

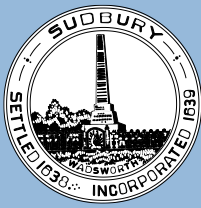
SUDBURY SELECT BOARD  
TUESDAY MARCH 30, 2021  
6:00 PM, ZOOM

Item #	Time	Action	Item
	6:00 PM		CALL TO ORDER
<b>EXECUTIVE SESSION</b>			
1.		<i>VOTE</i>	Vote to enter executive session to review, approve and possibly release executive session meeting minutes pursuant to G.L. c. 30A, § 21(a)(7) “[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” (“Purpose 7”), citing to the Open Meeting Law, G.L. c. 30A, §§ 22(f), (g).
2.		<i>VOTE</i>	Vote to close executive 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		KP Law to provide training on public hearings. Town Counsel Brian Riley to attend.
4.	7:45 PM	<i>VOTE</i>	Interview candidate for Sudbury Housing Trust. Following interview, vote whether to appoint Karl Pops, 74 Bay Drive, to the Sudbury Housing Trust for a term expiring May 31, 2023.
5.	8:00 PM	<i>VOTE</i>	Interview five (5) candidates for appointment to the Diversity, Equity and Inclusion Commission: Sue Abrams, 24 Hudson Rd; Susan Tripi, 23 Belcher Dr; Nuha Muntasser, 193 Dutton Rd; Yana Bloomstein, 84 Carriage Way and Tanisha Tate, 50 Fairbank Circle. Following interview, vote whether to appoint the following four (4) candidates ___ to the Diversity, Equity and Inclusion Commission for terms to expire May 31, 2022.
6.	8:30 PM		Presentation of Town Meeting article #22 (Means tested Senior Tax Exemption Extension) by Board of Assessors chair Joshua Fox. Also attending will be Cynthia Gerry, Director of Assessing.
7.	8:45 PM		COVID-19 Reopening Plan

*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>
8.	9:00 PM	<i>VOTE</i>	Vote to take positions on any 2021 Town Meeting articles, designate articles for placement on consent calendar.
9.	9:15 PM		Discussion on Town Manager evaluation process
10.			Citizen's Comments (cont)
11.	9:30 PM	<i>VOTE</i>	Review open session minutes of 3/16/21 and possibly vote to approve minutes.
12.			Upcoming Agenda Items
<b>CONSENT CALENDAR</b>			
13.		<i>VOTE / SIGN</i>	Vote to sign Annual Town Meeting warrant which must be delivered to residents by May 14, 2021.
14.		<i>VOTE</i>	Vote to accept a grant in the amount of \$75,000 from the Sudbury Foundation, which is the second and final installment of a two-year \$150,000 grant to fund playground renovations at the Loring and Nixon schools.
15.		<i>VOTE</i>	Pursuant to the provisions of G.L. c. 83, §4, Article XII s. 1 and 3, of the Sudbury General Bylaws, and any other enabling authority, VOTE to accept the Grant of Easement set forth in the document entitled "DECLARATION OF RESTRICTIVE COVENANTS AND GRANT OF EASEMENT REGARDING STORMWATER MANAGEMENT SYSTEM" granted by The Apartments at Cold Brook Crossing LLC for stormwater system maintenance purposes upon the property at 16 & 36 North Road.
16.		<i>VOTE</i>	Pursuant to the provisions of G.L. c. 83, §4, Article XII s. 1 and 3, of the Sudbury General Bylaws, and any other enabling authority, VOTE to accept the Grant of Easement set forth in the document entitled "DECLARATION OF RESTRICTIVE COVENANTS AND GRANT OF EASEMENT REGARDING STORMWATER MANAGEMENT SYSTEM" granted by Quarry North Road LLC, declarant of the Cold Brook Crossing Condominium, for stormwater system maintenance purposes upon the property at 16 & 36 North Road.

*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 30, 2021

**EXECUTIVE SESSION**

**1: Exec session to review minutes**

REQUESTOR SECTION

Date of request:

Requestor: 60 min

Formal Title: Vote to enter executive session to review, approve and possibly release executive session meeting minutes pursuant to G.L. c. 30A, § 21(a)(7) “[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” (“Purpose 7”), citing to the Open Meeting Law, G.L. c. 30A, §§ 22(f), (g).

Recommendations/Suggested Motion/Vote: Vote to enter executive session to review, approve and possibly release executive session meeting minutes pursuant to G.L. c. 30A, § 21(a)(7) “[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” (“Purpose 7”), citing to the Open Meeting Law, G.L. c. 30A, §§ 22(f), (g).

Background Information:

5 drafts attached:

- 4/14/20            approved minutes for possible release
- 5/5/20            for approval and possible release
- 5/12/20          for approval and possible release
- 3/9/20            for approval and possible release
- 3/16/20          for approval and possible release

Financial impact expected:

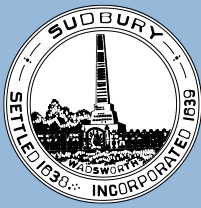
Approximate agenda time requested:

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

03/30/2021 6:00 PM



SUDBURY SELECT BOARD  
Tuesday, March 30, 2021

**EXECUTIVE SESSION**

**2: Vote to close executive and resume open session**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to close executive and resume open session

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

Approximate agenda time requested:

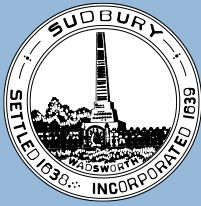
Representative(s) expected to attend meeting:

Review:

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

03/30/2021 6:00 PM





SUDBURY SELECT BOARD  
Tuesday, March 30, 2021

**MISCELLANEOUS (UNTIMED)**

**3: KP Law on public hearings**

REQUESTOR SECTION

Date of request:

Requestor: Town Manager Hayes

Formal Title: KP Law to provide training on public hearings. Town Counsel Brian Riley to attend.

Recommendations/Suggested Motion/Vote:

Background Information:

7:15 PM start

Financial impact expected:

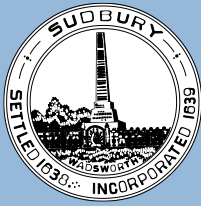
Approximate agenda time requested: 30 minutes

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

03/30/2021 6:00 PM



SUDBURY SELECT BOARD  
Tuesday, March 30, 2021

**MISCELLANEOUS (UNTIMED)**

**4: Interview candidate for Sudbury Housing Trust**

REQUESTOR SECTION

Date of request:

Requestor: Adam Duchesneau

Formal Title: Interview candidate for Sudbury Housing Trust. Following interview, vote whether to appoint Karl Pops, 74 Bay Drive, to the Sudbury Housing Trust for a term expiring May 31, 2023.

Recommendations/Suggested Motion/Vote: Interview candidate for Sudbury Housing Trust. Following interview, vote whether to appoint Karl Pops, 74 Bay Drive, to the Sudbury Housing Trust for a term expiring May 31, 2023.

Background Information:  
Attached recommendation letter and application

Financial impact expected:

Approximate agenda time requested: 15 minutes

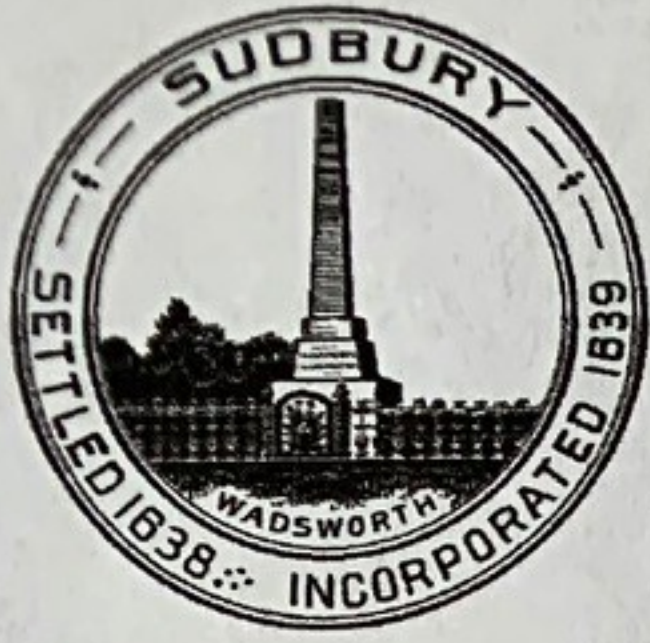
Representative(s) expected to attend meeting:

Review:

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

03/30/2021 6:00 PM





# Town of Sudbury

## Housing Trust

Flynn Building  
278 Old Sudbury Road  
Sudbury, MA 01776  
978-639-3387  
Fax: 978-639-3314

HousingTrust@sudbury.ma.us

www.sudbury.ma.us/housingtrust

March 15, 2021

Ms. Janie W. Dretler, Chair  
Select Board  
Flynn Building  
278 Old Sudbury Road  
Sudbury, MA 01776

Re: Karl Pops Appointment Recommendation to Sudbury Housing Trust

Dear Chair Dretler,

At their meeting on March 11, 2021, the Sudbury Housing Trust voted unanimously, 6-0, to recommend to the Select Board the appointment of Karl Pops of 74 Bay Drive to the Sudbury Housing Trust for a term ending May 31, 2023.

Therefore, I am writing to recommend the Select Board appoint Mr. Pops to the Sudbury Housing Trust, and to request the Select Board consider this recommendation at an upcoming meeting.

Please do not hesitate to contact me if you have any questions about this candidate. Please advise if you think an interview with the candidate will be necessary. Thank you.

On behalf of the Sudbury Housing Trust,

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

cc: Sudbury Housing Trust

Attachment 4.a: Trustee Appointment Recommendation - Pops 2/10/21 (4501 : Interview candidate for Sudbury Housing Trust)



**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: Sudbury Housing Trust

Name: Karl Pops

Address: 74 Bay Dr Email Address: [REDACTED]

Home phone: [REDACTED] Work or Cell phone: [REDACTED]

Years lived in Sudbury: 1/2

Brief resume of background and pertinent experience:

I am a licensed architect with 5+ years of professional experience in various project types. I also have experience serving in mission-driven non-profits (incl. Habitat). I have been learning about affordable housing (both design and policy) from books, lectures and workshops.

Municipal experience (if applicable):

Educational background:

Bachelor of Architecture from Cornell University (5-year professional degree)

Reason for your interest in serving:

To learn and to help advance affordable and diverse housing in my new hometown.

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

Anytime outside of my work hours of Mon-Fri 9am-6pm, though some overlap may be fine.

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

No.

KP (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.

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

Signature Karl Pops Digitally signed by Karl Pops Date: 2021.03.04 20:42:52 -05'00' Date 03/04/2021

Attachment4.b: Karl Pops Application 210304\_redact (4501 : Interview candidate for Sudbury Housing Trust)

# Karl Pops



## Community/Volunteer Experience

### Sand Mountain Cooperative Education Center

**[remote], 2018-present**  
Design/Construction Lead: Organizing planning and design workshops with stakeholders of SMCEC property and Lamplight Summer Program staff. Leading the design and renovation a 1,000 sf house and surrounding landscape for a summer program in Guntersville, AL.

### Telluride Association

**[remote], 2016-present**  
Michigan Branch Committee Member, Aug 2020-present: overseeing and supporting the Michigan Branch of the Telluride House, helping address Covid-related impacts to the program.  
Newsletter Editor, 2016-'17: As co-editor, collaborated to set the newsletter agenda, solicit and produce content. Wrote two articles based on alumni interviews and research.  
Development Committee Member, 2016-'18: collaborated to create a fundraising booklet, edited annual appeal letters and solicited program alumni for peer outreach.

### Cornell Branch of Telluride Association

**Ithaca, NY, 2012-'15**  
Recruitment Committee Chair: Oversaw the annual application and review process.  
Treasurer: Managed accounting for the non-profit branch's \$120,000 budget.  
Social Committee Member: Organized social and academic events, including a faculty reception with 100+ people.

## Awards / Recognition

### AIA Henry Adams Certificate of Merit, 2016

Awarded to the second-ranked graduating architecture student

### Galleria Tuipeenmante, 2016

'Ponte da Vida' project shown at the Salon des Refusés Architectural Drawings exhibition, Milan, Italy

### MoMA PS1, 2013

Selected to participate in EXPO1: Colony workshop and exhibition

### Cornell Branch of Telluride Association, 2012-'15

Room and board scholarship in a residential community

### The Roothbert Fund, 2012-'15

Fellowship, awarded/renewed each year per academic results

### Estonian Students Fund in USA, 2012-'15

'Ene Sild' scholarship, awarded/renewed each year per academic results

### Estonian-Revelia Academic Fund, 2013

'Harald Rauosepp' grant, awarded for academic achievement

### Archimedes Foundation, 2011

'Young Scholar' grant, awarded to top 10 Estonian students for study abroad

### Estonian World Council, 2011

'Margot & Herbert Linn' grant, awarded for academic achievement

## Skills

**Design**: concept, schematic, development, construction documentation and administration

**Planning**: site master planning, phasing, programming, space planning

**Misc**: design workshops, design scheduling, cost estimate review, marketing proposals

**Software**: Revit, Rhino, Enscape, AutoCAD, Adobe Creative Suite (Id, Ps, Ai), Bluebeam, MS Office

**Languages**: Bilingual/native: English, Estonian; Elementary: German, Italian, Russian, Spanish

## Education

### Cornell University

Bachelor of Architecture (Thesis: 'Politeia - A Museum for Modern Athens')  
GPA 3.8, Dean's list 2011-'15

**Ithaca, NY, 2011-'16**

### Estonian Academy of Arts

Open Academy courses: Architectural Composition, Drawing, Painting

**Tallinn, Estonia, 2009-'11**

## Licensure & Accreditation

Architecture - New York State License No. 042136  
LEED AP Building Design + Construction

## Design Experience

### Ennead Architects (previously Polshek Partnership) New York, NY, Feb 2016-present

Registered Architect / Design Lead: Completed the design, documentation and construction administration of a 50,000 sf interior fit-out for Brown University. Completed the construction administration of two ground-up building projects for The Westminster Schools. Developed the concept design scheme for a 16,000 sf retail store in Mexico City. Developed the massing and layout concept for a winning RFP entry for Lenox Hill Hospital reconstruction.  
BIM Lead: working with the Applied Computing department to improve the office's Revit template. Participating in regular meetings aimed at overall workflow optimization.

## Independent Work

Designer / Collaborator on several uncommissioned projects:

'Corner Balcony' competition entry for the Sillmaa Memorial Contest in Pärnu, Estonia

'Cultureless Kilometer' competition entry for the Different Tallinn Public Space contest, Estonia

'Loading Day' mobile installation with Joseph Kennedy, Ithaca, NY

**[varies], 2013-'15**

### MoMA PS1

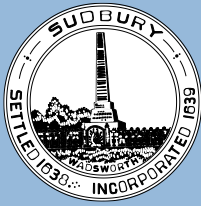
Participant-in-residence at EXPO 1: New York - Rockaway Architecture Workshop. Produced a conceptual urban proposal for revitalizing and protecting the Rockaway Peninsula after hurricane Sandy. Collaborated with architects and students to curate an exhibition in the PS1 courtyard.

**New York, Aug 2013**

### Jaani Tidemann Architects

Architectural Intern: Led the design of a lightweight garage-pavilion from concept through documentation. Created visualizations and technical drawings for residential projects.

**Tallinn, Estonia, summer 2012**



SUDBURY SELECT BOARD  
Tuesday, March 30, 2021

**MISCELLANEOUS (UNTIMED)**

**5: Additional Interviews for Diversity, Equity and Inclusion Commission**

REQUESTOR SECTION

Date of request:

Requested by: Leila S. Frank

Formal Title: Interview five (5) candidates for appointment to the Diversity, Equity and Inclusion Commission: Sue Abrams, 24 Hudson Rd; Susan Tripi, 23 Belcher Dr; Nuha Muntasser, 193 Dutton Rd; Yana Bloomstein, 84 Carriage Way and Tanisha Tate, 50 Fairbank Circle. Following interview, vote whether to appoint the following four (4) candidates \_\_\_ to the Diversity, Equity and Inclusion Commission for terms to expire May 31, 2022.

Recommendations/Suggested Motion/Vote: Interview five (5) candidates for appointment to the Diversity, Equity and Inclusion Commission: Sue Abrams, 24 Hudson Rd; Susan Tripi, 23 Belcher Dr; Nuha Muntasser, 193 Dutton Rd; Yana Bloomstein, 84 Carriage Way and Tanisha Tate, 50 Fairbank Circle. Following interview, vote whether to appoint the following four (4) candidates \_\_\_ to the Diversity, Equity and Inclusion Commission for terms to expire May 31, 2022.

Background Information:

Financial impact expected:

Approximate agenda time requested: 30 minutes

Representative(s) expected to attend meeting: DEI Commission Applicants

Review:

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

03/30/2021 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: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

Home phone: \_\_\_\_\_ Work or Cell phone: \_\_\_\_\_

Years lived in Sudbury: \_\_\_\_\_

Brief resume of background and pertinent experience:

Municipal experience (if applicable):

Educational background:

Reason for your interest in serving:

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

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

\_\_\_\_\_ (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.

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

Signature \_\_\_\_\_ Date \_\_\_\_\_

Attachment5.a: Nuha Muntasser\_DEI\_rd (4489 : Additional Interviews for Diversity, Equity and Inclusion Commission)

**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: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

Home phone: \_\_\_\_\_ Work or Cell phone: \_\_\_\_\_

Years lived in Sudbury: \_\_\_\_\_

Brief resume of background and pertinent experience:

Municipal experience (if applicable):

Educational background:

Reason for your interest in serving:

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

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

\_\_\_\_\_ (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.

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

Signature \_\_\_\_\_ Date \_\_\_\_\_

Attachment 5.b: Sue Abrams\_DEI\_rd (4489 : Additional Interviews for Diversity, Equity and Inclusion Commission)



**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: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

Home phone: \_\_\_\_\_ Work or Cell phone: \_\_\_\_\_

Years lived in Sudbury: \_\_\_\_\_

Brief resume of background and pertinent experience:

Municipal experience (if applicable):

Educational background:

Reason for your interest in serving:

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

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

\_\_\_\_\_ (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.

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

Signature \_\_\_\_\_ Date \_\_\_\_\_

**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: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

Home phone: \_\_\_\_\_ Work or Cell phone: \_\_\_\_\_

Years lived in Sudbury: \_\_\_\_\_

Brief resume of background and pertinent experience:

Municipal experience (if applicable):

Educational background:

Reason for your interest in serving:

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

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

\_\_\_\_\_ (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.

