

IN BOARD OF SELECTMEN
MONDAY, JUNE 14, 1993

Present: Vice-Chairman Lawrence L. Blacker, John C. Drobinski.

The statutory requirements as to notice having been met, the meeting was convened by Vice-Chairman Blacker at 7:30 p.m. at the Fairbank Senior Center.

Highway Reimbursement Loan Renewal - Sherman's Bridge

In response to a communication dated June 9, 1993 from Town Treasurer/Collector Mary Ellen Normen Dunn, relative to renewal of an existing Highway Reimbursement Loan for the Sherman's Bridge project because of the failure to receive State reimbursement at this time, it was on motion unanimously

VOTED: To approve and sign a renewal of Highway Reimbursement Anticipation Note in the amount of \$131,368, for the Sherman's Bridge project, to be dated June 23, 1993, and to mature July 23, 1993, at a rate of 2.5%.

Conservation Commission - Appointment

Present: Stephen Meyer, applicant.

The Board acknowledged receipt of a communication dated June 4, 1993 from the Conservation Commission recommending the appointment of Stephen Meyer to fill J. Stephen Yeo's post. In addition, the Board is in receipt of Mr. Meyer's application for this appointment.

As current Chairman of the Hop Brook Study Committee, Mr. Meyer stated he is very interested in protecting the natural quality that exists in Sudbury, and that serving on the Hop Brook Ponds Study Committee has created a desire to become more involved with conservation.

After further discussion, Selectman Drobinski noted that Mrs. Cope has spoken very highly of Mr. Meyer and his work on the Hop Brook Ponds Study Committee, and that the Board will be counting on his technical expertise and intends to give him their full support.

On motion by Selectman Drobinski, it was unanimously

VOTED: To appoint Stephen M. Meyer, 19 Axdell Road, to the Conservation Commission for a three-year term to expire April 30, 1996, replacing J. Stephen Yeo.

Minutes

It was on motion unanimously

VOTED: To approve the regular session minutes of Monday, May 24, 1993.

Council on Aging - Donation

It was on motion unanimously

VOTED: To accept \$165.70 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 vans.

EOCD Strategic Planning Grant Program - Sewer Feasibility Study

In response to a communication dated June 8, 1993, from Town Planner Jody A. Kablack, relative to submission of a grant proposal for a sewer feasibility study for funding under the Strategic Planning Grant Program in FY94, it was on motion unanimously

VOTED: To endorse the Town of Sudbury's application for funding under the Executive Office of Communities and Development Strategic Planning Program for a proposal to study and resolve a critical issue hindering the progress of the Sudbury Village concept - the endemic wastewater disposal problem; resolution of this issue will progress toward the ultimate goal of the revitalization of the Route 20 business area as a viable economic Town resource; and further, the Board agrees to cooperate with the preparation of this study to the best of its ability.

EOCD Strategic Planning Grant Program - Mixed Use Zoning Districts

The Board acknowledged receipt of a communication dated June 2, 1993, from Metropolitan Area Planning Council's Chief Housing Planner, Judith C. Alland, relative to a Municipal Incentive Grant Program Application: Mixed Use Zoning Districts; and a communication dated June 8, 1993 from Town Planner Jody Kablack asking for the Board's support of this project which will work toward the implementation of MetroPlan 2000 and its related goals of sprawl reduction, development concentration, sustainable development, housing diversity and economic revitalization.

It was on motion unanimously

VOTED: To endorse an application of the Metropolitan Area Planning Council for funding under the Executive Office of Communities and Development Strategic Planning Program for a project to design model Mixed Use Zoning District bylaws and guidelines for application in several divergent local settings; and to endorse the Town of Sudbury's participation in the project as a case study community and as a member of a Regional Task Force.

Mass. Cable Television Commission - Regulation of Rates

The Board is in receipt of 1) Massachusetts Cable Television Commission Cable Bulletin dated May 27, 1993, and 2) Public Notice communication dated May 7, 1993, from the Federal Communications Commission. Upon review and investigation concerning the above mentioned communications, Cable Television Chairman Jeff Winston, in a conversation with Administrative Assistant to the Board, Janet Silva, on June 9, 1993, asked that the Board sign and file a draft letter requesting Sudbury be included in the State's regulation of basic service.

