

IN BOARD OF SELECTMEN
MONDAY, NOVEMBER 29, 1993

Present: Chairman Judith A. Cope, Lawrence L. Blacker, and John C. Drobinski.

The statutory requirements as to notice having been met, the meeting was convened by Chairman Cope at 7:30 p.m. in the Fairbank Senior Center. Selectman Blacker arrived at 8:15 p.m.

The Board welcomed Webelos Scout Pack 80, Den 4, who were present with Packmaster Eric Rolfe and Assistant Packmaster David Mandel. Mr. Mandel introduced the scouts and commented that they were in attendance tonight because part of the requirements for obtaining the Citizen Pin is for the Pack to attend Board and Town meetings.

Joint Meeting with Resource Recovery Committee - Solid Waste Disposal

Present: Resource Recovery Committee Chairman Sue Pettengill, members Craig E. Blake, David Yankovich, and Mark A. Kablack. Town Engineer I. William Place, Sanitary Landfill Agent Robert A. Noyes, and Highway Operations Assistant Jamie Pianka.

The Board acknowledged receipt of a report dated November 23, 1993, and titled Summary of Solid Waste Management Alternatives compiled by the Resource Recovery Committee. Chairman Cope explained that the purpose of this joint meeting is to understand what the Town's options are regarding solid waste removal as the Town will be closing the landfill in the spring of 1995. The Selectmen have been meeting with the RRC to discuss how the Town should proceed, and the findings of the report will be presented tonight.

Mr. Craig Blake explained that there are four types of solid waste generators in Town: 1) People who drop their trash off at the landfill; 2) People who have their trash picked up curbside; 3) People who have their trash picked up in their garage, and 4) Commercial businesses. All of these generators will need to find an alternative for trash removal by the spring of 1995.

The Resource Recovery Committee evaluated six different alternatives for solid waste management, continued Mr. Blake, which covers the spectrum of solid waste management alternatives available and which also would meet the disposal needs of each of the above mentioned generators.

The six different alternatives presented for evaluation are:

1. Remove the Town from the solid waste business and let each resident and commercial establishment fend for themselves.
2. Enter into a contract with a commercial hauler for town-wide curb-side pickup, with ultimate disposal at a location under agreement with the Town.
3. Negotiate with Wayland to allow Sudbury residential drop-off solid waste to be dumped at the Wayland Landfill. Commercial haulers would fend for themselves.

4A. Negotiate with Concord to allow Sudbury solid waste to be dumped at the Concord Landfill. This option would also include the construction of a residential "convenience station" at the existing Sudbury Landfill to accommodate residential drop-off. Commercial haulers would fend for themselves.

4B. Construct a residential "convenience station" at the existing Sudbury Landfill to accommodate residential drop-off and transport the collected refuse to the Marlboro Transfer Station. Commercial haulers would fend for themselves.

5. Construct and operate a transfer station to accept all refuse, with ultimate disposal at a location under agreement with the Town. This would require town-wide curb-side pickup.

6. Privatize Sudbury's residential drop-off solid waste operation (Alternative #4) and have a solid waste management company construct and operate a convenience station in Sudbury. Commercial haulers would fend for themselves. This option takes all Town employees out of this business.

Included in the report are the positive and negative aspects of each alternative. Mr. Blake noted that most of the alternatives are set up to leave the four rubbish generators relatively unchanged which makes it easier for people to adopt an alternative. The RRC went through a subjective evaluation to come up with a recommendation for the alternatives that are best suited to handle the solid waste management needs in Sudbury both now and in the future.

The two recommended alternatives are:

#2. Enter into a contract with a commercial hauler for town-wide curb-side pickup, and
#4B. Have the Town build and operate a "convenience station" at the landfill site. Disposal of waste is an additional consideration.

These alternatives eliminate the idea of constructing a transfer station which would be a large capital expenditure for the Town. In addition, noted Mr. Blake, the Town does not have to take any immediate action for engineering design or construction costs if a "convenience station" is considered.

The RRC is recommending that the Town vote on these two alternatives by placing it on the Warrant for Town Meeting. Alternative #2 would mean that no one can bring their trash to the landfill-- every resident will have to agree to curb-side pickup. Alternative #4B gives the residents a choice of taking trash to the landfill or having it picked up.

Secretary Thompson suggested that the question of which alternative the Town prefers be placed on the ballot for the local election as a public opinion advisory question. He stated that Town Meeting is not a good place to ask the Town to come to consensus and that the Board of Selectmen will ultimately make the decision for the Town.