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

Signature \_\_\_\_\_ Date \_\_\_\_\_

Attachment5.d: Yana Bilomstein\_DEI\_rd (4489 : Additional Interviews for Diversity, Equity and Inclusion Commission)

**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: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Email Address: \_\_\_\_\_

Home phone: \_\_\_\_\_ Work or Cell phone: \_\_\_\_\_

Years lived in Sudbury: \_\_\_\_\_

Brief resume of background and pertinent experience:

Municipal experience (if applicable):

Educational background:

Reason for your interest in serving:

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

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

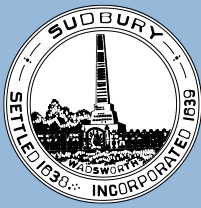
\_\_\_\_\_ (Initial here that you have read, understand and agree to the following statement)

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.

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

Signature \_\_\_\_\_ Date \_\_\_\_\_

Attachment 5.e: Tanisha Tate\_DEI\_rd (4489 : Additional Interviews for Diversity, Equity and Inclusion Commission)



SUDBURY SELECT BOARD  
Tuesday, March 30, 2021

**MISCELLANEOUS (UNTIMED)**

**6: ATM article presentation - Assessors**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Presentation of Town Meeting article #22 (Means tested Senior Tax Exemption Extension) by Board of Assessors chair Joshua Fox. Also attending will be Cynthia Gerry, Director of Assessing.

Recommendations/Suggested Motion/Vote: Presentation of Town Meeting article #22 (Means tested Senior Tax Exemption Extension) by Board of Assessors chair Joshua Fox. Also attending will be Cynthia Gerry, Director of Assessing.

Background Information:  
see attached

Financial impact expected:

Approximate agenda time requested: 15 minutes

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

Review:

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

03/30/2021 6:00 PM

**ARTICLE. MEANS TESTED SENIOR TAX EXEMPTION  
EXTENSION**

To see if the Town will vote to extend for FY 2022, FY 2023, and FY 2024 an act passed in the general court in the year 2012 entitled, "An act authorizing the town of Sudbury to establish a means tested senior citizen property tax exemption," or act on anything relative thereto.

Submitted by the Board of Assessors

(Majority vote required)

**BOARD OF ASSESSORS REPORT:**

Chapter 10 of the Acts of 2016 allows for a continuation of the Exemption Program, provided Town Meeting approves the program continuation every 3 years. The program is due for continuation for the next 3 fiscal years. A majority vote at an Annual or Special Town Meeting is required for passage.

The Sudbury Means Tested Senior Exemption Program reduces real property taxes for certain low to moderate-income seniors through a redistribution of the property tax burden within the residential class. Therefore, there is a residential tax rate increase associated with the implementation of the Program (any exemption is shifted to the non-qualifying residential real property owners in Town). The exemption does not impact the Commercial, Industrial or Personal Property classes.

In FY 2014, 118 applications for the exemption were approved with an average benefit of \$2,450. In FY 2014, the average single-family tax increase attributable to the program was \$45.

In FY 2015, 124 applications for the exemption were approved with an average benefit of \$2,664. In FY 2015, the average single-family tax increase attributable to the program was \$60.

In FY 2016, 103 applications for the exemption were approved with an average benefit of \$3,288. In FY 2016, the average single-family tax increase attributable to the program was \$61.

In FY 2017, 111 applications for the exemption were approved with an average benefit of \$3,282. In FY 2017, the average single-family tax increase attributable to the program was \$63.

In FY 2018, 113 applications for the exemption were approved with an average benefit of \$3,664. In FY 2018, the average single-family tax increase attributable to the program was \$73.

In FY 2019, 112 applications for the exemption were approved with an average benefit of \$3,735. In FY 2019, the average single-family tax increase attributable to the program was \$67.

In FY 2020, 106 applications for the exemption were approved with an average benefit of \$3,999. In FY 2020, the average single-family tax increase attributable to the program was \$76.

In FY 2021, 101 applications for the exemption were approved with an average benefit of \$4,247. In FY 2021, the average single-family tax increase attributable to the program was \$75.




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[Rules](#)
[Session Laws](#)

## Session Laws

### Acts

**2012**

Jump to:

**CHAPTER 169 AN ACT AUTHORIZING THE TOWN OF SUDBURY TO ESTABLISH A MEANS TESTED SENIOR CITIZEN PROPERTY TAX EXEMPTION.**



*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:*

SECTION 1. With respect to each qualifying parcel of real property classified as Class one, residential in the town of Sudbury there shall be an exemption from the property tax equal to the total amount of tax that would otherwise be assessed without this exemption less the sum of (i) 10 per cent of the total annual qualifying income for purposes of the states "circuit breaker" income tax credit, and (ii) the amount of the state's "circuit breaker" credit the applicant was eligible to receive in the year prior to the application being filed. The percentage of total annual qualifying income may be raised by section 3. In no event shall property taxes be reduced by more than 50 per cent by this exemption. The exemption shall be applied to the domicile of the taxpayer only. For the purposes of this act, "parcel" shall be a unit of real property as defined by the assessors under the deed for the property and shall include a condominium unit.

SECTION 2. The board of assessors may deny an application if they find the applicant has excessive assets that place them outside of the intended recipients of the senior exemption created by this act. Real property shall qualify for the exemption under section 1 if all of the following criteria are met:

- (a) the qualifying real property is owned and occupied by a person whose prior year's income would make the person eligible for the circuit breaker income tax credit under subsection (k) of section 6 of chapter 62 of the General Laws;
- (b) the qualifying real property is owned by a single applicant age 65 or older at the close of the previous year or jointly by persons either of whom is age 65 or above at the close of the previous year and if the joint applicant is 60 years of age or older;
- (c) the qualifying real property is owned and occupied by the applicant or joint applicants as their domicile;
- (d) the applicant or at least 1 of the joint applicants has been domiciled in the town of Sudbury for at least 10 consecutive years before filing an application for the exemption;
- (e) the maximum assessed value of the domicile is no greater than the prior year's average



assessed value of a Sudbury single family residence plus 10 per cent; and  
 (f) the board of assessors has approved the application.

SECTION 3. The exemption under section 1 shall be in addition to any other exemption allowable under the General Laws, except that there shall be a dollar cap on all the exemptions granted by this act equal to .5 per cent of the fiscal year's total residential property tax levy for the town of Sudbury, including the levy for the regional high school if not included in the town of Sudbury's tax levy at some subsequent date with the total exemption amount granted by this act allocated proportionally within the tax levy on all residential taxpayers. After the first year of such exemption, the total cap on the exemptions granted by this act shall be set annually by the board of selectmen within a range of .5 to 1 per cent of the residential property tax levy for the town of Sudbury, including the levy for the regional high school. In the event that benefits to the applicants may be limited because the percentage established annually by the selectmen would otherwise be exceeded, the benefits shall be allocated by raising the total annual qualifying income percentage as required in section 1 as necessary to not exceed the cap. In the event the cap exceeds the need for the exemption, the total cap on the exemptions granted by this act shall be reduced to meet the need.

SECTION 4. A person who seeks to qualify for the exemption under section 1 shall, before the deadline established by the board of assessors, file an application, on a form to be adopted by the board of assessors, with the supporting documentation of the applicant's income and assets as described in the application. The application shall be filed each year for which the applicant seeks the exemption.

SECTION 5. Acceptance of this act by the town of Sudbury shall be by an affirmative vote of a majority of the voters at any regular or special election at which the question of acceptance is placed on the ballot. Sections 1 to 4, inclusive, and sections 7 and 8 shall take effect 30 days after an affirmative vote by the town.

SECTION 6. This act may be revoked by an affirmative vote of a majority of the voters at any regular or special town election at which the question of revocation is placed on the ballot. Revocation of sections 1 to 4, inclusive, and sections 7 and 8 shall take effect 30 days after an affirmative vote by the town.

SECTION 7. No exemption shall be granted under this act until the Department of Revenue certifies a residential tax rate for the applicable tax year where the total exemption amount is raised by a burden shift within the residential tax levy.

SECTION 8. This act shall expire after 3 years of implementation of the exemption.

Approved, July 27, 2012.

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## Acts (2016)

### Chapter 10

#### AN ACT EXTENDING A CERTAIN PROPERTY TAX EXEMPTION FOR SENIORS IN THE TOWN OF SUDBURY

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:*

SECTION 1. Chapter 169 of the acts of 2012 is hereby amended by striking out section 8 and inserting in place thereof the following section:-

Section 8. (a) The town meeting of the town of Sudbury shall, between January 2 and June 29 in the year 2018 and every 3 calendar years thereafter, provided that this act has not sooner expired pursuant to subsection (c), vote on the following question:

“Shall an act passed in the general court in the year 2012 entitled, ‘An act authorizing the town of Sudbury to establish a means tested senior citizen property tax exemption’ be extended for another 3 years?”

(b) If any vote taken at town meeting pursuant to subsection (a) is in the affirmative then this act shall continue in effect.

(c) If any vote taken at town meeting pursuant to subsection (a) is in the negative then this act shall expire.

SECTION 2. This act shall be submitted to the voters of the town of Sudbury at an annual or special town election in the form of the

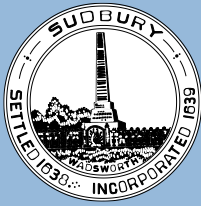
following question:

“Shall an act passed by the general court in the year 2016, entitled ‘An Act extending a certain property tax exemption for seniors in the town of Sudbury’, be accepted?”

If a majority of the votes cast in answer to this question is in the affirmative, section 1 of this act shall take effect immediately in the town of Sudbury, but not otherwise.

SECTION 3. This act shall take effect upon its passage.

Approved, January 29, 2016.



SUDBURY SELECT BOARD  
Tuesday, March 30, 2021

**MISCELLANEOUS (UNTIMED)**

**7: COVID-19 Reopening Plan**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: COVID-19 Reopening Plan

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

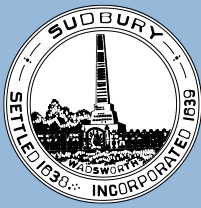
Approximate agenda time requested: 15 minutes

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

03/30/2021 6:00 PM



SUDBURY SELECT BOARD  
Tuesday, March 30, 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 3/23 meeting)  
Attached Warrant schedule

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

03/30/2021 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	Report at TM						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		Report at TM						Majority	
9	Unpaid Bills	Town Accountant		Report at TM						Four-fifths	
10	Chapter 90 Highway Funding	DPW Director		5-0	8-0					Majority	5-0
11	Stabilization Fund	Select Board	Roberts	5-0	8-0			Free cash	\$281,268	Majority	5-0
12	FY22 Revolving Fund Limits	Select Board	Carty	5-0	8-0			spending limit		Majority	5-0
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>WITHDRAWN - Melone Stabilization Fund Repurpose</b>	Select Board	IP - Schineller	W 5-0	0-9			transfer funds	\$1,100,000	Two-thirds	
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	5-0
	<b>CAPITAL ARTICLES</b>										

Attachment 8.a: Articles list ATM 2021\_3-23-21\_rev\_HH (4502 : Town Meeting action)

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
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	
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	majority	
24	Sudbury Public Schools Peter Noyes School Fire Alarm Replacement	SPS Committee		5-0	8-0	7-0		Free Cash	\$220,000	majority	
25	LSRHS Stadium Field	LSRHS		5-0	8-0	6-0; 1 abstain		Free Cash	\$337,500	majority	
26	Amend Zoning Bylaw, Article IX: Amend text of Section 2110.Establishment	Planning Board		5-0	N/A					Two-thirds	
27	Amend Zoning Bylaw, Article IX: Amend text of Section 2324 Regarding Trailers or other structures for storage or office purposes	Planning Board		5-0	N/A					Two-thirds	
28	Amend Zoning Bylaw, Article IX: Amend text of Section 3200.Signs and Advertising Devices	Planning Board		5-0	N/A					Two-thirds	
<b>CPC ARTICLES</b>											
29	Community Preservation Fund - Dr. Bill Adelson Playground Improvements	CPC		5-0	7-1	7-0		CPA	\$285,000	majority	5-0
30	Community Preservation Fund - Frank Feeley Fields Improvements	CPC		5-0	8-0	7-0		CPA	\$386,000	majority	5-0
31	Community Preservation Fund - Historic Preservation Plan	CPC		5-0	8-0			CPA	\$32,000	majority	5-0
32	Community Preservation Fund - Housing Production Plan	CPC		5-0	8-0			CPA	\$36,000	majority	5-0
33	Community Preservation Fund - Housing Trust Allocation	CPC		5-0	8-0			CPA	\$388,500	majority	5-0

Attachment8.a: Articles list ATM 2021\_3-23-21\_rev\_HH (4502 : Town Meeting action)

**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
34	Community Preservation Fund - Regional Housing Services Office (RHSO) membership fee	CPC		5-0	8-0			CPA	\$30,000	majority	5-0
35	Community Preservation Fund - Reversion of Funds	CPC		5-0	8-0			CPA	\$539,639	majority	5-0
36	Community Preservation Fund - General Budget and Appropriations	CPC		5-0	8-0			CPA	\$1,178,035	majority	5-0

Attachment8.a: Articles list ATM 2021\_3-23.21\_rev\_HH (4502 : Town Meeting action)

## Town Meeting Warrant Schedule

### March 30, 2021 Annual Town Election (ATE)

### May 22, 2021 Annual Town Meeting (ATM)

(revised 3/25/21)

#### March 2021

S	M	T	W	T	F	S	
	1	2	3	4	5	6	March 2 SB meeting; hear CPC articles
7	8	9	10	11	12	13	March 9 <b>deadline</b> to register to vote in Annual Town Election
14	15	16	17	18	19	20	March 16 Joint SB meeting with FinCom to present ATM article recommendations
21	22	23	24	15	26	27	March 22 posting/delivery <b>deadline</b> for ATE warrant
28	29	30	31				March 23 5PM <b>deadline</b> to submit Absentee Ballot application to Town Clerk
							<b>March 29 Annual Town Election</b>

#### April 2021

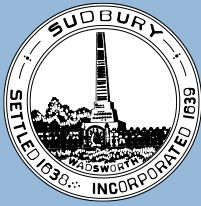
S	M	T	W	T	F	S	
				1	2	3	
4	5	6	7	8	9	10	April 6 SB meeting – drop deadline to sign ATM warrant and send to print
11	12	13	14	15	16	17	April 19 Patriots Day, 20-23 school vacation
18	19	20	21	22	23	24	April 27 SB meeting
25	26	27	28	29	30		April 30 Deadline to register to vote at ATM

#### May 2021

S	M	T	W	T	F	S	
						1	
2	3	4	5	6	7	8	May 4 SB meeting
9	10	11	12	13	14	15	May 14 ATM Warrant <b>deadline</b> received by residents and posted (7 days prior to ATM)
16	17	18	19	20	21	22	<b>May 22-23 ATM commences (June 12-13 rain date)</b>
23	24	25	26	27	28	29	May 25 SB meeting
30	31						May 31 Memorial Day

Attachment 8.b: WARRANT SCHEDULE MAY 2021 ATM\_rev (4502 : Town Meeting action)





SUDBURY SELECT BOARD  
Tuesday, March 30, 2021

**MISCELLANEOUS (UNTIMED)**  
**9: Town Manager evaluation - discussion**

REQUESTOR SECTION

Date of request:

Requestor: Chair Dretler

Formal Title: Discussion on Town Manager evaluation process

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

03/30/2021 6:00 PM

**EMPLOYMENT AGREEMENT BETWEEN  
THE TOWN OF SUDBURY and  
HENRY L. HAYES, JR., THE TOWN MANAGER**

This Agreement, made and entered into this 3<sup>rd</sup> day of March, 2020, pursuant to Ch. 41, §108N of the Massachusetts General Laws, and the provisions of the "Sudbury Town Manager Act," by and between the Town of Sudbury, Commonwealth of Massachusetts, a municipal corporation, acting by its Select Board, hereafter referred to as the "Board" and Henry L. Hayes, Jr., hereinafter referred to as the "Town Manager."

In consideration of the promises herein contained, the parties mutually agree as follows:

**WHEREAS**, the Town desires to employ the services of said Henry L. Hayes, Jr. as Town Manager of the Town of Sudbury, pursuant to the Acts and Resolves of 1994, Chapter 131, hereinafter referred to as the "Sudbury Town Manager Act"; and

**WHEREAS**, the Board, under Chapter 41, §108N of the Massachusetts General Laws may contract with the Town Manager for such services; and

**WHEREAS**, it is the desire of the Board to provide certain benefits, establish the conditions of employment, and set the salary of said Town Manager; and

**WHEREAS**, it is the desire of the Board to appoint the Town Manager and to provide inducement for him to remain in such employment; and

**WHEREAS**, the parties intend that this Employment Agreement shall be for an initial term of 3 years, but subject to renewal for successive term(s).

**NOW, THEREFORE**, in consideration of the covenants contained herein, the parties agree as follows:

**SECTION I: FUNCTIONS & DUTIES**

The Town agrees to employ said Henry L. Hayes, Jr. as Town Manager. The Town Manager shall perform the functions and duties of the chief executive officer of the Town of Sudbury in accordance with the "Sudbury Town Manager Act" and such other duties and functions as the Board shall, from time to time, legally assign to him.

**SECTION II: TERM**

- A. This Agreement shall have a term of three years, beginning April 1, 2020 and expiring March 31, 2023 unless earlier terminated under the provisions of this Agreement and the "Sudbury Town Manager Act."
- B. The Board may terminate the services of the Town Manager, in accordance with the provisions set forth in Section III.

**SECTION III: TERMINATION & SEVERANCE PAY**

- A. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Board to terminate the services of the Town Manager for good cause at any time, subject only to the provisions of this Section III.
- B. In the event the Town Manager is terminated by the Select Board prior to the expiration of the term of this Agreement, and the Town Manager is otherwise willing to perform the duties of Town Manager, the Town shall give four weeks' notice of such decision and pay the Town Manager six months of salary as a termination payment. In addition, the Town will pay the Town Manager for any unused, accrued vacation time, provided, however, that in the event the Town Manager is terminated for criminal conduct, willful misconduct, or failure to abide by the terms of this contract, the Town shall have no obligation to pay the termination payments designated in this paragraph, however accumulated but unused vacation time will be paid.
- C. In the event the Town Manager voluntarily terminates his position with the Town before the expiration of the term of this Agreement, the Town Manager shall give the Town not less than ninety (90) days' written notice in advance, unless the parties agree otherwise. A copy of the resignation shall be filed with the Town Clerk. In the event of a voluntary resignation, the termination payment enumerated in paragraph B above shall not apply.
- D. This section shall survive any termination of this Agreement.

**SECTION IV: RE-APPOINTMENT**

The Board and the Town Manager shall notify each other in writing of their intent to renew the contract no later than July 1, 2022. The Board and the Town Manager, provided each has notified the other in writing of their desire to commence negotiations for a successor contract, will endeavor to reach agreement on a successor agreement prior to September 1, 2022. If the Town Manager is not re-appointed on or before November 1, 2022, nothing in this Agreement, absent termination pursuant to Section III, shall preclude the Town Manager from finishing the remainder of his term with its then applicable salary and benefits.