It was on motion unanimously

VOTED: To request the Mass. Cable Television Commission, as the Town's cable franchise issuing authority, to regulate rates for the basic service tier and equipment in the Town of Sudbury consistent with rules and regulations promulgated by the Federal Communications Commission (FCC).

Park and Recreation Commission - Resignation

In response to a communication dated May 1, 1993, from Park and Recreation Commission member Paul T. Rosell, it was on motion unanimously

VOTED: To accept the resignation of Paul T. Rosell from the Park and Recreation Commission, in a communication dated May 1, 1993 and to acknowledge a request dated June 4, 1993, from Park and Recreation Commission Chairman Patricia H. Burkhardt for a meeting with the Board of Selectmen for the purpose of appointing a candidate to replace Mr. Rosell.

U. N. Day Co-Chairmen - Appointments

At the request of the League of Women Voters in a phone call from League Co-Chairman Linda Wallace on May 24, 1993, it was on motion unanimously

VOTED: To appoint Ann H. Loos and Linda S. Sironen as U. N. Day Co-Chairmen for a term to expire April 30, 1994.

Personnel Board - Resignation

In response to a communication dated May 27, 1993, from Bradford Brown, it was on motion unanimously

VOTED: To acknowledge the resignation of Bradford Brown, dated May 27, 1993, from the Personnel Board, to become effective upon replacement.

AAA Limousine, Inc., - Livery and Limousine License Renewal

In response to a communication dated June 4, 1993, from AAA Limousine, Inc, requesting renewal of Livery and Limousine license which expires June 30, 1993, it was on motion unanimously

VOTED: Subject to approval by the Sudbury Police Department, to grant renewal of a License for Conduct of a Livery and Limousine Service within the Town of Sudbury to AAA Limousine, Inc., Edmund R. Brown, President, 39 Union Avenue; and to approve rates as set forth below and in application dated June 4, 1993, for a term to expire June 30, 1994:

Sudbury to Boston or Logan Airport	
Limousine	\$75.00 flat rate
Sedan	65.00 flat rate
Van	55.00 flat rate

Hourly Rates:

Limousine	\$60.00 per hour
Sedan	50.00 per hour
Van	40.00 per hour

Proclamations

It was on motion unanimously

VOTED: To sign proclamations in honor of the following persons on the occasion of their leaving the service of the Town of Sudbury:

Marjorie C. Van Houten	Council on Aging
Leah J. Capuano	Highway Department
Vincent Ernest DiMilla	Sudbury Public Schools

Reserve Fund Transfer #93-25 - Accounting

In response to a request from Town Accountant James Vanar dated June 7, 1993, it was on motion unanimously

VOTED: To approve Reserve Fund Transfer #93-25, dated June 6, 1993 for Account 561-220, Accounting in the amount of \$3,000, for the purchase of a laser printer for the Town's new financial system.

Line Item Transfers

In response to a communication dated June 10, 1993 from Administrative Assistant to the Board of Selectmen Janet Silva and Legal Secretary Carol Duff, it was on motion unanimously

VOTED: To approve the following line item transfers:

1. Transfer \$200.00 from 501-130 (Clerical) to 501-110 (Salaries) to cover the amount for Terri Ackerman's longevity, which was not in the FY93 budget.
2. Transfer \$2,617.82 from 501-130 (Clerical) to 501-120 (Overtime/Extra Hire) to cover the following:
 - a) \$547.82 spent over FY93 budget for last summer's help at switchboard.
 - b) \$220.00 to cover an extra hire for the last 11 days of this fiscal year.
 - c) \$1,850.00 to cover overtime required to work on computer projects needing completion.

Dudley Road - Traffic Concerns

Present: Town Engineer I. William Place and approximately 8 - 10 Dudley Road residents.

The Board acknowledged receipt of the following communications:

1. A letter dated June 9, 1993 from Town Engineer I. William Place, responding to correspondence received from David J. and Maryann K. Clark dated May 24, 1993 and from Valerie Papas dated May 27, 1993.