The issue of maximizing the Town's recycling efforts might be compromised if a Town-wide curb-side pickup is adopted, remarked Chairman Cope. This issue was discussed and it was concluded that, if curb-side pickup is adopted, the economics of this alternative would be compromised if recycling were unlimited. The RRC believes it is in the Town's best interests to recycle, and agreed that Chairman Cope's suggestion to charge per bag of trash in order to decrease the volume of trash and encourage

recycling is a good one. Mr. Blake also mentioned that in order for curb-side pickup to work it should be set up on the tax rate rather than as an enterprise fund.

Selectman Drobinski asked if stickers would be used at the landfill if it were privatized. He also asked about contracts not only for a "convenience station" but for the location for final disposal of the trash. Mr. Blake responded that different companies propose different options. The rates are low now and trash is in demand. This scenario will change in the next five years, cautioned Mr. Blake, because several landfills will be closing. Mr. Drobinski asked if the Town should lock in rates now, and Mr. Blake stated there is no immediate need to lock in long-term rates at this time.

Mr. Thompson mentioned a meeting to be held in Lexington on December 7, 1993 on landfill closures and what the impact will be. Several towns will be involved who share similar circumstances and he has encouraged Sudbury Town officials to attend.

It was concluded that the next step is to work out the wording for a question to be placed on the ballot. Mr. Blake asked if a hearing should be scheduled. Mr. Drobinski concurred that it is a good idea to alert everyone about what is happening. Mr. Thompson suggested that the press publicize what is happening, but he does not expect a very big response because it is not an exciting subject.

Selectman Drobinski commented that the Town should know what is going on if the Town expends a large sum of money for an alternative. Chairman Cope stated she believes there is a lot of interest on the part of the residents. With regard to timing, Mrs. Cope said that it would start to receive publicity after the warrant is mailed in March, which would be a good time to conduct a hearing.

Selectman Drobinski commended the RRC for all their efforts in preparing the report which has given the Town a direction.

One concern that Mr. Blake mentioned with regard to privatization of a "convenience station" at the landfill, is that there would no longer be a Highway Department landfill staff and therefore it would not be available to fill in when other Town demands arise. The staffing will need to come from other areas, which may result in hidden costs that have not been accounted for. Mr. Noyes agreed to pursue this concern.

Town Engineer I. William Place stated that he is more in favor of a "convenience station" at this time. Curb-side pickups could possibly generate a lot of calls from residents who may not get their trash picked up because it was not placed at the curb in a timely manner.

The approximate capital outlay for a "convenience station" will be \$80,000 for the change and will need to be appropriated in April, 1995. There was some discussion on the need for an article for Town Meeting in 1994, and it was determined that a public opinion advisory question on the ballot to determine what the resident's preferences are will be all that is needed for 1994.

Chairman Cope noted that alternative #4B not only represents the lowest cost to the Town, but it will keep the haulers in business and maximize the recycling efforts. Selectman Drobinski stated his personal preference to be alternative #4B also because alternative #2 offers no choice. Mr. Blake also personally prefers the privatization of a "convenience station", alternative #6, because residents might balk at having curb-side pickup ever taken away once they are used to having it.

It was agreed that the Selectmen would draft a public opinion advisory question based on the comments made in the meeting tonight and present it to the Resource Recovery Committee for review.

Budget Reviews

In reviewing the following budgets, Secretary Thompson explained that the purpose of the budget reviews is to allow the Selectmen an opportunity to review and ask questions tonight, forward them to the Finance Committee for review, and then to vote at a later date on approving each budget request after all have been reviewed.

Landfill Enterprise Fund

Present: Landfill Agent Robert A. Noyes, Operations Assistant Jamie Pianka, Town Engineer I. William Place, and Finance Committee Liaison Joseph M. Proud.

Secretary Thompson noted that no major capital outlays are indicated in the budget yet, and asked that Mr. Noyes highlight what the current budgeted reserves are for this year and next year.

Mr. Noyes indicated that the Capital Fund for FY94 is listed as \$27,350 with a projected budget of \$61,113 for FY95; with \$38,253 in prior reserves.

With regard to the sticker fee for use of the landfill, Mr. Thompson recommended that the Town maintain the same fee. In addition, he believes the Town should eliminate the \$10 fee charged for a second vehicle. Many complaints have been received this year because of this additional fee, and Mr. Thompson thinks the Town can make up the funds in other areas.