**SECTION V: COMPENSATION**

- A. **Base Salary:** The Town Manager shall be paid an annual base salary of \$180,000, effective April 1, 2020 in accordance with Section 6 of the "Sudbury Town Manager Act." The salary for the Town Manager shall be payable in bi-weekly installments at the same time as other Town department managers. The Town Manager salary may be adjusted annually in connection with annual performance reviews and evaluations under Section VII as being equal to or above fully satisfactory.
- B. **Reduction in Salary:** The Town Manager's salary shall not be reduced below the amount set forth in Section A, unless there is a general reduction of management salaries of the Town.

- C. For the purposes of the Fair Labor Standards Act, the Town Manager shall be an “exempt employee.”

#### SECTION VI: BENEFITS

- A. **Health, Life and Dental Insurance:** The Town Manager shall be eligible for all health, life and dental insurance benefits available to other Town employees. The premium cost for said insurance benefits shall be paid by the Town on the same basis as for other Town employees. In the event the Town Manager is terminated by the Town under conditions pursuant to Section III of this Agreement, the Town shall pay its normal share of premium costs for said insurance benefits for six months from the date of termination. In the event of the Town Manager’s retirement, the Town shall pay health, life and dental insurance premium costs on the same basis as other Town retirees. Terms of this subsection shall become effective on the day this contract is executed.
- B. **Insurance Opt-Out:** Effective April 1, 2020 each year that the Town Manager does not receive health insurance from the Town, the Town Manager shall be eligible to receive a \$3000 annual opt out benefit payable in bi-weekly installments.
- C. **Deferred Compensation:** The Town Manager shall be paid \$6,000 per year in deferred compensation.
- D. **Vacation:** Effective April 1, 2020, the Town Manager shall be entitled to twenty (20) days of vacation each fiscal year, to be prorated in any year in which the Town Manager works less than twelve months. Unused earned vacation may be carried over subject to a maximum accrual carry-over of twenty (20) days. In addition, effective April 1, 2020 the Town Manager shall be entitled to five (5) days of vacation available immediately upon hire to be used as required for his military exit obligations. These days are not to be available for carry-over and are to be used only prior to March 31, 2021.
- E. **Sick Leave, Personal Leave and Bereavement Leave:** Effective October 1, 2021 the Town Manager shall be entitled annually to: 1) two days of personal leave, and 2) sick leave and bereavement leave in accordance with the Town of Sudbury Employee Handbook, all to be prorated in any fiscal year in which the Town Manager works less than twelve months.
- F. **General Benefits:** In addition, the Town Manager shall be entitled to such other benefits generally provided to Town non-union department heads, subject to this Agreement.
- G. **Holidays:** The Town Manager shall be entitled the same Holidays as other Town non-union employees, which is currently eleven (11).

#### SECTION VII: TOWN MANAGER EVALUATION

- A. Within the first thirty (30) days of the Town Manager’s employment, The Select Board and Town Manager will establish entry plan goals and objectives as they see necessary to support on-boarding, operations of the Town, and policy needs.

- B. In the first year of this agreement, the Town Manager and Select Board agree to meet after ninety (90) days to review the onboarding process and experience and to discuss priorities and any resources needed to facilitate full immersion into the position of Town Manager.
- C. In the first year of this agreement, the Town Manager and Board agree to a six (6) month evaluation of performance and progress in realization of established entry plan goals and objectives. This review and evaluation shall include a “360 degree assessment” with solicited subjective feedback from one of the Town’s School Superintendents and at least four direct reports of the Town Manager chosen randomly in a process conducted by the Town Manager and Select Board. Any costs associated with implementing the “360 degree” assessment shall be borne by the Town. Further, the Chairman of the Board or his or her designee shall provide the Town Manager with a written statement of the findings of the Board and provide an adequate opportunity for the Town Manager to discuss his evaluation, and the results of the “360 degree” assessment with the Board, including a written self-assessment.
- D. The Board shall annually review and evaluate the Town Manager’s accomplishment of the established goals and objectives as well as the credentials and professional development discussed in Section IX. The first annual review will occur after one year of employment. This review and evaluation shall include a “360 degree assessment” with solicited subjective feedback from one of the Town’s School Superintendents and at least four direct reports of the Town Manager chosen randomly in a process conducted by the Town Manager and Select Board. Any costs associated with implementing the “360 degree” assessment shall be borne by the Town. Further, the Chairman of the Board or his or his designee shall provide the Town Manager with a written statement of the findings of the Board and provide an adequate opportunity for the Town Manager to discuss his evaluation, and the results of the “360 degree” assessment with the Board, including a written self-assessment. The “360 degree assessment” will occur with each annual review thereafter.
- E. Annually, the Board and the Town Manager shall define such goals and performance objectives, which they determine necessary for the proper operation of the Town and the attainment of the Board’s policy objectives, and shall further establish a relative priority among the various goals and objectives, and said goals and objectives shall be reduced to writing. They shall generally be attainable within the time limits specified, within the annual operating and capital budgets and appropriations provided by the Town and within existing circumstances and external conditions affecting the Town. They may or may not coincide with the broader goals set by the Select Board for themselves and the Town.

#### **SECTION VIII: EXPENSES**

A. **Automobile Expenses:**

The Town Manager shall be provided with an annual vehicle allowance of \$4,800 paid in bi-weekly installments. This allowance shall provide for all necessary travel

mileage, tolls, and related costs. Reimbursement for work-related parking costs shall be paid upon submittal of receipts by the Manager.

- B. **Professional Development:** The Town shall pay the Town Manager's registration fee(s) and related expenses for the International City and County Management Association's (ICMA) Annual Conference, the Massachusetts Municipal Association Annual Conference (MMA), and the Massachusetts Municipal Management Association Annual Spring and Fall conferences (MMMA).

The Town shall pay the Town Manager's registration fee(s) and expenses to and from short courses, institutes, and seminars that are necessary for the Town Manager's professional development and for the good of the Town.

The Town agrees to budget and pay for the professional dues and subscriptions for the Town Manager necessary for membership in the International City/County and Management Association (ICMA), American Society for Public Administration (ASPA), the Massachusetts Municipal Management Association (MMMA), and any other professional organizations deemed necessary and desirable for his continued professional participation, growth, and advancement for the good of the Town.

- C. **Other Expenses:** The Town Manager shall be reimbursed for any reasonable expenses incurred in the performance of his duties, or as an official representative of the Town, including attendance by his at civic events.

## SECTION IX: OTHER

### CREDENTIALS AND PROFESSIONAL DEVELOPMENT

The Town Manager shall throughout the term of this agreement be a member in good standing of the International City and County Management Association (ICMA), the Massachusetts Municipal Management Association (MMMA), the American Society for Public Administration (ASPA), and the 495/MetroWest Partnership. The Town Manager shall regularly attend meetings of these four organizations and any regional municipal management organizations and report to the Board on information relevant to the Town.

Pending acceptance and as schedule allows, the Town Manager shall during the term of this agreement work towards certification as an ICMA Credentialed Manager and as a Massachusetts Certified Public Purchasing Official through the Office of the Massachusetts Office of the Inspector General. Pending acceptance and as schedule allows, the Town Manager shall also during the term of this agreement attend the MMA Bootcamp, MMA-Suffolk Municipal Finance Management Seminar, and the MMA-Suffolk Certificate in Local Leadership & Management program.

### SUCCESSION PLANNING AND ASSISTANT TOWN MANAGER

The Town Manager and the Board agree that succession planning for the office of the Town Manager is an important consideration. It is further agreed that, should a vacancy occur in the office of Town Manager, the Select Board may wish to consider the incumbent Assistant Town Manager for appointment as Temporary and/or Permanent Town Manager. In recognition of



this, the parties agree that the Town Manager will confer with the Select Board as part of the process through which the Town Manager appoints a future Assistant Town Manager.

### OUTSIDE ACTIVITIES

The Town Manager may accept speaking, writing, lecturing, teaching, or other paid engagements of a professional nature as he/she sees fit, provided they do not interfere with the performance and discharge of his duties and responsibilities as Town Manager. Any such engagements, activities, or work must be approved in advance by the Board, whose approval will not be unreasonably delayed or denied, and shall not be in violation of the Massachusetts Conflict of Interest Law, M.G.L. c. 268A.

### HOURS OF WORK

The Town Manager shall normally work at least forty (40) hour work weeks, which normally includes at least thirty-five (35) hours during normal office hours and five (5) hours in attending meetings and other duties outside office hours. The Town Manager recognizes that his job duties may require him to work beyond forty (40) hours per week in order to fulfill his obligations as a professional employee.

It is recognized that the Town Manager must devote a great deal of time outside of normal office hours to the business of the Town and to that end the Town Manager will be allowed to take reasonable time off as he shall deem appropriate during said normal office hours.

The Town Manager will devote full time and attention to the business of the Town and will not engage in any other business, except with the approval of the Board.

### SECTION X: BONDING & INDEMNIFICATION

To the extent permitted and as limited by law, the Town shall indemnify and save harmless the Town Manager from any claim, loss, liability or damage including punitive damages, reasonable legal fees and costs in an amount not more than \$1,000,000 for any errors or omissions of the Town Manager within the scope of his employment with the following exceptions:

- (a) The Town Manager shall not be so indemnified for an intentional violation of civil rights. For the purposes of this Agreement, an intentional violation of civil rights shall mean bad faith conduct made with the intention to deprive an individual of his or his civil rights under as State or Federal civil rights statute. Any conduct the Town Manager performed with the knowledge and acquiescence of the Select Board shall not be deemed an intentional violation of civil rights under this agreement.
- (b) The Town Manager shall not be so indemnified for criminal acts or any actions at the State Ethics Commission.
- (c) This section shall survive any termination of this Agreement.

**SECTION XI: SEVERABILITY**

If any provision or any portion thereof of this Agreement is found to be unconstitutional, invalid or unenforceable, it shall not affect the remainder of said Agreement but said remainder shall be binding and remain in full force and effect.

**SECTION XII**

This Agreement shall be executed in two counterparts, each of which shall be deemed to be an original, and both of which, taken together, shall be deemed one and the same instrument.

**SECTION XIII: GOVERNING LAW**

This Agreement shall be governed by and constructed and enforced in accordance with the laws of the Commonwealth of Massachusetts, without regard to conflict of law principles.

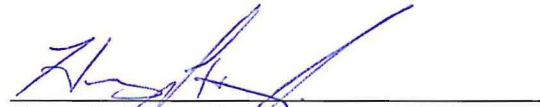
**SECTION XIV: NOTICES**

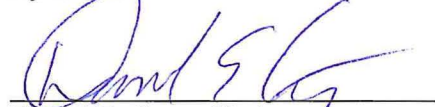
Any and all notices required or permitted to be given under this Agreement will be sufficient if furnished in writing, sent by certified mail to his last known residence, in the case of the Town Manager, or the Chairman of the Select Board in the case of the Town.

*IN WITNESS THEREOF*, the parties have hereunto signed and sealed this Agreement and a duplicate thereof the 2<sup>nd</sup> day of March in the year 2020, such Agreement to be effective as of April 1, 2020 until March 31, 2023

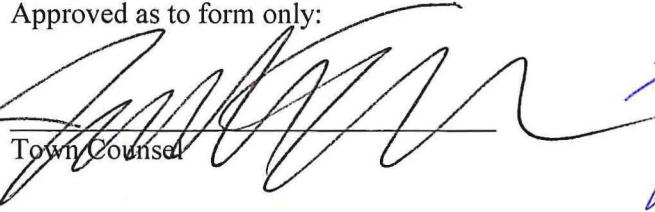
**TOWN OF SUDBURY**


By its Select Board

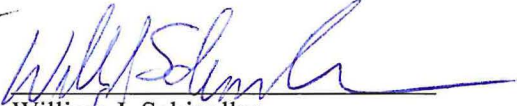
  
Henry L. Hayes, Jr.  
Town Manager

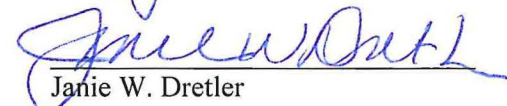
  
Daniel E. Carty, Chairman

  
Patricia A. Brown, Vice Chairman

Approved as to form only:  
  
Town Counsel

  
Jennifer S. Roberts

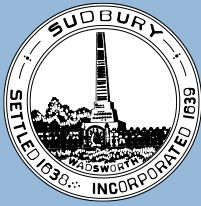
  
William J. Schineller

  
Janie W. Dretler

712170/SUDB/0002

Attachment9.a: Town-Manager-Contract\_Henry-L-Hayes-Jr\_March2020 (4510 : Town Manager evaluation - discussion)





SUDBURY SELECT BOARD  
Tuesday, March 30, 2021

**MISCELLANEOUS (UNTIMED)**

**10: 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:

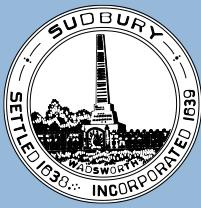
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

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

03/30/2021 6:00 PM



SUDBURY SELECT BOARD  
Tuesday, March 30, 2021

**MISCELLANEOUS (UNTIMED)**

**11: Minutes review**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Review open session minutes of 3/16/21 and possibly vote to approve minutes.

Recommendations/Suggested Motion/Vote: Review open session minutes of 3/16/21 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

03/30/2021 6:00 PM

SUDBURY SELECT BOARD

TUESDAY MARCH 16, 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 7:03 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-aye, Schineller-aye, Russo-aye, Carty-aye, Dretler-aye

**Opening remarks by Chair**

- Melone property sale and Town Center land was finalized; in addition to the 40 acres in Town Center the Town will be receiving \$1 million in connection with the Melone property sale, and \$1 million for mitigation funds for the Town to use at its discretion; \$100,000 in permitting fees and other associated fees to the Town when the Cold Brook Crossing project is completed.
- MA DOT has awarded Sudbury \$387,274.06 for the Complete Streets Program; more information to follow
- Annual Town Election on Monday, March 29; voting information on the Town website
- Attended MA Selectmen's Association webinar on Civil Discourse in Public Meetings
- Hoping to learn more about the American Rescue Plan Act recently signed by the President. MA Municipal Association (MMA) released an eligibility list by city and towns

**Reports from Town Manager**

- Institution for Human Centered Design (IHDC) representatives will attend the Select Board meeting on April 27 and join in reviewing public responses to the draft ADA Self-Evaluation Plan
- Town is seeking community input to assist in addressing and prioritizing current and future accessibility needs; submission must be received by April 14, 2021.
- Town ADA Self-Evaluation Plan posted on the Town website
- Scheduling of outdoor programming/meetings for local groups now available at Camp Sewataro. Camp Sewataro calendar posted on the Town website

**Reports from Select Board**

Vice-Chair Roberts:

- Reiterated the importance of community input to the Sudbury ADA-Self Assessment project

- Attended MA Selectmen Association webinar regarding “Civil Discourse in Public Meeting;” posted on the MSA website for viewing
- Attended the Sustainable Middlesex Carbon Countdown 2021 which included presentations and updates by State Legislators
- Attended Net Zero Community breakout sessions and detailed that communities including Concord, Action, Arlington and Lexington, have committed to attain Net Zero status

Board Member Russo:

- Attended the MSA “Civil Discourse in Public Meeting” and found it to be most relevant
- BFRT Design Task Force has been meeting frequently, and presenting to other Town Boards/Committees
- The Planning Board supporting conditional approval of the Anthony Drive Article and three 2021 zoning Town Meeting Articles
- Recognized the Camp Sewataro Calendar on the Town webpage, and thanked Town Manager Hayes for that implementation

Board Member Carty:

- Announced that he and Board Member Schineller will be hosting Select Board’s Office Hours on Wednesday, March 31 at 12:00 p.m.
- Transportation Committee met on Friday
- Planning Board endorsed inclusion of Articles on Consent Calendar

Board Member Schineller:

- Acknowledged and he and Vice-Chair Roberts will be sharing their work on Financial Policies and Procedures Subcommittee later in the meeting.

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

There were no citizen’s comments.

#### **Interview candidate for appointment to the Diversity, Equity and Inclusion Commission**

Present: Susan Rushfirth

Ms. Rushfirth provided detail regarding her Physical Therapy assignments in Roxbury, her work with Roxbury teens, involvement with Sudbury METCO and volunteerism with the community Domestic Violence Round Table.

Board Members acknowledged Ms. Rushfirth’s contributions in the related areas.

Chair Dretler read in the words of the motion. Board Member Schineller moved in the words of the Chair. Vice-Chair Roberts seconded the motion.

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

VOTED: To appoint Susan Rushfirth, 48 Harvard Drive, to the Diversity, Equity and Inclusion Commission for a term to expire May 31, 2022.

**Update and possible vote on Bruce Freeman Rail Trail (BFRT) project update - Task Force Recommendations for 75% Design**

Present: John Drobinski, BFRT Advisory Task Force Chair; Beth Suedmeyer, Environmental Planner

Ms. Suedmeyer provided a PowerPoint presentation dated March 16, 2021. She confirmed the BFRT Advisory Task Force has been involved in many meetings and outreach over the past few weeks in efforts to meet the BFRT 2022 construction date.

Ms. Suedmeyer maintained the BFRT was not just a rail trail, but also a prime connection with community services and recreational activities. She reviewed 75% Design Recommendations: Connections to Town-owned properties, Amenities at various BFRT locations, and Specific Amenity Product Selection.

The BFRT Advisory Task Force Meetings began 2/23/21. She noted that various groups were involved: Historical Commission, Park & Recreation Commission, Commission on Disability, Historic Districts Commission, Planning Board, and abutters.

75% Design Recommendations involve: Connections to town-owned properties, Amenities – Locations, Amenities – Product Selections.

She reviewed proposed parking and amenities at Broadacres Farm:

**Broadacres Parking and Amenities**

- Parking lot
- Information kiosk/trail head signage
- Bike racks
- Benches
- Bike repair station
- Hydration station
- Recycling/trash receptacles
- Pet waste bag dispenser
- Restroom facility (composting toilet)
- Picnic area
- Pavilion
- Natural play space
- Natural play space (made of historic bridge artifacts)
- Foundation for art installation
- Interpretive panel

**Parkinson's (Ti-Sales) Field**

- Bike racks
- Bench
- Welcome signage
- Recycling/trash receptacles

North Road Spur to Davis Recreation Field

- Bench
- Welcome signage

Davis Field

- Bike racks
- Bench
- Hydration station
- Concrete pad for portable toilet
- Recycling/trash receptacles
- Play area
- Welcome signage
- Kiosk

Station Road/MCRT

- Bike racks
- Benches
- Hydration station
- Bike repair station
- Rest room (composting)
- Recycling/trash receptacles
- Seating with reused stone
- Play area
- Welcome signage
- Interpretive signage

Board Member Carty inquired about the proposed easements. Ms. Suedmeyer responded that the easements were temporary construction easements.

Chair Dretler read in the words of the motion. Board Member Russo moved in the words of the Chair. Vice-Chair Roberts seconded the motion.

