

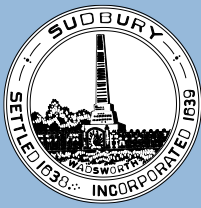
SUDBURY SELECT BOARD  
TUESDAY MARCH 23, 2021  
6:00 PM, ZOOM

Item #	Time	Action	Item
	6:00 PM		CALL TO ORDER
<b>EXECUTIVE SESSION</b>			
1.		<i>VOTE</i>	Vote to immediately enter Executive Session pursuant to Exemption 3 (G.L. c. 30A, §21(a)(3)) - To discuss strategy with respect to litigation (Eversource) Sudbury v EFSB, SJC No. 12997; Sudbury v Secretary EOEEA, Suffolk Superior Court No. 2084CV00151.
2.		<i>VOTE</i>	Vote to close Executive Session and resume Open Session
	7:00 PM		Opening remarks by Chair
			Reports from Town Manager
			Reports from Select Board
			Citizen's comments on items not on agenda
<b>MISCELLANEOUS</b>			
3.	7:15 PM	<i>VOTE</i>	Vote to open a joint meeting with the Transportation Committee.
4.	7:45 PM	<i>VOTE</i>	Vote to close joint meeting with Transportation Committee and resume Select Board meeting.
5.	7:45 PM		Discussion on Lincoln-Sudbury field fees
6.	8:15 PM		Discuss Community Preservation Committee (CPC) Annual Town Meeting articles with Sherri Cline. CPC chair, and Adam Duchesneau, Director of Planning & Community Development. Also Adam to discuss Amend Zoning Bylaw articles.
7.	8:30 PM		Discussion regarding Article 16 - Fire Station #2: Funding Plan proposal presented by Dennis Keohane, Finance Director and discussion with Bill Barletta, Combined Facilities Director, regarding condition of building.
8.	9:00 PM	<i>VOTE</i>	Vote to take positions on any 2021 Town Meeting articles, designate articles for placement on consent calendar.

*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.*

<b>Item #</b>	<b>Time</b>	<b>Action</b>	<b>Item</b>
9.	9:15 PM		Discussion on potential topics for Town Forum
10.	9:30 PM		Discussion on possible Sewataro subcommittee
11.	9:45 PM	<i>VOTE</i>	Review open session minutes of 3/9/21 and possibly vote to approve minutes.
12.			Citizen's Comments (cont)
13.			Upcoming Agenda Items
<b>CONSENT CALENDAR</b>			
14.		<i>VOTE</i>	Vote to accept a \$2,000 grant from BayPath Elder Services to the Sudbury Council on Aging/Sudbury Senior Center. The grant is to be utilized toward the cost of providing transportation to COVID-19 vaccination appointments.
15.		<i>VOTE</i>	Vote to approve the Town Manager appointment of Jane Kline, 187 Boston Post Rd, to the Commission on Disability for a term ending 5/31/24, as requested by Pat Guthy, Commission chair.
16.		<i>VOTE</i>	Vote to send a thank you letter to Deborah Kruskal for her 27 years of service on the Design Review Board.

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



SUDBURY SELECT BOARD  
Tuesday, March 23, 2021

**EXECUTIVE SESSION**

**1: Eversource discussion**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to immediately enter Executive Session pursuant to Exemption 3 (G.L. c. 30A, §21(a)(3)) - To discuss strategy with respect to litigation (Eversource) Sudbury v EFSB, SJC No. 12997; Sudbury v Secretary EOEEA, Suffolk Superior Court No. 2084CV00151.

Recommendations/Suggested Motion/Vote: Vote to immediately enter Executive Session pursuant to Exemption 3 (G.L. c. 30A, §21(a)(3)) - To discuss strategy with respect to litigation (Eversource) Sudbury v EFSB, SJC No. 12997; Sudbury v Secretary EOEEA, Suffolk Superior Court No. 2084CV00151.

Background Information:

Financial impact expected:

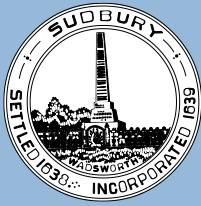
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Janie Dretler	Pending
Select Board	Pending

03/23/2021 6:00 PM



SUDBURY SELECT BOARD  
Tuesday, March 23, 2021

**EXECUTIVE SESSION**

**2: Close Executive 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:

Background Information:

Financial impact expected:

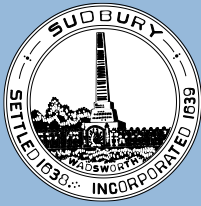
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Janie Dretler	Pending
Select Board	Pending

03/23/2021 6:00 PM



SUDBURY SELECT BOARD  
Tuesday, March 23, 2021

**MISCELLANEOUS (UNTIMED)**

**3: Joint meeting with Transportation Committee**

REQUESTOR SECTION

Date of request:

Requestor: Dan Carty

Formal Title: Vote to open a joint meeting with the Transportation Committee.

Recommendations/Suggested Motion/Vote: Vote to open a joint meeting with the Transportation Committee.

Background Information:  
attached presentation

Financial impact expected:

Approximate agenda time requested: 30 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Janie Dretler	Pending
Select Board	Pending

03/23/2021 6:00 PM

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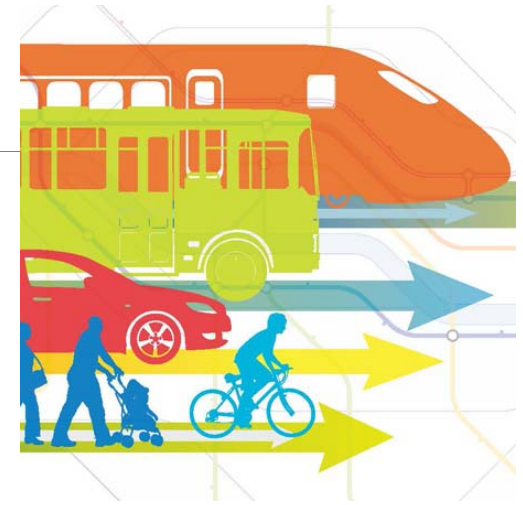
# GoSudbury! Transportation Program

## Update to the Select Board, 3.23.21

Transportation Committee

# Desired Goal: Sustainability

- 2019 Livable Sudbury needs assessment: *Transportation is the town's biggest challenge.*
- Transportation Committee is an outgrowth of Council on Aging/Sudbury Senior Center ongoing efforts to address that challenge.
- Sudbury now at crucial stage: *how ensure a sustainable, effective, and efficient system of transportation for all residents?*



# Transportation Initiatives: *Go!Sudbury*

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AMOUNT: \$80,000 Community Compact Cabinet Grant 2019: *Making the Connections*

- Multi-town effort using TNCs to supplement CoA and RTA services (**on hold**)

AMOUNT: \$23,050 MAPC COVID-19 Emergency Taxi Grant 1, 2020

- Sudbury contracted with Tommy's Taxi and JFK Transportation (concluded 2.28.21)

AMOUNT: \$100,000 MAPC COVID-19 Emergency Taxi Grant 2, 2021

- Sudbury, Concord, Maynard, and Stow contracting with Tommy's Taxi and JFK Transportation (through December 2021)

AMOUNT: \$10,000 Go Sudbury! Uber Rides Program Pilot, 2021

- Implementing a Sudbury pilot with Uber (to be part of *Making the Connections*, above)



# Actual Taxi Expenditures, MAPC Grant 1: \$38,000

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- \$20,000 MAPC funds, PLUS
- \$10,000 Coolidge at Sudbury Phase II mitigation funds, PLUS
- \$3,000 BayPath Area Agency on Aging grant, PLUS
- \$5,000 Meadow Walk mitigation funds (drawn from \$20,000 already assigned to a 2019 Community Compact Grant)

# Target Audience, Destinations

## TARGET AUDIENCE

- Residents 50 years or older
- Residents with a disability affecting driving
- Veterans
- Financially vulnerable residents

## DESTINATIONS

- Healthcare (medical, dental, therapy, etc.)
- Prescriptions and related healthcare supplies
- Grocery and essential shopping
- Work for essential workers



# Accomplishments

- **People we helped:**

82 registered

Most (89%) >50 years

43% also have permanent or temporary mobility problem

44% also qualify with financial need

**Major destinations (60% of total rides):**

Framingham, Natick, Concord,  
Marlboro, Newton

- **Rides provided:**

**Total: 412 round trips (43 in wheelchair accessible van)**

**280 healthcare appointments and related Rx/medical supply shopping (68%)**

**89 grocery shopping (22%)**

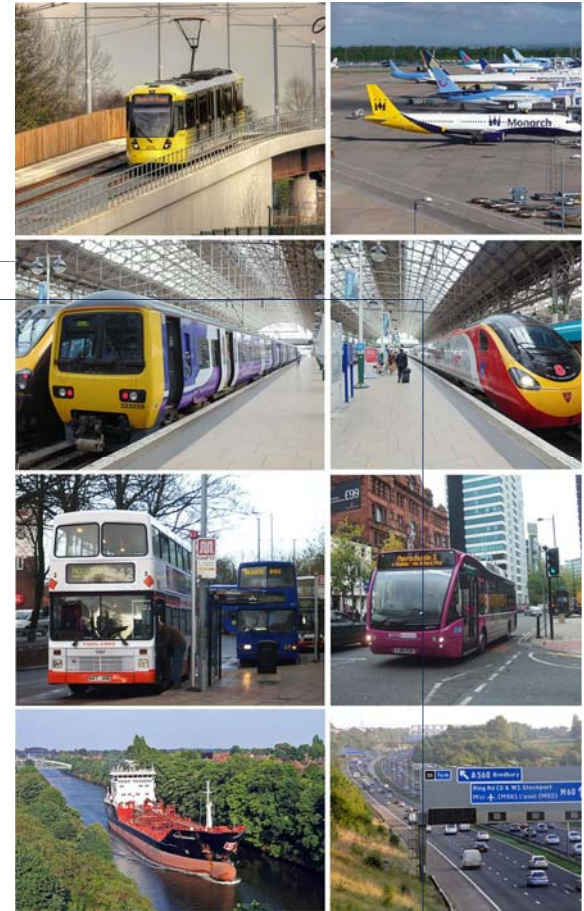
**43 work and miscellaneous (10%)**

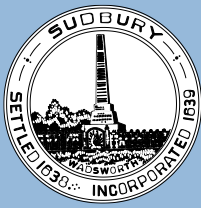


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# Some Lessons Learned

- Sudbury needs *transportation options*, in addition to CoA vans and MWRTA services, and for all residents.
- Transportation services must be *sustainable*, without reliance on soft money. (What town budget adjustments might yield transportation support?)
- Managing transportation requires *dedicated staff* to provide the level and quality of management needed for stable, effective, and efficient output.





SUDBURY SELECT BOARD  
Tuesday, March 23, 2021

**MISCELLANEOUS (UNTIMED)**

**4: Close joint meeting with Transportation Committee**

REQUESTOR SECTION

Date of request:

Requestor: Dan Carty

Formal Title: Vote to close joint meeting with Transportation Committee and resume Select Board meeting.

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

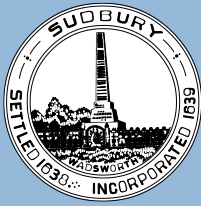
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Janie Dretler	Pending
Select Board	Pending

03/23/2021 6:00 PM



SUDBURY SELECT BOARD  
Tuesday, March 23, 2021

**MISCELLANEOUS (UNTIMED)**

**5: Discussion on Lincoln-Sudbury field fees**

REQUESTOR SECTION

Date of request:

Requestor: Chair Dretler

Formal Title: Discussion on Lincoln-Sudbury field fees

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Janie Dretler	Pending
Select Board	Pending

03/23/2021 6:00 PM

## LS Field Use Agreement Questions and Answers

### Original Questions:

With regards to our conversation the other night about the LS field perhaps I should have stressed my request from a few weeks back "I am concerned though about where the Park & Rec \$ has gone. I would like to see the books on field use fees over the last few years."

What I would like to see, and one fiscal year should suffice, if how much revenue has been taken in for field fees, itemized by field, as well as what field maintenance expenses there have been. I suspect it may not be as easy to itemize expenses by field but see what you can do. Perhaps expense categories here are as granular as it is being tracked -- personnel, equipment, etc.

My intent was not to do a full blown legal analysis of it; rather just an opinion of (1) does this apply to re-construction or just the original construction and (2) does the original agreement sunset at some point? Bella said it dis not, but the agreement itself says in the TERM section "The Term of this Agreement shall be as long as there continues to be recreational sport activities played on the L-S Community Field by either the District or the Town"...I may be splitting hairs here but say construction started June 1 and the turf got ripped up...as a citizen group I put in a request on June 2 to use the field for recreational sport activities but it won't be available to me because there is no turf left...recreational sport activities have thus stopped an din my mind the agreement sunsets. Make sense?

Monday, March 22, 2021 2:51 PM

Dennis and Dennis: Info reiterating the desire to talk financials from the Town's perspective on LS Field funds.

Mon 3/22/2021 3:42 PM

The permit fees are not accounted for separately in the General Ledger. The only separate Fund that is utilized to save money for field replacement is the "Town-Owned Synthetic Turf Fields" Stabilization Fund. The following was taken from the establishment of the Fund at the 2015 ATM:

#### Motion:

Move to transfer \$100 from the Recreation Field Maintenance Enterprise Fund retained earnings, to be placed in a special Stabilization Fund established under this article for the purpose of replacement or major repair of the synthetic turf fields solely owned and operated by the Town of Sudbury.

Report:

Mr. Marotta stated the Town owns Cutting Field and its synthetic turf, which has two to five years left in its life cycle before needing to be replaced. The estimated repair cost is approximately \$400,000. Mr. Marotta stated this fund will be a mechanism for collecting reserve funds. He also stated anticipated future funds would be derived from user fees, donations or other sources.

The only field that meets the criteria is the Cutting Field (LS Community Field is not “solely owned and operated” by the Town of Sudbury). After the initial contribution of \$100, there were no contributions until FY20. Contributions of approximately \$10,000 have been made from the General Fund and the Field Maintenance Enterprise Fund for FY20 and FY21. There is currently \$41,401 in this fund. These contributions are not attributable to any individual organization or user group.