Chairman Cope asked what the difference was between line items Capital Fund (Retained Earnings) and Capital Items (Purchases). Mr. Pianka explained that the Capital Fund is anticipated retained earnings, and that Capital Items represents the actual purchases. A footnote and change of terms was suggested to be added for clarification.

Highway Department

Highway Surveyor Robert A. Noyes, Operations Assistant Jamie Pianka, Town Engineer I. William Place, and Finance Committee Liaison Joseph M. Proud.

Secretary Thompson explained that more attention is being given this year to funding infrastructure items that have been omitted the last couple of years, but now need to be included. In this regard, Mr. Thompson noted a communication dated November 18, 1993, from Mr. Noyes to the Finance Committee explaining the need to increase the level of service by the Highway Department in a number of different areas such as: building maintenance, roadwork, trees, cemeteries, street lighting, and capital items.

Mr. Noyes explained the current status of the Pavement Management Program stating that the State has given the cities and towns \$180 million for repair of roadways, \$700,000 for the Town of Sudbury over a two-year period. He added that there is another bill in the legislature which, if passed, could mean another two years of funds for repair work. The objective is to have the repair project paid for entirely with State funds.

The high cost of police detail for roadway repairs was mentioned because it seems to be increasing every year, thus elevating the line item in the budget, commented Mr. Noyes. Mr. Thompson remarked that he would recommend the Selectmen support the Flag Man bill currently in the legislature, which would allow the Department to use its own employees to direct traffic.

Mr. Thompson asked that the Board approve the Highway Department budget including the capital equipment items which are being worked out with the Finance Committee. The Board agreed.

Traffic Islands

Chairman Cope informed that she talked with Paul Cavicchio about landscaping the different islands in Town. Mr. Cavicchio offered to monitor a program for planting and maintaining the landscaping of these islands, in exchange for the publicity of a small sign naming the party responsible for each island's maintenance. The idea with regard to this program is to encourage clubs and organizations in Town to participate and maybe have contests. Mr. Noyes agreed that this is a good idea because the Highway Department does not have the time nor the manpower to keep the islands in good condition. It was noted that the Town of Natick is doing the same.

Engineering Department

Present: Town Engineer I. William Place, and Finance Committee Liaison John J. Ryan.

Mr. Thompson reported that there has been no change in the budget except for capital equipment. The \$20,000 added for FY95 is the estimated cost for a Geographical Information System. Mr. Place noted on the budget how this GIS system is interrelated with other departments. Mr. Thompson stated that an example of the GIS system work is displayed in the Planning Board office and encouraged everyone to see it.

Chairman Cope stated that she believes the system will save the Town money in the long run. Selectman Drobinski expressed concern that the system be compatible with the Mass.-GIS. The \$20,000 will be needed for the start-up computer and software. Mr. Thompson asked that the Board approve of the amount being shown with the hope that it may be reduced by funding of training and software through other sources.

At the request of Selectman Blacker, Mr. Place presented a preliminary plan and map of the Ft. Devens Annex prepared by the Town Engineer and explained the geography and pointed out the areas for possible development. The Annex is currently zoned open space and out of 2,000 acres, 500 are developable. The preliminary plan and map is currently residing in the Board of Selectmen's office.

Treasurer/Collector and Debt Service

Present: Mary Ellen Normen Dunn, Town Treasurer and Collector, and Finance Committee Liaison David C. Asheim.

Secretary Thompson remarked that the Treasurer and Collector budget represents what the Town needs to do to bring the office of Treasurer/Collector into the 21st century. It is another example of the need to spend funds to update the infrastructure of the Town.

Mrs. Dunn reported that the primary change in the budget concerns the reorganization of the staffing structure. The proposal includes 1) segregation of various duties and tasks to handle different areas efficiently, which would result in less waiting time for issues to be resolved, preferably less than 24 hours and 2) taking the existing two assistant positions and combining them into one giving the assistant some supervisory responsibilities, which would result in more of a management function.

Another part of the reorganization will allow the filing of 20-50 cases of foreclosures and tax titles done under managed care resulting in important increased efficiencies in the office, continued Mrs. Dunn. She added that payment plans are a new concept for the office and have to be monitored and maintained.

