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IN BOARD OF SELECTMEN  
MONDAY, DECEMBER 3, 1990

Present: Chairman Judith A. Cope, David A. Wallace and John C. Drobinski.

The statutory requirements as to notice having been fulfilled, the meeting was called to order by Chairman Cope at 7:30 p.m., at Fairbank Senior Center.

Donations - Council On Aging

It was on motion unanimously

VOTED: To accept \$57.50 in miscellaneous donations for deposit into the Council On Aging Van Donation Account; and to authorize the Council On Aging to expend the same for purposes of operating and maintaining the Council On Aging van.

Special Police Officer - Appointment

Upon review of request dated November 26, 1990, from Police Chief Peter B. Lembo, it was on motion unanimously

VOTED: To appoint James F. Kane of 41 Kane Drive, Marlboro, as a Special Police Officer for a term to expire April 30, 1991.

Drainage Easement - Willis Road

It was on motion unanimously

VOTED: To accept a drainage easement granted by Joan E. Blair, on property located at 371 Willis Road, at the request of Highway Surveyor Robert A. Noyes.

Mileage Allowances

Executive Secretary Richard E. Thompson reported that Town Clerk Jean A. MacKenzie has recommended that the Town review its policies and procedures concerning mileage allowances.

At the request of the Selectmen, Mr. Thompson will obtain a report on same from Budget and Personnel Officer Terri Ackerman.

Town Hall Heating System

Executive Secretary Thompson reported that Town Clerk Jean A. MacKenzie has requested that the heating system at Town Hall and adjoining offices be improved, as there are continuing problems with same.

At Mr. Thompson's suggestion, the Selectmen authorized him to forward a written communication to the Permanent Building Committee requesting they recommend a qualified person who could evaluate and provide estimates for repair or replacement of the heating system.

It was noted that a Town Meeting article may be required for funding.

Proposed Golf Driving Range

Executive Secretary Thompson reported that he has been in discussions with the Park and Recreation Commission and others concerning the proposed golf driving range project. Mr. Thompson stated that the Commission has made a commitment, relayed through Chairman Cope, that they would stop for discussion with the Selectmen at a point when money needs to be expended, whether or not approval is required by Town Meeting or similar forum.

Mr. Thompson reminded the Board of a suggestion made by Town Treasurer Chester Hamilton recently that if there is a need for money for startup costs public local bonding may be a way to achieve this.

Unisys

Executive Secretary Thompson reminded the Board that there will be a meeting at the Planning Board's office at 7:30 p.m. Thursday evening, at which time the new Unisys representative, Richard L'Ecuyer, will be introduced.

Selectmen's Report for 1990 Annual Town Report

Following review of revised Selectmen's Report, and additional suggested revisions made by Chairman Cope, it was on motion unanimously

VOTED: To sign Selectmen's Report for the 1990 Annual Town Report, as corrected.

Landfill - Rules and Regulations

Present: Town Engineer I. William Place.

The Board reviewed letters dated November 26, 1990, and November 27, 1990, from Town Engineer I. William Place, wherein he advised of significant changes to the Rules and Regulations for Solid Waste Management Facilities and Rules and Regulations for Site Assignment for Solid Waste Facilities adopted by the Commonwealth of Massachusetts on October 12, 1990.

Town Engineer I. William Place pointed out that with regard to the prohibition of lead batteries from being disposed of in the Landfill as of December 31, 1990, these batteries would be allowed in the recycling area.

Accordingly, it was on motion unanimously

VOTED: To amend the "Rules and Regulations for the Recycling and Disposal of Solid Wastes at the Sanitary Landfill", as adopted by the Board of Selectmen, by adding a new paragraph P. to Section VI., PROHIBITED MATERIALS, to prohibit the disposal of lead batteries in the Landfill, said prohibition to take effect December 31, 1990.

There was a brief discussion concerning the issue of cover for the landfill and Mr. Place explained the leachate collection process.