I have attached the Field Maintenance Enterprise Fund multi year comparison that I prepare for the Park & Recreation commission. This was updated today. Most salaries for FY21 have been charged to the DPW budget. We will be allocating some of that back to the Field Maintenance Enterprise Fund. Therefore the current fund balance of \$90,988 is likely substantially higher than what the end of year balance will be. // **Dennis Keohane**



FY21 Field Maintenance Enterp

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Mon 3/22/2021 3:58 PM

This is what I have as well, The MOU and the IMA clearing states that the money collected from user groups should go into the P&R account. This was done as the money came for CPC funds and the only way this would work is if the town had access to the field and should be treated like any of town field in town and as of such the town users fees would go to P&R. The good news is I help craft both the MOU and IMA as I was on the committee. The account should have been setup from LS and clearing states that all third party rentals non-users groups money should go into said account for maintenance and turf replacement. I have also attached the excel sheet from Dennis K as I broke down a few notes as well. I have attached a tab review the labor/field expenses breakdowns per the Parks dept. // **Dennis Mannone**



MOU\_LS\_Communit  
y field.pdf



IMA\_LS\_Communit  
field.pdf



Field  
Informations\_mtg.xl



**FIELD MAINTENANCE ENTERPRISE**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**FOR THE FISCAL YEARS ENDED JUNE 30, 2010 - 2021**

	Actual 2010	Actual 2011	Actual 2012	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Actual 2020	As of 1/29/2021 Actual 2021
<b>REVENUES</b>												
User Fees.....	\$ 160,038	\$ 183,741	\$ 218,163	\$ 203,344	\$ 202,036	\$ 197,424	\$ 171,704	\$ 180,327	217,688	209,934	86,539	114,412
Miscellaneous.....	-	-	-	-	233	233	-	-	-	-	-	-
Investment Income.....	455	235	157	332	-	-	150	40	66	159	-	-
Transfers In.....	10,000	-	-	740	-	12,541	-	-	-	-	-	-
<b>TOTAL REVENUES.....</b>	<b>170,493</b>	<b>183,976</b>	<b>218,320</b>	<b>204,416</b>	<b>202,269</b>	<b>210,197</b>	<b>171,854</b>	<b>180,366</b>	<b>217,754</b>	<b>210,093</b>	<b>86,539</b>	<b>114,412</b>
<b>EXPENDITURES</b>												
Salaries.....	7,383	66,280	83,698	56,954	70,456	110,149	123,669	122,060	102,986	119,782	77,872	442
General Expense												
BSN Sports	-	-	-	-	-	32	-	-	-	-	-	-
Commerce Bank-Comm	-	-	-	-	608	-	-	-	-	-	-	-
Cove Construction	8,800	-	-	-	-	-	-	-	-	-	-	-
Gatehouse Media MA	-	-	-	-	44	136	-	-	-	-	-	-
Intelligent Products	-	-	-	-	-	824	-	-	-	-	-	-
Maynard Supply	-	-	-	-	-	18	-	-	-	-	-	-
New England Grows, I	117	-	-	-	-	-	-	-	-	-	-	-
Patriot Lock	350	-	-	-	-	-	-	-	-	-	-	-
Peak Software System	281	281	281	-	-	-	-	-	-	-	-	-
Ricoh Usa, Inc	325	-	-	-	-	-	-	-	-	-	-	-
Verizon Wireless	877	1,149	728	148	-	-	-	-	-	-	-	-
<b>Total General Expense.....</b>	<b>10,750</b>	<b>1,430</b>	<b>1,009</b>	<b>148</b>	<b>652</b>	<b>1,010</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Utilities												
Eversource	7,287	7,153	5,869	9,086	8,300	9,397	9,608	10,766	11,848	11,062	7,948	5,313
Keller Electric Co.,	2,860	-	-	-	-	-	-	-	-	-	-	-
Sudbury Water Distri	193	164	235	284	337	712	864	420	396	593	3,056	169
Transcanada Power	2,798	1,415	983	-	-	-	-	-	-	-	-	-
Verizon Wireless	-	114	-	392	286	282	289	217	127	-	-	-
<b>Total Utilities.....</b>	<b>13,138</b>	<b>8,846</b>	<b>7,086</b>	<b>9,761</b>	<b>8,923</b>	<b>10,391</b>	<b>10,761</b>	<b>11,403</b>	<b>12,371</b>	<b>11,655</b>	<b>11,004</b>	<b>5,482</b>
Field Maintenance												
A.A. Will Materials	1,223	826	1,260	966	2,094	6,109	3,822	1,274	2,728	3,889	3,626	-
Airgas, Inc.	-	1,208	464	317	-	-	-	-	-	-	-	-
Arrow Fence Co	-	-	2,210	853	7,225	500	2,490	3,325	-	-	-	-
Authorize.net	-	-	-	-	-	-	-	-	13	11	2	44
Big Belly Solar	-	-	-	-	-	-	193	-	-	-	-	-
Bill Semple Lawn	-	-	-	2,100	-	-	-	-	-	-	-	-
Borden CO	-	-	-	-	4,385	-	-	-	-	-	-	-
BSN Sports	-	474	1,336	-	3,199	1,785	449	451	987	789	-	-
Butler Lumber Co Inc	24	975	-	-	-	-	-	-	-	-	-	-
Butler Septic Servic	-	245	-	-	-	-	1,120	-	-	-	-	-

Attachment5.b: Copy of Field Informations\_mtg (4494 : Discussion on Lincoln-Sudbury field fees)

Cavicchio Greenhouse	-	550	-	-	-	-	-	-	54	-	-	-	-
Central Mass Sand &	716	-	-	-	-	-	-	-	-	-	-	-	-
Chelmsford Agway	-	-	-	-	-	505	-	-	-	-	-	-	-
Chelsea Drum Comp	-	-	-	-	300	375	-	-	-	-	-	-	-
Commerce Bank-Comm	59	-	-	-	-	-	-	-	-	-	-	-	-
Complete Industrial	-	-	-	-	1,664	448	4,141	-	-	-	-	-	-
EBP Supply Solutions	-	-	-	-	-	480	-	-	-	-	-	-	-
E.H Perkins Construc	-	-	-	-	-	-	84	-	98	-	-	-	-
E.L.Harvey & Sons	-	-	-	251	1,151	1,219	3,370	155	-	-	-	-	-
Evangelous, John A	-	-	-	-	389	-	-	-	-	-	-	-	-
Feeley, Neil Jr.	-	-	-	-	-	-	-	-	500	-	-	-	-
Felt, Chris	-	-	-	-	-	-	-	-	79	-	-	-	-
Franklin Paint	5,486	4,563	7,362	4,023	6,121	5,963	4,485	6,283	4,363	8,312	2,870	3,071	-
Gatehouse Media MA	-	-	-	-	86	21	18	-	-	-	-	-	-
Grainger, Inc.	-	24	-	-	-	-	-	-	-	-	-	-	-
Great East Home	-	-	-	-	-	-	78	-	-	6,517	-	-	-
HooverFence.com	-	-	-	-	-	300	289	-	297	-	-	-	-
H. Perron & Son Lock	-	-	-	-	120	-	-	-	-	-	-	-	-
Intelligent Products	-	-	-	-	-	-	2,480	-	-	-	-	-	-
Island Lighting & Po	730	-	-	-	-	-	-	-	-	-	-	-	-
Kelly-Creswell Co, I	-	144	-	-	-	-	-	-	-	-	-	-	-
Klem Tractor Inc.	-	212	-	-	-	-	-	-	-	-	-	-	-
Lawhorn Irrigation I	6,800	9,698	7,975	9,607	10,592	14,112	10,149	9,305	10,468	12,769	6,269	2,970	-
Littleton Farm & Gar	-	251	553	268	527	-	-	-	-	-	-	-	-
Mckesson Medical	-	-	-	-	400	-	-	-	-	-	-	-	-
Maynard Supply	-	-	19	-	48	-	-	-	-	-	-	-	-
M.E. O'Brien & Sons,	-	-	-	-	-	-	-	-	-	-	-	-	135
Metro Welding Supply	57	88	-	-	-	-	-	-	-	-	-	-	-
Moffett Turf Equipm	1,754	1,652	-	-	-	-	-	-	-	-	-	-	-
Myrecdept.Com	-	-	-	-	-	-	-	-	1,291	1,340	2,035	1,456	-
New England Grows, I	-	-	-	-	-	-	-	-	-	-	-	-	-
New England Sports	-	-	6,100	10,100	10,875	11,159	2,000	10,540	1,200	-	-	-	-
Norfolk Power Equipm	3,000	-	-	-	-	-	-	-	-	-	-	-	-
Northeast Sanitation	-	-	-	-	804	930	1,973	-	-	-	-	-	-
Peak Software System	-	-	-	865	-	-	-	-	-	-	-	-	-
Pioneer Manufacturin	-	-	495	-	-	2,745	-	-	-	167	200	-	-
Priority Payment Sys	-	-	-	-	-	-	-	-	161	247	54	433	-
Reliable Fence Co. W	-	-	-	-	-	-	-	-	-	-	-	-	960
Richard Cunniff Inc	-	-	-	-	-	-	143	-	-	-	-	-	-
Reilly, John T.	-	-	1,375	-	-	-	-	-	-	-	-	-	-
Richey & Clapper	5,898	9,759	3,930	-	7,019	2,204	5,310	4,010	1,026	1,019	-	-	-
R.N.H. Landscape	-	-	-	-	1,825	-	-	-	-	-	-	-	-
Roche Brothers Barre	-	-	-	-	-	-	-	-	-	500	-	-	-
Shrewsbury Landscape	-	-	-	4,334	-	10,930	-	-	-	-	-	-	-
Sign Logic	-	-	-	-	573	-	-	-	-	-	-	-	-
Siteone Landscape	1,499	38	1,062	1,904	4,827	2,823	5,913	3,804	5,489	2,903	1,092	762	-
Sports Labs USA	-	-	-	-	-	-	-	-	700	-	-	-	-
Staples Business Adv	-	-	-	-	-	-	-	-	-	-	-	-	134
Stay Safe Traffic Pr	-	-	-	-	-	542	329	-	-	-	-	-	-
Sudbury Lumber Co.	-	-	18	-	259	-	-	-	-	-	-	-	-
Supplyworks	-	-	-	-	409	-	706	-	-	-	-	-	-

Attachment5.b: Copy of Field Informations\_mtg (4494 : Discussion on Lincoln-Sudbury field fees)

TI-Sales, Inc.	-	-	-	-	-	-	15	-	-	-	-	-	-
Town Line Hardware	-	28	-	-	92	77	-	42	-	-	-	-	-
Turf Prod Corp	2,679	593	-	-	62	-	-	-	-	-	-	-	-
Turf-Links Environme	19,500	12,000	-	-	-	-	-	-	-	-	-	-	-
Turflinks Inc	8,120	9,680	-	-	-	-	-	-	-	-	-	-	-
United Site Services	-	-	-	-	-	-	-	-	-	362	-	-	-
US Games	-	-	-	-	-	-	63	-	-	-	-	-	-
Viano, William	-	-	650	-	4,400	5,500	4,675	-	-	-	-	-	-
Wilmington Pump Supp	-	-	-	-	-	-	8,220	-	-	-	-	-	-
<b>Total Field Maintenance.....</b>	<b>57,545</b>	<b>53,009</b>	<b>34,809</b>	<b>35,588</b>	<b>69,445</b>	<b>68,727</b>	<b>62,515</b>	<b>39,189</b>	<b>29,453</b>	<b>38,824</b>	<b>16,148</b>	<b>9,965</b>	<b>9,965</b>

Park Maintenance

Acton Ford	154	-	-	-	-	-	-	-	-	-	-	-	-
Airgas, Inc.	-	27	-	-	-	-	-	-	-	-	-	-	-
Amara	597	-	-	-	-	-	-	-	-	-	-	-	-
Arrow Fence Co	1,540	1,230	-	288	-	-	-	-	2,505	-	-	-	-
Bachand, Ray	-	-	-	-	368	-	-	-	-	-	-	-	-
Big Belly Solar	-	-	-	116	-	-	-	-	-	-	-	-	-
BSN Sports	-	1,938	-	807	1,068	670	-	-	-	-	-	1,298	-
Butler Lumber Co Inc	-	-	79	-	-	-	-	-	-	-	-	-	-
Butler Septic Servc	-	270	-	-	1,165	1,200	-	-	-	-	-	840	-
Chelsea Drum Comp	-	-	-	240	-	-	-	-	-	-	-	-	-
Clark Steel Drum Co	-	-	168	-	-	-	-	-	-	-	-	-	-
Cochran, David A.	-	220	-	-	333	-	-	-	-	-	-	-	-
Commerce Bank-Comm	436	-	-	-	-	-	176	-	-	-	-	-	-
Complete Industrial	5,208	6,005	5,440	6,453	4,964	3,712	2,586	5,478	6,270	6,734	3,828	-	-
Cove Construction	-	200	-	-	-	-	-	-	-	-	-	-	-
Door Systems Inc.	-	-	-	1,540	-	-	-	-	-	-	-	-	-
Douglas Industries	-	-	-	-	2,766	-	-	-	-	-	-	-	-
Dynamic Janitorial C	-	-	-	-	-	-	-	-	-	-	-	1,976	-
EBP Supply Solutions	-	-	-	-	344	-	156	-	-	-	-	-	-
E.H Perkins Construc	-	-	-	-	55	-	-	-	-	175	-	-	-
E.L.Harvey & Sons	-	-	-	1,301	3,365	3,155	1,204	4,573	4,885	3,046	-	-	-
Gempler'S	84	-	-	-	-	-	-	-	-	-	-	-	-
Great East Home	-	-	-	-	-	-	-	-	-	-	-	-	103
H. Perron & Son Lock	-	-	-	120	228	247	301	459	1,236	638	243	-	-
Intelligent Products	606	1,821	971	1,543	2,416	1,641	824	-	-	-	-	-	-
John's Sewer & Pipe	-	-	-	-	-	-	-	-	-	-	139	-	-
Lawhorn Irrigation I	-	262	-	-	-	-	-	-	-	-	-	-	-
Lewis, Andrew J.	-	-	-	3,965	-	-	-	-	-	-	-	-	-
M.E. O'Brien & Sons,	1,165	-	-	-	-	-	12,346	2,028	-	-	-	-	-
Marlboro Hydraulic H	6	-	-	-	-	-	-	-	-	-	-	-	-
Mass Rec & Park Asso	-	-	-	570	-	-	-	-	-	-	-	-	-
Maynard Supply	-	-	-	62	-	81	-	-	-	-	-	-	-
Metro Welding Supply	-	-	31	-	-	-	-	-	-	-	-	-	-
Northeast Playground	-	-	-	150	263	-	-	-	-	-	-	-	-
Northeast Sanitation	5,912	3,362	2,294	2,206	2,000	2,082	808	909	-	-	-	-	-
P.C. Heating, Plumbi	705	-	-	-	-	-	-	-	-	-	-	-	-
Park St Playgrounds	-	-	-	-	2,506	-	-	-	-	-	-	-	-
Playpower Lt Farming	-	-	-	-	-	-	-	716	5,272	-	-	-	-
Power Washer Sales	-	219	-	-	-	-	-	-	-	-	-	-	-

Attachment5.b: Copy of Field Informations\_mtg (4494 : Discussion on Lincoln-Sudbury field fees)

Practice Sports, Inc	-	-	-	4,232	-	-	-	-	-	-	-	-
Promounds, Inc	451	-	-	-	-	-	-	-	-	-	-	-
Republic Services	4,521	4,898	3,923	3,367	-	-	-	-	-	2,598	-	-
Richard Cunniff Inc	1,015	836	458	202	-	-	-	645	433	222	-	-
Richey & Clapper	-	290	270	-	-	-	-	-	-	-	-	-
R.N.H. Landscape	-	550	-	-	-	-	-	-	-	-	-	-
Robinsons Ace	92	205	-	-	-	-	-	-	-	-	-	-
Rusty'S Landscape Se	-	-	-	-	600	-	-	-	-	1,200	-	-
Sign Logic	-	-	-	-	2,350	2,750	175	-	1,825	1,000	-	-
Siteone Landscape	-	-	-	-	74	-	-	-	-	-	-	-
Staples Business Adv	-	7	-	-	-	-	-	-	-	-	77	-
Stay Safe Traffic Pr	-	-	385	82	311	-	-	-	102	-	-	-
Sudbury Lumber Co.	1,842	1,731	46	382	-	-	-	34	-	24	-	-
Sudbury Water Distri	-	-	-	-	-	-	-	-	28	-	-	-
Supplyworks	306	736	-	661	-	-	507	-	-	161	-	-
Surrette, Steve	-	-	-	1,700	-	-	-	-	-	-	-	-
The Home Depot Pro	-	-	-	-	-	-	-	-	-	-	307	-
Town Line Hardware	40	1,296	96	12	61	-	152	-	-	31	-	30
United Site Services	-	-	-	-	-	-	-	1,653	2,691	2,347	1,607	-
U-Save Sports, Inc	112	-	-	-	-	-	-	-	-	-	-	-
Viano, William	-	-	-	9,750	7,275	4,400	6,600	-	-	-	-	-
Warren Security	-	-	-	-	-	-	-	-	135	-	-	-
Wastezero, Inc	-	-	-	-	-	-	-	300	-	-	-	-
Wayside Glass & Mirr	-	-	-	-	-	-	-	-	170	-	-	-
Woburn Steel Drum In	-	300	-	-	-	-	-	-	-	-	-	-
Zero Waste USA	-	-	-	-	-	-	-	2,503	1,696	-	-	-
<b>Total Park Maintenance.....</b>	<b>24,790</b>	<b>26,403</b>	<b>14,161</b>	<b>39,749</b>	<b>32,511</b>	<b>19,938</b>	<b>25,835</b>	<b>19,298</b>	<b>27,248</b>	<b>18,176</b>	<b>8,339</b>	<b>2,109</b>
<b>Equipment</b>												
Fieldturf USA, Inc.	-	-	-	-	-	-	-	-	-	-	-	2,500
Kansas State Bank Of	-	4,559	4,560	4,560	4,560	10,100	10,100	10,100	10,100	10,100	-	-
<b>Total Equipment.....</b>	<b>-</b>	<b>4,559</b>	<b>4,560</b>	<b>4,560</b>	<b>4,560</b>	<b>10,100</b>	<b>10,100</b>	<b>10,100</b>	<b>10,100</b>	<b>10,100</b>	<b>-</b>	<b>2,500</b>
Indirect Costs.....	-	7,500	-	-	22,500	20,879	21,500	22,575	22,575	22,575	23,198	-
Transfers Out.....	-	-	-	-	-	-	100	-	-	-	10,500	-
<b>TOTAL EXPENDITURES.....</b>	<b>113,606</b>	<b>168,028</b>	<b>145,324</b>	<b>146,760</b>	<b>209,046</b>	<b>241,194</b>	<b>254,480</b>	<b>224,624</b>	<b>204,733</b>	<b>221,111</b>	<b>147,061</b>	<b>20,497</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES.....</b>	<b>56,887</b>	<b>15,948</b>	<b>72,996</b>	<b>57,656</b>	<b>(6,778)</b>	<b>(30,997)</b>	<b>(82,625)</b>	<b>(44,258)</b>	<b>13,021</b>	<b>(11,019)</b>	<b>(60,522)</b>	<b>93,915</b>
<b>NET CHANGE IN FUND BALANCE.....</b>	<b>56,887</b>	<b>15,948</b>	<b>72,996</b>	<b>57,656</b>	<b>(6,778)</b>	<b>(30,997)</b>	<b>(82,625)</b>	<b>(44,258)</b>	<b>13,021</b>	<b>(11,019)</b>	<b>(60,522)</b>	<b>93,915</b>
<b>FUND BALANCE AT BEGINNING OF YEAR.....</b>	<b>-</b>	<b>56,887</b>	<b>72,835</b>	<b>145,831</b>	<b>203,487</b>	<b>196,710</b>	<b>165,712</b>	<b>83,087</b>	<b>38,829</b>	<b>51,850</b>	<b>40,831</b>	<b>(19,691)</b>
<b>FUND BALANCE AT END OF YEAR.....</b>	<b>\$ 56,887</b>	<b>\$ 72,835</b>	<b>\$ 145,831</b>	<b>\$ 203,487</b>	<b>\$ 196,710</b>	<b>\$ 165,712</b>	<b>\$ 83,087</b>	<b>\$ 38,829</b>	<b>51,850</b>	<b>40,831</b>	<b>(19,691)</b>	<b>74,224</b>