With regard to financing the additional expenditures indicated in the budget, Mrs. Dunn offered the following:

1. Increase the amount of money charged for copies of bills--those who will pay are tax services who serve mortgage companies; and
2. Change the fee structure for Municipal Lien Certificates depending on the size of the property and land.

According to Mrs. Dunn these two changes would result in approximately \$20,000 additional revenue to the Town. The cost of adding a permanent staff position would be a little over \$10,000.

Mr. Thompson noted that a reclassification process has been going on and the Board should be aware of these changes.

Chairman Cope asked if Mrs. Dunn has solicited the talents of the Investment Committee. Mrs. Dunn responded that she viewed their function to be associated with the Trust Funds, and has not considered them for other Town investments. She added that with the reorganization, she intends to request an advisory service and will have more time to seek out those sources. Mrs. Cope stated that it is her preference to see the Town's talents utilized whenever possible rather than pay for a service. Mrs. Dunn replied much of the reason for not exploring this possibility is her lack of free time to devote to more than one thing at a time.

Selectman Drobinski stated that he has a security concern and feels this should be addressed. Mrs. Dunn concurred and noted that she has had discussions about low-cost options available for implementation.

Debt Service

Mrs. Dunn reported that the Selectmen should be aware of an offset and a reduction in the debt service of \$200,000 from the State Building Assistance Fund coming through for FY95 which has been approved by the State Department of Education.

Police Department

Present: Police Chief Peter B. Lembo, and Finance Committee liaison Steven D. Stolle.

Secretary Thompson noted that the Police budget remains unchanged with the exception of the following items: 1) increase in funds for cruisers, 2) computer updating funds, 3) hiring an additional dispatcher, and 4) overtime. Mr. Thompson asked that the Board support items 1 and 2, and take a "wait and see" position on items 3 and 4 depending on funding and possible reconfiguring line functions within the Police Department staff.

Chief Lembo reported that he will know by January 1, 1994, when the E911 System will be coming. The equipment for the E911 System is now being installed at the station and a wall has had to be removed to accommodate it. The total cost for these changes has not yet been determined, added Chief Lembo, but he estimates it is around \$6,000 - \$12,000. The telephone company has paid for and installed the equipment and machinery and they provide the service, but there are other costs involved. The Department has done much of the work themselves noted Mr. Lembo.

Since all the E911 dispatching will be done out of the Police Department, Chief Lembo stated that the Department will need another dispatcher bringing the total to four, which is what the Department has had in the past. Mr. Lembo informed that it will take a longer period of time to train dispatchers for the E911 System because it is so extensive.

With regard to the additional funds budgeted for cruisers, Chief Lembo reported that the cruisers will cost more because of having to reconfigure the seating of the Ford models, which seem to be the best. Evidently Ford Motor Company does not accommodate by assembling a line of cruisers without bucket seats; thus making it necessary for the Towns to spend additional funds. Selectman Blacker offered to contact the Boston Police Council in this regard to see if they could work with Ford.

Fire Department

Present: Fire Chief Michael C. Dunne, and Finance Committee Liaison Barbara W. Pryor.

Secretary Thompson asked the Board to support all the changes in the Fire Department budget at this time but take a "wait and see" position on Chief Dunne's request to provide funds for reopening the North Fire Station and to keep it open with a minimum of 7 firefighters on duty all the time. Mr. Thompson reported that he has asked Chief Dunne to gather copies of fire reports as part of more study to determine a course of action for the North Station.

Chief Dunne reported he has talked with Chaulk Ambulance relative to privatization of EMT services, but no conclusion has been reached regarding costs. Selectman Drobinski asked if emergency response reports could be obtained in addition to fire reports in an effort to compare what has been done in the past.

Ms. Pryor commented that perhaps the Town should also consider where the new growth is.

Mr. Ralph Tyler, 1 Deacon Lane, commended the study that was done for the Town, and reminded that one of the recommendations was for the need to reopen the North Fire Station.

It was noted that the salary line item for Firefighter James Kane who is on an extended leave of absence should remain in order that Chief Dunne can hire an interim firefighter to take his place until he returns.

Sick Leave Buyback Apportionment for Highway Surveyor

The Board acknowledged receipt of a communication dated July 11, 1993, from the Finance Committee asking for clarification of the ATM vote to disallow sick leave buyback compensation for elected officials, and how this vote affects sick leave buyback for the time Robert A. Noyes estimates he performs in an appointed role for the Selectmen.

