/26/20

Title: TOWN COUNSEL

Telephone: 617-556-007

Fax: 617-654-1735

Email: JSilverstein@K-PLAN.com

[Listing can not be accepted without all of this information completed.]

A copy of this listing must be attached to the "record copy" of a contract filed with the department.

Attachment 17.a: Gear Washer Grant FY19 (3757 : Accept grant for Fire Dept)



SUDBURY BOARD OF SELECTMEN

Tuesday, March 17, 2020

CONSENT CALENDAR ITEM**18: Minutes approval****REQUESTOR SECTION**

Date of request:

Requested by: Patty Golden

Formal Title: Approve regular session minutes of 1/9/20 and 2/11/20.

Recommendations/Suggested Motion/Vote: Approve regular session minutes of 1/9/20 and 2/11/20.

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

03/17/2020 6:00 PM



SUDBURY BOARD OF SELECTMEN

Tuesday, March 17, 2020

CONSENT CALENDAR ITEM**19: Earth Week & Cleanup Day Proclamation****REQUESTOR SECTION**

Date of request:

Requested by: Leila S. Frank

Formal Title: Vote to sign a proclamation to recognize April 19 - April 25, 2020 as Sudbury Earth Week, and to designate Saturday, April 25, 2020 as Sudbury Cleanup Day.

Recommendations/Suggested Motion/Vote: Vote to sign a proclamation to recognize April 19 - April 25, 2020 as Sudbury Earth Week, and to designate Saturday, April 25, 2020 as Sudbury Cleanup Day.

Background Information:

Proclamation attached for signature.

Financial impact expected:n/a

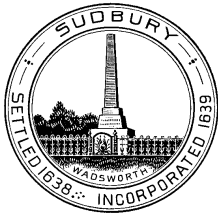
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

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

03/17/2020 6:00 PM



TOWN OF SUDBURY

Office of Selectmen

www.sudbury.ma.us

Flynn Building
278 Old Sudbury Rd
Sudbury, MA 01776-1843
978-639-3381

Email: selectmenoffice@sudbury.ma.us

PROCLAMATION

WHEREAS: The citizens of Sudbury take pride in the beauty of their Town and wish to maintain its attractiveness for the enjoyment of visitors and residents alike; and

WHEREAS: It is the responsibility of every American to conserve resources and preserve the environment for the needs of future generations;

WHEREAS: The 50th Anniversary of Earth Day is April 22, 2020;

NOW, THEREFORE,

The Selectmen of the Town of Sudbury hereby proclaim

the week of April 19 to April 25, 2020 as SUDBURY EARTH WEEK

and designate Saturday, April 25, 2020 as SUDBURY CLEANUP DAY

and urge all residents to make conservation a part of daily life, and further urge all educational institutions to organize special programs to teach respect and interest in protecting and improving the environment.

We invite all residents to join the Town-wide effort to pick up litter from Sudbury roadsides on Saturday, April 26, 2020. "Adopt a Street" online at <https://sudbury.ma.us/roadsidecleanup>

Signed this 17th day of March in the year two thousand and twenty.

BOARD OF SELECTMEN

Daniel E. Carty, Chair

Patricia A. Brown, Vice-Chair

Janie W. Dretler

Jennifer S. Roberts

William J. Schineller



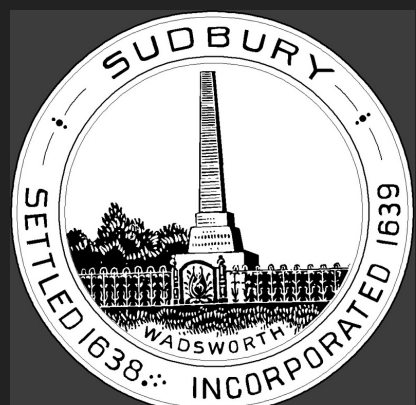
HELP KEEP EARTH BEAUTIFUL, SUDBURY!

CLEANUP DAY

Join Sudbury Residents, Businesses & Civic Groups in the
Annual Roadside Cleanup this Spring.

SIGN UP TODAY! SUDBURY.MA.US/CLEANUPDAY

SATURDAY, APRIL 25, 2020





SUDBURY BOARD OF SELECTMEN

Tuesday, March 17, 2020

CONSENT CALENDAR ITEM**20: Resignation acceptance COA****REQUESTOR SECTION**

Date of request:

Requestor: Debra Galloway, Senior Center Director

Formal Title: Vote to accept the resignation of Amy Unckless, 26 Anselm Way, from the Council on Aging, and send a letter of thanks for her service to the Town.

Recommendations/Suggested Motion/Vote: Vote to accept the resignation of Amy Unckless, 26 Anselm Way, from the Council on Aging, and send a letter of thanks for her service to the Town.