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

Resident Len Simon, 40 Meadowbrook Circle, asked if the BFRT project was still on schedule for construction to begin in summer of 2022. Ms. Suedmeyer responded in the affirmative.

VOTED: To approve the BFRT Advisory Task Force Recommendations as presented.

**Vote to open joint meeting with Finance Committee to present/discuss recommendations on annual budget and Annual Town Meeting warrant articles**

Present: FinCom Members: Eric Poch, Blair Caple, Scott Smigler, Michael Joachim, Susan Berry, Howard Feng, Sonny Parente, Jean Nam, Ron Brumback, and Finance Director Dennis Keohane

Vice-Chair Robert motioned to open joint meeting with Finance Committee to present/discuss recommendations on annual budget and Annual Town Meeting Warrant Articles. Board Member Russo seconded the motion.

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

VOTED: To open joint meeting with the Finance Committee (FinCom)

Mr. Poch motioned to open the joint meeting with the Select Board. Mr. Smigler seconded the motion.

It was on motion 9-0; Smigler-aye, Caple-aye, Joachim-aye, Berry-aye, Feng-aye, Parente-aye, Nam-aye, Brumback-aye, Poch-aye

VOTED: To open joint meeting with the Select Board

Mr. Smigler reviewed Finance Committee Goals for FY22 Budget year, reviewed the FinCom process and various FinCom Article recommendations: Article 4 – FY22 Capital Budget - 7-1; Article 13 – Capital Stabilization Fund – 6-2; Article 15 – Melone Stabilization Fund Repurpose – 0-9 (FinCom voted to delay vote).

Mr. Poch indicated that the Committee appreciated the financial work being done by the Policies and Procedures Subcommittee, Town Manager Hayes and Finance Director Dennis Keohane.

Chair Dretler commented that she wanted Mr. Keohane and Town Manager Hayes to provide additional information on the American Rescue Plan. It was agreed that additional information would be shared.

There was extensive discussion regarding Article 16 – Construction of addition at Fire Station #2 and possible funding.

#### **Fire Station Town Meeting article - funding sources and debt impact to residents**

Mr. Smigler indicated that additional information to address questions posed at this meeting would be preferable. Board Members agreed that questions brought up at this meeting might be addressed by Facilities Director Bill Barletta, Town Manager Hayes, and Finance Director Dennis Keohane at a future meeting.

Ms. Berry stated the funding from the Cold Brook Crossing project could support the Fire Station project. Several funding options were discussed at this time.

Resident Manish Sharma, 77 Colonial Road, confirmed that it made sense to consider the perspectives of Town Manager Hayes and Mr. Barletta. He indicated that increasing taxes for the senior population was unfair.

#### **Vote to close joint meeting with FinCom and resume Select Board meeting**

Mr. Poch motioned to close the joint meeting with the Select Board. Ms. Berry seconded the motion.

It was on motion 9-0; Smigler-aye, Caple-aye, Joachim-aye, Berry-aye, Feng-aye, Parente-aye, Nam-aye, Brumback-aye, Poch-aye

VOTED: To close the joint meeting with the Select Board

Vice-Chair Roberts motioned to close the joint meeting with FinCom and resume Select Board meeting. Board Member Russo seconded the motion.

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



VOTED: To close the joint meeting with FinCom and resume Select Board meeting.

Chair Dretler motioned to take a five-minute recess. Vice-Chair Roberts seconded the motion.

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

VOTED: To take a five-minute recess

Board Members returned from recess at approximately 10:08 p.m.

**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 3 – FY22 Budget**

Vice-Chair Roberts moved to support Article 3. 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 3 – FY22 Budget

**Article 4 – FY22 Capital Budget**

Vice-Chair Roberts moved to support Article 3. Board Member Russo seconded the motion.

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

VOTED: To support Article 4 – FY22 Capital Budget

**Article 7 – FY22 Recreation Field Maintenance Enterprise Fund Budget**

Vice-Chair Roberts moved to support Article 3. Board Member Russo seconded the motion.

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

VOTED: To support Article 7 – FT22 Recreation Field Maintenance Enterprise Fund Budget

**Article 15 – Melone Stabilization Fund Repurpose**

Board Member Russo motioned to Indefinitely Postpone (IP) Article 15. Vice-Chair Roberts seconded the motion.

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

VOTED: To IP Article 15 - Melone Stabilization Fund Repurpose

**Article 18- Front End Loader with Plow**

Vice-Chair Roberts motioned to support Article 18. Board Member Schineller seconded the motion.

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

VOTED: To support Article 18- Front End Loader with Plow

**Article 19 – Multi-purpose Sidewalk Tractor**

Vice-Chair Roberts motioned to support Article 18. Board Member Schineller seconded the motion.

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

VOTED: To support Article 19 - Multi-purpose Sidewalk Tractor

**Article 20 – Six-Wheel Combo Dump Truck with Plow and Wing**

Vice-Chair Roberts motioned to support Article 18. Board Member Schineller seconded the motion.

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

VOTED: To support Article 20 – Six-Wheel Combo Dump Truck with Plow and Wing

**Article 24 – Sudbury Public Schools Peter Noyes School Fire Alarm Replacement**

Vice-Chair Roberts motioned to support Article 18. Board Member Schineller seconded the motion.

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

VOTED: To support Article 24 - Sudbury Public Schools Peter Noyes School Fire Alarm Replacement

**Article 25 – LSRHS Stadium Field**

Board Members requested more information before taking a vote on Article 25, and agreed to the following Town Meeting Article presentation assignments:

- |   |                         |
|---|-------------------------|
| • Article 11 - Stabilization Fund         | Vice-Chair Roberts      |
| • Article 13 – Capital Stabilization Fund | Board Member Schineller |
| • Article 12 – FY22 Revolving Fund Limits | Board Member Carty      |
| • Article 2 – FY21 Budget Adjustments     | Board Member Russo      |
| • Article 1 – Hear Reports                | Chair Dretler           |

**Discussion, review, and vote on Appointment Policy**

Boards Members provided edits. Vice-Chair Roberts motioned to approve the Appointment Policy as amended on March 9, 2021. Board Member Schineller seconded the motion.

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

VOTED: To approve the Appointment Policy as amended on March 9, 2021.

**Discussion and vote whether to ratify the vote taken in Executive Session on 3/16/21, regarding collective bargaining matters related to negotiations between the Town of Sudbury and the Sudbury Supervisory Association, dated 3/16/21.**

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

Town Manager Hayes confirmed the vote taken in Executive Session regarding Memorandum of Agreement between the Town of Sudbury and the Sudbury Supervisory Association dated March 1, 2021.

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

VOTED: To ratify the vote taken in Executive Session on 3/16/21, regarding collective bargaining matters related to negotiations between the Town of Sudbury and the Sudbury Supervisory Association, dated 3/16/21.

**Discussion and vote whether to ratify the vote taken in Executive Session on 3/9/21 between the Town of Sudbury and the Town Manager related to the employment contract dated 3/3/20 and resulting agreement between the Town of Sudbury and the Town Manager, dated 3/9/21**

Chair Dretler read in the words of the motion. Vice-Chair Roberts moved in the words of the Chair. Board Member Russo seconded the motion.

Chair Dretler confirmed that the motion reflected the extension of Town Manager vacation days to September 1, 2021.

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

VOTED: To ratify the vote taken in Executive Session on 3/9/21 between the Town of Sudbury and the Town Manager related to the employment contract dated 3/3/20 and resulting agreement between the Town of Sudbury and the Town Manager, dated 3/9/21.

**Update from Policies & Procedures subcommittee (Board members Roberts and Schineller)**

Vice-Chair Roberts provided update and noted that she and Board Member Schineller had met in subcommittee three times over the past several weeks and would be meeting again on Thursday evening.

She detailed that the Subcommittee would be reviewing the DLS Report and plans to meet with Dennis Keohane. Vice-Chair Roberts confirmed that she and Board Member Schineller would be presenting a more detailed report to the Board on April 27.

**Discuss April and May 2021 Board meeting dates, and make necessary adjustments**

Vice-Chair Roberts motioned to schedule Select Board meetings on April 6, 2021; April 27, 2021; May 4, 2021; May 18, 2021; May 22, 2021; May 23, 2021; and May 25, 2021. Board Member Russo seconded the motion.

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

VOTED: To meet on April 6, 2021; April 27, 2021; May 4, 2021; May 18, 2021; May 22, 2021; May 23, 2021; and May 25, 2021.

**Discussion on Statehouse Earmarks and grant applications**

The Board discussed potential grant items:

- Transportation – micro-transit programs
- ADA Improvement
- Park & Recreation summer programs
- Culvert repairs
- Master Plan aspects – walkways

- Economic development funds – post-COVID

**Vote to authorize the Chair to sign the joint municipal comment letter regarding the Massachusetts 2030 Clean Energy and Climate Plan**

Chair Dretler presented the one edit to the comment letter.

Chair Dretler read in the words of the motion. Vice-Chair Roberts moved in the words of the Chair. Board Member Russo seconded the motion.

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

VOTED: To authorize the Chair to sign the joint municipal comment letter regarding the Massachusetts 2030 Clean Energy and Climate Plan

**Review open session minutes of 3/2/21 and possibly vote to approve minutes**

Chair Dretler read in the words of the motion. Board Member Carty moved in the words of the Chair. Vice-Chair Roberts seconded the motion.

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

VOTED: To approve the open session minutes of 3/2/21, as edited

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

There were no Citizen's Comments

**Upcoming Agenda Items**

- Joint Meeting with Transportation Committee – 3/23
- Executive Session – Eversource and Support Sudbury – 3/23
- Voting on Articles – 3/23
- Town Forum Topic Discussion – 3/23
- Sewataro Update – 3/23
- Town Manager Evaluation Discussion– 3/30
- Policies and Procedures Subcommittee – 4/27
- OARS Funding – future meeting

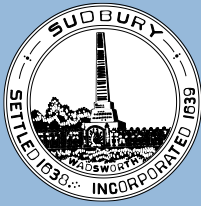
**Vote to Adjourn Meeting**

Board Member Schineller motioned to adjourn the meeting. Board Member Carty 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 11:41 p.m.



SUDBURY SELECT BOARD  
Tuesday, March 30, 2021

**MISCELLANEOUS (UNTIMED)**

**12: 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:

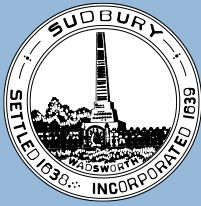
Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Daniel E Carty	Pending
Janie Dretler	Pending
Select Board	Pending

03/30/2021 6:00 PM

## POTENTIAL UPCOMING AGENDA ITEMS/MEETINGS

MEETING	DESCRIPTION
<b>Tues, April 6</b>	Continuation of Eversource Grant of Location public hearing from 12/15/20 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 30, 2021

**CONSENT CALENDAR ITEM**

**13: Sign ATM warrant**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to sign Annual Town Meeting warrant which must be delivered to residents by May 14, 2021.

Recommendations/Suggested Motion/Vote: Vote to sign Annual Town Meeting warrant which must be delivered to residents by May 14, 2021.

Background Information:  
attached warrant

Financial impact expected:

Approximate agenda time requested:

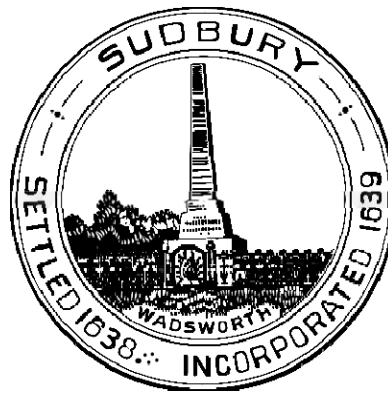
Representative(s) expected to attend meeting:

Review:

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

03/30/2021 6:00 PM

# Town of Sudbury Massachusetts



## OFFICIAL WARRANT

### ANNUAL TOWN MEETING

**SATURDAY, MAY 22, 2021, 12:30 p.m.**

RAINDATE/CONTINUATION DATES, IF NEEDED

**SUNDAY, MAY 23, 2021 – 12:30 p.m.**

**SATURDAY, JUNE 12, 2021 – 12:30 p.m.**

**SUNDAY, JUNE 13, 2021 – 12:30 P.M.**

Lincoln-Sudbury Regional High School (Outdoors)  
390 Lincoln Road, Sudbury, MA

**BRING THIS BOOK WITH YOU**



**FOR ADDITIONAL ARTICLE INFORMATION**

Go to the Town's website at

<https://sudbury.ma.us/townmeeting/2021atm>

and after accessing, click on the [Link](#) for the specific article.

**TOWN OF SUDBURY  
2021 ANNUAL TOWN MEETING WARRANT**

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Attachment 13.a: 2021 Warrant \_final 3-25-21 (4440 : Sign ATM warrant)

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Attachment13.a: 2021 Warrant \_final 3-25-21 (4440 : Sign ATM warrant)

**ACCESS TO LINCOLN-SUDBURY REGIONAL HIGH SCHOOL ANNUAL TOWN  
MEETING OUTDOOR SEATING AND CHECK-IN  
WITH PROVISIONS FOR PARTICULAR ACCOMMODATIONS**

Note: Please check the Town of Sudbury website for changes or additional information.

ANNUAL TOWN MEETING FIELD SITE: Baseball diamond in the lower athletic field adjacent to the gymnasium building at the rear of the school which is accessible by walking or by golf carts with drivers. Seating for persons requiring particular accommodations will be available in the area adjacent to the gymnasium building overlooking the field with full visual and hearing access to the meeting.

Portable restrooms and sanitizing stations will be available.

All seating will be spaced appropriately in accordance with COVID-19 regulations and appropriate face coverings must be worn by all attendees.

Stationary microphone access will be available and appropriate cleaning will take place.

PARKING: The primary parking will be located in the main parking lot (the “solar field parking lot”) to the right (east) of the schools. A specified area elsewhere will be reserved for handicapped person parking where golf carts with drivers or other transport can provide transportation to the check-in area.

CHECK-IN: The check-in voter registration area will be located at the rear of the gymnasium building adjacent to the lower field.

## SUMMARY OF BASIC TOWN MEETING PROCEDURES

### General Rules of Debate and Voting

1. Only registered voters, non-resident appointed or elected representatives of the Town, and Town employees may speak without consent of Town Meeting. The Moderator will not vote, even in the case of where the Moderator's vote would break or create a tie.
2. The proponents of an article make the first motion under the article. A voter must then second the motion. The proponents then make a presentation in support of the motion. The Moderator then recognizes the Board of Selectmen and Finance Committee for reports, followed by any other boards that are required to report on the article. After the Town boards have spoken, Town Meeting proceeds to general debate on the matter and a vote.
3. Please raise your hand when you wish to speak. After being recognized by the Moderator, please go to the nearest microphone and keep your mask on when you speak. The record of Town Meeting is made on audiotape and your remarks will not be recorded if you do not speak into a microphone. Each and every time you speak, please stand (if you are able) and begin by giving your name and address for the record.
4. Until everyone who wishes to be heard has spoken, no one may speak more than twice on a matter except to correct an error or answer a question. The initial presentation by the proponent(s) of an article is limited to ten minutes, and all other comments are limited to five minutes, unless a majority of those present and voting give consent.
5. All votes are by majority unless otherwise announced. Votes will first be taken by a show of hands while voters are seated. If the Moderator is in doubt, then a standing vote will be taken. If the Moderator is still in doubt, then tellers will count the votes. If a voter disagrees with the Moderator's call of a sitting or standing vote, the voter may challenge the call by immediately standing and saying loudly, "I challenge the vote!" If six additional voters support the challenge, the vote will be counted.

### The Budget

1. A motion is first made by the Finance Committee proposing a budget that is limited to the amount required to finance the Finance Committee's budget proposal. This limiting motion only seeks a declaration from Town Meeting as to the overall limit on the budget. A vote in favor of the motion does not mean that Town Meeting has voted for the particular distribution of the total amount as set forth in the Warrant.
2. After voting on the limiting motion, Town Meeting will address the budget as follows:
  1. The Moderator will read the budgets in numerical order by title. For example, the Moderator will say "200 Public Safety, does anyone have a motion to amend or a question involving 200 Public Safety?" If you have a motion to amend or a question, please raise your hand.



2. If you have a motion to amend, it should be in one of two forms:
  - a. For example, "I move to increase 200 Public Safety to the sum of \$X and to reduce 600 Culture and Recreation to the sum of \$Y." X cannot be greater than Y.
  - b. For example, "I move to reduce 200 Public Safety to the sum of \$Z."

A motion simply to increase a line item, without a corresponding reduction in another line item, will not be accepted because the preceding vote on the limiting motion will have capped the total amount of allowable appropriation.

3. Town Meeting will debate and vote on any motion to amend.
4. Town Meeting will arrive at the end of this process with a main motion on the budget as it may be amended, and then vote on it.

### **Consent Calendar**

1. In order to expedite Town Meeting and save valuable time for discussion of key issues, Sudbury utilizes a "Consent Calendar" to speed passage of articles that appear to raise no controversy. The purpose of the Consent Calendar is to allow the motions under these articles to be acted on as one unit and to be passed by a vote without debate. The Consent Calendar will be taken up as the first order of business at the beginning of Town Meeting.
2. Until the 2020 Annual Town Meeting, town tradition had been that a single voter could ask that an article be held from the consent calendar and it would be done. In light of evolving circumstances, and a wish for greater efficiency at town meetings in general, the Moderator will now require that a majority of Town Meeting vote in favor of holding any article that a voter wishes to remove from the consent calendar.
3. After calling out each individual article in the Consent Calendar, the Moderator will ask that all articles not removed from the Consent Calendar be passed as a unit. The quantum of vote required to pass the consent calendar will be the strictest quantum of vote required for any individual article on it.
4. Please review the list of articles and motions proposed for the Consent Calendar that follow. Complete reports are to be found under each article printed in this Warrant. If you have questions about the articles, motions or procedure, please feel free to call the Town Manager at 978-639-3381 before Town Meeting.

**CONSENT CALENDAR ARTICLES AND MOTIONS**

**ARTICLE 10. CHAPER 90 HIGHWAY FUNDING:** Move in the words of the article.  
(See article at page 7.)

**ARTICLE 11. FY22 STABILIZATION FUND:** Move in the words of the article with the sum of \$281,268 to be transferred from Free Cash. (See article at page 8.)

**ARTICLE 12. FY22 REVOLVING FUND SPENDING LIMITS:** Move in the words of the article.  
(See article at page 9.)

**ARTICLE 17. MARLBORO ROAD CULVERT REPLACEMENT:** Move in the words of the article with the sum of \$400,000 to be transferred from Free Cash. (See article at page 12.)

**ARTICLE 29. COMMUNITY PRESERVATION FUND –DR. BILL ADELSON PLAYGROUND IMPROVEMENTS:** Move in the words of the article. (See article at page 31.)