Attachment5.b: Copy of Field Informations\_mtg (4494 : Discussion on Lincoln-Sudbury field fees)

**FIELD MAINTENANCE**

	FY20 Actual	FY21 Appropriated	FY22 Requested
<b>REC. FIELD MAINTENANCE ENTERPRISE</b>			
Field Maint. Salaries	77,872	126,935	129,903
Summer Help	-	8,000	-
<b>Sub Total: Personal Services</b>	<b>77,872</b>	<b>134,935</b>	<b>129,903</b>
Field Maintenance	16,148	55,000	40,000
Park Maintenance	8,339	18,000	10,000
Utilities	11,004	12,000	15,000
<b>Sub Total: Expenses</b>	<b>35,491</b>	<b>85,000</b>	<b>65,000</b>
Transfer to Field Turf Stabilizatoin	10,500	10,500	10,500
<b>Sub Total: Capital Expenses</b>	<b>10,500</b>	<b>10,500</b>	<b>10,500</b>
<b>Direct Costs</b>	<b>123,863</b>	<b>230,435</b>	<b>205,403</b>
INDIRECT COSTS:			
Benefits/Insurance	23,198	24,269	25,383
<b>INDIRECT COSTS*</b>	<b>23,198</b>	<b>24,269</b>	<b>25,383</b>
<b>Total Costs</b>	<b>147,061</b>	<b>254,704</b>	<b>230,786</b>
Enterprise Receipts	86,539	224,395	230,786
Transfers In	-	50,000	-
<b>Total Revenues</b>	<b>86,539</b>	<b>274,395</b>	<b>230,786</b>
<b>Surplus/Deficit</b>	<b>(60,522)</b>	<b>19,691</b>	<b>-</b>

**Time Tracking Detail Listing for Parks & Grounds**

Task	2018 Labor Hours	2019 Labor Hours	2020 Labor Hours	Category
Blank		7	3	GEN
Building Maintenance	51	28.5	49.5	GEN
Building Maintenance/Equip/Vehicle Maintenance	2		14.5	GEN
Equip/vehicle maintenance	446	457	467.5	GEN
Fall cleanup	119	64.5	77.5	NF
Fertilize	10.5	4.5	0.5	F
Field Maintenance - Baseball	54.5	126.5	113	F
Field Maintenance - baseball			3	F
Field Maintenance - sport	51	22	5	F
Field Preparation - Baseball	209.5	199.5	218.5	F
General services	320.5	314.5	113	GEN
General services - recreation	105	88.5	90	NF
Irrigation Maintenance/Repair	45.75	20.75	17.5	F
Irrigation startup	5	14	13.5	F
Irrigation Winterize	9	14.5	10.5	F
Line field and layout	268	235	126	F
mowing	823.25	810.5	566.5	F
Mowing - Conservation		1		F
Mowing - in & outs	35		65.5	F
Mowing - in & outs	136.5	125.5	75.5	F
Restrooms - Winterize	8			NF
Rink Maintenance	13.5	19	4.5	NF
Rubbish	123.5	142	100	NF
Spring Cleanup	1	17.5	8	NF
Training	46	64.5	21.5	GEN
Trees - cleanup	103.5	35.5	63.5	NF
Total	2987	2812.25	2227.5	

**Categories**

	2018	%of Total	2019	%of Total	2020	%of Total
<b>Field (F)</b>	<b>1648</b>	<b>55%</b>	<b>1573.75</b>	<b>56%</b>	<b>1215</b>	<b>55%</b>
<b>Non Field (NF)</b>	<b>473.5</b>	<b>16%</b>	<b>367</b>	<b>13%</b>	<b>343.5</b>	<b>15%</b>
<b>General (GEN)</b>	<b>865.5</b>	<b>29%</b>	<b>871.5</b>	<b>31%</b>	<b>669</b>	<b>30%</b>
<b>Total</b>	<b>2987</b>	<b>100%</b>	<b>2812.25</b>	<b>100%</b>	<b>2227.5</b>	<b>100%</b>

**Field reservation hours by P&R Director**

**10-15 hours per week for 9 months.**

**P&R Director salary allocation**

**Annual Hours 469.26**

Attachment5.b: Copy of Field Informations\_mtg (4494 : Discussion on Lincoln-Sudbury field fees)

Permit Fee Increases Summer 2021	Total	15% Total		
<b>SEASONAL Per Child/Per Season</b>				
Resident	<b>\$43.00</b>	\$47.30	\$6.45	<b>\$49.45</b>
Non-reside	\$91.00	\$100.10	\$13.65	<b>\$104.65</b>
<b>SEASONAL Per Adult/Per Season</b>				
Resident	<b>\$48.00</b>	\$52.80	\$7.20	<b>\$55.20</b>
Non-reside	\$91.00	\$100.10	\$13.65	<b>\$104.65</b>
<b>CAMPS/CL Per Child/Per Camp</b>				
Resident	\$54.00	\$59.40	\$8.10	<b>\$62.10</b>
Non-reside	\$54.00	\$59.40	\$8.10	<b>\$62.10</b>
<b>JAMBOREE Per child/per tournament</b>				
Resident	\$11.00	\$12.10	\$1.65	<b>\$12.65</b>
Non-reside	\$11.00	\$12.10	\$1.65	<b>\$12.65</b>
<b>TURF FIELL Per Field/Per Hour</b>				
Resident	<b>\$75.00</b>	\$82.50	\$11.25	<b>\$86.25</b>
Non-reside	<b>\$118.00</b>	\$129.80	\$17.70	<b>\$135.70</b>
<b>GRASS FIEL Per Field/Per Hour</b>				
Resident	<b>\$75.00</b>	\$82.50	\$11.25	<b>\$86.25</b>
Non-reside	<b>\$155.00</b>	\$170.50	\$23.25	<b>\$178.25</b>
<b>FEELEY &amp; F Per Court/Per Hour</b>				
Resident	\$16.00	\$17.60	\$2.40	<b>\$18.40</b>
Non-reside	\$21.00	\$23.10	\$3.15	<b>\$24.15</b>
<b>VOLLEYBAI Per Court/Per Hour</b>				
Resident	\$16.00	\$17.60	\$2.40	<b>\$18.40</b>
Non-reside	\$21.00	\$23.10	\$3.15	<b>\$24.15</b>
<b>LIGHTS</b>				
<b>LIGHT FEE Featherland/Feeley</b>				
One time L	<b>\$80.00 per hour</b>	\$88.00	\$12.00	<b>\$92.00</b>
Seasonal U	<b>\$37.00 per hour</b>	\$40.70	\$5.55	<b>\$42.55</b>

**Field Permit Process**

User group request field space by field permit

P&R DIR reviews fields request and determines which fields the request can be filled

P&R DIR reviews request with fields for all of the fields requested.  
Parks dept for feasible for lining  
Working with users groups to make any adjustments

Fields are assigned and field money is collected with rosters.

The money collected goes into the Field Enterprise fund to pay for all aspects of the fields in town.

Then in 2010 a Field enterprises account was setup to pay for parks salaries in addition to maintenance of fields

**Example**

Ex SYSA

Ex SYSA (2) 11v11 fields, 5() 9v9 fields (??) 7v7 Fields , Smalls fir April 4th- End of June 7 days a week.

Ex SYSA Spring 2021 using Haskell upper all, LSHS Community ca

Ex. SYSA \$43 per kids for the number of kids on the rosters  
We use a per person fee per season so that the users groups ha flexibility to move games and practices around due to a numbe

Ex. SYSA pays Spring 2021 permit and is only using LSHS Comrr Sundays for games but the field permit money flows into the fir Per the MOU and IMA.

Attachment5.b: Copy of Field Informations\_mtg (4494 : Discussion on Lincoln-Sudbury field fees)

# INTER- MUNICIPAL AGREEMENT – L-S COMMUNITY FIELD

## 3. USE OF THE L-S COMMUNITY FIELD

In return for its contribution of CPA Funds to the L-S Community Field Project, this Agreement provides throughout its Term and subject to the terms hereof for guaranteed access for the Town and Town-approved community groups (those approved by the Park & Recreation Commission) to use the L-S Community Field. The L-S Community Field will be one of several fields in the overall town field inventory that the Director of Park and Recreation can allocate as needed. Town-approved user groups who use The L-S Community Field will pay regular seasonal park and recreation fees. Town-affiliated user groups will use these fields for sports practices, sports events and other recreational activities such as Town sports leagues, instructional sports clinics, summer sports camps, tournaments, and the like. This Agreement also permits the District to expand its use of the L-S Community Field for school related sports practices and events and other recreational extracurricular activities (compared to the limited use the existing facility provides.)

3

Revenue generated from field rental fees for use of the L-S Community Field by groups other than the District and Town approved user groups, shall be paid to the District and maintained in a newly created LSRHS L-S Community Field Revolving Fund. Monies in the Revolving Fund are to be used only for the extraordinary, non-routine maintenance, extraordinary repairs, improvements and enhancements of the L-S Community Field. Expenditure of funds from this Revolving Fund shall be subject to prior approval by both the LSRHS School Committee and the Sudbury Board of Selectmen.

Attachment5.b: Copy of Field Informations\_mtg (4494 : Discussion on Lincoln-Sudbury field fees)



### MEMORANDUM OF UNDERSTANDING

- 3. Town-approved organizations (Sudbury Park and Recreation Programs, Sudbury Youth Soccer, Sudbury Boys Lacrosse, Sudbury Girls Lacrosse, Sudbury Little League, Sudbury Babe Ruth, Sudbury Pop Warner, Sudbury Girls Softball, among others) are considered Category 1 users as defined in the L-S Field Usage Guideline

1

Document. As Category 1 Users, Sudbury Park and Recreation-approved user groups pay conventional park and recreation fees to the Town and do not pay additional field rental fees to the District for normal seasonal use of District fields. For normal seasonal use, all Town-approved user groups will coordinate with the Director of Park and Recreation to be assigned field space. The Director of Park and Recreation, in turn, will coordinate with the District Athletic Director to determine what field space is available for Town use. District field space is then allocated to Town-approved groups as needed and consistent with the L-S Community Field Rules of Priority and the L-S Community Field Reservations Rules and Regulations. District teams and organizations will continue to pay no field rental fees for use of Town fields, including but not limited to Haskell field, Feely Field, and Featherland Field. The Town will continue hosting District team events and will continue to provide field space, as needed, for games, practices, as a result of weather cancellations, MIAA tournament games and any other situations that may arise.

Attachment5.b: Copy of Field Informations\_mtg (4494 : Discussion on Lincoln-Sudbury field fees)

**FIELD MAINTENANCE ENTERPRISE**  
 SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

FOR THE FISCAL YEARS ENDED JUNE 30, 2011 - 2021

	Actual 2011	Actual 2012	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Actual 2020	As of 3/12/2020 Actual 2021
<b>REVENUES</b>											
User Fees.....	\$ 183,741	\$ 218,163	\$ 203,344	\$ 202,036	\$ 197,424	\$ 171,704	\$ 180,327	217,688	209,934	86,539	116,853
Miscellaneous.....	-	-	-	233	233	-	-	-	-	-	-
Investment Income.....	235	157	332	-	-	150	40	66	159	-	-
Transfers In.....	-	-	740	-	12,541	-	-	-	-	-	50,000
<b>TOTAL REVENUES.....</b>	<b>183,976</b>	<b>218,320</b>	<b>204,416</b>	<b>202,269</b>	<b>210,197</b>	<b>171,854</b>	<b>180,366</b>	<b>217,754</b>	<b>210,093</b>	<b>86,539</b>	<b>166,853</b>
<b>EXPENDITURES</b>											
Salaries.....	66,280	83,698	56,954	70,456	110,149	123,669	122,060	102,986	119,782	77,872	442
General Expense.....	8,930	1,009	148	652	1,010	-	-	-	-	-	-
Utilities.....	8,846	7,086	9,761	8,923	10,391	10,761	11,403	12,371	11,655	11,004	5,841
Field Maintenance.....	53,009	34,809	35,588	69,445	68,727	62,515	39,189	29,453	38,824	16,148	10,513
Park Maintenance.....	26,403	14,161	39,749	32,511	19,938	25,835	19,298	27,248	18,176	8,339	2,109
Equipment.....	4,559	4,560	4,560	4,560	10,100	10,100	10,100	10,100	10,100	-	2,500
Indirect Costs.....	-	-	-	22,500	20,879	21,500	22,575	22,575	22,575	23,198	24,269
Transfers Out.....	-	-	-	-	-	100	-	-	-	10,500	10,500
<b>TOTAL EXPENDITURES.....</b>	<b>168,028</b>	<b>145,324</b>	<b>146,760</b>	<b>209,046</b>	<b>241,194</b>	<b>254,480</b>	<b>224,624</b>	<b>204,733</b>	<b>221,111</b>	<b>147,061</b>	<b>56,173</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES.....</b>	<b>15,948</b>	<b>72,996</b>	<b>57,656</b>	<b>(6,778)</b>	<b>(30,997)</b>	<b>(82,625)</b>	<b>(44,258)</b>	<b>13,021</b>	<b>(11,019)</b>	<b>(60,522)</b>	<b>110,680</b>
<b>NET CHANGE IN FUND BALANCE.....</b>	<b>15,948</b>	<b>72,996</b>	<b>57,656</b>	<b>(6,778)</b>	<b>(30,997)</b>	<b>(82,625)</b>	<b>(44,258)</b>	<b>13,021</b>	<b>(11,019)</b>	<b>(60,522)</b>	<b>110,680</b>
<b>FUND BALANCE AT BEGINNING OF YEAR.....</b>	<b>56,887</b>	<b>72,835</b>	<b>145,831</b>	<b>203,487</b>	<b>196,710</b>	<b>165,712</b>	<b>83,087</b>	<b>38,829</b>	<b>51,850</b>	<b>40,831</b>	<b>(19,691)</b>
<b>FUND BALANCE AT END OF YEAR.....</b>	<b>\$ 72,835</b>	<b>\$ 145,831</b>	<b>\$ 203,487</b>	<b>\$ 196,710</b>	<b>\$ 165,712</b>	<b>\$ 83,087</b>	<b>\$ 38,829</b>	<b>51,850</b>	<b>40,831</b>	<b>(19,691)</b>	<b>90,988</b>

Attachment5.c: FY21 Field Maintenance Enterprise Fund Multi Year Comparison as of 3-22-21 (4494 :

**INTER- MUNICIPAL AGREEMENT – L-S COMMUNITY FIELD**

This Inter-Municipal Agreement (the "Agreement") is entered into pursuant to M.G.L. c. 40, § 4A, on the last day of execution below, by, between and among the TOWN OF SUDBURY, a municipal corporation, having its principal office at The Flynn Building, 278 Old Sudbury Road, Sudbury, MA 01776 (the "Town") and the LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT, a regional school district created under M.G.L. c. 71, §§ 15, *et seq.*, having its principal office at 390 Lincoln Road, Sudbury MA 01776 (the "District").