Background Information:
attached email

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

03/17/2020 6:00 PM

Golden, Patricia

From: unckless@msn.com
Sent: Saturday, February 1, 2020 4:21 PM
To: thebeelers@yahoo.com; Galloway, Debra
Cc: robert.may3@comcast.net
Subject: Resignation

Dear John and Deb,

I am writing to let you know that I am resigning from the Council on Aging. My reasoning is two-fold:

First, as you know, I have taken a full time job and it is very difficult to get to the meetings. I was struggling when it was one meeting a month but now that the COA is meeting weekly (or even more often), there's no way I can do my part. The Council deserves a member who can devote the necessary time.

Second, I was very disappointed to see the replay of this past Tuesday's Select Board meeting. While I wasn't at the meetings Pat Brown was referring to, I have seen many examples at past COA meetings of the behavior she was describing. I know there are some on the Council who discount her account of the events (including you, John, in your remarks at Tuesday's meeting), but I have seen it firsthand and I know what she is saying. While I remain committed to the mission of the COA and am passionate about serving the needs of older Sudbury residents, I do not want to be part of a group that believe that the only way to advance its agenda is to denigrate other committees and individuals within our town.

I wish you much success in your campaign for a new Community Center and in serving the other needs of our seniors.

Respectfully,

Amy

Attachment20.a: Resignation_COA (3758 : Resignation acceptance COA)

**SUDBURY BOARD OF SELECTMEN**

Tuesday, March 17, 2020

CONSENT CALENDAR ITEM**21: Eagle Scout recognition****REQUESTOR SECTION**

Date of request:

Requestor: Scout contact

Formal Title: Vote to enter into the Town record and congratulate Dane McDonald of Scout Troop 156 for having achieved the high honor of Eagle Scout.

Recommendations/Suggested Motion/Vote: Vote to enter into the Town record and congratulate Dane McDonald of Scout Troop 156 for having achieved the high honor of Eagle Scout.

Background Information:
attached letter

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

03/17/2020 6:00 PM

Golden, Patricia

From: Bilodeau, Maryanne
Sent: Sunday, March 8, 2020 8:45 AM
To: Golden, Patricia
Subject: FW: Sudbury Student earns Eagle Scout Award
Attachments: DaneLetterRequest.pdf

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

From: jen hubbard <jenniemhubbard@gmail.com>
Date: 3/6/20 10:57 AM (GMT-05:00)
To: Town Manager <TownManager@sudbury.ma.us>
Subject: Sudbury Student earns Eagle Scout Award

Dane McDonald is a resident of Sudbury and recently earned his Eagle Scout award. You'll find a letter attached with more details about his project and a request for a letter of congratulations.

Thanks very much,
Jen Hubbard

Attachment21.a: Dane_Eagle_Scout_email (3754 : Eagle Scout recognition)

Anne McDonald
29 Raymond Road
Sudbury, MA 01776
650-269-8969
amac1275@gmail.com

March 6, 2020

Dear Superintendent Crozier,

Dane Franklin McDonald, a scout in troop #156 of the Mayflower Council completed all requirements to become an Eagle Scout.

Dane was inspired by a nature walk with his grandfather JP in Florida. Dane decided to build a “Bee Hotel” for solitary bees. The structure encourages bees to build their nests, thus providing an enduring source of pollination for the surrounding area. The scouts helped him design, construct, and paint it, while creating an interpretative sign to educate the public on the bees’ importance. They installed the hotel at the Garden in the Woods, which is run by the Native Plant Trust in Sudbury. Chief Horticulturalist, Uli Lorimer, advised on the project and became a friend and mentor.

A particularly challenging part of the project was settling on an agreeable time to do it. Dane and his fellow scouts had school all week. It gets dark at 4pm in the winter, and Uli and wasn’t available on the weekends. Moreover, a storm arrived that week. Dane and his team had to clear 12 inches of snow from the work site before they could install it. But they got it done with a little hard work and a lot of hot chocolate.

Dane wanted to participate in a project that would benefit the city of Sudbury. He has a great love for nature and conservation. Through Scouting and the planning and execution of his Eagle Project, Dane has learned valuable life skills that will help him throughout his future education, career and family life.

We would appreciate any words of congratulations for Dane as we celebrate his completion of this goal.

Sincerely,

Anne McDonald

Attachment21.b: DaneLetterRequest_eagle_scout (3754 : Eagle Scout recognition)



SUDBURY BOARD OF SELECTMEN

Tuesday, March 17, 2020

EXECUTIVE SESSION**22: Conduct strategy session re: Interim town mgr contract**REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Close open session and vote to continue Executive Session to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel pursuant to G.L. c. 30A, s. 21(a)(2) (Interim Town Manager contract).

Recommendations/Suggested Motion/Vote: Close open session and vote to continue Executive Session to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel pursuant to G.L. c. 30A, s. 21(a)(2) (Interim Town Manager contract).

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

03/17/2020 6:00 PM



SUDBURY BOARD OF SELECTMEN
Tuesday, March 17, 2020

23

EXECUTIVE SESSION
23: Close executive session

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:

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

03/17/2020 6:00 PM