**ARTICLE 30. COMMUNITY PRESERVATION FUND –FRANK FEELEY FIELDS IMPROVEMENT:** Move in the words of the article. (See article at page 31.)

**ARTICLE 31. COMMUNITY PRESERVATION FUND – HISTORIC PRESERVATION PLAN:** Move in the words of the article. (See article at page 33.)

**ARTICLE 32. COMMUNITY PRESERVATION FUND – HOUSING PRODUCTION PLAN:** Move in the words of the article. (See article at page 33.)

**ARTICLE 33. COMMUNITY PRESERVATION FUND – HOUSING TRUST ALLOCATION:** Move in the words of the article. (See article at page 34.)

**ARTICLE 34. COMMUNITY PRESERVATION FUND – REGIONAL HOUSING SERVICES OFFICE (RHSO) MEMBERSHIP FEE:** Move in the words of the article. (See article at page 35.)

**ARTICLE 35. COMMUNITY PRESERVATION FUND – REVERSION OF FUNDS:** Move in the words of the article. (See article at page 36.)

**ARTICLE 36. COMMUNITY PRESERVATION FUND – GENERAL BUDGET AND APPROPRIATIONS:** Move to appropriate the sums recommended by the CPC in the following Community Preservation budget for FY2022 Community Preservation surtaxes:  
\$ 85,000 Administrative and Operating Cost  
\$ 1,093,035 Debt Service  
(See article at page 37.)

### Motions and Amendments

1. The purpose of an article in the Warrant is to inform the voters of what may come before the meeting and the outside scope of what may be considered. Every matter that is voted on at Town Meeting must come in the form of a motion. It is a motion that puts an article before Town Meeting, and it is the motion, *not the article*, that is actually voted on. Therefore, while speakers may refer to passing, defeating, or otherwise dealing with “the article,” what Town Meeting actually debates and votes on are motions, not articles.
2. A speaker may question whether a certain motion is “within the four corners of the article.” Such a challenge requires the Moderator to determine whether the motion is within a reasonable reading of the article as printed in the Warrant, and therefore should be allowed, or ruled out of order as being beyond the legitimate subject matter of the article.
3. Often, the first or “main” motion under an article will be to “move in the words of the article.” By making this motion, the speaker is adopting the article as his or her motion thereunder. This can only be done if the language of the article is drafted in such a way that it is appropriate for simple adoption as a motion. Whenever the presenter’s motion differs from the wording in the Warrant, the presenter must point out and explain those differences to Town Meeting.
4. All substantive motions, including all main motions and motions to amend a main motion, must be provided to the Moderator, the Town Clerk, and the Technology Administrator in writing before they are made. Please see the guidelines for electronic presentation on the Town website: [www.sudbury.ma.us](http://www.sudbury.ma.us).
5. If you have an amendment, you should e-mail it to the Technology Administrator at [infosystems@sudbury.ma.us](mailto:infosystems@sudbury.ma.us), with a copy to the Moderator at [moderator@sudbury.ma.us](mailto:moderator@sudbury.ma.us), and the Town Clerk at [clerk@sudbury.ma.us](mailto:clerk@sudbury.ma.us). Advance notice to the Technology Administrator, Moderator and Clerk enhances time efficiency at Town Meeting, and the Moderator may be able to suggest language that is both acceptable to you and within the four corners of the article and therefore permissible to proceed to debate and vote. It is also recommended that you discuss your amendment with the presenter of the article as you may be able to convince him or her to include it as part of the main motion and thus avoid having to vote separately on the amendment. The Moderator may reject proposed amendments that fail to adhere to these guidelines.

### Dismissing Articles, Indefinite Postponement and Withdrawing Motions

1. It is possible for Town Meeting to decide to take no action on an article. This decision is usually made because new or additional information has come to light after the preparation of the warrant indicating that action on the article is unnecessary, unwise or illegal. In such instances, frequently there will be a motion “to indefinitely postpone” an article. This motion, if adopted, kills the article for all intents and purposes for the Town Meeting. The motion is frequently used when proponents of an article have decided not to proceed with it but want an opportunity to explain to the meeting why they are, in effect, abandoning the article at this time. The motion also may be used by someone who wishes to defeat an article before it can be fully debated on the merits. In such cases, it is important to understand that indefinite postponement can have the same effect as defeat which, in turn, can have significance with respect to some items, notably zoning matters, as to when the matter can again be considered by the Town.

2. If you have made a motion or an amendment, you can move to “withdraw the motion” if you have second thoughts or new information. A motion to withdraw can be made any time during the debate of the motion but cannot be made after the motion has been voted on.

### **Limits on Debate**

1. There is no prescribed limit to debate except common sense. The Moderator can limit debate and can ask speakers to stop if they are straying from the subject, repeating points already made or talking at unnecessary length.
2. Town Meeting itself can also terminate debate. To do so, after being recognized by the Moderator, you may say, “I move the previous question.” This motion is not debatable, and if seconded and voted by a two-thirds majority, debate ends and the motion under discussion will be then put to a vote.
3. The Moderator may defer motions to limit debate when, in his or her reasonable judgment, there are a significant number of voters who have indicated a desire to speak but have not yet been recognized.

### **Points of Order**

1. Once recognized by the Moderator, no speaker may be interrupted in any way except by a “point of order.” A point of order is not a motion, and does not require a second or a vote. It is a question, and on a point of order a voter may raise only three valid concerns:
  - a. Is the speaker entitled to the floor? For example, is the person a non-voter, or spoken for longer than his allotted time?
  - b. Is the speaker saying something inappropriate, frivolous, irrelevant, or illegal?
  - c. Is there some error in the procedure of the pending action or motion?
2. The Moderator welcomes proper points of order and will make every effort to explain the procedural issues that shape Town Meeting discussions. When exercising this parliamentary privilege, you should stand and state loudly that you wish to make a point of order, and wait for the Moderator to recognize you. No voter should hesitate to rise and bring to the Moderator’s attention an issue that constitutes a proper point of order because, when exercised responsibly, it functions as a tactful hint from a voter regarding important points of procedure that the Moderator may have missed.

### **Motions for Reconsideration**

1. Article II, Section 13 of our Bylaw controls. A motion to reconsider an article previously voted on in the same session (i.e. the same night), is proper, and an affirmative vote of 2/3 of the voters present is required for passage. If Town Meeting has adjourned for the evening, a motion to reconsider an article voted on in a previous session requires a unanimous vote, unless written notice of an intention to move for reconsideration, signed by 15 voters, is given to the Town Clerk by noon of the next weekday, in which case, a 2/3 vote would be required to pass a motion to reconsider.

2. In the event a motion to reconsider is properly made and seconded, all discussion must be confined exclusively to the merits or demerits of reconsideration. In general, the only proper reasons to seek reconsideration are that there occurred such a misstatement of fact or law in the preceding debate, or such an error of procedure, that the voters, if aware of such discrepancies, would have voted differently. It is not a proper basis for reconsideration to argue simply that the voters arrived at the wrong result.

### **Adjournment**

1. Adjournment of any evening session will occur on completion of the article under discussion at 10:30 P.M., unless there is a two-thirds vote to do otherwise. The Moderator will ask for a motion to adjourn the Town Meeting to another time to complete the Warrant. A voter can also make a motion to adjourn. The time and place for resuming Town Meeting must be specified in the motion.
2. When all business on the Warrant has been acted on, the Moderator will ask for a motion to dissolve the meeting, which must be seconded and put to a vote.

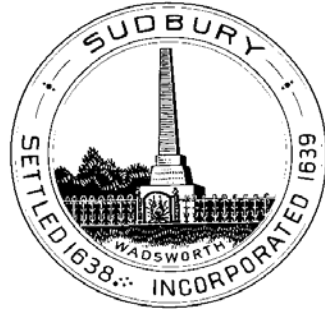
### **Decorum**

We gather at Town Meeting as friends and neighbors, united by a shared commitment to the civic life and governance of Sudbury. The town meeting form of government is unique to New England, and its continued existence links us directly to the founding of Sudbury more than 375 years ago. It is democracy in its finest and purest form, and its value lies in townspeople being forced to have discussions and make decisions together, face to face, in real time. Its proper functioning requires that every speaker be treated with courtesy and respect, no matter how strongly one may disagree with his or her point of view. To that end, the Moderator will not allow any clapping, hissing, booing or other audible noise, for or against any speakers, either before, during or after presentations. The Moderator has the power to terminate the right to speak of anyone who makes disrespectful comments, whether directed at a voter, speaker or Town official.



PART I

TOWN OF SUDBURY ANNUAL TOWN MEETING WARRANT



Commonwealth of Massachusetts Middlesex, ss.

To the Constable of the Town of Sudbury:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Sudbury, qualified to vote in Town affairs to meet at the Lincoln-Sudbury Regional High School Field, 390 Lincoln Road, in said Town on Saturday, May 22, 2020, at 12:30 p.m., then and there to act on the following articles:

**ARTICLE 1. HEAR REPORTS**

To see if the Town will vote to hear, consider and accept the reports of the Town Boards, Commissions, Officers and Committees as printed in the 2020 Town Report or as otherwise presented; or act on anything relative thereto.

Submitted by the Select Board.

(Majority vote required)

SELECT BOARD POSITION: The Select Board supports this article.

**ARTICLE 2. FY21 BUDGET ADJUSTMENTS**

To see if the Town will vote to amend the votes taken under Article 3, FY21 Budget, of the 2020 Annual Town Meeting, by adding to or deleting from line items thereunder, by transfer between or among accounts or by transfer from available funds; or act on anything relative thereto.

Submitted by the Select Board.

(Majority vote required)

SELECT BOARD REPORT: This article will allow flexibility to review all accounts within the FY21 Operating Budget to make adjustments at the Annual Town Meeting as necessary.

SELECT BOARD POSITION: The Select Board will report at Town Meeting.

**ARTICLE 3. FY22 BUDGET**

To see if the Town will vote to raise and appropriate, or appropriate from available funds, the following sums, or any other sum or sums, for any or all Town expenses and purposes, including debt and interest, and to provide for a Reserve Fund, all for the Fiscal Year July 1, 2021 through June 30, 2022, inclusive, in accordance with the following schedule, which is incorporated herein by reference:

<b>EXPENDITURES</b>	<b>FY22 Recommended</b>
300: Education - Sudbury Public Schools (SPS)	40,630,742
300: Education - LS Regional High School (LS) <sup>1</sup>	27,330,369
300: Education - Vocational	565,400
<b>Total: Schools</b>	<b>68,526,511</b>
100: General Government	3,249,463
200: Public Safety <sup>4</sup>	9,392,898
400: Public Works	5,699,232
500: Human Services	975,948
600: Culture & Recreation	1,504,394
800: Town-Wide Operating and Transfers	480,969
<b>Total: Town Departments</b>	<b>21,302,904</b>
700: Town Debt Service	2,433,239
900: Employee Benefits (Town and SPS) <sup>2</sup>	14,206,150
1000: OPEB Trust Contribution (Town and SPS) <sup>3</sup>	625,000
<b>TOTAL OPERATING BUDGET:</b>	<b>107,093,804</b>

(not including Capital or Enterprise Funds)

- <sup>1</sup> Includes \$218,944 for OPEB and \$510,074 for Debt Service.
- <sup>2</sup> Includes \$6,217,673 for Town and \$7,988,477 for SPS.
- <sup>3</sup> Includes \$201,410 for Town and \$423,590 for SPS.
- <sup>4</sup> Appropriation is partially funded by \$660,000 of ambulance receipts.

; or act on anything relative thereto.

Submitted by the Town Manager.

(Majority vote required)

SEE DETAILED BUDGET INFORMATION IN THE FINANCE SECTION OF THE WARRANT.

SELECT BOARD POSITION: The Select Board supports this article.

FINANCE COMMITTEE POSITION: The Finance Committee recommends approval of the FY22 Budget.

**ARTICLE 4. FY22 CAPITAL BUDGET**

To see if the Town will vote to raise and appropriate, or appropriate from available funds, the following sums, or any other sum or sums, or authorize lease purchase agreements of up to five years, for the purchase or acquisition of capital items including but not limited to capital equipment, construction, engineering, design, renovation to buildings, equipping of vehicles, and all incidental and related expenses for projects:

	<b>FY22</b>
	<b><u>Recommended</u></b>
<b>Operating Capital Budget</b>	
Sudbury Public Schools	253,000
LS Regional High School	114,727
Information Systems	50,000
Police	30,000
Fire	256,000
Public Works	215,000
Combined Facilities	183,453
<b>Total Operating Capital Budget</b>	<b><u><u>1,102,180</u></u></b>

; or act on anything relative thereto.

Submitted by the Town Manager.

(Majority vote required)

TOWN MANAGER REPORT: See detailed budget information, including details on each of these items in the Finance Section of the Warrant.

SELECT BOARD REPORT: The Select Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of the FY22 Capital Budget.

**ARTICLE 5. FY22 TRANSFER STATION ENTERPRISE FUND BUDGET**

To see if the Town will vote to raise and appropriate, or transfer from available funds, the following sums, or any other sum or sums, set forth in the FY22 budget of the Transfer Station Enterprise, to be included in the tax levy and offset by the funds of the enterprise:

	FY20 Actual	FY21 Appropriated	FY22 Recommended
<b>TRANSFER STATION ENTERPRISE FUND</b>			
Direct Costs	276,294	297,764	291,303
Indirect Costs <sup>1</sup>	17,214	17,163	17,800
<b>Total Expenditures</b>	<b>293,508</b>	<b>314,927</b>	<b>309,103</b>
Enterprise Receipts	248,340	314,927	309,103
<b>Total Revenues</b>	<b>248,340</b>	<b>314,927</b>	<b>309,103</b>

<sup>1</sup> Paid for by Enterprise Revenue Transfer to Unclassified Benefits (General Fund)

; or act on anything relative thereto.

Submitted by the Town Manager.

(Majority vote required)

TOWN MANAGER REPORT: See detailed information in the Finance Section of the Warrant.

SELECT BOARD POSITION: The Select Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

**ARTICLE 6. FY22 POOL ENTERPRISE FUND BUDGET**

To see if the Town will vote to raise and appropriate, or transfer from available funds, the following sums, or any other sum or sums, set forth in the FY22 budget of the Atkinson Pool Enterprise, to be included in the tax levy and offset by the funds of the enterprise:

	FY20 Actual	FY21 Appropriated	FY22 Recommended
<b>POOL ENTERPRISE FUND</b>			
Direct Costs	359,155	427,421	438,753
Indirect Costs <sup>1</sup>	18,956	36,828	25,383
<b>Total Expenditures</b>	378,111	464,249	464,136
Enterprise Receipts	303,046	464,249	464,136
<b>Total Revenues</b>	303,046	464,249	464,136

<sup>1</sup> Paid for by Enterprise Revenue Transfer to Unclassified Benefits (General Fund)

; or act on anything relative thereto.

Submitted by the Town Manager. (Majority vote required)

TOWN MANAGER REPORT: See detailed information in the Finance Section of the Warrant.

SELECT BOARD POSITION: The Select Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

**ARTICLE 7.           FY22 RECREATION FIELD MAINTENANCE ENTERPRISE FUND**  
**BUDGET**

To see if the Town will vote to raise and appropriate, or transfer from available funds, the following sums, or any other sum or sums, set forth in the FY22 budget of the Recreation Field Maintenance Enterprise, to be included in the tax levy and offset by the funds of the enterprise:

	FY20 Actual	FY21 Appropriated	FY22 Recommended
<b>FIELD MAINTENANCE ENTERPRISE FUND</b>			
Direct Costs <sup>1</sup>	123,863	230,435	205,403
Indirect Costs <sup>2</sup>	23,198	24,269	25,383
<b>Total Expenditures</b>	147,061	254,704	230,786
Enterprise Receipts	86,539	254,704	230,786
<b>Total Revenues</b>	86,539	254,704	230,786

<sup>1</sup> Direct costs include \$10,500 of capital expenditures.

<sup>2</sup> Paid for by Enterprise Revenue Transfer to Unclassified Benefits (General Fund)

; or act on anything relative thereto.

Submitted by the Town Manager. (Majority vote required)

TOWN MANAGER REPORT: See detailed information in the Finance Section of the Warrant.

SELECT BOARD POSITION: The Select Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

**ARTICLE 8.           SNOW AND ICE TRANSFER**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum or sums of money, to be expended under the direction of the Town Manager, for the purpose of funding the Fiscal Year 21 Snow and Ice deficit; or act on anything relative thereto.

Submitted by the Town Manager. (Majority vote required)



TOWN MANAGER REPORT: Due to the nature of this year’s winter, the Town was required to deficit spend in the DPW snow and ice accounts. This article will fund that deficit.

SELECT BOARD POSITION: The Select Board will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

**ARTICLE 9. UNPAID BILLS**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum or sums of money for the payment of certain unpaid bills incurred in previous fiscal years which may be legally unenforceable due to the insufficiency of the appropriation in the years in which such bills were incurred; or act on anything relative thereto.

Submitted by the Town Accountant. (Four-fifths vote required)

TOWN ACCOUNTANT REPORT: Invoices that are submitted for payment after the accounts are closed at the end of a fiscal year or payables for which there are insufficient funds (and were not submitted for a Reserve Fund Transfer) can only be paid by a vote of the Town Meeting, a Special Act of the Legislature, or a court judgment.

SELECT BOARD POSITION: The Select Board will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

**ARTICLE 10. CHAPTER 90 HIGHWAY FUNDING** (Consent Calendar)

To see if the Town will vote to authorize the Town Manager to accept and to enter into a contract for the expenditure of any funds allotted or to be allotted by the Commonwealth for the construction, reconstruction and maintenance projects of Town ways pursuant to Chapter 90 funding; and to authorize the Treasurer to borrow such amounts in anticipation of reimbursement by the Commonwealth; or act on anything relative thereto.

Submitted by the Director of Public Works. (Majority vote required)

DIRECTOR OF PUBLIC WORKS REPORT: Each year the Legislature allocates funds to cities and towns for the improvement of their infrastructure, to be expended under the Chapter 90 guidelines. The current plans are to continue the implementation of our pavement management program.

SELECT BOARD POSITION: The Select Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

**ARTICLE 11.           FY22 STABILIZATION FUND***(Consent Calendar)*

To see if the Town will vote to transfer from Free Cash the sum of \$281,268, or any other sum or sums, to be added to the Stabilization Fund established under Article 12, of the October 7, 1982 Special Town Meeting, pursuant to General Laws Chapter 40, Section 5B; or act on anything relative thereto.

Submitted by the Select Board.