This Agreement is with respect to the financing, construction, maintenance and use of the field previously known as the LS football field, which is owned by the District and is located on the District's Central Campus adjacent to the Lincoln-Sudbury Regional High School. This natural turf football field has dimensions, which are smaller than required for other sports. Its surface is regularly destroyed after only 20-25 events in a normal sports season; therefore its use is severely restricted by factors that make it unplayable. Because of these conditions, the District has seldom been able to make this field available either to students or to the Town and the community for recreational activities. In addition, the Town of Sudbury has a critical need for new recreational resources to serve its youth and adult populations.

The District and the Town propose to create a new and expanded multi-use, recreation space at the site of the LS football field, which facility will be known as the L-S Community Field including without limitation the following elements (the "L-S Community Field Project"):

1. Remove the existing surfaces at the L-S Community Field and remove at least 18" of subsurface material;
2. Install new subsurface materials, new drainage and a complete new artificial turf system.
3. Expand the playing field surface to better accommodate accurate field measurements for a variety of sports.

4. The L-S Community Field will be permanently lined for football, soccer, girls lacrosse and boys lacrosse.
5. Install removable goal posts.
6. Relocate certain track and field pits.
7. Install a new running/walking track that will surround the new artificial turf multi-purpose field.
8. Significantly expand the amount and range of uses, users and hours of usage.

The District and the Town propose to finance the L-S Community Field Project with funding from three sources: Privately Raised Funds; District Funds; and Town Community Preservation Act Funds ("CPA Funds") of \$960,000.00. Under G.L. c. 44B, § 5, CPA Funds can be used for "the acquisition, creation and preservation of open space," where "open space is defined under G.L. c. 44B, § 2, to include, "land for recreational use," and "recreational use" is defined under G.L. c. 44B, § 2, to include "youth and adult sports, and the use of land as a park, playground or athletic field." This agreement will ensure a policy and procedure by which the L-S Community Field will be shared by both the District and the Town of Sudbury.

NOW THEREFORE, for adequate consideration the receipt and sufficiency of which are hereby acknowledged, the Town and the District agree as follows:

#### **1. CONSTRUCTION OF THE L-S COMMUNITY FIELD PROJECT**

Subject to the terms and conditions of this Agreement, on or before December 31, 2007, the District shall perform all work necessary and appropriate for the design, bidding, permitting, construction, landscaping and other related activities for the completion of the L-S Community Field Project (the "Work"). Once the Work is completed on the L-S Community Field Project for purposes of this Agreement the field shall be referred to as the "L-S Community Field."

#### **2. FUNDING OF THE L-S COMMUNITY FIELD PROJECT**

The estimated cost of the Work is \$1,700,000 (the "Estimated Project Cost"). The District agrees to accept private funds and expend these funds toward the Work. Upon (a) commitment to

pay and/or payment to and acceptance by the District of Private Funds, inclusive of any in-kind contributions, (b) completion of the design, bidding, and (if required) permitting of the L-S Community Field Project, and (c) issuance by the District of the contracts for the construction of the L-S Community Field Project, the Town shall pay to the District CPA Funds equal to \$960,000 towards the cost of permitting, design and construction of the Work. The District shall accept and expend said CPA Funds solely for the purpose of performing the Work on the L-S Community Field Project.

The District shall complete the Work using the Private Funds, the CPA Funds, and additional District Funds raised and appropriated and/or borrowed by the District for that purpose. The District shall pay all costs over and above the Private Funds and the CPA Funds necessary to complete the Work, including without limitation any cost overruns relating to the L-S Community Field Project.

### 3. USE OF THE L-S COMMUNITY FIELD

In return for its contribution of CPA Funds to the L-S Community Field Project, this Agreement provides throughout its Term and subject to the terms hereof for guaranteed access for the Town and Town-approved community groups (those approved by the Park & Recreation Commission) to use the L-S Community Field. The L-S Community Field will be one of several fields in the overall town field inventory that the Director of Park and Recreation can allocate as needed. Town-approved user groups who use The L-S Community Field will pay regular seasonal park and recreation fees. Town-affiliated user groups will use these fields for sports practices, sports events and other recreational activities such as Town sports leagues, instructional sports clinics, summer sports camps, tournaments, and the like. This Agreement also permits the District to expand its use of the L-S Community Field for school related sports practices and events and other recreational extracurricular activities (compared to the limited use the existing facility provides.)

To minimize potential conflicts over the use of the L-S Community Field and to maximize the efficient and appropriate allocation of time slots (including prime afternoon, evening and weekend time slots), the Town and the District agree that throughout the Term of this Agreement, the Rules of Priority, attached as Exhibit 1, shall be used to allocate shared use of the L-S Community Field between the Town and the District. The Rules of Priority may be altered or amended from time to time by agreement of the District Superintendent/Principal and the Town Manager or their respective designees.

Throughout the Term of this Agreement, the Field Reservation Rules and Regulations, attached as Exhibit 2, shall govern the use of the L-S Community Field. Groups from outside of the Town and the District may be allowed to use the L-S Community Field, on a space available basis for the applicable fees. The Field Reservation Rules and Regulations may be altered or amended from time to time by agreement of the District Superintendent/Principal and the Town Manager or their respective designees.

The Town and the District agree that, upon completion of construction of the L-S Community Field Project in accordance with this Agreement, and during the Term of this Agreement, the L-S Community Field as provided herein will remain accessible and used as a playing field. Any further construction or reconstruction of the playing field, bleachers and surrounding structures or spaces may be conducted to enhance the use and accessibility to the L-S Community Field. Any such construction or reconstruction shall be planned and performed in such a way as to minimize its impact upon the regular use of the facility by the Town and the District and shall not be planned and performed without prior notice and consultation between the District and the Town.

#### 4. TERM


This Agreement commences upon its execution and signing on behalf of the Town and the District. The Term of this Agreement shall be as long as there continues to be recreational sport



activities played on the L-S Community Field by either the District or the Town. Upon payment by the Town of the CPA Funds hereunder, this Agreement shall guarantee the Town's irrevocable right to use the L-S Community Field in accordance with this Agreement during its Term subject to interruptions in such use as provided herein.

## 5. MAINTENANCE OF THE L-S COMMUNITY FIELD

During the Term of this Agreement and subject to appropriation of funds for such purpose, the District shall perform all actions necessary to operate, patrol, inspect and perform routine maintenance and repairs to the L-S Community Field in its state-of-the-art playing condition, reasonable wear and tear excepted. Without limitation, but subject to appropriations, the District shall perform all actions necessary to install and remove goal posts, secure soccer and lacrosse nets and other ordinary and necessary maintenance activities to permit the safe and efficient use of the field for the purposes of this Agreement. It is understood that such repair, maintenance and replacement of the field surfaces and other improvements may interrupt or disrupt, during the period of time while such activities occur, the use of the L-S Community Field. Except for emergency situations or events which jeopardize public safety, there shall be no interruption of use of the L-S Community Field without prior notice and consultation between the District and the Town.

 Revenue generated from field rental fees for use of the L-S Community Field by groups other than the District and Town approved user groups, shall be paid to the District and maintained in a newly created LSRHS L-S Community Field Revolving Fund. Monies in the Revolving Fund are to be used only for the extraordinary, non-routine maintenance, extraordinary repairs, improvements and enhancements of the L-S Community Field. Expenditure of funds from this Revolving Fund shall be subject to prior approval by both the LSRHS School Committee and the Sudbury Board of Selectmen.

The District shall maintain accurate and comprehensive records of all revenue received from L-S Community Field rental fees pursuant to this Agreement; and shall cause such records to be audited as part of the regular audits of the Town's records.

## 6. MAXIMUM FINANCIAL LIABILITY

The maximum financial liability of the Town and the District under this Agreement shall be as specified in the respective votes of the Sudbury Town Meeting and the District School Committee to authorize this Agreement. To satisfy their respective obligations under this Agreement, the Town and the District, when duly authorized to do so in accordance with the provisions of applicable law, may raise money by any lawful means.

## 7. FINANCIAL SAFEGUARDS

The Town and the District agree that the following financial safeguards shall apply to this Agreement and shall be sufficient for all purposes.

Until the completion of construction of the L-S Community Field Project, acceptance of the Work by the District, and payment of all contractors and subcontractors with respect thereto:

- The District shall maintain accurate and comprehensive records of services performed, costs incurred, and reimbursements and contributions made and received in connection with this Agreement; shall require that all bills and payrolls submitted for work done under this Agreement shall be plainly marked to indicate that the work was done under authority hereof; shall provide an annual financial report with respect thereto to the Town if required by law; and shall cause such records to be audited as part of the regular audits of the District's such records; and
- The Town shall maintain accurate and comprehensive records of all CPA Funds appropriated and expended pursuant to this Agreement; and shall cause such records to be audited as part of the regular audits of the Town's records.

Thereafter, during the Term of this Agreement, the Town and the District shall maintain

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## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into on this 19<sup>th</sup> day of December, 2006, by and between the LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT, a regional school district created under M.G.L. c. 71, §§ 15, et seq., having its principal office at 390 Lincoln Road, Sudbury, MA (the "District") and the TOWN OF SUDBURY, a municipal corporation, having its principal office at The Flynn Building, 278 Old Sudbury Road, Sudbury, MA 01776 (the "Town") for the purpose of setting forth certain provisions, terms, conditions and understandings of the parties relative to the use of District and Town fields, as follows:

1. The District and the Town have entered into a certain Inter-Municipal Agreement – L-S Community Field ("Agreement") on the 19<sup>th</sup> day of December, 2006, with respect to the creation and use of a new facility to be constructed on a portion of the Lincoln-Sudbury Regional School District Campus which is to be known as the **L-S Community Field**.
2. The **Agreement** creates the Town's right to use the L-S Community Field under terms set forth in the **Agreement**. The parties hereby acknowledge their intention that the terms of the shared use of the L-S Community Field is to be a model for the shared use of all athletic fields owned by the District and the Town.
3. Town-approved organizations (Sudbury Park and Recreation Programs, Sudbury Youth Soccer, Sudbury Boys Lacrosse, Sudbury Girls Lacrosse, Sudbury Little League, Sudbury Babe Ruth, Sudbury Pop Warner, Sudbury Girls Softball, among others) are considered Category 1 users as defined in the L-S Field Usage Guideline

Document. As Category 1 Users, Sudbury Park and Recreation-approved user groups pay conventional park and recreation fees to the Town and do not pay additional field rental fees to the District for normal seasonal use of District fields. For normal seasonal use, all Town-approved user groups will coordinate with the Director of Park and Recreation to be assigned field space. The Director of Park and Recreation, in turn, will coordinate with the District Athletic Director to determine what field space is available for Town use. District field space is then allocated to Town-approved groups as needed and consistent with the L-S Community Field Rules of Priority and the L-S Community Field Reservations Rules and Regulations.

4. District teams and organizations will continue to pay no field rental fees for use of Town fields, including but not limited to Haskell field, Feely Field, and Featherland Field. The Town will continue hosting District team events and will continue to provide field space, as needed, for games, practices, as a result of weather cancellations, MIAA tournament games and any other situations that may arise.
5. The Town will continue to provide the District with Featherland Field for graduation ceremonies and considers this to be a use of the highest priority.
6. Solely for purposes of the L-S Community Field Project and until the project is completed, the Town Manager, or designee, shall be an ex-officio member of the LS Building Committee.
7. In or about each December and May, the Town of Sudbury Park and Recreation Director and the Lincoln-Sudbury Athletic Director (or their designees) shall conduct a joint scheduling meeting for Town and District-controlled fields. At each such meeting, the Directors shall confer with respect to the relative use, condition and

IN WITNESS HEREOF, the parties have executed this Memorandum of Understanding this 19<sup>th</sup> day of December, 2006.

TOWN OF SUDBURY,  
By it's Board of Selectmen,

  
\_\_\_\_\_  
William J. Keller, Jr., Chairman

  
\_\_\_\_\_  
John C. Drobinski

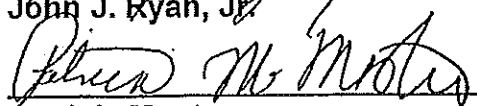
  
\_\_\_\_\_  
Lawrence W. O'Brien

LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT  
By it's Regional District School Committee,


  
\_\_\_\_\_  
Mark Collins, ~~Chair~~ Chairperson

  
\_\_\_\_\_  
Eric Harris

  
\_\_\_\_\_  
John J. Ryan, Jr.

  
\_\_\_\_\_  
Patricia Mostue

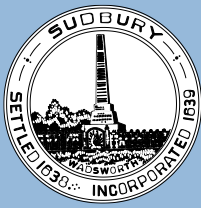
  
\_\_\_\_\_  
Eileen Glovsky

  
\_\_\_\_\_  
Lauri B. Wishner

Attachment5.e: MOU\_LS\_Community field (4494 : Discussion on Lincoln-Sudbury field fees)

wear of Town and District-controlled fields and shall make recommendations to the Town and District with respect to allocation, if any, to the Town and District of fees collected pursuant to Paragraph 3 above and with respect to proposed revisions or amendments to this Memorandum of Understanding, if any.

8. The artificial turf field surface of the L-S Community Field shall be permanently lined for football, soccer, boys lacrosse, and girls lacrosse. Notwithstanding that direction, control, and management of the construction of the L-S Community Field Project is vested in the LS Building Committee, final approval of the specifications for field lining of the artificial surface of the field by the manufacturer and/or installer of said surface shall be subject to approval by both the Town and the District.
9. The District acknowledges the Town staff issues raised in the October 17, 2006 Memo of the Director of Planning and Community Development. The Town and the District agree that the issues shall be addressed and resolved by consensus.
10. This Memorandum of Understanding shall be reviewed by the Town and District each year, or more frequently if needed, to determine the need, if any, for any revisions or amendments to this Memorandum of Understanding and any issues with respect to any such revisions or amendments shall be resolved by consensus.
11. This Memorandum of Understanding is not intended to amend or modify, and shall not be deemed or construed as amending or modifying, any of the terms, conditions or provisions of the **Agreement**, all of which are hereby ratified and affirmed. In the event of a conflict between the provisions of this Memorandum of Understanding and the provisions of the **Agreement** itself, the provisions of the **Agreement** shall control.



SUDBURY SELECT BOARD

Tuesday, March 23, 2021

**MISCELLANEOUS (UNTIMED)**

**6: Discuss CPC and Zoning Town Meeting articles**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discuss Community Preservation Committee (CPC) Annual Town Meeting articles with Sherri Cline. CPC chair, and Adam Duchesneau, Director of Planning & Community Development. Also Adam to discuss Amend Zoning Bylaw articles.

Recommendations/Suggested Motion/Vote: Discuss Community Preservation Committee (CPC) Annual Town Meeting articles with Sherri Cline. CPC chair, and Adam Duchesneau, Director of Planning & Community Development. Also Adam to discuss Amend Zoning Bylaw articles.

Background Information:  
attached proposed zoning bylaw amendments

Financial impact expected:

Approximate agenda time requested: 30 minutes

Representative(s) expected to attend meeting: Adam Duchesneau, Director of PCD, and Sherril Cline, CPC chair

Review:

Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Janie Dretler	Pending
Select Board	Pending

03/23/2021 6:00 PM

# Proposed Zoning Bylaw Amendments for May 2021 Annual Town Meeting January 28, 2021

## Modifications to Section 2110. Establishment regarding references to Zoning Overlay Districts

2110. Establishment. For the purposes of this Bylaw, the Town of Sudbury is hereby divided into the following districts:

- Single Residence "A" (A-Res.)
- Single Residence "C" (C-Res.)
- Wayside Inn Historic Preservation (WI)
- Business (BD)
- Limited Business (LBD)
- Village Business (VBD)
- Industrial (ID)
- Limited Industrial (LID)
- Research (RD)
- Industrial Park (IP)
- Open Space (OS)

Except as otherwise provided herein, the boundaries of these districts are defined and set forth on the map entitled, "Zoning Map, Town of Sudbury, last amended April, 1994," as may be subsequently amended by vote of Town Meeting. This map is on file with the Town Clerk. The zoning map, with all explanatory matter thereon, is hereby made a part of this Bylaw.

The location of Districts is further described in narrative form with accompanying maps in Appendix C.