2. A letter dated June 9, 1993 from Dudley Road resident Brian E. Reynolds, submitted to the Board for the purpose of outlining observations made by Mr. Reynolds and requesting a response to three questions.

Vice-Chairman Blacker referenced the Town Engineer's letter and reviewed its contents, which included recommendations for concerns that were discussed at the meeting on May 24, 1993. The following concerns were discussed:

1. With regard to the ton exclusion, the Town Engineer reported that in Part X, Traffic Regulations Section 10 A-9 allows the Department of Public Works to grant an Exclusion for commercial vehicles with a carrying capacity of over 2 1/2 tons. In discussions with the District Traffic Engineers, a one ton exclusion will not be considered.

2. The question was asked if trucks could be excluded regardless of their capacity. Mr. Place noted that he was not sure, but would find out, but the answer would probably be the same as #1 above.

3. With regard to reducing or changing the speed limit, it was noted that the Town would adopt what the State proposes, but that there is a chance the State might even recommend increasing the speed limit.

4. A "No Left Turn" coming onto Dudley Road from Nobscot Road and from Dudley Road onto Rt. 20, would, for the most part, turn Dudley Road into a one-way street and this is not recommended.

5. Excluding all commercial vehicles would produce the same result as excluding trucks, and will have to be checked into to see if this is possible.

Mr. Blacker expressed concern that if the commercial vehicle exclusion were permitted, the Police Department would receive calls from the residents every time a commercial vehicle traveled down Dudley Road. He continued that his feeling after the meeting on May 24, 1993, is that lowering the tonnage and posting a no-left turn sign onto Rt. 20 seem like better solutions than lowering the speed limit.

Secretary Thompson recommended the Board initiate the Town Engineer's recommendations as soon as possible, with the Town Engineer reporting back to the Board relative to the commercial exclusion.

The question was raised as to what the criteria is for not lowering the tonnage limit. The response was that it could be for several reasons, including the use of the road and the public's right to use of a road, but that this can be determined.

On the recommendation of the Executive Secretary, it was on motion unanimously

VOTED: To adopt and initiate the Town Engineer's recommendations as outlined in his communication dated June 9, 1993, including the following:

1. Re-install the "Stop Sign Ahead" sign at the Nobscot Road intersection.
2. Restripe the centerline and remove brush at various locations to improve sight distance.
3. Support continued police enforcement of the posted speed limit.
4. Install a "No Left Turn" sign on Dudley Road approaching Rt. 20 for cars wishing to travel west, for a trial period of six months.
5. Install a sign at the intersection of Dudley Road and Nobscot Road informing motorists that a left turn on Rt. 20 will be prohibited.

Dudley Road resident Valerie Papas reiterated her previous concerns about trucks being a serious problem for residents of Dudley Road, and commented that her Uncle is a Selectmen in Watertown and has somehow been able to prohibit commercial vehicles on certain roads. Mr. Blacker asked that Mrs. Papas investigate how this was done and report back to the Board.

Dudley Road resident Brian E. Reynolds requested that he be sent copies of the Town Engineer's communication dated June 9, 1993 and tonight's minutes, and Mr. Thompson noted that copies would be sent to him, Mr. and Mrs. Clark, Marjorie Wallace, and any others who have requested them.

Performance Reviews

Town Engineer I. William Place

Present: Town Engineer I. William Place.

The Board is in receipt of a performance report, dated May 24, 1993, from I. William Place concerning his Annual Performance Review.

Vice-Chairman Blacker discussed his "dream" for the development of the Ft. Devens Annex property in Sudbury to Mr. Place, with the idea in mind to have the Engineering Department construct maps of the area and sketch in a rough plan of what Mr. Blacker described. Even though the area is not anticipated to be cleaned up before the year 2000, a plan prepared ahead of time puts Sudbury in a better negotiating position for obtaining the land. Mr. Blacker noted that the Planning Board and Building Department should be included in the brainstorming sessions.

Selectman Drobinski praised Mr. Place for a job well done and discussed the landfill briefly with regard to its closing and the methane testing.