(Majority vote required)

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

**SELECT BOARD POSITION:** The Select Board supports this article.

**FINANCE COMMITTEE REPORT:** The Finance Committee recommends approval of this article.

Attachment13.a: 2021 Warrant \_final 3-25-21 (4440 : Sign ATM warrant)

**ARTICLE 12. FY22 REVOLVING FUND SPENDING LIMITS** (Consent Calendar)

To see if the Town will vote to establish the FY22 spending limits for the use of revolving funds under M.G.L. c.44, s.53E ½, by the following departments of the Town, in accordance with each fund as set forth in Article XXXIII of the Town of Sudbury General Bylaws:

<u>Fund</u>	<u>Department</u>	<u>Maximum Amount</u>
Public Health Vaccinations & Tobacco Control	Board of Health	40,000
Plumbing & Gas Inspectional Services	Building Inspector	65,000
Portable Sign Administration & Inspectional Services	Building Inspector	10,000
Conservation (Trail Maintenance)	Conservation Commission	15,000
Conservation (Wetlands)	Conservation Commission	50,000
Forestry Activities	Conservation Commission	10,000
Council on Aging Activities	Council on Aging	65,000
Council on Aging Van Transportation (MWRTA)	Council on Aging	175,000
Cemetery Revolving Fund	Public Works	20,000
Fire Department Permits	Fire	50,000
Goodnow Library Meeting Rooms	Goodnow Library	10,500
Goodnow Library Services	Goodnow Library	6,000
Recreation Programs	Park and Recreation Commission	650,000
Teen Center	Park and Recreation Commission	10,000
Youth Programs	Park and Recreation Commission	200,000
Bus	Sudbury Public Schools	450,000
Instrumental Music	Sudbury Public Schools	100,000
Cable Television	Town Manager	30,000
Rental Property	Town Manager	40,000
Dog	Town Clerk	75,000
Zoning Board of Appeals	Zoning Board of Appeals	35,000
Solar Energy	Combined Facilities	450,000

; or act on anything relative thereto.

Submitted by the Town Finance Director.

(Majority vote required)

FINANCE DIRECTOR REPORT: As set forth in Article XXXIII of the Town of Sudbury General Bylaws, this article seeks authorization for Fiscal Year 2022 for revolving funds previously established pursuant to M.G.L. c.44, s.53E1/2. Expenditures from each revolving fund are subject to the limitation established annually by Town Meeting or any increase therein as may be authorized in accordance with G.L. c.44, §53E½.

The maximum amount stated is the same as the FY21 maximum voted for each revolving fund except for the following: Board of Health Public Health Vaccinations & Tobacco Control increased from \$30,000 to \$40,000; and the Council on Aging Van Transportation (MWRTA) increased from \$150,000 to \$175,000.

SELECT BOARD POSITION: The Select Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

**ARTICLE 13. CAPITAL STABILIZATION FUND**

To see if the Town will vote to transfer from Free Cash the sum of \$250,000, or any other sum or sums, to be added to the Capital Stabilization Fund established under Article 13 of the 2019 Annual Town Meeting; or act on anything relative thereto.

Submitted by the Town Manager. (Majority vote required)

TOWN MANAGER REPORT: This transfer is for the purpose of saving funds for future capital needs.

SELECT BOARD POSITION: The Select Board will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

**ARTICLE 14. FUND LITIGATION COSTS – EVERSOURCE**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum or sums of money to be expended under the direction of the Town Manager, for the purpose of legal fees, hiring of experts, and all costs incidental and related to litigation of the Eversource/Hudson reliability project; or act on anything relative thereto.

Submitted by the Town Manager. (Majority vote required)

TOWN MANAGER REPORT: This article will allow the Town to transfer funds to be used to fund the costs of continuing litigation with Eversource. Litigation is ongoing at both the Energy Facility Siting Board and in the Supreme Judicial Court. The proposed project will run a 115kV power transmission line from Sudbury to Hudson. These funds will allow the Town to continue the litigation and any necessary appeals to decisions.

SELECT BOARD POSITION: The Select Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

**ARTICLE 15. WITHDRAWN****ARTICLE 16. CONSTRUCTION OF HOUSING/LIVING ADDITION –  
FIRE STATION NO. 2**

To see if the Town will vote to raise and appropriate, appropriate from available funds, or borrow, a sum or sums of money, to be expended under the direction of the Town Manager, for the purpose of constructing a new housing/living/office area adjacent to and connected to the existing Fire Station #2 Building, located at 550 Boston Post Road, with the Permanent Building Committee tasked with oversight of professional, engineering, architectural, and project management services, preparation of plans, specifications, bid documents, supervision of work and including the purchase of additional equipment, technology, furniture, landscaping, and acquisition by gift, purchase, eminent domain, or otherwise such temporary and/or permanent access, utility, and/or other easements as may be necessary, and all incidental and related expenses; and to determine whether the vote taken hereunder shall be expressly contingent upon approval by the voters at an election to exclude from the levy limit the amounts needed to repay principal and interest on the borrowing outside of the provisions of Proposition 2 ½, so called, often referred to as a “debt exclusion” in accordance with General Laws Chapter 59, Section 21C; or act on anything relative thereto.

Submitted by the Fire Chief.

(Two-thirds vote required, if borrowed)

**FIRE CHIEF REPORT:** The Fire Department is seeking to add a housing, living, office and public space addition to be attached to the current Fire Station #2. The goal of this program is to provide living areas to support four fire personnel, this will allow for the staffing of a Fire Engine Company and an Advanced Life Support Ambulance (ALS) to provide for faster response to emergencies in the southern part of Sudbury.

In the past six years the development of the properties located on the Rt. 20 corridor have been brisk, the construction of Coolidge I and II have provided more than 100 additional age restricted housing units in the most southern section of Rt. 20. The redevelopment by National Development has added 250 non-aged restricted housing, a memory care health facility containing 48 units, an additional 57 units of age-restricted housing units in the Pulte housing units and additional retail commercial space. This one development added 214 emergency responses in 2020.

In the 2020 calendar year the southern section has contributed to 33% more emergency responses than both the North and West sections of the town combined. Providing additional housing at Fire Station 2 will reduce the response time to provide advanced patient care and enhance fire operations.

**SELECT BOARD POSITION:** The Select Board will report at Town Meeting.

**FINANCE COMMITTEE REPORT:** The Finance Committee will report at Town Meeting.

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Attachment13.a: 2021 Warrant\_final 3-25-21 (4440 : Sign ATM warrant)

**ARTICLE 17. MARLBORO ROAD CULVERT REPLACEMENT***(Consent Calendar)*

To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$400,000, or any other sum or sums, to be expended under the direction of the Department of Public Works Director for the purpose of replacing the culvert at 270 Marlboro Road and to stabilize the roadway and shoulder, along with any incidental and related costs; and to authorize the Select Board to acquire, by purchase, gift, eminent domain or otherwise, permanent and temporary easements needed to carry out the vote taken hereunder; or act on anything relative thereto.

Submitted by the Public Works Director

(Majority vote required)

**PUBLIC WORKS DIRECTOR REPORT:** Approval of this article will provide funds to reconstruct the culvert near 270 Marlboro Road. Heavy rainfall events in the spring of 2019 caused portions of the shoulder along Marlboro Road to erode. The shoulder was temporarily stabilized by the DPW with the installation of gabions on the downstream side of the culvert to mitigate any further erosion while protecting the roadway and associated utilities (water, gas and telecommunications).

**SELECT BOARD POSITION:** The Select Board supports this article.

**FINANCE COMMITTEE REPORT:** The Finance Committee recommends approval of this article.

**ARTICLE 18. FRONT END LOADER WITH PLOW**

To see if the Town will vote to raise and appropriate, or to transfer from available funds, the sum of \$230,000, or any other sum or sums, for the purchase or acquisition and equipping of a new vehicle for the Department of Public Works, including all incidental and related expenses; or act on anything relative thereto.

Submitted by the Public Works Director

(Majority vote required)

**PUBLIC WORKS DIRECTOR REPORT:** Approval of this article will provide funds to purchase a new Front End Loader with plow to replace an older model. The Department currently uses four (4) Front End Loaders, however the oldest one is over 16 years old and is beyond its useful life expectancy as a front line machine. This article requests funds to purchase a new machine, which will be safe, reliable, efficient, and capable of meeting the needs of the department. This equipment will make the plowing operations more efficient, and ultimately provide the staff with the proper equipment to clear the roads and parking lots during the snow and ice season.

**SELECT BOARD POSITION:** The Select Board supports this article.

**FINANCE COMMITTEE REPORT:** The Finance Committee recommends approval of this article.



**ARTICLE 19. MULTI-PURPOSE SIDEWALK TRACTOR**

To see if the Town will vote to raise and appropriate, or to transfer from available funds, the sum of \$205,000, or any other sum or sums, for the purchase or acquisition and equipping of a new Multi-Purpose Tractor with attachments for the Department of Public Works, including all incidental and related expenses; or act on anything relative thereto.

Submitted by the Public Works Director

(Majority vote required)

PUBLIC WORKS DIRECTOR REPORT: Approval of this article will provide funds to purchase a new Multi-Purpose Sidewalk Tractor with various attachments to replace an older model. This equipment is used to clear the snow and debris from various walkways throughout Town and supplements the roadside mowing with the boom flail mower. The multi-purpose tractor is exposed to many different environments including damaging branches, stone walls, hidden iron castings and corrosive materials (salt) which cause disintegration of the equipment. As the equipment ages, it requires additional mechanical and body work to keep it operational. These multi-purpose machines are expected to last approximately 7-10 years.

SELECT BOARD POSITION: The Select Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

**ARTICLE 20. 6-WHEEL COMBO BODY DUMP TRUCK W/ PLOW & WING**

To see if the Town will vote to raise and appropriate, or to transfer from available funds, the sum of, the sum of \$285,000, or any other sum of sums, for the purchase or acquisition and equipping of a new vehicle for the Department of Public Works, including all incidental and related expenses; or act on anything relative thereto.

Submitted by the Public Works Director

(Majority vote required)

PUBLIC WORKS DIRECTOR REPORT: Approval of this article will provide funds to purchase a new 6-Wheel Combo Body Dump Truck with plow and wing to replace an older model. The existing truck is at its useful life-expectancy of about 15 years. Due to the caustic nature of the salt and chemical additives used in snow removal operations, the bodies of these vehicles disintegrate much sooner than the total number of hours or miles would typically indicate, in spite of being washed after every treatment event. Being a dedicated spreader, this vehicle is not currently used during the construction season. It is the goal of the Public Works to focus on standardizing vehicles and specifying vehicles to better suit our multi-disciplinary needs. This proposal is to replace the existing dedicated spreader with a combination body (dump truck and spreader) to be used throughout all seasons. The Public Works employees use these vehicles to perform their everyday tasks including moving materials and equipment that is carried and towed by these vehicles.

SELECT BOARD POSITION: The Select Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

**ARTICLE 21. STREET ACCEPTANCE – ANTHONY DRIVE**

To see if the Town will vote to accept as a public way:

Anthony Drive from North Road/Route 117 to a dead end, a distance of 613 feet +/-

as laid out by the Select Board in accordance with the descriptions and plans entitled “Street Acceptance Plan Anthony Drive, Sudbury, Massachusetts” Prepared for Distinctive Acton Homes, Inc. by Foresite Engineering, dated December 5, 2019, on file in the Town Clerk’s Office; and to authorize the Select Board to acquire by purchase, by gift, or by eminent domain, an easement or fee simple, over the ways shown on said plans and any associated drainage, utility, or other easements for all purposes for which public ways are used in the Town of Sudbury; and to raise and appropriate or transfer from available funds a sum or sums of money therefor and all expenses in connection therewith; or act on anything relative thereto.

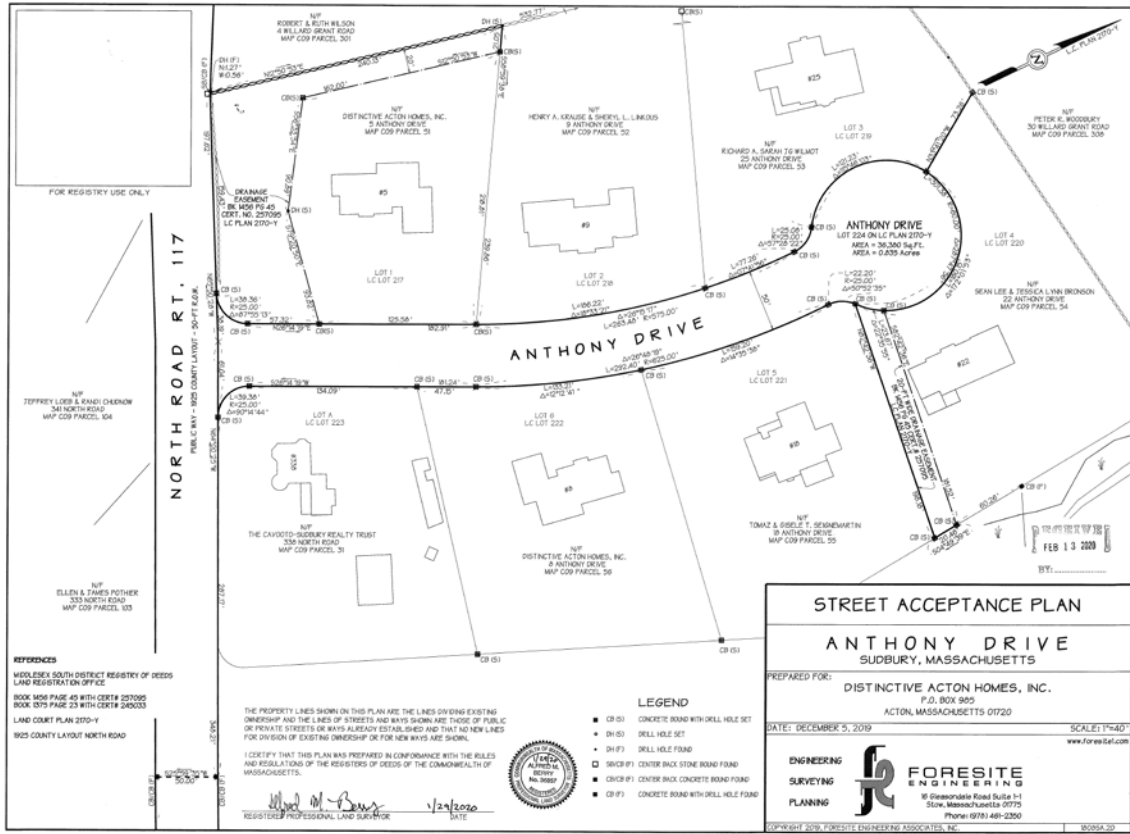
Submitted by the Select Board.

(Two-thirds vote required)

SELECT BOARD REPORT: Prior to Town Meeting the Select Board will hold a public meeting and receive a recommendation from the Planning Board relative to approval of the layout of this road. If the above street is voted and accepted by Town Meeting as a public way, all future maintenance and repair of the roadway will be performed by the Town.

SELECT BOARD POSITION: The Select Board will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.



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**ARTICLE 22. MEANS TESTED SENIOR TAX EXEMPTION EXTENSION**

To see if the Town will vote to extend for FY22, FY23, and FY24 the application of Chapter 169 of the Acts of 2012 entitled, "An act authorizing the town of Sudbury to establish a means tested senior citizen property tax exemption", as amended by Chapter 10 of the Acts of 2016, or act on anything relative thereto.

Submitted by the Board of Assessors. (Majority vote required)

BOARD OF ASSESSORS REPORT: Chapter 10 of the Acts of 2016 allows for a continuation of the Exemption Program, provided Town Meeting approves the program continuation every 3 years. The program is due for continuation for the next 3 fiscal years. A majority vote at an Annual or Special Town Meeting is required for passage.

The Sudbury Means Tested Senior Exemption Program reduces real property taxes for certain low to moderate-income seniors through a redistribution of the property tax burden within the residential class. Therefore, there is a residential tax rate increase associated with the

implementation of the Program (any exemption is shifted to the non-qualifying residential real property owners in Town). The exemption does not impact the Commercial, Industrial or Personal Property classes.

In FY 2014, 118 applications for the exemption were approved with an average benefit of \$2,450. In FY 2014, the average single-family tax increase attributable to the program was \$45.

In FY 2015, 124 applications for the exemption were approved with an average benefit of \$2,664. In FY 2015, the average single-family tax increase attributable to the program was \$60.

In FY 2016, 103 applications for the exemption were approved with an average benefit of \$3,288. In FY 2016, the average single-family tax increase attributable to the program was \$61.

In FY 2017, 111 applications for the exemption were approved with an average benefit of \$3,282. In FY 2017, the average single-family tax increase attributable to the program was \$63.

In FY 2018, 113 applications for the exemption were approved with an average benefit of \$3,664. In FY 2018, the average single-family tax increase attributable to the program was \$73.

In FY 2019, 112 applications for the exemption were approved with an average benefit of \$3,735. In FY 2019, the average single-family tax increase attributable to the program was \$67.

In FY 2020, 106 applications for the exemption were approved with an average benefit of \$3,999. In FY 2020, the average single-family tax increase attributable to the program was \$76.

In FY 2021, 101 applications for the exemption were approved with an average benefit of \$4,247. In FY 2021, the average single-family tax increase attributable to the program was \$75.

SELECT BOARD POSITION: The Select Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

**ARTICLE 23. SUDBURY PUBLIC SCHOOLS COVID-19 STUDENT ACADEMIC PROGRAM**

To see if the Town will vote to raise and appropriate, and/or transfer from available funds, the sum of \$309,540, or any other sum or sums, to be expended under the direction of the Sudbury Public School District for the purpose of providing targeted general education services to students in an effort to mitigate the learning impacts as a result of COVID-19; or act on anything relative thereto.

Submitted by the Sudbury Public Schools School Committee. (Majority vote required)

SPS SCHOOL COMMITTEE REPORT: This article is seeking the funding and appropriation for the purpose of Sudbury Public Schools to create a five (5) week summer program for elementary students in order to mitigate learning impacts from COVID-19. The program will target 2021-22

elementary students (K-5) and focus on numeracy and literacy skills. Instruction will be provided by trained educators and align with the Sudbury Public Schools curriculum using a 1:10 teacher to student ratio. The program is designed to accommodate approximately 40 students per grade level for each of the academic modules. Administrative and nursing staff will be on-site to support the program.

Eligibility for the program will be determined, in part, by spring benchmarking data using established assessment measures and educator recommendation. Students will be referred to one of the two academic modules with the option to attend a social module. The social module will be run in partnership with Sudbury Park and Recreation and will have a fee associated with attendance based on income levels. Transportation is available as is lunch for qualifying students qualifying for free or reduced lunch or financial aid.

The Summer Math Intervention and Literacy Engagement Program (SMILE) will complement the existing Extended School Year (ESY) program for students receiving special education services per their IEP by being held at the same location and providing opportunities for collaboration and inclusion.

SELECT BOARD POSITION: The Select Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

**ARTICLE 24. NOYES ELEMENTARY SCHOOL FIRE ALARM SYSTEM REPLACEMENT**

To see if the Town will vote to raise and appropriate, or to transfer from available funds, the sum of \$220,000, or any other sum or sums, to be expended under the direction of the Sudbury Public School Department for the purpose of replacing the existing fire alarm system at the Peter Noyes Elementary School, including but not limited to renovation to the building and any incidental and related costs and expenses; or act on anything relative thereto.