"Overlay" districts are also hereby created: Flood Plain Overlay District (reference section 4100); ~~Historic Districts (Old Sudbury and Hudson Road Historic District, Wayside Inn Historic Districts 1 and 2, King Phillip Historic District (reference Appendix C),~~ Water Resource Protection Overlay District (reference section 4200); ~~-~~Wireless Services Overlay District (reference section 4300); ~~Mixed-Use Overlay District (reference section 4700); North Road Residential Overlay District (reference section 4700A); Melone Smart Growth Overlay District (reference section 4700B); and Historic Districts (Old Sudbury and Hudson Road Historic District, Wayside Inn Historic Districts 1 and 2, King Philip Historic District, and George Pitts Tavern Historic District) (reference Appendix C) and Wastewater Treatment Facility Restricted Zones (reference section 4500).~~

## **Modifications to Section 2324, or inserting a new section, regarding requirements for Storage Trailers/Containers by Special Permit**

*Amend Section 2324 as follows:*

2324. The temporary use (six months or less) of trailers, containers, or other transportable components~~structures~~ for storage or office purposes is allowed if permitted as of right in Section 2230. Table of Principal Use Regulations (Appendix A) or with the review and approval of the Building Inspector. The use of trailers, containers, or other transportable components for storage or office purposes for longer than six months is only permitted if allowed as of right in Section 2230. Table of Principal Use Regulations (Appendix A) or by special permit from the Zoning Board of Appeals. In all cases trailers, containers, or other transportable components for storage or office purposes shall not be stacked on top of one another, where they conform to the procedural regulations adopted by the Board of Selectmen.

*Add new definitions to Section 7000 as follows:*

**Container:** Typically, but not limited to, being 8 feet wide, 8.5 feet high, and 10 to 40 feet long, constructed entirely of steel with securable doors and designed to be taken over the road or on a ship to transport dry goods.

**Trailer or Semi-Trailer:** Typically, but not limited to, having a maximum length of 53 feet, a maximum height of 13.5 feet, and a maximum width of 8.5 feet, being an enclosed box with a single or double set of wheels to be towed by a tractor over the road for the purpose of transporting dry goods.

## **Modifications to Section 3200. Signs and Advertising Devices**

### **3200. SIGNS AND ADVERTISING DEVICES.**

**3210. Purpose.** The following sign regulations are intended to serve these objectives:

(a) to facilitate efficient communication; (b) to avoid conflict between signs and the visual qualities of their environs; and (c) to support business vitality within non-residential districts by accomplishing the above objectives without burdensome procedures and restrictions.

**3220. General Regulations.** The following regulations shall apply in all districts:

3221. No exterior sign or advertising device shall be erected except as provided by this Bylaw.



3222. No sign which requires a sign permit under this Bylaw shall be erected except in the exact location and manner described in the permit.

3223. No sign shall be erected that in any way creates a traffic hazard or obstructs traffic.

3224. No sign shall be painted or posted directly on the exterior surface of any wall. All exterior attached signs shall be painted, posted or otherwise securely affixed to a substantial intermediary removable surface and such surface shall be securely affixed to the wall of the building. The foregoing, however, shall not prevent installation of a sign by individual letters or devices cut into or securely affixed to the exterior of a building, provided that such letters or devices have a minimum depth of projection of one fourth (1/4) of an inch. The construction of the sign shall comply with the State Building Code.

3225. No sign shall be illuminated between the hours of 11:00 P.M. and 6:00 A.M. except signs on premises open for business.

3226. Only white lights shall be used for direct illumination of a sign. The illumination of any sign shall be shaded, shielded, directed and maintained at a sufficiently low intensity and brightness that it shall not affect the safe vision of operators of vehicles moving within the premises or on any adjacent public or private ways. All illumination of any signage shall be Dark Sky Compliant per the International Dark Sky Association.

3227. Any sign which advertises or identifies products, businesses, services or activities which are no longer sold, located or carried on at the premises shall be removed within 60 days.

**3230. Sign Permits.** All signs shall require a sign permit except as provided in Section 3250, herein. No sign which requires a sign permit shall hereafter be constructed except in conformity with a sign permit from the Building Inspector. Applications for building or sign permits shall be obtained from the Building Department and shall contain the following information:

- a. the location by street number, of the proposed sign;
- b. the name and address of the sign owner and the owner of the premises where the sign is to be located, if other than the sign owner;
- c. a scale drawing showing the proposed construction, method of installation or support, colors, dimensions, location of the sign on the



site, and method of illumination;

d. such other pertinent information as the Building Inspector may require to ensure compliance with the bylaw and any other applicable law; and

e. the application must be signed by the owner of the sign and the owner of the premises where the sign is to be located.

3231. The Building Inspector shall refer all applications to the Design Review Board for recommendations in conformance with Section 6540 of this bylaw. The Design Review Board shall have the authority to reject any sign permit application which is not complete when submitted

3232. Time Limitations. The Design Review Board shall approve or disapprove any application for a sign permit within 30 days of receipt of the application. If the Building Inspector should fail to act on an application for a sign permit within such 30 day period, the application shall be deemed to be denied.

3233. Fees. The Board of Selectmen shall establish and from time to time review a sign permit fee which shall be published as part of the sign permit application.

#### **3240. Signs Prohibited in All Districts.**

3241. Lightboxes, LED (light-emitting diode) electronic displays, and stencil cut illuminated sign boxes.

3241A. Neon signs

3242. Billboards, except non-commercial third party signs on municipally owned property.

3243. String lights used in connection with commercial premises with the exception of temporary lighting for holiday decoration; signs consisting of strings of banners, posters, pennants, ribbons, streamers, and spinners or similar devices.

3244. Flashing or oscillating signs or signs with moving lights or rotating beacons; animated signs; rotating signs; signs which move by design or have a major moving part.

3245. Signs emitting audible sound, odor or visible matter.

3246. Permanent paper, cardboard, cloth, canvas, plastic or similar non-rigid material signs, tacked, posted, or otherwise affixed to the walls of any structure, tree, pole, hydrant, bridge, fence, or any other surface. Interim (temporary) signs and all of their aspects (size, material, permitted duration, etc.) may be permitted at the discretion of the Building Inspector while a permanent sign is being permitted, created, or waiting to be installed, but for no longer than six months.

3247. Portable signs and changeable copy signs, except as permitted in section 3259A.

3248. Signs having the shape and color of a traffic control device; signs which are of a size, location, movement, content, coloring, or manner of illumination which may be confused with or construed as a traffic or street sign or signal; signs which contain or are an imitation of an official traffic sign or signal or contain the words "stop", "slow", "caution", "danger", "warning" or similar words.

3249. Signs creating a potential hazard to the safe, efficient movement of vehicular or pedestrian traffic or which contain statements, words, or pictures of an obscene, indecent, or immoral character, that will offend public morals or decency.

3249A. Integral roof signs.

**3250. Signs Which Do Not Require a Sign Permit.**

3251. Resident Identification Sign. One sign, which shall not exceed two (2) square feet in area and, if lighted, shall use direct illumination with white light only and be Dark Sky Compliant per the International Dark Sky Association.

3251A. Property Owner's. "No Trespassing" signs or the like.

3252A. Governmental, Utility or Public safety signs: None of the provisions of this bylaw shall be construed as preventing or limiting any traffic, directional, informational, educational or identification sign owned and installed by a governmental agency.

3252B. Religious institution signs.

3253. Real Estate Signs. One real estate sign, not over six (6) square feet in area advertising the sale or rental of the premises on which it is located is permitted. Such signs shall be removed within 30 days of the completion of the sale, rental or lease.

3254. Construction Signs. One temporary construction sign which shall not exceed twenty (20) square feet in area, in all districts, shall be confined to the site of the construction, including subdivisions of land as defined in G.L. c. 41,

s. 81L, shall not be erected prior to the issuance of building permit and shall be removed within seven days of completion of construction, issuance of the occupancy permit, or after the intended use of the project has begun, whichever comes first.

3255. Window Signs. One or multiple signs that in aggregate shall not exceed 25% of the window area. Such signs shall not be illuminated other than by standard lighting fixtures on the building and shall be Dark Sky Compliant per the International Dark Sky Association. However, "Open" or "Closed" window signs may be self-illuminated and such signs shall be no larger than two (2) square feet in area. Window signs promoting a public service or charitable event shall not be calculated in the allowable 25%.

3256. Fuel Pump Signs.

3257. Vehicle Signs. Except where the signs are mounted on parked vehicles for the purposes of advertising goods or services sold or provided on the property where the motor vehicle is parked or elsewhere either by direct sale or by order, signs normally painted on or attached to a motor vehicle identifying the owner and his or her trade and signs advertising the sale of the motor vehicle itself shall be allowed.

3258. Signs on Product Dispensing Devices. Signs integral to automated devices, not to include vehicles or gas pumps, which dispense one or more products, when the sign identifies the product(s) contained therein, provided the sign does not project beyond the device. Signs, which are affixed but not integral to the device, are not allowed.

3259. Flags, and banners conforming to section 3271 of this bylaw.

[3259A ATM 4/09/07](#)

3259A. Portable Signs. One portable sign is allowed per business provided:

- a. The sign does not exceed six (6) square feet per side and is no more than thirty (30) inches wide.
- b. The top of any portable sign must be less than four (4) feet above grade.
- c. All lettering shall be done in a professional workmanlike manner.
- d. Portable signs shall not be permitted on properties containing a single business which has a freestanding sign.
- e. For properties containing multiple businesses, no more than two (2) portable signs shall be displayed at a time on any lot.
- f. Portable signs may only be displayed during the hours that the business is open or operating, but shall be removed at sunset.
- g. Portable signs shall not be illuminated, have flashing lights, emit sound or simulate motion, nor have any attachments adding to their height or width.
- h. Portable signs must not create a potential hazard to vehicular or pedestrian traffic.
- i. Signs which do not comply with any provision of this bylaw may be removed immediately and without notice by the Town.
- j. A permit for a Portable Sign shall be issued at the discretion of the Building Inspector for a period not to exceed one year and at a fee of \$250 annually.

**3260. Signs Requiring a Sign Permit in the Business, Limited Business, Village Business, Industrial, Limited Industrial, Industrial Park and Research Districts.**

Any principal use permitted in the Business, Limited Business, Village Business, Industrial, Limited Industrial, Industrial Park and Research Districts may erect a sign or signs subject to the following:

3261. Exterior Wall Signs.

- a) First Floor Businesses. Except as may otherwise be provided, one primary and two secondary exterior wall-mounted, projecting, or roof signs shall be permitted for each first floor business, not including directional signs, on the building in which the business is located. –The total allowed sign face area of all exterior signs is calculated by taking 100% of the primary building frontage plus 40% of each secondary building frontage, up to a maximum of three total building frontages. The total size of the business signage is shown in

Chart A. The primary sign shall represent no more than 75% of the total allowed sign face area. Where more than one business/entity occupies the same physical space and shares the same entry/entries, the total allowed sign face area of all exterior signs shall be the same as if only one business was occupying the space. Secondary signage must be affixed to that portion of a building which is occupied by the business affixing such sign. If the sign is a series of awning valances it is considered one secondary sign. The square footage allowance is for direct-illuminated signs. Those primary or secondary signs which are self-illuminated silhouette or face-lit channel letters shall have their square footage allowance reduced by one-third (1/3). Any lighting for signage shall be Dark Sky Compliant per the International Dark Sky Association.

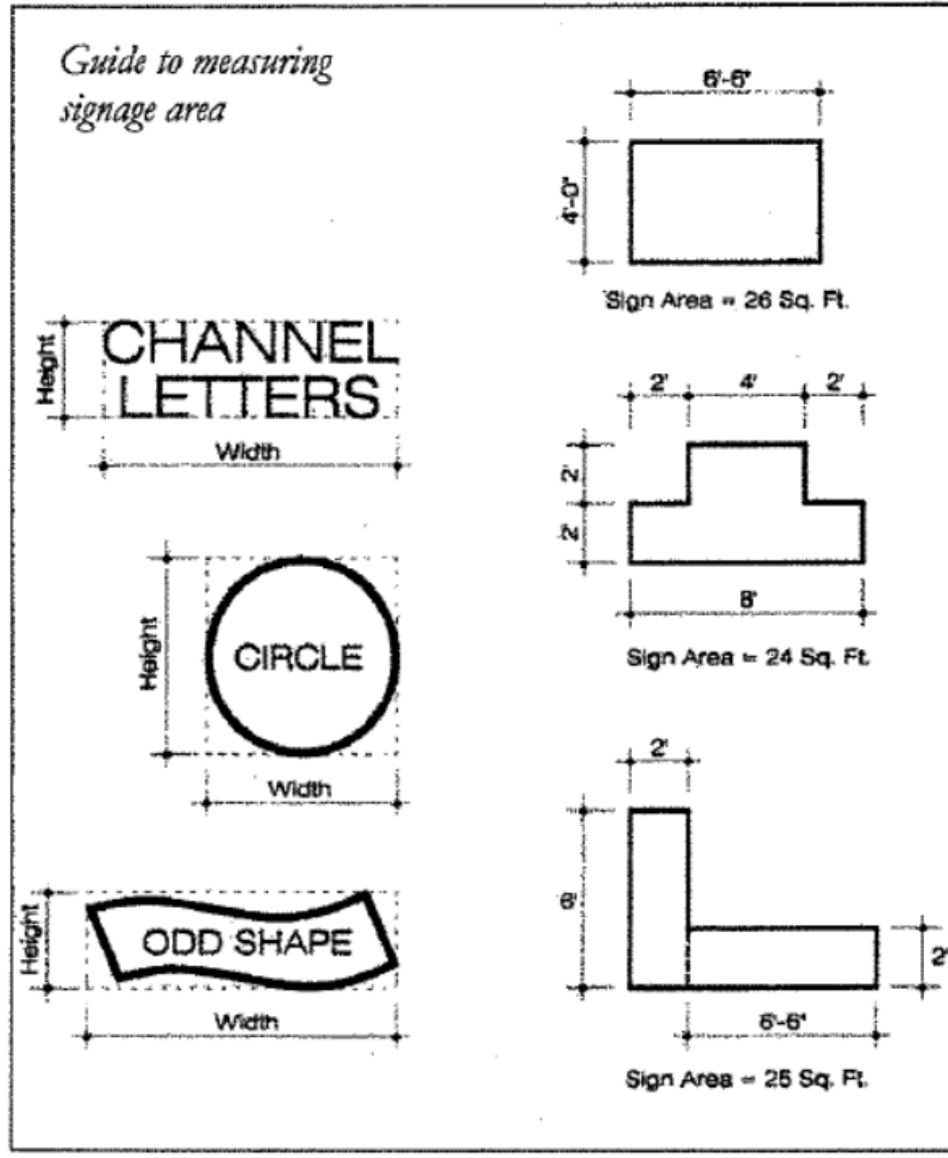
CHART A

Building Frontage (In linear feet)	Maximum Area of Total Sign Face (In square feet)
0.1 to 19.9	30
20 to 39.9	33
40 to 59.9	36
60 to 79.9	39
80 to 99.9	42
100 to 119.9	45
120 to 139.9	48
140 to 159.9	51
160 to 179.9	54
180 to 199.9	57
200 to 219.9	60
220 to 239.9	63
240 and above	65

b) Second Floor Businesses. One primary exterior wall mounted sign shall be permitted for each second floor business, not to exceed ten (10) square feet. No such sign shall obscure windows or other architectural elements on a building.

c) Methodology for Measuring Sign Face Area.

Attachment6.a: Proposed Zoning Bylaw Amendments for ATM 2021 210128 (4458 : Discuss CPC and Zoning Town Meeting articles)



3262. Projecting signs. A projecting sign may be erected in lieu of an exterior sign only when such exterior sign is permitted under Section 3261, providing it does not exceed sixteen (16) square feet per side. The projecting sign shall not extend beyond the top of the roof or ridge line of the building.

3263. Directory Sign/General Directory Sign: One directory wall sign on which the sign face shall not exceed one square foot for each occupant identified in the directory. A similarly sized freestanding sign may be erected provided it is substantially out of view of the public way. If there is a panel supporting a group of individual tenant names, that panel shall not exceed 110% of the aggregate area of the individual names.

3264. Directional Signs. Directional signs may be erected near a street, driveway or parking area if necessary for the safety and direction of vehicular or pedestrian traffic. The sign face of each directional sign shall not exceed two (2) square feet and no directional sign shall be located more than six (6) feet above ground level if mounted on a wall of a building or more than three and one-half (3½) feet above the ground if freestanding. Directional signs shall be placed so as to not impair vehicular sight lines.