Secretary Thompson asked Mr. Place how the Landham Road bridge repairs could be expedited. It was noted by Mr. Place that funds for evaluating the specifications and design were not available, and that this step has not been completed. Mr. Thompson remarked that he was sure these funds were part of a Finance Committee transfer last year, and stated he would check with the Highway Department.

In addition, there was some conversation on obtaining cover for the landfill, and while this has not been completely resolved yet, Mr. Place stated they are still looking.

It was on motion unanimously

VOTED: To accept the Annual Performance Report of Town Engineer I. William Place, dated May 24, 1993, and to set his FY94 annual base salary in accordance with the Sudbury Supervisory Association contract at the Step 6 rate of \$62,803 effective July 1, 1993.

Building Inspector John B. Hepting

Present: Building Inspector John B. Hepting.

The Board is in receipt of a performance report, dated May 28, 1993, from John B. Hepting concerning his Annual Performance Review.

With regard to one of Mr. Hepting's FY94 objectives, specifically office clerical help, Mr. Hepting reported that the extra-hire clerical assistant was given back to the Department this year, which will help keep the filing up-to-date. Because of all the phone calls received (the office documented 53 one day in the short time period between 8:30 a.m. - 12:30 p.m.), there is very little time for planning and extra projects, noted Mr. Hepting.

Because of the Supervisor of Buildings/Wiring Inspector's absence due to illness, Earl Midgley, the Deputy Building Inspector has been brought in to help, and it has enabled the Building Inspector to catch up on things. Mr. Hepting reported that building permits last year totaled 110, with the average being around 43 per year.

The shortage of custodial help at the Fairbank Senior Center is a big concern relative to the number of persons using this facility and being able to maintain it in good condition. At the present time, noted Mr. Hepting, there is only one person responsible for the entire facility, and the pool alone takes a great deal of time. An additional 20 hours of custodial help at this facility would be ideal. Mr. Hepting reported he is having the current custodian keep a log of her hours in order to determine where most of her time is spent.

In one of Mr. Hepting's observations, he pointed out to the Board that the salary range in the Supervisory Association contract for the Building Inspector, is lower than those for the Health Director, Town Planner, and Town Engineer. He explained that it is his understanding that the previous Building Inspector's position was held back and did not progress with the other positions in Town, and that the grade was considerably less.

Secretary Thompson recommended and the Board of Selectmen directed that he review Mr. Hepting's question with regard to the Building Inspector's salary range and report back to the Board.

It was on motion unanimously

VOTED: To accept Mr. Hepting's report as submitted, and to set his FY94 salary in accordance with the Sudbury Supervisory Association contract at Step 6, annual rate of \$50,720, effective July 1, 1993, with other benefits as contracted with Mr. Hepting on November 19, 1990.

Director of Finance/Town Accountant James Vanar

Present: Director of Finance/Town Accountant James Vanar.

Mr. Vanar discussed his "dream" with the Board of Selectmen of having all Town offices in one location to share software packages, and of having every department automated and compatible with each other, thereby utilizing everyone's best talents.

Vice-Chairman Blacker thanked Mr. Vanar for his work and service to the Town and asked about the change to semi-monthly payroll that is being considered versus per diem. Mr. Vanar explained that the different options are related to bargaining. If semi-monthly payroll is adopted, payment over time will be two weeks in arrears, continued Mr. Vanar, who noted that Town employees are not used to delays in receiving payment. If this system is adopted, a budget period or lead time will be required.

Secretary Thompson remarked that the Town has treated its employees very well, and that now the Town may need help from its employees to make a cost effective change. Mr. Thompson also noted that this topic will be further discussed on the Board of Selectmen's June 28, 1993, agenda.

Mr. Blacker asked what the plans are for the coming year. Mr. Vanar explained that the Department is in transition with the new system, and that almost all of the files are built. The accounts are being built as needed. Software and network people and an auditor are on board and financial systems are going to be put into place over the summer.

With regard to the system itself, Mr. Vanar commented that it is a good system--the data base is for a municipality, and software is available from a local computer store. Sudbury is in a very enviable position and ahead of other Towns in the area, noted Mr. Vanar, who also expressed that everyone has to be computer literate. Mr. Vanar is very pleased with the way things are happening.