Submitted by the Sudbury Public Schools School Committee. (Majority vote required)

SPS SCHOOL COMMITTEE REPORT: This project will replace the entire existing Simplex fire alarm system to include a new nonproprietary notifier addressable master control panel, annunciator panel, smoke detectors, duct smoke detectors, beam detectors, magnetic door hold open devices and all associated piping and wiring. The design for this project has been funded and is complete.

The 25+ year old Simplex fire alarm system has become problematic to maintain in working order, and is subject to an increasing number of system malfunctions and repairs. Parts for repair are increasingly difficult and expensive to obtain.

Attempts to maintain the system, obtain failing components and fund system repairs with operational maintenance budgets is unsustainable.

The new addressable system will transmit information via a radio box to the Fire Department with the precise location and nature of any alarm. Responding crews will have this pre-arrival information and be directed to the exact area and source of any alarm.

SELECT BOARD POSITION: The Select Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

**ARTICLE 25. LINCOLN-SUDBURY REGIONAL HIGH SCHOOL STADIUM  
FIELD AND COMMUNITY TURF FIELD REPLACEMENT**

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow the sum of \$337,500, or any other sum or sums, as the Town's 50% share of the total project cost of \$675,000 for replacing the Community Stadium Field Turf located on the property of the Lincoln-Sudbury Regional High School, including all incidental and related costs, such sum to be added to the \$337,500 already committed by the Regional School District for its 50% share from the School's Excess and Deficiency Account, such sums to be expended under the direction of the Lincoln-Sudbury Regional School Committee; or act on anything relative thereto.

Submitted by the Lincoln-Sudbury School Committee. (Majority vote required)

LINCOLN-SUDBURY SCHOOL COMMITTEE REPORT: Purpose: The original turf field was completed in 2004. The field is not only used by Lincoln-Sudbury Regional High School Football, Soccer, Lacrosse and Rugby teams, but also the Sudbury Parks and Recreation Department for various community sporting events. The length of the artificial turf fiber has declined due to normal wear and tear as well as ultraviolet sunlight exposure. The risk of injury greatly increases as the rubber pellets in the fibers grab onto cleats while the athlete is in motion resulting in ankle and knee injuries. Additionally, since the installation of the original field it is recommended that fields that host high impact sports have a shock pad installed under the turf to minimize potential concussion injuries that meet the new concussion guidelines.

Replacing the artificial turf field will provide a safe playing field for Community sports teams and Lincoln-Sudbury Regional School District athletes.

Cost: The total project cost is estimated at \$675, with Sudbury's share of 50% totaling \$337,500 for the Sudbury Request. LS School Committee had voted to reserve a portion of \$337,500 from Excess and Deficiency back in 2019.

This is the second year of funding requests for this project through the CAPCOM process.

SELECT BOARD POSITION: The Select Board will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.



**ARTICLE 26. AMEND ZONING BYLAW, ARTICLE IX: AMEND TEXT OF SECTION 2110. ESTABLISHMENT**

To see if the Town will vote to amend the Zoning Bylaw, Article IX, Section 2110, by deleting the strikethrough text and inserting the underlined text, all as set forth below:

**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).~~

; and further, to authorize non-substantive changes to the numbering and formatting of this bylaw so that it be in compliance with the numbering format of the remainder of the Zoning Bylaw; or act on anything relative thereto.

Submitted by the Planning Board.

(Two-thirds vote required)

PLANNING BOARD REPORT: The Planning Board will report at Town Meeting.

SELECT BOARD POSITION: The Select Board supports this article.

**ARTICLE 27. AMEND ZONING BYLAW, ARTICLE IX: AMEND TEXT OF SECTION 2324 REGARDING TRAILERS OR OTHER STRUCTURES FOR STORAGE OR OFFICE PURPOSES**

To see if the Town will vote to amend the Zoning Bylaw, Article IX, Section 2324 regarding trailers or other structures for storage or office purposes by deleting the strikethrough text and inserting the underlined text, all as set forth below:

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.

; and further by amending Section 7000. Definitions by adding and inserting alphabetically the following definitions associated with the amendments above:

**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.

; and further, to authorize non-substantive changes to the numbering and formatting of this bylaw so that it be in compliance with the numbering format of the remainder of the Zoning Bylaw; or act on anything relative thereto.

Submitted by the Planning Board.

(Two-thirds vote required)

PLANNING BOARD REPORT: The Planning Board will report at Town Meeting.

SELECT BOARD POSITION: The Select Board supports this article.

**ARTICLE 28. AMEND ZONING BYLAW, ARTICLE IX: AMEND TEXT OF SECTION 3200. SIGNS AND ADVERTISING DEVICES**

To see if the Town will vote to amend the Zoning Bylaw, Article IX, Section 3200 by deleting the strikethrough text and inserting the underlined text, all as set forth below:

**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.

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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, 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.

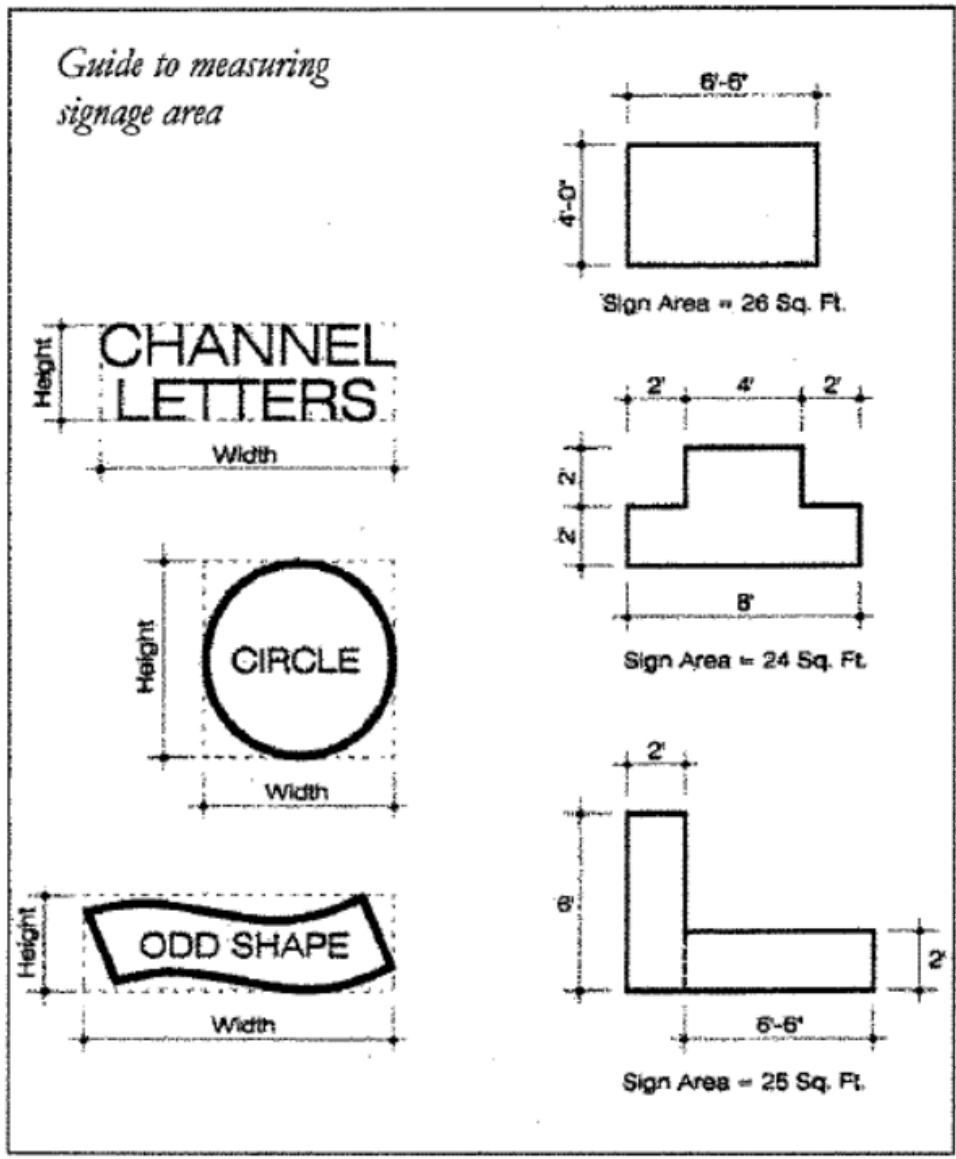
CHART A

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.



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 individual business panels shall be of 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.

Attachment 13.a: 2021 Warrant\_final 3-25-21 (4440 : Sign ATM warrant)

### 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.

; and further, to authorize non-substantive changes to the numbering and formatting of this bylaw so that it be in compliance with the numbering format of the remainder of the Zoning Bylaw; or act on anything relative thereto.

Submitted by the Planning Board.

(Two-thirds vote required)

PLANNING BOARD REPORT: The Planning Board will report at Town Meeting.

SELECT BOARD POSITION: The Select Board supports this article.



**ARTICLE 29. COMMUNITY PRESERVATION FUND – DR. BILL ADELSON PLAYGROUND IMPROVEMENTS**  
(Consent Calendar)

To see if the Town will vote to appropriate a sum or sums of money not to exceed \$285,000 from the Open Space and Recreation category of Community Preservation Act Funds, funded from FY22 revenue, for the purpose of making improvements to the Dr. Adelson Playground at Haskell Field including removing and replacing poured-in-place surfaces, replacing equipment, preserving or planting new trees, and other site work, and including all incidental and related costs; or act on anything relative thereto.

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

COMMUNITY PRESERVATION COMMITTEE REPORT: The Dr. Adelson Playground (aka the SMILE Playground) improvement project will rehabilitate the surface of an outdoor recreational facility on property dedicated to outdoor activity. The Dr. Adelson Playground supports recreational uses, serves the general public (available to all residents), and expands the use to allow access to all areas of the playground without tripping hazards.

The Dr. Adelson Playground is the most heavily-used public playground in Sudbury and is used during all seasons of the year. Areas of the poured-in-place (PIP) rubberized surface need to be replaced due to age and subsurface root intrusion. Tree roots are causing the surface of the PIP to undulate. This undulation is a tripping concern for all users and spectators of the playground. As of March 2011, play areas need to be compliant with Americans with Disabilities Act (ADA) standards. This project will enhance the Dr. Adelson Playground by bringing the surfaces up to current standards and allowing full participation on the playground for all children with disabilities.

There are areas within the playground which contain wood safety fiber material. These wood chips do not meet the requirements for full accessibility as they impede wheelchair movements and leave an uneven surface which requires constant raking-out. However, some of these areas must remain as they are needed to allow access to the underground clean outs for the septic system.

The current PIP has ripped and cracked, and has been pushed up by the roots of the large tree in the park as well as trees which border the park on the outside of the fence. These uneven surfaces do not allow for wheelchairs to move easily throughout the playground and pose a tripping hazard. The tree in the center of the playground will be removed and replaced with a shade structure. The Park and Recreation Department will investigate the preservation of the trees outside the fence but adjacent to the playground. These trees will either be preserved or replaced by a more suitable variety.

Playground equipment that is not ADA compliant and unsupported by the manufacturer for replacement parts will be removed and replaced with modern equipment with appropriate shade structures.

SELECT BOARD POSITION: The Select Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

**ARTICLE 30. COMMUNITY PRESERVATION FUND – FRANK FEELEY FIELDS IMPROVEMENTS**  
(Consent Calendar)

To see if the Town will vote to appropriate a sum or sums of money not to exceed \$386,000 from the Open Space and Recreation category of Community Preservation Act Funds, funded from the FY22 revenue for the

purpose of designing improvements to the Frank Feeley Fields located at 200 Raymond Rd. and to the construction of improvements including, but not limited to, installing dugouts, constructing a protective guardrail for the batting cage, installing protective netting, and drainage improvements, and any incidental and related cost; or act on anything related thereto.

Submitted by the Community Preservation Committee.

(Majority vote required)

**COMMUNITY PRESERVATION COMMITTEE REPORT:** The Frank Feeley Fields are home to the Town tennis courts, several softball fields, and a baseball field. There is one 90-foot, lighted baseball diamond with a press box, bleachers, concession area, and restrooms; three 60-foot softball diamonds on two field levels; and six tennis courts. The softball diamonds have several safety issues regarding lack of protection from foul balls and the sun. Further, the swamp-like conditions on the two lower fields limit utilization during the key playing season.

The Sudbury Girls Softball (SGS) is requesting funds in two phases. This article is the first phase representing design improvements for all the fields. Design costs will include mitigating for significant water issues at the Lower Feeley Fields. The implementation of outfield water management will be in the second phase.

The first phase, funded by this request, also focuses on the safety of the participants and spectators. The girls' softball fields in Sudbury do not have protective dugouts, which are common at all other ball fields in Sudbury, to shield players from foul balls, overthrows, and peak sun. SGS is requesting funds for the construction of dugouts for the Upper Feeley and Feeley #1 softball diamonds.

Due to the close proximity of the tennis courts to the field at Upper Feeley, foul balls are frequently hit onto the tennis courts or the area where children, spectators, and families are sitting or standing during games. The lack of protection from foul balls is creating a dangerous environment. SGS is requesting funding to construct protective netting on the first base side of the Upper Feeley softball diamond to provide spectator and tennis player protection. It should be noted that when citizens of Sudbury are playing tennis, their backs are to the softball field and there is little warning when a hard-hit foul ball flies into the courts.

The SGS batting cage sits in the Feeley Fields parking lot which has a steady flow of cars coming and going from the area. SGS is requesting funding to build a timber guardrail to provide a safety barrier between the batting cage and the parking lot for the SGS players who practice frequently in the batting cage.

This funding request will provide substantial safety improvements to two primary softball diamonds, Upper Feeley and Feeley #1, as well as the key practice area around the batting cage. Without these much needed improvements, SGS will continue to underutilize Feeley Fields due to the unsafe and wet conditions. The Frank Feeley Fields improvements would increase use of these recreational areas, serve the general public (available to all residents), and expand the use to allow access to all areas of the fields. The goal is to have a similar structure as the boys' baseball fields providing safety and shelter from stray balls. This request for funding is to keep this vibrant softball community strong with quality fields that may be equal or similar to the fields used by the baseball community.

In addition to this Community Preservation Act allocation, Sudbury Girls Softball has pledged \$7,000 to this project and the Park and Recreation Commission has pledged \$25,000 for design purposes.

**SELECT BOARD POSITION:** The Select Board supports this article.

**FINANCE COMMITTEE REPORT:** The Finance Committee recommends approval of this article.

**ARTICLE 31. COMMUNITY PRESERVATION FUND – HISTORIC PRESERVATION PLAN**  
(Consent Calendar)

To see if the Town will vote to appropriate a sum or sums of money not to exceed \$32,000 from the Historic Resources category of Community Preservation Act Funds, funded from Historic Resources reserves, for the purpose of preservation of historic resources, specifically by funding the preparation of a town-wide Historic Preservation Plan, including all costs incidental and related thereto; or act on anything relative thereto.

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

COMMUNITY PRESERVATION COMMITTEE REPORT: The Historical Commission is requesting Community Preservation Act funds for the creation of a town-wide Historic Preservation Plan modeled after the Massachusetts Historical Commission's sample plan.

An Historic Preservation Plan is the foundational planning document for a community's historic preservation goals and efforts. It offers a comprehensive review of existing preservation conditions, and a proactive collaborative approach to protecting the community's historical and archaeological resources. It is the road map for preservation policies and activities for Town boards as well as the community. It is a standalone document that focuses on making history, heritage, and historic character strong building blocks for revitalization, growth, and tourism. A cultural resource consultant will be retained to create the plan. It is developed with input from residents; property owners; Town boards, committees, and commissions; and interested town preservation organizations.

Although many (but not all) of the town's historic resources have been identified and inventoried, no "master plan" for the town's historical or archaeological resources has ever been formulated – unlike other historic communities in Massachusetts, including neighboring Concord. There are several Town commissions/committees, groups, and individuals with narrow responsibilities engaged in historic preservation, but overall community focus on historic preservation is lacking.

A town-wide Historic Preservation Plan would be a substantial public benefit as the plan would include a road map and guidance on achieving common preservation goals, and how these could be coordinated and accomplished among many different entities and individuals. As was heard from community members during the recent Master Plan update process, many residents indicated one of the reasons they moved to Sudbury and remain in Sudbury is its historic charm and character. Without a town-wide Historic Preservation Plan, this historic charm and character remains at risk to degradation over time.

SELECT BOARD POSITION: The Select Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

**ARTICLE 32. COMMUNITY PRESERVATION FUND – HOUSING PRODUCTION PLAN**  
(Consent Calendar)

To see if the Town will vote to appropriate a sum or sums of money not to exceed \$36,000 from the Community Housing category of Community Preservation Act Funds, funded from FY22 revenue, for the purpose of supporting and creating community housing, specifically by funding the updated study and design of the Town's Housing Production Plan, including all costs incidental and related thereto; or act on anything relative thereto.

Submitted by the Community Preservation Committee.

(Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: The Planning and Community Development Department is requesting Community Preservation Act funds to update the Town's Housing Production Plan, in conformance with the State's guidelines, utilizing the 2020 Census information. Sudbury's last Housing Production Plan was written in 2016 and will expire on April 20, 2021. The plan will be developed with the assistance of a consultant.

A Housing Production Plan identifies the housing needs of a community and the goals and strategies it will use to identify and achieve the 10% affordable housing threshold of the MGL Chapter 40B state mandate. A Housing Production Plan enables municipalities to develop a strategy to meet its affordable housing needs, produce housing units in accordance with that plan, and demonstrate progress towards their affordable housing production. By taking a proactive approach in the adoption of a Housing Production Plan, cities and towns are better able to achieve their affordable housing and community planning goals.

While Sudbury is projected to remain over the 10% threshold through 2030, and likely 2040, a Housing Production Plan is still valuable to provide for a community discussion and to update the housing goals in the community. This is very helpful and useful once a community reaches its 10% affordable housing threshold.

SELECT BOARD POSITION: The Select Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

**ARTICLE 33. COMMUNITY PRESERVATION FUND – HOUSING TRUST ALLOCATION**  
(Consent Calendar)

To see if the Town will vote to appropriate a sum or sums of money not to exceed \$388,500 from the Community Housing category of Community Preservation Act Funds, funded from FY22 revenue, to the Housing Trust for the acquisition, creation, preservation, and support of community housing as allowed by the Community Preservation Act; or act on anything relative thereto.

Submitted by the Community Preservation Committee.

(Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: This article requests an appropriation to the Housing Trust for the creation of new affordable housing units and continued support for residents struggling to pay their rent due to impacts from COVID or other matters. The Housing Trust last requested Community Preservation Act funds in 2018 for Fiscal Year 2019 and has not created any new units since then, as the Housing Trust relies on Community Preservation Act funds for unit creation.