[3265, 3265A ATM 4/14/2004](#)

3265. Freestanding Signs. One freestanding sign (business center identification or business sign) may be erected on a lot zoned business, industrial, or research, or on a lot containing a primary commercial use that has been permitted by the Town of Sudbury, subject to sections 3265A, 3265B and 3266 of the bylaw.

3265A. Freestanding Business Center Identification Sign. One freestanding business center identification sign may be erected on a lot. The size of the sign face and the setbacks shall not exceed the allowances in Charts B and C (starting with Chart B and proceeding to Chart C).

CHART B

Street Frontage (In linear feet)	Maximum Area of each Sign Face (In square feet)
0.1 to 74.9	12
75 to 149.9	16
150 to 249.9	20
250 to 349.9	24
350 and above	30



CHART C

If the Area Of the Sign Face In Chart B does not Exceed (In square feet)	The Minimum setback From the Front property line shall be (In linear feet)	Minimum setback From Side property line shall be (In linear feet)
30	20	5
24	16	5
20	12	5
16	8	5
12	4	5

[3265B ATM 4/14/2004](#)

3265B. Freestanding Business Sign. One freestanding business sign may be erected on a lot subject to the following requirements:

- a. The lot has a minimum of two hundred and fifty (250) feet of street frontage.
- b. Building setback must be twenty (20) feet or greater.
- c. If the lot contains multiple businesses, individual businesses may be represented by separate, removable panels, which shall not exceed eighteen inches (18") in height nor be less than eight inches (8") in height.
- d. All freestanding directory signs shall be wood carved or a synthetic material which matches the aesthetics of a wood sign, and shall not be internally illuminated.
- e. The size of the sign face and the setbacks shall not exceed the allowances in Charts B and C (starting with Chart B and proceeding to Chart C). The property address shall be included as a sign cap centered on top of the sign, but will not be counted in maximum sign size (not to exceed 4 square feet).
- f. ~~Typeface on i~~ Individual business panels shall ~~be of~~have a uniform ~~nature~~color scheme.
- g. The freestanding sign shall be incorporated into the landscaping and streetscape of the property, and its location shall be approved by the Design Review Board.
- h. Individual business panels shall be considered secondary signs for the purposes of calculating total sign allowance in section 3261a).
- i. No other freestanding signs shall be permitted on the street frontage.
- j. All existing non-conforming signs must be brought into conformance with the bylaw before approval of the freestanding business sign.
- k. Any illumination of freestanding signage shall be Dark Sky Compliant per the International Dark Sky Association.



3266. The overall maximum height of any freestanding sign shall not exceed ten (10) feet, and the distance from the ground to the bottom of the sign shall not exceed 40% of the total height of the sign.

### **3270. Special Provisions.**

3271. Banners. Any business may have a maximum of one banner mounted on the building facade. Banners may also be erected on light or utility poles on private property displaying common or season themes, up to a maximum of one banner per fifty (50) parking spaces constructed on the premise. Banners erected on public property shall require the approval of the Board of Selectmen. Banners may pictorially represent the nature of the business and may only include verbiage to the extent that the block of verbiage does not exceed 15% of the total area of the banner. A banner shall not exceed 15 square feet.

### **3280. Signs Requiring a Sign Permit in the Residential Districts.**

One sign either attached or freestanding, pertaining to a multi-unit development or a permitted non-residential principal use such as farms, farm stands, nurseries, greenhouses, child care centers and similar uses may be erected upon a lot provided no other sign(s) permitted by this bylaw shall be on the same lot. The sign face shall not exceed ten (10) square feet and, if freestanding, the height shall not exceed ten (10) feet and the distance from the ground to the bottom of the sign shall not exceed 40% of the height of the sign. The freestanding sign shall not be located within ten feet (10') of any street or property line.

**3290. Special Permits.** The Board of Appeals may issue Special Permits for signs other than as provided herein if it is determined that: (a) the architecture of the building, the location of the building with reference to the street or the nature of the establishment is such that the sign should be permitted in the public interest; (b) the sign will not cause visual confusion, glare, offensive lighting in the neighborhood; (c) the sign will not be a detriment to the surrounding area; (d) the sign will not significantly alter the character of the zoning district; (e) the sign will not interfere with traffic safety in the area; and (f) the sign will be consistent with the architecture of the building on the lot upon which the sign is to be located and of the surrounding area. In granting such permission, the Board of Appeals shall specify the size and location of the sign or signs and shall impose such other terms and restrictions as it may deem to be in the public interest. All applications under this provision shall provide the information required in Section 3230 above and specific information in the form of perspectives, renderings, photographs or other representations sufficient to show the nature of the proposed sign, its effect on the immediate surroundings and the reasons for allowing it.

**3290A. Design Guidelines.** The following are further means by which the objectives for signs stated at the beginning of Section 3200 can be served. These guidelines are not mandatory, but degree of compliance with them may be considered by the Design Review Board and by the Special Permit Granting Authority in acting upon permits authorized under this section, as may consistency with the basic sign objectives cited above.

3291A. Efficient Communication.

- a. Signs should not contain selling slogans or other advertising which is not an integral part of the name or other identification of the enterprise.
- b. Signs should be simple, neat and avoid distracting elements, so that content can be quickly and easily read.

3292A. Environmental Relationship.

- a. Sign design should take into consideration the size, brightness, style, height and colors of other signs in the vicinity.
- b. Sign brightness should not be excessive in relation to background lighting levels, e.g. averaging not in excess of 100 foot-lamberts in the commercial area of similarly bright areas and not in excess of 20 foot-lamberts in unlighted outlying areas and in areas bordering on or visible from residential zones.

3293A. Building Relationship.

- a. Signs should be sized and located so as not to interrupt, obscure, or hide the continuity of columns, cornices, roof eaves, sill lines, or other elements of building structure, and where possible, should reflect and emphasize building structural form.
- b. Sign materials, colors, and lettering should be reflective of the character of the building to which the sign relates.
- c. Clutter should be avoided by not using support brackets extending above the sign or guy wire and turn buckles.

**3290B. Non-conformance.** Any non-conforming sign legally erected prior to the

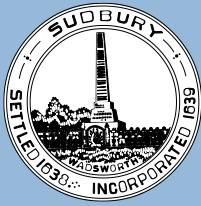
adoption of this bylaw may be continued and maintained but shall not be enlarged or altered unless it conforms with the provisions contained herein. The exemption herein granted shall terminate with respect to any sign which:

3291B. Shall have been abandoned;

3292B. Advertises or calls attention to any products, business or activities which are no longer carried on or sold, whether generally or at the particular premises;

3293B. Shall not have been repaired or properly maintained within sixty (60) days after notice to that effect has been given by the Building Inspector;

3294B. Which has been destroyed or damaged to the extent that the cost of repair or restoration will exceed one-third of the replacement value as of the date of destruction.



SUDBURY SELECT BOARD  
Tuesday, March 23, 2021

**MISCELLANEOUS (UNTIMED)**

**7: Fire Station Funding Plan proposal**

REQUESTOR SECTION

Date of request:

Requestor: Chair Dretler

Formal Title: Discussion regarding Article 16 - Fire Station #2: Funding Plan proposal presented by Dennis Keohane, Finance Director and discussion with Bill Barletta, Combined Facilities Director, regarding condition of building.

Recommendations/Suggested Motion/Vote: Discussion regarding Article 16 - Fire Station #2: Funding Plan proposal presented by Dennis Keohane, Finance Director and discussion with Bill Barletta, Combined Facilities Director, regarding condition of building.

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Janie Dretler	Pending
Select Board	Pending

03/23/2021 6:00 PM

Fire Station Article discussion - for packet/2021 Mar 23 SB meeting

### **Combined Facilities Director:**

- **What is the opinion from Facilities Director: is there a true need to do a total project?**

The project is driven by the Fire Dept. operational needs. The Fire Chief could best respond to Dept. needs.

The Town should expect to make investments in repairs and upgrades if the building is to be retained in its current use and configuration.

From a construction point of view, it is almost always more advantageous to perform planned construction projects together.

- **What is the need or legitimacy of deferring maintenance in anticipation of an all-in approach.**

If a new building or portion of new buildings is approved or planned I would recommend deferring certain repairs and upgrades.

#### **- Facilities Director**

- **Are you comfortable with there not being an engineering report?**

At this point I don't see anything that points to the need for an engineering report.

If the Fire Station projects are placed on hold indefinitely there should be a plan for repair and upgrade based on a planned timeframe for a future project.

- **Are you able to forecast longevity and costs to maintain?**

Time would be required to gather information in order to estimate.

- **Estimate of costs for maintenance over the next few years, 5 years? 10 years?**

Time would be required to gather information in order to estimate.

**Finance Director:** After considering all of comments made at the Select Board meeting March 16, 2021, I think we should consider the following for Fire Station Funding:

- Indefinitely postpone the Capital Stabilization contribution article. This will provide flexibility to fund the Snow & Ice deficit or to roughly maintain the

Finance Committee recommended balance of unappropriated Free Cash. But I would also suggest that the plan would be to add \$250,000 at the Fall Town Meeting (if there is one) or \$500,000 at the 2022 ATM.

- Refrain from using the proceeds of the Melone land swap. This is an appropriate use, but I understand the apprehension considering that this money was just received. There will be future projects that this could be used for (Town Hall Renovation, roofs at various Town buildings, etc.).
- Fund the balance of the project with debt, but do not seek a debt exclusion. Increasing debt within the levy was strongly suggested by the DLS in our Capital Review and this project would be small enough to reasonably make it work.
- Additionally, I would suggest that 30 year bonds would be appropriate. This will be easier to fit into the levy while minimizing the risk for a negative potential impact on future capital or operating needs. This is consistent with the 30 year bonds that we anticipate issuing for the Fairbank Community Center.
- My recommendation would be to plan for a \$3,300,000 bond issuance with a 30 year term. Based on the estimate of 3.0%, this would be approximately \$200,000 in the first year (projected to be FY24). If we chose a 20 year option, it would be about \$250,000 in the first year (estimated 2.5%).

### Fire Chief:

- Do we think that Phase 2 would come back next year? **Fire Chief: No, not possible, Phase 1 Project would not begin construction until fall of 2022.**
- What is the logical timing anticipated for Phase2? **Fire Chief: I can see this part of the project being pushed out until TM May 2027, the original garage area will then be 65 years old. The design and construction time frame would be in the area of 18 months for Phase 2.**

### Town Manager:

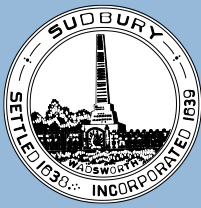
- I do not think that anyone has said that the building is truly at risk of structural failure at any moment, neither have I heard that Phase2 NEEDS to come forth in the next Annual Town Meeting. In a previous meeting, Chief Whalen has said that Phase1 on Fire Station2 and

possibly next do Phase1 on Station3 and then consider the Phase2 on both facilities later. I have heard that the structure is not “at risk of structural failure”.

- As it relates to bringing the \$3,300,000 debt into the levy, with an anticipated/potential impact on the funds available for the Town Manager Capital Operating Budget coming back fully into the levy. However, the end result will be seen on the year of applicability related to the forecast at that time.
- Our Finance Director has provided estimates for the debt schedule in the previous packet for review that has various bonding options.

Respectfully, Henry (19 March 2021)

Henry L. Hayes, Jr. (he, him)  
Town Manager  
Town of Sudbury



SUDBURY SELECT BOARD  
Tuesday, March 23, 2021

**MISCELLANEOUS (UNTIMED)**

**8: Town Meeting action**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to take positions on any 2021 Town Meeting articles, designate articles for placement on consent calendar.

Recommendations/Suggested Motion/Vote: Vote to take positions on any 2021 Town Meeting articles, designate articles for placement on consent calendar.

Background Information:  
attached article list (updated from 3/16 meeting)

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Janie Dretler	Pending
Select Board	Pending

03/23/2021 6:00 PM



## ATM 2021 ARTICLES

#	Article Title	Sponsor/ Submitted by	Article Presenter	SB Position	FinCom Position	CIAC Position	Report SB position at ATM	Funding Source	Requested Amount	Required Vote	Consent Calendar
	<b>IN MEMORIAM RESOLUTION</b>										
	<b>FINANCE/BUDGET</b>										
1	Hear Reports	Select Board	Dretler	5-0	N/A					Majority	
2	FY21 Budget Adjustments	Select Board	Russo	defer						Majority	
3	FY22 Budget	Town Manager		5-0	8-0				\$107,093,804	Majority	
4	FY22 Capital Budget	Town Manager		5-0	7-1			\$900K free cash	\$1,102,180	Majority	
5	FY22 Transfer Station Enterprise Fund Budget	Town Manager		5-0	8-0				\$309,103	Majority	
6	FY22 Pool Enterprise Fund Budget	Town Manager		5-0	8-0				\$464,136	Majority	
7	FY22 Recreation Field Maintenance Enterprise Fund Budget	Town Manager		5-0	8-0				\$230,786	Majority	
8	FY21 Snow & Ice Transfer (possible withdraw)	Town Manager		defer						Majority	
9	Unpaid Bills	Town Accountant		defer						Four-fifths	
10	Chapter 90 Highway Funding	DPW Director		5-0	8-0					Majority	X
11	Stabilization Fund	Select Board	Roberts	5-0	8-0			Free cash	\$281,268	Majority	X
12	FY22 Revolving Fund Limits	Select Board	Carty	5-0	8-0			spending limit		Majority	X
13	Capital Stabilization Fund	Town Manager		defer	6-2			Free cash	\$250,000	Majority	
14	Fund Litigation Costs - Eversource	Town Manager		4-0; 1 abstain	8-0			Free cash	\$150,000	Majority	
15	<b>Melone Stabilization Fund Repurpose</b>	<b>Select Board</b>	<b>IP - Schineller</b>	<b>IP 5-0</b>	<b>0-9</b>			<b>transfer funds</b>	<b>\$1,100,000</b>	<b>Two-thirds</b>	
16	Construction of Housing/Living Addition - Fire Station #2	Fire Chief		defer		7-0			\$4,300,000	Two-thirds	
17	Marlboro Road Culvert Replacement	DPW Director		5-0	8-0	7-0		Free cash	\$400,000	Majority	X
	<b>CAPITAL ARTICLES</b>										
18	Front End Loader with Plow	DPW Director		5-0	8-0	7-0		Free Cash	\$230,000	majority	
19	Multi-purpose Sidewalk Tractor	DPW Director		5-0	8-0	7-0		Free Cash	\$205,000	majority	
20	Six-wheel Combo Dump Truck with Plow and Wing	DPW Director		5-0	8-0	7-0		free cash	\$285,000	majority	
21	Street Acceptance - Anthony Drive	Town Manager		defer	N/A					Two-thirds	

Attachment8.a: Articles list ATM 2021\_3.16.21\_rev\_HH (4498 : Town Meeting action)

3/18/2021

Page 1

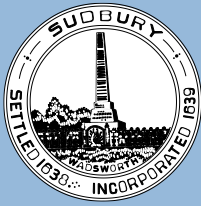
## ATM 2021 ARTICLES

#	Article Title	Sponsor/ Submitted by	Article Presenter	SB Position	FinCom Position	CIAC Position	Report SB position at ATM	Funding Source	Requested Amount	Required Vote	Consent Calendar
22	Means Tested Senior Tax Exemption Extension	Board of Assessors		5-0	8-0					majority	
23	Sudbury Public Schools COVID-19 Academic Program	SPS Committee		5-0	8-0			free cash	\$309,540		
24	Sudbury Public Schools Peter Noyes School Fire Alarm Replacement	SPS Committee		5-0	8-0	7-0		free cash	\$220,000		
25	LSRHS Stadium Field	LSRHS		defer	8-0	6-0; 1 abstain		free cash	\$337,500		
26	Amend Zoning Bylaw, Article IX: Amend text of Section 2110.Establishment	Planning Board		defer	N/A					Two-thirds	X
27	Amend Zoning Bylaw, Article IX: Amend text of Section 2324 Regarding Trailers or other structures for storage or office purposes	Planning Board		defer	N/A					Two-thirds	X
28	Amend Zoning Bylaw, Article IX: Amend text of Section 3200.Signs and Advertising Devices	Planning Board		defer	N/A					Two-thirds	X
<b>CPC ARTICLES</b>											
29	Community Preservation Fund - Dr. Bill Adelson Playground Improvements	CPC		5-0	7-1	7-0		CPA	\$285,000		X
30	Community Preservation Fund - Frank Feeley Fields Improvements	CPC		5-0	8-0	7-0		CPA	\$386,000		X
31	Community Preservation Fund - Historic Preservation Plan	CPC		defer	8-0			CPA	\$32,000		X
32	Community Preservation Fund - Housing Production Plan	CPC		defer	8-0			CPA	\$36,000		X
33	Community Preservation Fund - Housing Trust Allocation	CPC		defer	8-0			CPA	\$388,500		X
34	Community Preservation Fund - Regional Housing Services Office (RHSO) membership fee	CPC		defer	8-0			CPA	\$30,000		X
35	Community Preservation Fund - Reversion of Funds	CPC		defer	8-0			CPA	\$539,639		X
36	Community Preservation Fund - General Budget and Appropriations	CPC		defer	8-0			CPA	\$1,178,035		X

Attachment8.a: Articles list ATM 2021\_3.16.21\_rev\_HH (4498 : Town Meeting action)

3/18/2021

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SUDBURY SELECT BOARD  
Tuesday, March 23, 2021

**MISCELLANEOUS (UNTIMED)**

**9: Town Forum discussion**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion on potential topics for Town Forum

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

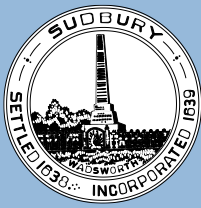
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Janie Dretler	Pending
Select Board	Pending

03/23/2021 6:00 PM



SUDBURY SELECT BOARD  
Tuesday, March 23, 2021

**MISCELLANEOUS (UNTIMED)**

**10: Discussion on possible Sewataro subcommittee**

REQUESTOR SECTION

Date of request:

Requestor: Chair Dretler

Formal Title: Discussion on possible Sewataro subcommittee

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

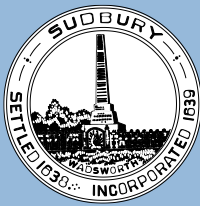
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Janie Dretler	Pending
Select Board	Pending

03/23/2021 6:00 PM



SUDBURY SELECT BOARD  
Tuesday, March 23, 2021

**MISCELLANEOUS (UNTIMED)**

**11: Minutes review**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Review open session minutes of 3/9/21 and possibly vote to approve minutes.