Budget Hearing - Engineering Department

Present: Town Engineer I. William Place.

The Board reviewed proposed budget prepared by Town Engineer I. William Place; and Executive Secretary Thompson advised that he has gone over this budget with Mr. Place and given his comments and opinions to him. It was pointed out that the budget is basically the same as last year's.

1. Mr. Thompson advised that he spoke with Mr. Place and other department heads concerning the fact that there will have to be a reduction of services in the Fiscal 1992 Town's budget; and it is his feeling that Police, Fire and Highway Departments will probably see cuts.

2. The way the budget is being broken down for the Landfill, is designed to utilize the services of one person for the Landfill operation. Mr. Thompson commented that this will become even more important down the road.

3. Mr. Thompson expressed his opinion that the Engineering Department's budget should cut the position of Assistant Town Engineer. Mr. Place strenuously objected to this, stating that the individual who has occupied this position is an excellent employee and does the lion's share of the work in the Engineering Department.

4. With regard to capital equipment line items, Mr. Thompson commented that he believes it is obvious that even if reductions need to be made, the Town cannot allow the physical plant to "go to pot". Mr. Thompson advised that there is a recommendation for updating the Work Station; and he expressed his feeling that a total Work Station could replace a person. Mr. Thompson suggested that some monies might come out of the Stabilization Fund, just as was done last year for asbestos removal. Another option, he continued, is to try to obtain a compromise consensus of going for a Capital Equipment Exemption. Mr. Thompson explained this would be a "one-shot deal" and would not be added onto the base.

5. Mr. Thompson stated that by the time of Town Meeting, solid figures will still not be available to present to the Town since there will still be no local aid figures or assessment of the impact of Question 5, which passed at the last election. Mr. Thompson thus suggested that the Town could either adjourn Town Meeting to a future date certain, or postpone budget items to a Special Town Meeting at a later date.

Mr. Thompson concluded his comments by stating his belief that budgetary decisions should be made at the Selectmen's level rather than being passed along to the Finance Committee. The Board concurred, and it was pointed out that the Finance Committee has agreed to coordinate its scheduling of budget hearings with the Executive Secretary to assure Mr. Thompson's attendance.

The Selectmen voiced their concurrence that they did not believe it wise to make any budgetary decisions until all department heads have been heard; and they thanked Mr. Place for his presentation.

Budget Hearing - Dog Officer

Mr. Thompson advised that Dog Officer Betsey DeWallace will be submitting her report through him.

Budget Hearing - Selectmen/Unclassified

Present: Administrative Assistant Janet Silva.

The Board reviewed the proposed budget for the Selectmen's Office.

Mr. Thompson reported that Budget and Personnel Officer Terri Ackerman recommended that the Selectmen consider revising figures concerning certain categories and Mr. Thompson expressed his concurrence since he believes it is reasonable to assume that additional monies will be needed in these areas. These items include the position of Recording Secretary, Travel and Meeting Expenses; and Ms. Ackerman's salary.

Mr. Thompson pointed out that attached to this budget is Form XIV, which is a list of items not included in the budget but needed. He explained that these are "add-ons" and are not reflected in the budget figures. Chairman Cope expressed her desire to add contributions to MetroWest and MAGIC to this list. Ms. Cope stated that these organizations work very hard for Sudbury and similar communities and contributions by the Town would be good value for the money.

The Board next reviewed the proposed Unclassified Budget, and Mr. Thompson informed that a census survey is being conducted among all employees with regard to insurance. Other comments regarding this budget were:

1. Medicare: keeps going up;
2. Workmens Compensation: appears in good shape;
3. Retirement Fund: currently underfunded;
4. Unemployment Compensation: depending on what happens at Town Meeting, if a number of employees are laid off, then funding for this would have to go up.

The Board thanked Administrative Assistant Janet Silva for her attendance and input.