This funding allocation would assist in creating at least one new unit of affordable housing in the Housing Trust's Home Preservation Program which converts existing smaller market homes to affordable homes and provides affordable homeownership opportunities to income eligible households. The Housing Trust is the main, if not the only, entity with plans to create affordable homeownership in Sudbury. Through its program, the Housing Trust has seen tenants of the Sudbury Housing Authority become owners for their families, and owners of deed restricted properties in Sudbury purchase market rate homes in town. These items demonstrate first-hand the benefits of a homeownership program. Sudbury has had 37 ownership units in its affordable housing portfolio since 2016, with no additional homeownership units in the pipeline. The Home Preservation

Program conforms to the Town's Housing Production Plan, contributes long-term affordability towards the MGL Chapter 40B 10% affordable housing threshold, converts market rate to affordable units, and promotes a socioeconomic environment that encourages a diversity of income.

Additionally, the Housing Trust aims to build upon its Emergency Rental Assistance Program (ERAP) which serves low income level households in town by providing rental assistance. The Housing Trust has recently successfully implemented and administered the Emergency Rental Assistance Program and looks to expand the concept. This program would have the effect of deepening the affordability of rental units in Sudbury and would serve low income households. The Emergency Rental Assistance Program commits four months of rental assistance for apartments with low income tenants who have demonstrated a loss of income due to COVID. With Community Preservation Act funding, the Housing Trust plans to continue and expand its emergency rental assistance efforts to assist tenants with a recent loss of income. The Emergency Rental Assistance Program conforms to the Town's Housing Production Plan, assists in intermingling affordable and market rate housing at levels that exceed state requirements for percentage of affordable units, and promotes a socioeconomic environment that encourages a diversity of income.

SELECT BOARD POSITION: The Select Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

**ARTICLE 34. COMMUNITY PRESERVATION FUND – REGIONAL HOUSING SERVICES OFFICE (RHSO) MEMBERSHIP FEE** *(Consent Calendar)*

To see if the Town will vote to appropriate a sum or sums of money not to exceed \$30,000 from the Community Housing category of Community Preservation Act Funds, funded from FY22 revenue, for the purpose of supporting and creating community housing by funding of the Town's portion of the FY22 Regional Housing Services Office (RHSO) membership fee which supports the Town's affordable housing activities; or act on anything relative thereto.

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

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

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

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

The services provided include affordable housing inventory monitoring; supervising lotteries to determine who qualifies for affordable housing; monitoring the Incentive Senior Developments at Frost Farm and Grouse Hill to ensure compliance with eligibility requirements; monitoring all deed restricted properties; providing valuations for deed restricted properties to the Town Assessor; reviewing compliance with Regulatory Agreements and certification to Department of Housing and Community Development (DHCD) for Local Initiative Program (LIP) rental units; maintaining the affordable housing inventory and providing estimates for 2030 SHI projections; and other administrative work, including annual action plans, 5 year consolidated plans, fair housing reports and programs, and related housing questions which arise during the year.

SELECT BOARD POSITION: The Select Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

**ARTICLE 35. COMMUNITY PRESERVATION FUND – REVERSION OF FUNDS**

*(Consent Calendar)*

To see if the Town will vote to return the unused balances from prior article authorizations voted at prior Town Meetings, which projects have been completed and for which no liabilities remain outstanding or unpaid, into the Community Preservation Act general account as follows:

2010 ATM, Article 36	CSX Alternative Acquisition Funding	\$420,000.00
to be returned to the category of Unrestricted Reserves; and		
2014 ATM, Article 33	Melone Property Engineering	\$110,639.21
to be returned to the category of Unrestricted Reserves		
		=====
Total:		\$530,639.21

;or act on anything relative thereto.

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

COMMUNITY PRESERVATION COMMITTEE REPORT: All projects are completed at this time or will not proceed to fruition. In order to return the funds to the Community Preservation Act general account, this article and an affirmative vote of Town Meeting are necessary.

SELECT BOARD POSITION: The Select Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

Attachment 13.a: 2021 Warrant \_final 3-25-21 (4440 : Sign ATM warrant)



**ARTICLE 36. COMMUNITY PRESERVATION FUND – GENERAL BUDGET  
AND APPROPRIATIONS**

*(Consent Calendar)*

To see if the Town will vote to appropriate a sum or sums of money from Community Preservation Act funds, as recommended by the Community Preservation Committee, for the FY22 Community Preservation Act budget, including the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for FY22, amounts for payment of debt service on the Community Preservation Act projects previously approved by Town Meeting, and as may be needed to comply with General Laws Chapter 44B, Section 6, to reserve for future appropriation amounts for open space, including land for recreational use, historic resources and community housing; or act on anything relative thereto.

Submitted by the Community Preservation Committee.

(Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: This article sets forth the entire FY2022 Community Preservation Act budget, including appropriations and reservations as required in connection with the administration of the Community Preservation Act funds. The estimated annual revenue for FY2022 is \$2,550,000. The article appropriates funds for FY2022 debt service obligations totaling \$1,052,178. These obligations arise from prior Town Meeting approval for the bonding of six projects:

- 1) Purchase of the Dickson property utilizing the Open Space and Recreation (\$29,061) and Historic Resources (\$19,374) categories;
- 2) Purchase of land and development rights as well as construction of a sports field on the Cutting property utilizing the Open Space (\$172,428) and Recreation (\$21,312) categories;
- 3) Purchase of the Libby property utilizing the Open Space and Recreation (\$133,987) category;
- 4) Purchase of development rights on the Nobscot Boy Scout Reservation Phases I and II utilizing the Open Space and Recreation (\$418,234) category;
- 5) Purchase of development rights on Pantry Brook Farm utilizing the Open Space and Recreation (\$182,657) category; and
- 6) Purchase of the Johnson Farm Property utilizing the Open Space and Recreation (\$75,125) category.

The article also appropriates funds for administrative and operational expenses of the Community Preservation Committee in the amount of \$85,000. The administrative fund can be used by the Community Preservation Committee to pay for technical staffing and expertise, consulting services (e.g. land surveys and engineering), property appraisals, legal advertisements, publication fees, and other administrative expenses. By statute, the Community Preservation Committee may budget up to five percent (5%) of its annual budget for these administrative and operational expenses, or \$127,500 based upon the projected FY2022 revenue of \$2,550,000. Any funds remaining in the administrative account at the fiscal year's end revert to the Community Preservation Act Fund Balance, and need to be re-appropriated for administrative use in subsequent years. The Community Preservation Committee believes having access to administrative funds is critically important as it allows the Committee to conduct business on a time-sensitive basis, a vital component of the Community Preservation Act.

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

SELECT BOARD POSITION: The Select Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee recommends approval of this article.

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**TOWN COUNSEL OPINIONS**

It is the opinion of Town Counsel that, if the Zoning Bylaw amendments proposed in the following articles in the Warrant for the 2021 Annual Town Meeting are properly moved, seconded and adopted by a two-thirds vote in favor of the motion, the proposed changes will become valid amendments to the Sudbury Zoning Bylaw:

- Article 26 Amend Zoning Bylaw, Article IX, Amend Text of Section 2110. Establishment  
 Article 27 Amend Zoning Bylaw, Article IX, Amend Text of Section 2324 Regarding Trailer or other structures for storage or office purposes  
 Article 28 Amend Zoning Bylaw, Article IX, Amend Text of Section 3200. Signs and Advertising Devices

---

And you are required to serve this Warrant by posting an attested copy thereof at the Town Hall at least seven days before the time appointed for such meeting.

Hereof fail not and make due return of the Warrant by your doing thereon to the Town Clerk, at or before the time of meeting aforesaid.

Given under our hands this 30th day of March, 2021.

SELECT BOARD OF SUDBURY:

Janie W. Dretler

Jennifer S. Roberts

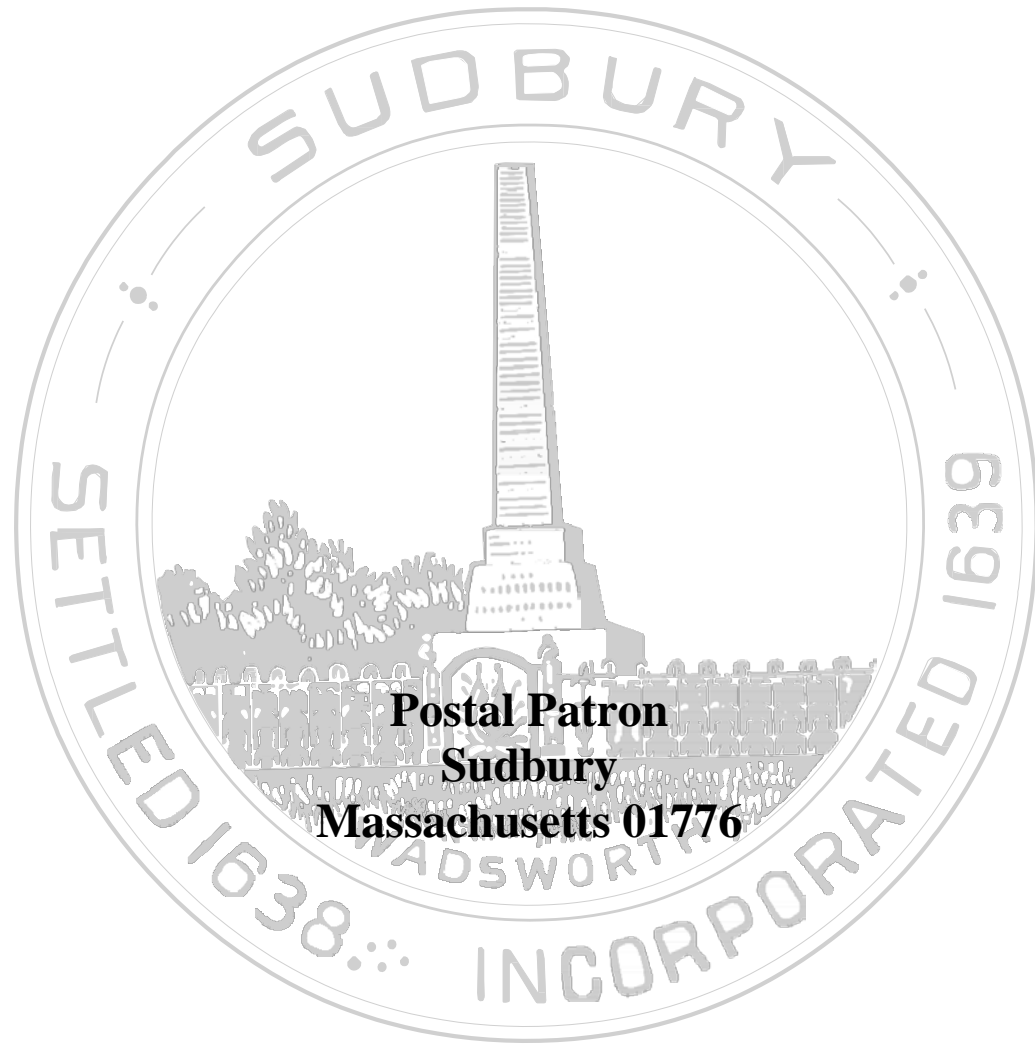
Daniel E. Carty

Charles G. Russo

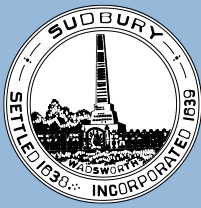
William J. Schneller

**Board of Selectmen  
Sudbury, MA 01776**

**U. S. POSTAGE  
PAID  
Permit No. 4  
Sudbury, MA 01776  
ECRWSS**



Attachment13.a: 2021 Warrant \_final 3-25-21 (4440 : Sign ATM warrant)



SUDBURY SELECT BOARD  
Tuesday, March 30, 2021

**CONSENT CALENDAR ITEM**

**14: Accept \$75K grant from Sudbury Foundation**

REQUESTOR SECTION

Date of request:

Requestor: Marilyn Martino, Sudbury Foundation Executive Director

Formal Title: Vote to accept a grant in the amount of \$75,000 from the Sudbury Foundation, which is the second and final installment of a two-year \$150,000 grant to fund playground renovations at the Loring and Nixon schools.

Recommendations/Suggested Motion/Vote: Vote to accept a grant in the amount of \$75,000 from the Sudbury Foundation, which is the second and final installment of a two-year \$150,000 grant to fund playground renovations at the Loring and Nixon schools.

Background Information:  
attached letter from Marilyn Martino

Financial impact expected:

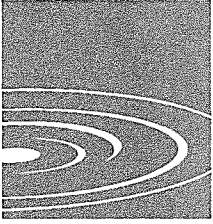
Approximate agenda time requested:

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

03/30/2021 6:00 PM



**THE SUDBURY  
FOUNDATION**

Trustees

Miner A. Crary

Bill Spencer

Jill M. Stansky

Tracy L. Stewart

Bank of America, N.A.

Trustee Emeritus

Richard H. Davison

Staff

Marilyn Martino

*Executive Director*

Tricia Brunner

*Operations Manager*

March 18, 2021

RECEIVED  
BOARD OF SELECTMEN  
SUDBURY, MA

2021 MAR 24 P 12:41

Mr. Henry Hayes, Jr.  
Town Manager of Sudbury  
278 Old Sudbury Road  
Sudbury, MA 01776

Dear Henry:

On behalf of the Sudbury Foundation, I am delighted to enclose a grant check for \$75,000, the second and final installment of a two-year, \$150,000 grant to fund playground renovations at the Loring and Nixon elementary schools.

Also enclosed is a grant acknowledgment form. Please sign and return one copy at your convenience.

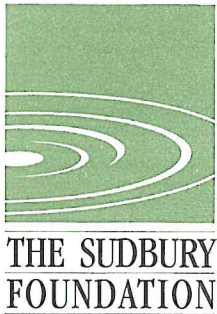
As a condition of the grant award, the Sudbury Foundation requires a financial and programmatic report within one year of receipt of the grant check. For your reference, we have enclosed a grant report outline.

Henry, the trustees of the Foundation are pleased to support this project to create safe, accessible playgrounds at the elementary schools.

Best regards,

Marilyn Martino  
Executive Director

cc: Jean Nam, Play Sudbury  
enclosure



**GRANT ACKNOWLEDGEMENT - MULTI-YEAR GRANT**

Organization: Town of Sudbury  
Purpose: Second and final installment of a two-year, \$150,000 grant to support renovations at the Nixon and Loring Elementary School playgrounds to improve safety and enhance access.

Total Grant Amount: \$150,000	Length of Grant: Multi-year
Current Payment: \$75,000	Current Payment #: 2/2
Award Date: December 6, 2018	Payment Date: March 18, 2021

Conditions of a Sudbury Foundation grant:

- Grant funds will be used expressly for the purposes and objectives specified in the grant proposal.
- The Foundation should be notified immediately of significant changes in the management of the organization, the project manager or the project itself.
- The Foundation requires a financial statement and programmatic report describing the way in which the funds were spent and giving an appraisal of the results achieved.

Recipients of multi-year grants are required to submit annual reports on the anniversary of the grant award. Subsequent multi-year payments remain at the discretion of the Foundation based on receipt of a satisfactory grant report and other factors.

- It is understood that any portion of this grant not needed for the designated purpose will be repaid to the Foundation in a timely manner unless permission to do otherwise is expressly given by the Trustees.
- In all public statements, please acknowledge this grant as a gift from the Sudbury Foundation.

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We hereby acknowledge receipt from the Sudbury Foundation of the grant described above and agree to the conditions set forth in this Grant Acknowledgement form.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

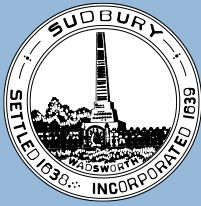
Title: \_\_\_\_\_

Date: \_\_\_\_\_

The executive director or board chair must sign this form. Please return the signed original to the Sudbury Foundation, 326 Concord Road, Sudbury, MA 01776. A second copy has been provided for your records.

Attachment 14.a: Sudbury Foundation Grant acceptance \$75K (4509 : Accept \$75K grant from Sudbury Foundation)





SUDBURY SELECT BOARD  
Tuesday, March 30, 2021

**CONSENT CALENDAR ITEM**

**15: Vote to accept easement Cold Brook Crossing**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Pursuant to the provisions of G.L. c. 83, §4, Article XII s. 1 and 3, of the Sudbury General Bylaws, and any other enabling authority, VOTE to accept the Grant of Easement set forth in the document entitled “DECLARATION OF RESTRICTIVE COVENANTS AND GRANT OF EASEMENT REGARDING STORMWATER MANAGEMENT SYSTEM” granted by The Apartments at Cold Brook Crossing LLC for stormwater system maintenance purposes upon the property at 16 & 36 North Road.

Recommendations/Suggested Motion/Vote: Pursuant to the provisions of G.L. c. 83, §4, Article XII s. 1 and 3, of the Sudbury General Bylaws, and any other enabling authority, VOTE to accept the Grant of Easement set forth in the document entitled “DECLARATION OF RESTRICTIVE COVENANTS AND GRANT OF EASEMENT REGARDING STORMWATER MANAGEMENT SYSTEM” granted by The Apartments at Cold Brook Crossing LLC for stormwater system maintenance purposes upon the property at 16 & 36 North Road.

Background Information:

Financial impact expected:

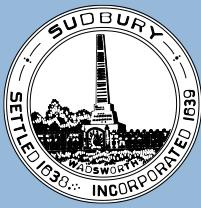
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

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

03/30/2021 6:00 PM



SUDBURY SELECT BOARD  
Tuesday, March 30, 2021

**CONSENT CALENDAR ITEM**

**16: Vote to Accept Easement Quarry North**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Pursuant to the provisions of G.L. c. 83, §4, Article XII s. 1 and 3, of the Sudbury General Bylaws, and any other enabling authority, VOTE to accept the Grant of Easement set forth in the document entitled “DECLARATION OF RESTRICTIVE COVENANTS AND GRANT OF EASEMENT REGARDING STORMWATER MANAGEMENT SYSTEM” granted by Quarry North Road LLC, declarant of the Cold Brook Crossing Condominium, for stormwater system maintenance purposes upon the property at 16 & 36 North Road.

Recommendations/Suggested Motion/Vote: Pursuant to the provisions of G.L. c. 83, §4, Article XII s. 1 and 3, of the Sudbury General Bylaws, and any other enabling authority, VOTE to accept the Grant of Easement set forth in the document entitled “DECLARATION OF RESTRICTIVE COVENANTS AND GRANT OF EASEMENT REGARDING STORMWATER MANAGEMENT SYSTEM” granted by Quarry North Road LLC, declarant of the Cold Brook Crossing Condominium, for stormwater system maintenance purposes upon the property at 16 & 36 North Road.

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
Janie Dretler	Pending
Select Board	Pending

03/30/2021 6:00 PM