Recommendations/Suggested Motion/Vote: Review open session minutes of 3/9/21 and possibly vote to approve minutes.

Background Information:  
attached draft

Financial impact expected:

Approximate agenda time requested: 30 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Janie Dretler	Pending
Select Board	Pending

03/23/2021 6:00 PM

SUDBURY SELECT BOARD

TUESDAY MARCH 9, 2021

(Meeting can be viewed at [www.sudburytv.org](http://www.sudburytv.org))

Present: Chair Janie Dretler, Vice-Chair Jennifer Roberts, Select Board Member Daniel E. Carty, Select Board Member William Schineller, Select Board Member Charles Russo, Town Manager Henry L. Hayes, Jr.

The statutory requirements as to notice having been complied with, the meeting was convened at 7:00 p.m., via Zoom telecommunication mode.

Chair Dretler announced the recording of the meeting and other procedural aspects included in the meeting. She acknowledged that the Board had just adjourned in Executive Session.

**Call to Order/Roll Call**

Select Board Roll Call: Roberts-present, Russo-present, Carty-present, Schineller-present, Dretler-present.

**Opening remarks by Chair**

- Annual Town Election on March 29, 2021. Encouraged voting by mail due to ongoing pandemic; Ballots mailed yesterday. Additional information available in Town Clerk's Office.
- League of Women Voters hosting Candidates' Forum on SudburyTV
- Sudbury ADA Self-Assessment has been posted on Town website and resident comments can be submitted at [ada@sudbury.ma.us](mailto:ada@sudbury.ma.us) by April 14, 2021.
- Small Grant Program available to moderate income residents to make home modifications/repairs for safety and health reasons; applications to be submitted by March 30, 2021. Grant awards are up to \$5,000 each.
- The Cold Brook Crossing/Sudbury Station project closed, and the Town now owns approximately 40 acres in the Sudbury Center and \$1 million dollars in mitigation funding to the Town.
- Joint meeting with the Lincoln Board of Selectmen; topics discussed included the LSRHS Agreement and the Board is looking forward to future discussions with that Board throughout the year

**Reports from Town Manager:**

- Town Manager Office Hours on Saturday, March 13 at 11:00 a.m.
- Closing on Cold Brook Crossing and the land swap at Sudbury Center, with \$1 million in mitigation funds and another portion of money to be issued to the Town regarding legal fees
- Sudbury ADA Self-Assessment joint session with the Commission on Disability and the ADA consultant to review resident documentation at that April 27<sup>th</sup> meeting.
- Recognized that the Police Department aided a person in distress in another local community; secured the victim from another individual who was arrested.

**Reports from Select Board**

Board Member Schineller

- Great meeting with the Lincoln Selectmen on March 8

- Board Member Russo and he met with Town Manager Hayes to address the Sewataro goal and usage process.
- Policies and Procedures Subcommittee (he and Vice-Chair Roberts) will be meeting Thursday, March 11<sup>th</sup> at 7:00 p.m. Meeting will be covered on SudburyTV.
- Admired Sudbury resident Hadassa Kubat, celebrated her 80<sup>th</sup> birthday; she survived the concentration camp as a child
- Looking forward to Diversity, Equity and Inclusion Interviews

#### Vice-Chair Roberts

- Attended Finance Committee (FinCom) last night after the joint meeting with the Lincoln Selectmen, and stated that FinCom got through various Town Meeting articles
- FinCom ready to have joint meeting with the Select Board March 16<sup>th</sup> to discuss the budget
- CPC met last week to address the use of CPC funds to help provide for a staff position in the Planning and Community Development Department to help support the CPC program
- Suggested CPC articles be presented at joint meeting with FinCom, CIAC and the Select Board going forward.

#### Board Member Carty

- Recommended discussing CPC Articles in concert with FinCom, CIAC and the Select Board going forward
- Birthday wishes to Hadassa Kubat
- Great meeting with Lincoln Board of Selectmen and looking forward to continued meetings with them
- SPS met last night after Select Board meeting with the Lincoln Board of Selectmen and working toward a full-time school schedule in April. LS meeting tonight to discuss proposed school schedule as well.

#### Board Member Russo

- Considerable action regarding the BFRT project in the last week
- Attended the MPO meeting on Thursday and still on schedule with the 2022 TIP schedule
- Recognized the Historical Commission for their efforts in presenting all historical features existing on the Rail Trail. The Historical commission will be meeting with the BFRT Advisory Task Force concurrent with this meeting
- Town does have a dog waste disposal bylaw, which defines that owners are responsible for their own dog waste and fines are involved if such disposal is not met.

#### **Citizen's comments on items not on agenda**

There were no citizen's comments

#### **Interview candidate for associate position on Zoning Board of Appeals (ZBA)**

Present: William Ray

Mr. Ray confirmed he had been a ZBA member since 2012 and now would like to serve as ZBA Associate Member.

Chair Dretler read the motion. Board Member Carty moved in the words of the Chair. Board Member Schineller seconded the motion.

It was on motion 5-0; Russo-aye, Carty-aye, Schineller-aye, Roberts-aye, Dretler-aye

VOTED: To appoint William Ray, 29 Cranberry Circle, to the ZBA for a term expiring 5/31/22.

**Review open session minutes of 2/23/21 and possibly vote to approve minutes**

Chair Dretler read the motion. Board Member Carty moved in the words of the Chair. Board Member Russo seconded the motion.

It was on motion 5-0; Carty-aye, Roberts-aye, Russo-aye, Schineller-aye, Dretler-aye

VOTED: To approve the open session minutes of 2/23/21 as edited.

**Discussion and vote whether to accept H5196, which reflects changes to H5118 by Joint Committee on Consumer Protection and Professional Licensure. The outcome of the vote will be relayed to accompany H5196, An Act authorizing the town of Sudbury to grant an additional license for the sale of alcoholic beverages to be drunk on the premises. (See attached and Bill H5196)**

Town Manager Hayes confirmed Town Counsel had reviewed changes made to the H5196 document, noting that the language was written as intended at Town Meeting. Board members agreed.

Board Member Carty motioned to accept House Bill H5196, which reflects changes to H5118 by Joint Committee on Consumer Protection and Professional Licensure. The outcome of the vote will be relayed to accompany H5196, An Act authorizing the Town of Sudbury to grant an additional license for the sale of alcoholic beverages to be drunk on the premises. Vice-Chair Roberts seconded the motion.

It was on motion 5-0; Russo-aye, Carty-aye, Schineller-aye, Roberts-aye, Dretler-aye

VOTED: To accept House Bill H5196, which reflects changes to H5118 by Joint Committee on Consumer Protection and Professional Licensure. The outcome of the vote will be relayed to accompany H5196, An Act authorizing the Town of Sudbury to grant an additional license for the sale of alcoholic beverages to be drunk on the premises.

**Upcoming Agenda Items**

- Further discussion regarding OARS – March 16
- Select Board Policies and Procedures Subcommittee update – March 16
- Vote to ratify votes taken in executive session – March 16
- Discussion of House earmarks for Sudbury – March 16

Future Items:

- Meet with the Transportation Committee – March 23<sup>rd</sup>
- Public Hearing Training with KP Law – March 30
- Select Board's Office Hours – March 31 at 12:00 PM
- Town Manager's one-year evaluation - April
- CPC Town Meeting Article presentation to be included at 2022 Capital Night, with FinCom, and CIAC
- 2021 CPC Articles to be presented to the Select Board



**Interview candidates Erica Silverman, Joanna Steffey, Katina Fontes, Nalini Luthra, Nancy Kimble, Peju Champion, Stephanie Oliver and Vona Hill for appointment to the Diversity, Equity and Inclusion Commission. Following interview, vote to appoint (13 new members) for terms to expire May 31, 2022**

Chair Dretler confirmed that nine candidates would be interviewed tonight and additional interviews would take place over the next several weeks.

Board Members presented several areas to be considered by the candidates:

Board Member Carty asked where candidates felt the Commission was going.

Vice-Chair Robert asked about related candidate experience and what interested them regarding the Commission.

Board Member Schineller inquired about perspective and policy which might be enacted by Town.

Board Member Russo inquired about candidate interests and skills relative to the Commission.

Chair Dretler confirmed that advisory members would be part of the Commission and Commission meetings must follow guidelines of the MA Open Meeting Law.

Board Member Carty noted that a Select Board liaison should be appointed to the Diversity, Equity and Inclusion Commission.

Interviewed candidates included:

Erica Silverman, 21 Moran Circle, detailed that she was a Medicaid/Welfare Attorney in the states of MA and NY and sought to advance education in the Town. She stated that she was interested in providing associated speakers to assist with education and advance related policies/opportunities.

Joanna Steffey, 5 Checkerberry Circle, explained that she had been a teacher and education administrator for some 20 years; indicating that equity was an important charge. She stressed that trust and providing a safe space for such conversation was essential.

Katrina Fontes, 19 Dorothy Road, detailed her background as a researcher and educator. She stated that she works with educators in the area of diversity and inclusion education, helping teachers create an environment. Ms. Fontes maintained that she hoped to encourage residents to be more civically involved.

Nalini Luthra, 941 Concord Road, indicated that importance of Sudbury advancing inclusion for people of all ethnicities. She detailed that she hosts an Indian Facebook group in Sudbury. Ms. Luthra emphasized that the Commission represented a diverse population which was not exclusive to race, but also should focus on socio-economic aspects.

Nancy Kimball, 589 Concord Road, explained that her background included teaching, volunteering in Sudbury and works with Town Social Worker Bethany Habvab. Ms. Kimball acknowledged that she had experience with grant writing and noted that the Commission needed diversity in membership.

Adepeju Champion, M.D., 41 Carriage Way, detailed that as a physician she has training in public health policy implementation and as a parent of a child with special needs, stressed the importance of individuals with disabilities. She stressed the importance of celebrating all identities and reiterated her experience with initiating difficult conversations.

Stephanie Oliver, 17 Barton Drive, indicated that she could contribute to the Commission and currently works for the Town of Concord as the Assistant Human Resources Director. She has been participating with related programming at the Goodnow Library (the Sudbury Cares series) and sought to take a more active role in creating an inclusive and diverse Sudbury.

Vona Hill, 11 Kendra Lane, detailed that she founded the Black Vanguard Alliance, and operates a youth football league in Sudbury, with some 30 years of professional and social racial justice experience; developing diversity, inclusion and anti-racism curriculums. She stressed that a goal was to ensure the Commission advances advocacy for the black residents of Sudbury.

Chair Dretler read the motion, and Board Member Carty moved in the words of the Chair. Board Member Russo seconded the motion.

It was on motion 5-0; Schineller-aye, Carty-aye, Russo-aye, Roberts-aye, Dretler-aye

VOTED: To appoint Erica Silverman, Joanna Steffey, Katina Fontes, Nalini Luthra, Nancy Kimble, Peju Champion, Stephanie Oliver and Vona Hill to the Diversity, Equity and Inclusion Commission for terms to expire May 31, 2022.

**Chief John Whalen to provide update on Fire Station Town Meeting article. Town Manager Hayes to report funding options**

Present: Fire Chief John Whalen

Chief Whalen presented various structural aspects and square footage cost.

He addressed the structural issues and thinks adding this will get more years out of the project.

Town Manager Hayes addressed several possible funding options.

Board Member Schineller stated he was in favor of a phased approach which would address the safety need associated with the housing of an ambulance to serve the Route 20 area, as well as providing adequate accommodation for fire personnel.

Board Member Carty supported the phased approach and agreed that funding from the sale of Police Station would be appropriate if combined with another funding source.

Board Member Russo agreed with comments made by Board Members Carty and Schineller. He mentioned that several other large Town projects were being considered at this time. He suggested exploring all possible funding combinations for the phased project.

Vice-Chair Roberts asked if there might be a temporary housing option available to firefighters at this time in order to further consider all aspects of the project in light of the ongoing pandemic situation.

Chair Dretler indicated her preference for the phased approach and suggestion further consideration of available mitigation funds.

Scott Smigler, Chair of the FinCom, shared several FinCom considerations; one being setting long-term priorities for the Fire Station.

Chair Dretler suggested that a more extensive funding discussion take place at the next Board meeting to include Town Manager Hayes, Finance Director Dennis Keohane, and Facilities Director Bill Barletta.

**Vote to take positions on any 2021 Town Meeting articles, designate articles for placement on consent calendar, and vote which Board members will make motions and present articles****Article 1 – Hear Reports**

Chair Dretler read the motion. Board Member Carty moved in the words of the Chair. Board Member Schineller seconded the motion.

It was on motion 5-0; Russo-aye, Schineller-aye, Roberts-aye, Carty-aye, Dretler-aye

VOTED: To support Article 1 – Hear Reports

**Article 5 – FY22 Transfer Station Enterprise Fund Budget**

Chair Dretler read the motion. Board Member Carty moved in the words of the Chair. Board Member Schineller seconded the motion.

It was on motion 5-0; Russo-aye, Schineller-aye, Roberts-aye, Carty-aye, Dretler-aye

VOTED: To support Article 5 – FY22 Transfer Station Enterprise Fund Budget

**Article 6 – FY22 Pool Enterprise Fund Budget**

Chair Dretler read the motion. Board Member Carty moved in the words of the Chair. Board Member Schineller seconded the motion.

It was on motion 5-0; Russo-aye, Schineller-aye, Roberts-aye, Carty-aye, Dretler-aye

VOTED: To support Article 6 – FY22 Pool Enterprise Fund Budget

**Article 9 – Unpaid Bills**

Board Member Schineller motioned to support Article 9 – Unpaid Bills. Board Member Russo seconded the motion. Board Member Schineller withdrew the motion at this time due to possible snow/ice events.

**Article 10 – Chapter 90 Highway Funds**

Board Member Carty motioned to support the Article. Vice-Chair seconded the motion.

It was on motion 5-0; Schineller-aye, Russo-aye, Roberts-aye, Carty-aye, Dretler-aye

VOTED: To support Article 10 – Chapter 90 Highway Funds

**Article 11 – Stabilization Fund**

Board Member Carty motioned to support the Article. Vice-Chair seconded the motion.

It was on motion 5-0; Schineller-aye, Russo-aye, Roberts-aye, Carty-aye, Dretler-aye

VOTED: To support Article 11 – Stabilization Fund

**Article 12 – FY22 Revolving Fund Limits**

Board Member Carty motioned to support Article 12. Board Member Schineller seconded the motion.