Selectman Drobinski stated his appreciation to Mr. Vanar for his enthusiasm and service to the Town and believes that Sudbury finances are in good shape.

It was on motion unanimously

VOTED: To accept the Performance Review Report as submitted, dated June 1, 1993, by Mr. James Vanar, Director of Finance/Town Accountant, and to set his FY94 annual base salary in accordance with the Sudbury Supervisory Association contract, at the Step 6 rate of \$64,212, effective July 1, 1993.

Police Chief Peter B. Lembo

Present: Police Chief Peter B. Lembo.

The Board is in receipt of a performance report, dated May 18, 1993, from Peter B. Lembo concerning his Annual Performance Review.

With regard to personnel in the Police Department, Chief Lembo reported that the Department is on par, but that next year he would like to add a couple of people to the Department from his reserve list. Mr. Lembo noted that the Department has not had any changes in the past 2 - 3 years with regard to personnel, and that there are currently 30 on staff including civilians.

Additional alarm calls have been coming into the Department. Despite the fact that the Department charges for these calls, the complaints and paper work are not worth the revenue received, noted Chief Lembo.

Chief Lembo reported that there are no problems relative to the radio system or the computer system in the Department. The Department has two grants for updating the software on the computer system, which has been updated every year.

Chief Lembo explained the policy regarding the purchase and use of both marked and unmarked cars and what happens to the cars when the Department no longer needs them.

The Board concurred with Chief Lembo's pleasure in realizing the goals listed in his report. One of Chief Lembo's objectives, "Community-Oriented Policing" was discussed and explained further by Chief Lembo. Chief Lembo's high priority is to complete the standards for accreditation, which requires a lot of paper work and typing. It is critical that the accreditation standards be kept up to date, because of fines that can be placed upon the Town.

Following discussion and upon the recommendation of the Police Chief, it was on motion unanimously

VOTED: To designate the Police Chief as the Town's Bargaining Agent for the purpose of negotiating the impacts, if any, of the proposed Policies and Procedures Manual on mandatory subjects of bargaining; and it was further, unanimously

VOTED: To accept Police Chief Peter B. Lembo's report as submitted; and to set his FY94 salary effective July 1, 1993 at the Grade 15, Step 7, base annual rate of \$64,301 plus 4% longevity of \$2572, plus 20% Quinn Bill of \$12,860, for a total salary of \$79,733; plus holiday pay in accordance with G.L. ch. 147, s. 17F.

Town Treasurer and Collector Mary Ellen Normen Dunn

Present: Town Treasurer and Collector Mary Ellen Normen Dunn.

The Board is in receipt of a performance report, dated May 28, 1993, from Mary Ellen Normen Dunn concerning her annual Performance Review.

Ms. Dunn reported that the Investment Committee is taking the first step toward reorganization and will be meeting again after July 15. David Pettit will be working on getting the historic background done in terms of what has been done in the past. Ms. Dunn commented that the three people on the

Investment Committee and herself had different perceptions relative to what had been resolved with the Committee, but most matters have been clarified.

Selectman Drobinski noted that everything in the Treasurer/Collector's Department has been going pretty well with the exception of a few rough times regarding tax liens. Mr. Drobinski cautioned Ms. Dunn to be reasonably aggressive in acquiring back taxes, but in no instance should the Town allow delinquent taxpayers to get off the hook.

With regard to phase 3 and 4 in Ms. Dunn's report, she reported that the outside software company has been removed and replaced by a new one which will give the office the capability of doing notices in large batches.

The tax delinquency program is complete and up-to-date. The office is trying to maintain a system that is easy to monitor and report payments. In addition, the Department is in the process of automating data. By the end of August, continued Ms. Dunn, the tax title records will be on the computer, and a review of all the books will be accessible, showing which accounts are outstanding and which ones are not.

Ms. Dunn informed that the Tax Office is trying to resolve the issues involved in setting up an automated clearing house debit for those taxpayers who wish to pay their taxes through an automatic payroll deduction. It is basically a software problem which requires the installation of an extra file, according to Ms. Dunn, and expressed her frustration with the fact that most customers are used to dealing with companies that are automated, but the Town is not as yet.