Budget Hearing - Law

The Board reviewed the Law Budget, noting that labor counsel services had been reduced due to 1991 being a non-bargaining year.

Legal Services Review Committee

Executive Secretary Thompson reported that the first three attorneys contacted relative to serving on a Legal Services Review Committee stated their willingness and availability.

It was on motion unanimously

VOTED: To establish the Legal Services Review Committee consisting of three members and a liaison; and to charge the Committee as follows:

The purpose of the Legal Services Review Committee is to report on the utilization of Town legal services and related costs. This report shall include an evaluation of all Town legal services, including general counsel and labor relations counsel, and consider the inter-relationship with the local Schools. The Regional High School and Water District are separate and distinct legal entities and are not included; but the Committee, when comparing costs, should be aware there are municipalities that do include them.

The charge to the Legal Services Review Committee is intentionally general in nature to allow the most flexibility possible during deliberations. The Board of Selectmen is available to meet with the Committee should further guidance and direction be desired.

Meetings of the Legal Services Review Committee will be held only when all members can be present, and the time and place of meetings shall be at the discretion of the Committee. The liaison and staff coordinator will attend meetings upon request. If the Committee deems it advisable, at least one public hearing shall be held. All meetings shall be posted and conducted in accordance with statutory requirements.

And it was further on motion unanimously

VOTED: To appoint the following persons to the Legal Services Review Committee:

Eric F. Menoyo, Esq., 388 Willis Road;  
Eric M. Elfman, Esq., 49 Willis Road;  
Edward L. Glazer, Esq., 23 Webster Circle;

And it was further on motion unanimously

VOTED: To appoint David Fitts, Finance Committee, as liaison to the Committee.

At the request of the Selectmen, Executive Secretary Richard E. Thompson will serve as Staff Coordinator to the Committee to provide or obtain any necessary background information requested.

#### Inclusionary Zoning

Reiterating her feelings concerning inclusionary zoning bylaws stated in past meetings, Chairman Cope stated that she would like to have Executive Secretary Thompson get involved with the Water District in order to help generate support for the recommendations contained in Dr. Edward T. T. Chiang's 1986 report.

Sewage Package Treatment Plants

Executive Secretary Thompson reported that Town Counsel is reviewing the Final GEIR on Private Sewage Treatment Facilities submitted to the Metropolitan Area Planning Council on November 15, 1990. Chairman Cope informed that Conservation Commission chairman Gordon Henley has reviewed the report and will submit comments.

Mr. Thompson advised that a copy of the report is available at the Selectmen's Office. Selectman Drobinski agreed to review and verbally comment on same.

The comment period is open until December 26, 1990.

Sudbury Water District - Proposed Annual Meeting Date Change

Executive Secretary Thompson informed that he received a telephone call from Richard Carroll, Superintendent of Sudbury Water District, saying that the Water Commissioners are thinking of changing the Sudbury Water District Annual Meeting from the last Monday in February to the third Tuesday in May. Mr. Carroll informed that this will have to be voted on at the 1991 Sudbury Water District Annual Meeting.

At the request of the Selectmen, Mr. Thompson will check to make certain that the proposed change would have no effect with any Town business that night and will so confirm in writing to Mr. Carroll.

Board of Assessors - Enterprise Fund

The Board acknowledged receipt of copy of letter dated November 19, 1990, from the Board of Assessors to Mariellen P. Murphy, Director of Accounts, Department of Revenue regarding certification of the proposed Enterprise Fund.

Executive Session

It was on motion unanimously

VOTED: To go into Executive Session for the purpose of discussing Discretionary Fund matters.

(Chairman Cope, aye; Selectman Wallace, aye; Selectman Drobinski, aye).

Chairman Cope announced that public session would not reconvene following Executive Session.

There being no further business to come before the Board, the meeting was adjourned.

Attest:

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Richard E. Thompson  
Executive Secretary-Clerk