It was on motion 5-0; Roberts-aye, Russo-aye, Carty-aye, Schineller-aye, Dretler-aye

VOTED: To support Article 12 – FY22 Revolving Fund Limits

**Article 14 – Fund Litigation costs - Eversource**

Board Member Carty recused himself. Board Member Schineller motioned to support Article 14. Vice-Chair Roberts seconded the motion.

It was on motion 4-0; Roberts-aye, Schineller-aye, Russo-aye, Dretler-aye

VOTED: To support Article 14 – Fund Litigation costs - Eversource

**Article 17 – Marlboro Road Culvert Replacement**

Board Member Carty motioned to support Article 17. Board Member Schineller seconded the motion.

It was on motion 5-0; Schineller-aye, Russo-aye, Carty-aye, Roberts-aye, Dretler-aye

VOTED: To support Article 17 – Marlboro Road Culvert Replacement

At 10:17 p.m., Chair Dretler moved to take a 5-minute recess. Vice-Chair Roberts moved in the words of the Chair. Board Member Carty seconded the motion.

It was on motion 5-0; Schineller-aye, Carty-aye, Roberts-aye, Russo-aye, Dretler-aye

VOTED: To take a 5-minute recess.

At 10:22 p.m. the meeting resumed.

**Article 29 – Community Preservation fund – Dr. Bill Adelson Playground Improvements**

Board Member Carty motioned to support the Article. Board Member Russo seconded the motion.

It was on motion 5-0; Roberts-aye, Carty-aye, Schineller-aye, Russo-aye, Dretler-aye

VOTED: To support Article 29 – Community Preservation fund – Dr. Bill Adelson Playground Improvements

**Article 30 – Community Preservation Fund – Frank Feeley Field Improvements**

Board Member Carty motioned to support the Article. Board Member Russo seconded the motion.

It was on motion 5-0; Roberts-aye, Carty-aye, Schineller-aye, Russo-aye, Dretler-aye

VOTED: To support Article 30 – Community Preservation Fund – Frank Feeley Fields Improvements

**Article 22 – Means Tested Senior Tax Exemption Extension**

Board Member Russo motioned to support the Article. Vice-Chair Roberts seconded the motion.

It was on motion 5-0; Russo-aye, Carty-aye, Schineller-aye, Roberts-aye, Dretler-aye

VOTED: To support Article 22 – Means Tested Senior Tax Exemption Extension

**Article 23 – Sudbury Public Schools COVID-19 Academic Program**

Board Member Russo motioned to support the Article. Vice-Chair Roberts seconded the motion.

It was on motion 5-0; Carty-aye, Schineller-aye, Roberts-aye, Russo-aye, Dretler-aye

VOTED: To support Article 23 – Sudbury Public Schools COVID-19 Academic Program

**Discussion, review, and vote on Appointment Policy and Code of Conduct**

The Board reviewed spreadsheet changes and provided edits.

Board Member Russo motioned to approve the Code of Conduct as edited by the Board. Board Member Carty seconded the motion. Town Manager Hayes recommended the inclusion of dates when the changes were made.

Board Member Russo motioned to approve the Code of Conduct as edited by the Select Board on March 9, 2021. Board Member Carty seconded the motion.

It was on motion 5-0; Russo-aye, Carty-aye, Roberts-aye, Schineller-aye, Dretler-aye

VOTED: To approve the Code of Conduct as edited by the Select Board on March 9, 2021.

Board Members recommended that all candidates be acknowledged with a letter or e-mail, even if the candidate was not chosen.

Board Member Russo stated that he would finalize the Appointment Policy draft for approval at the next Board meeting. Members agreed.

**Citizen's Comments (cont.)**

There were no citizens comments

Board Member Carty suggested that a possible BFRT Fall Town Meeting item regarding associated easements be discussed at the next Board meeting.

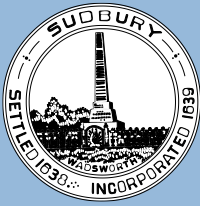
**Vote to Adjourn**

Board Member Carty motioned to adjourn the meeting. Vice-Chair Roberts seconded the motion.

It was on motion 5-0; Carty-aye, Roberts-aye, Schineller-aye, Russo-aye, Dretler-aye

VOTED: To adjourn the meeting

There being no further business, the meeting was adjourned at 11:31 p.m.



SUDBURY SELECT BOARD  
Tuesday, March 23, 2021

**MISCELLANEOUS (UNTIMED)**

**12: Citizen's Comments (cont)**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Citizen's Comments (cont)

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

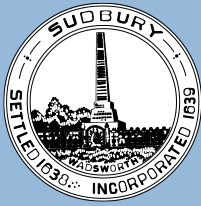
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Janie Dretler	Pending
Select Board	Pending

03/23/2021 6:00 PM



SUDBURY SELECT BOARD  
Tuesday, March 23, 2021

**MISCELLANEOUS (UNTIMED)**

**13: 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:

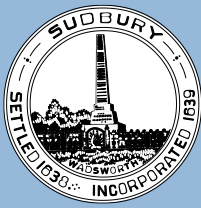
Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Janie Dretler	Pending
Select Board	Pending

03/23/2021 6:00 PM

## POTENTIAL UPCOMING AGENDA ITEMS/MEETINGS

MEETING	DESCRIPTION
<b>March 30</b>	Public hearing training with KP Law
	Interview three DEI applicants; possible Housing Trust interview
	Board of Assessor's Town Meeting article #22 presentation (Cynthia Gerry and chair of BOA to attend)
<b>Tues, April 6</b>	Continuation of Eversource Grant of Location hearing from 12/15/20
	Sign ATM warrant and send to printer for posting <i>no later than 5/14/21</i>
	Street Acceptance – Anthony Drive
	Patriots Day parade application
<b>April 27</b>	IHDC to present summary of ADA responses
	COD appointment
<b>May 22-23; rain date of June 12-13</b>	<b>Annual Town Meeting at LSRHS field; start time 12:30 PM Sat, 5/22</b>
<b>Date to be Determined</b>	Budget Strategies Task Force
	By-law items to examine - Special Events & Demonstration Permits; Common Victualler License Holders (Related to Farm Act exemptions, citizen request); Nuisance / Blight Bylaw; Removal Authority of members from appointments
	Citizen Leadership Forum
	Fairbank Community Center update (ongoing)
	Financial policy review (ongoing)
	Health/COVID-19 update (as of 3/18/20)
	Housing Choice discussion
	Invite Commission on Disability Chair to discuss Minuteman High School
	Local receipts – fee schedule review
	Projects to track using form (KPIs)
	Quarterly review of approved Executive Session Minutes for possible release (February, May, August and November). Consider separate meeting solely for this purpose.
	Quarterly update on Bruce Freeman Rail Trail (BFRT) (March, June, September, December)
	Quarterly update on CSX (January, April, July, October)
	Route 20 empty corner lot – former gas station
	Sewataro Financial Statement review
	Sewataro Future planning
	Sidewalks discussion
	Town meeting recap – year in review
	Town-wide traffic assessment and improve traffic flow
	Update from SB Policy Subcommittee
	Update on crosswalks (Chief Nix/Dan Nason)
	Update on traffic policy (Chief Nix)
	Work Session with Town Counsel: Select Board/Town Manager Code of Conduct and other procedural training
<b>Standing Items for All Meetings</b>	Select Board requests for future agenda items at end of meeting
	Citizens Comments, continued (if necessary)





SUDBURY SELECT BOARD  
Tuesday, March 23, 2021

**CONSENT CALENDAR ITEM**

**14: Accept \$2K grant from BayPath Elder Services**

REQUESTOR SECTION

Date of request:

Requestor: Debra Galloway, Senior Center Director

Formal Title: Vote to accept a \$2,000 grant from BayPath Elder Services to the Sudbury Council on Aging/Sudbury Senior Center. The grant is to be utilized toward the cost of providing transportation to COVID-19 vaccination appointments.

Recommendations/Suggested Motion/Vote: Vote to accept a \$2,000 grant from BayPath Elder Services to the Sudbury Council on Aging/Sudbury Senior Center. The grant is to be utilized toward the cost of providing transportation to COVID-19 vaccination appointments.

Background Information:  
attached memo from Debra Galloway

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Janie Dretler	Pending
Select Board	Pending

03/23/2021 6:00 PM



Sudbury Senior Center  
Sudbury Council on Aging  
Town of Sudbury, Massachusetts

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

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MEMORANDUM

TO: Town of Sudbury Select Board

CC: Henry Hayes, Sudbury Town Manager

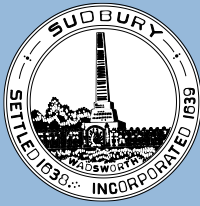
FROM: Sudbury Senior Center Director Debra Galloway

DATE: March 12, 2021

RE: BayPath Title III Grant for Transportation to Vaccinations

The Sudbury Senior Center respectfully requests the Sudbury Select Board accept the following BayPath Elder Services grant to the Sudbury Council on Aging/Sudbury Senior Center for a total of \$2,000. The grant is to be utilized at toward the cost of providing transportation to COVID-19 vaccination appointments.

Thank you!



SUDBURY SELECT BOARD  
Tuesday, March 23, 2021

**CONSENT CALENDAR ITEM**

**15: Appointment to Commission on Disability**

REQUESTOR SECTION

Date of request:

Requestor: Pat Guthy, COD chair

Formal Title: Vote to approve the Town Manager appointment of Jane Kline, 187 Boston Post Rd, to the Commission on Disability for a term ending 5/31/24, as requested by Pat Guthy, Commission chair.

Recommendations/Suggested Motion/Vote: Vote to approve the Town Manager appointment of Jane Kline, 187 Boston Post Rd, to the Commission on Disability for a term ending 5/31/24, as requested by Pat Guthy, Commission chair.

Background Information:  
attached memo and application

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Janie Dretler	Pending
Select Board	Pending

03/23/2021 6:00 PM

# TOWN OF SUDBURY APPLICATION FOR APPOINTMENT

SELECT BOARD  
278 OLD SUDBURY ROAD  
SUDBURY, MA 01776

FAX: (978) 443-0756  
E-MAIL: selectboard@sudbury.ma.us

Board or Committee Name: Disabilities

Name: Jane Kline  
Address: 187 Boston Post Road, #223 Email Address: [REDACTED]  
Home phone: [REDACTED] Work or Cell phone: [REDACTED]

Years lived in Sudbury: 30

Brief resume of background and pertinent experience:  
*former town employee at LSRHS, Goodnow Library, worked for Sudbury-business founder "The Want ADvertiser", certified paralegal, METCO Secretary, volunteer, Sudbury property manager*

Municipal experience (if applicable):  
*Volunteer Sudbury Historical Society, Thursday Garden Club, Appointed to Sudbury's 375th Comm. - 2014*

Educational background:  
*BU Metro. College paralegal studies, Bunker Hill Comm. College, Katharine Gibbs School, Boston*

Reason for your interest in serving:  
*I've always been civic-minded from being a Co-Chair of Beautification at Curtis and Nixon when they first opened to seniors (Eagle son, Gold Award GS. Times when you would be available (days, evenings, weekends): *and active member daughter*, 1 evening/mo., 1 day mtg. mo. of Our Lady of Fatima Church*

Do you or any member of your family have any business dealings with the Town? If yes, please explain:  
*No*

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

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

*Note well: I'm neurologically disabled from large left frontal lobe brain tumor: Meningioma - 2011.*

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

Signature *[Signature]* Date 02-09-2021

*Also reappointed by Secretary of State and Governor's Council on December 16, 2020 for Notary Public*

Attachment 15.a: Jane Kline COD application (4472 : Appointment to Commission on Disability)

March 3, 2021

Select Board Town of Sudbury

278 Old Sudbury Road

Sudbury, Ma 01776

Dear Select Board Member,

As Chair of the Sudbury Commission on Disability I am writing to express the strong support of the Commission for the application for membership of Jane Kline. Jane has attended several meetings of the Commission as an attendee and understands our mission and goals.

As you are aware the Commission is involved in a number of initiatives in the Town to ensure accessibility for those who live with disability to participate fully in the life of our community.

One of the State parameters for forming a Commission on Disability is to have a goal of 51% of its membership be persons who have a "lived experience". It is this "lived" experience that enables a Commission to be fully cognizant of the needs of these individuals and groups and recognize the various accommodations needed to have both full participation in programs and access to facilities, buildings and open spaces.

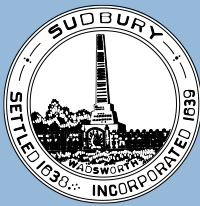
We are so fortunate to have Jane step forward to serve on this Commission. She brings with her a long-standing knowledge of and appreciation for the values of the Town (being a resident of 30 years), as well as its structure and services. She has unselfishly given of her time volunteering for Town-wide events and in Town service programs (such as the 375<sup>th</sup> Anniversary Commission and Scouting Programs). In addition to these experiences, Jane has the "lived experience" of dealing with disability.

Jane brings so many of the attributes which would be an invaluable resource and contributor to the Commission and we ask the Select Board's recommendation for Jane's appointment to the Commission and subsequent appointment by the Town Manager.

We would ask that the Select Board consider this application as soon as possible for inclusion on its agenda and subsequent action for appointment.

Sincerely,

Patricia Guthy, Chair of and on behalf of the  
Sudbury Commission on Disability



SUDBURY SELECT BOARD  
Tuesday, March 23, 2021

**CONSENT CALENDAR ITEM**

**16: Thank you letter Deborah Kruskal**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to send a thank you letter to Deborah Kruskal for her 27 years of service on the Design Review Board.

Recommendations/Suggested Motion/Vote: Vote to send a thank you letter to Deborah Kruskal for her 27 years of service on the Design Review Board.

Background Information:  
attached email from Daniel Martin, DRB chair  
attached letter for SB Chair's signature

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Janie Dretler	Pending
Select Board	Pending

03/23/2021 6:00 PM

## Golden, Patricia

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**From:** Dan Martin <dan@caliper.com>  
**Sent:** Thursday, March 18, 2021 3:45 PM  
**To:** Select Board  
**Cc:** Design Review Board; Golden, Patricia; Hayes, Henry; sgarvin@samiotes.com; Duchesneau, Adam  
**Subject:** Thank you to Deborah Kruskal at 3/23 Select Board meeting

To members of the Sudbury Select Board-

The Design Review Board would like have the Select Board recognize our former member, Deborah Kruskal, for her 27 years of service that concluded with the end of her last term in 2020. The DRB unanimously voted in favor of such a recognition at our last meeting.

Deborah was the lone landscape designer on our Board for the 20 years that our membership overlapped, and as such, she provided a much needed local perspective as to what plants would be hardiest and survive in the varying conditions for different site plans around town. Deborah also offered a keen sense of design in all matters that came before the Board and had an attitude that made her a pleasure to work with. When I was once asked by the Planning Board for my opinion on her reappointment to another term, my answer was that Deborah would unequivocally be the most difficult member of the DRB to replace and that we should appoint her for as long as she was willing to serve.

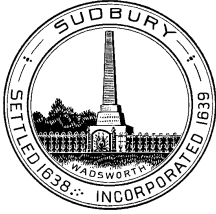
Deborah's dedication to the town and her knowledge of design and landscape leave a long-lasting legacy around the town that are evident in all of the sites and signs that were reviewed during her tenure.

Respectfully,

Dan Martin,  
 Chair, Design Review Board

cc.  
 Patty Golden  
 Henry Hayes  
 Adam Duchesneau  
 Steve Garvin  
 Design Review Board

Attachment16.a: Dan\_Martin\_email\_Deb Kruskal (4499 : Thank you letter Deborah Kruskal)



# Town of Sudbury

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

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

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

March 23, 2021

Ms. Deborah Kruskal  
 136 Lincoln Road  
 Sudbury, MA 01776

Dear Ms. Kruskal,

On behalf of the Sudbury Select Board and Town Manager, I would like to thank you for your 27 years of service as a valuable member on the Design Review Board. Your landscape expertise, and involvement with the many site plan design and sign review projects concerning changes to commercial and residential sites in Sudbury has been very much appreciated.

Sudbury is fortunate to have committed residents like yourself, who willingly give their time, knowledge and effort in making their community a better and beautiful place to live. Your volunteer service has made a tremendous contribution to the community. We thank you again for your service and we wish you well.

Sincerely,

Janie W. Dretler  
 Chair, Select Board

Attachment16.b: Kruskal (4499 : Thank you letter Deborah Kruskal)