Selectman Drobinski noted that compared to two or three years ago, the Tax Office has come a long way, and he told Ms. Dunn that all of her efforts in getting to this point are very much appreciated.

Vice-Chairman Blacker discussed a situation where the Tax Office received a check for a tax payment from Gerald Evans and rejected it because it was received from "Check Free", which is an automated payment service. Ms. Dunn explained that it was not accepted under her direction because of insufficient information needed to process the payment. Mr. Blacker opined that this may have been an incorrect decision on the part of Ms. Dunn because he viewed it as not trying to accommodate the taxpayer, rather to make it easier for the Tax Office.

Ms. Dunn's response was that "Check Free" is a new service and that the Tax Office personnel has to take extra time to investigate the necessary information to process the payment and that the office cannot afford to take the extra time necessary to do this. Ms. Dunn stated that she is in the process of working with those individuals who wish to set up payment agreements between the Town and their banks or other automated payment services.

Another concern of Mr. Blacker's is the use of the Town's tax I.D. number by several organizations. Mr. Blacker concurs with Ms. Dunn's opinion that this I.D. number has been used erroneously for several years by several organizations in Town, but he also mentioned that if these organizations are forced to incorporate and file their own I.D. number, it will cost them a lot of money. Mr. Blacker questioned what the adverse impact on the Town is by allowing these organizations to use the Town's I.D. number. Ms. Dunn responded that when a tax I.D. number is used and not owned by these organizations, not only are they at risk, but the vendors and the Town are also at risk for allowing the use

of information that is theirs. Ms. Dunn explained that the Town has to report to the State all accounts that have the Town's I.D. number, and all accounts that have Town funds in them. There ends up being no control as to where the payments go.

Vice-Chairman Blacker's concern with regard to the recent incident involving several Town organizations using the tax I.D. number is that it could have been addressed with more thought and time taken to find out more information before such abrupt action was taken.

Ms. Dunn remarked that there are going to be several issues that will need to be dealt with and corrected. Mr. Drobinski asked that Ms. Dunn display reasonableness in her actions, and assured that the Selectmen support her efforts and wish to help her make her job easier. Mr. Blacker concurred that Mrs. Dunn has done a good job for the Town.

It was on motion unanimously

VOTED: To accept the FY93 Performance Review Report, dated May 28, 1993 from Town Treasurer and Collector Mary Ellen Normen Dunn, and to set her FY94 annual base salary at the Sudbury Supervisory Association contract Step 1 rate of \$45,341, effective July 1, 1993.

1993 Annual Town Meeting - Action Required

The Board acknowledged, for review, receipt of a memorandum, dated June 8, 1993, of a listing of follow-up items resulting from the 1993 Annual Town Meeting that will require action by the Office of the Board of Selectmen.

Vice-Chairman Blacker commented that he would like to include Inclusionary Zoning on the list and suggested that schedules be made well in advance to meet with the necessary personnel and review the issues.

1993 Annual Town Meeting - Passage of Special Acts

Upon review and on the recommendation of Executive Secretary Thompson, it was on motion unanimously

VOTED: To sign petitions to the General Court for passage of Special Acts related to 1993 Annual Town meeting articles, as follows:

- Article 20 - Drake Conservation Restriction
- Article 26 - Voter Information
- Article 36 - Gruber Conservation Restriction

Four-Way Stop at Peakham and Old Lancaster

The Board acknowledged receipt of a communication received from Colonial Drive resident Michael Berman advocating stop signs for the intersection of Peakham and Old Lancaster Roads. After further discussions by the Board of Selectmen's office with the Town Engineer on June 9, 1993 and the

Safety Officer on June 11, 1993, both supporting this action on a trial basis, it was on motion unanimously

VOTED: To amend the Town of Sudbury Traffic Rules and Orders to create a four-way stop at the intersection of Peakham Road and Old Lancaster Road; and it was further

VOTED: To review this regulation after the stop signs have been in place six months.

Reserve Fund Transfer #93-30 - Hosmer House Roof Repairs

The Board acknowledged receipt of the following communications regarding the Hosmer House Roof:

1. Communication dated May 19, 1993 from Edmund Skulte, describing roof repairs to the Hosmer House.

2. Communication dated June 10, 1993 from Deputy Building Inspector Earl D. Midgley, reporting the findings of his inspection on June 10, 1993.

3. Communication dated June 10, 1993 from Building Inspector John B. Hepting, confirming reports received by him relative to the Hosmer House roof condition.

4. Communication dated June 8, 1993 from Clay Allen, Facilities Engineer for the Sudbury Historical Commission, assessing the condition of the Hosmer House roof and repairs that are needed.

It was on motion unanimously

VOTED: To approve Reserve Fund Transfer #93-30, dated June 11, 1993 for Account 340-325 Building/Hosmer House in the amount of \$2000.00 for emergency roof repairs to the Hosmer House.

Fuel Oil Bid Award - FY 1994

Upon receipt of fuel oil bids for FY 1994, it was on motion unanimously

VOTED: To contract with MacLellan Oil Co., 1187 Main Street, Tewksbury, MA 01876, to supply the Town with #2 fuel oil for the period July 1, 1993, through June 30, 1994, at the price of +\$.0379/gallon to be added to the lowest rack price as listed in the New York Journal of Commerce/(Boston), in accordance with bid specifications and award of The Education Cooperative/Massachusetts Plan Administrators Association.

Emergency Petition - Boston Edison Company - Haynes Road

In response to a request from Denis J. Deagle, Supervisor - Rights, Permits & Survey - Western District, Boston Edison Company dated June 14, 1993, to obtain a Grant of Location to install approximately 12 feet of conduit at pole 30/40 Haynes Road, in order to provide electric service to a relocated school flasher, it was on motion unanimously

VOTED: To grant petitioner Boston Edison Company permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes with the necessary wires and cables therein, as shown on Boston Edison Company Plan of Haynes Rd - Sudbury, dated June 10, 1993, under the following public way of the Town:

Haynes Road - southerly approximately 80 feet north of Wadsworth Road.
A distance of about 12 feet - conduit.

Terri Ackerman Memo - Payroll System

The Board acknowledged receipt of a communication dated June 10, 1993 from Budget and Personnel Director Terri Ackerman with regard to consideration of a new payroll system.

The First Parish of Sudbury - Building Permit Fee

The Board acknowledged receipt of a communication dated May 21, 1993 from Sheila Davison, Chairperson for the Board of Trustees for The First Parish of Sudbury requesting that the Town waive the Building Permit Fee for reconstruction on this historic building.

Upon review of past decisions regarding requests to waive building permit fees, it was on motion unanimously

VOTED: To deny a waiver of Building Permit fees as requested by The First Parish of Sudbury in a communication dated May 21, 1993.

Animal Control Officer Communication

Relative to a communication dated May 26, 1993, to Chairman Cope from Assistant Dog Officer Paula Adelson, the Board briefly discussed the letter and Mr. Blacker expressed some concerns about its tone and content. It was agreed to hold the same until the Board could discuss the communication with Mrs. Cope. Mr. Blacker inquired whether or not the current dog officer would continue beyond June 30, 1993, and Mr. Thompson responded in the affirmative.

Permanent Landscape Committee

Secretary Thompson updated the Board on his meeting with the Permanent Landscape Committee, Highway Department, First Parish of Sudbury and the Parks and Grounds Supervisor, relative to improvements to the Town Common. The Permanent Landscape Committee will be making recommendations to the Board and the Park and Recreation Department will be trimming up the Common for viewing by the same group in September of 1993.

Cook Property - Pelham Island Road

With regard to the Cook Property, Chapter 61A, and a communication dated June 8, 1993 from Attorney Robert D. Abrams, Mr. Thompson reported he discussed the same with Town Counsel and Mr. Kenny's response was that the Selectmen's action was proper. The Selectmen concurred.

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There being no further business, the meeting was adjourned at 10:30 p.m.

Attest: _____
Richard E. Thompson
Executive Secretary-Clerk