Taking into consideration Town Counsel's response to the Finance Committee in a communication dated September 9, 1993, and on the recommendation of the Executive Secretary, it was on motion unanimously

VOTED: To apportion 45% of Robert A. Noyes' salary dollars for work performed in appointed roles, i.e., Tree Warden, Superintendent of Cemeteries, Street Lighting Agent and Landfill Agent, thus allowing for sick-leave buyback benefits for this percentage of his annual salary.

Minutes

It was on motion unanimously

VOTED: To approve the regular session minutes of November 8, 1993, as amended by Chairman Cope and Selectman Blacker.

Council on Aging - Van Donation

It was on motion unanimously

VOTED: To accept \$194.30 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.

Sale of Alcoholic Beverages - Serving Hours Extended

It was on motion unanimously

VOTED: To grant permission to Alcoholic Beverages Restaurant and Club License Holders to extend serving hours on December 31, 1993, New Year's Eve, to 2:00 a.m. on January 1, 1994.

Edwin Barrett Hosmer Memorial Fund - Cup Plate Purchase

At the request of the Sudbury Historical Commission for their annual cup plate sale, it was on motion unanimously

VOTED: To approve an expenditure of \$4,827.50, indicated on a voucher dated November 11, 1993, from the Edwin Barrett Hosmer Memorial Fund for the Historical Commission's annual cup plate purchase.

Walkway Easement - Raymond Road

It was on motion unanimously

VOTED: To accept on behalf of the Town a Walkway Easement dated November 23, 1993, granted by Deborah Vana, as shown on a plan entitled: "Proposed Walkway Easement over land of Deborah Vana, 225 Raymond Road, Sudbury, MA", dated August 5, 1993, drawn by Town of Sudbury Engineering Department.

Leave of Absence Extension - James Kane - Fire Department

In response to a communication dated November 20, 1993, from James Kane requesting an extension of his Leave of Absence from the Fire Department and a communication dated November 23, 1993, from Fire Chief Michael Dunne supporting Mr. Kane's request, it was on motion unanimously

VOTED: To approve a one-year extension to January 31, 1995, of the leave of absence without pay or benefits granted to James Kane from the Fire Department in January of 1993.

Chapter 241 of the Acts of 1992 - Commission on Disability

In accordance with and under the authority of Chapter 241 of the Acts of 1992, it was on motion unanimously

VOTED: To allocate all funds received from fines assessed for violations of handicapped parking in the Town of Sudbury to the Commission on Disability.

Health Insurance Plans - Blue Cross Blue Shield

In accordance with telephone request of November 23, 1993, from Brent F. Miklavic, Account Executive, Blue Cross Blue Shield, it was on recommendation of the Executive Secretary unanimously

VOTED: To confirm acceptance of Blue Cross Blue Shield of Massachusetts proposal to provide group health insurance plan options, effective January 1, 1994, at premiums set forth below, provided that 1) the dental plan will not be available to retirees, and there must be 70% of the eligible employees enrolled in the plan to guarantee its implementation and continuance; and 2) the Harvard Community Health Plan is frozen to new membership:

<u>Plan</u>	<u>Monthly Premium</u>
FAMILY	
Healthflex Blue	\$659.70
HMO Blue	613.50

Master Dental	45.77
INDIVIDUAL	
Healthflex Blue	248.78
HMO Blue	231.30
Master Dental	16.64

And it was further unanimously

VOTED: To establish the proportional shares to be paid by the Town and employees for health insurance premiums, effective January 1, 1994, as follows:

ACTIVE EMPLOYEES:

<u>Plan</u>	<u>Monthly Premium</u>	<u>Town Share</u>	<u>Employee Share</u>
FAMILY PLAN:			
Healthflex	\$659.70	\$494.78	\$164.92
HMO Blue	613.50	552.15	61.35
Harvard	434.62	347.70	86.92
Dental	45.77	34.33	11.44

INDIVIDUAL PLAN:

Healthflex	\$248.78	\$186.59	\$ 62.19
HMO Blue	231.30	208.17	23.13
Harvard	164.00	131.20	32.80
Dental	16.64	12.48	4.16

RETIREEES:

FAMILY PLAN:

POS 2 (Healthflex)	\$659.70	\$329.85	\$329.85
HMO Blue	613.50	329.85	283.65
Harvard	434.62	294.24	140.38

INDIVIDUAL PLAN:

POS 2 (Healthflex)	\$248.78	\$124.39	\$124.39
HMO Blue	231.30	124.39	106.91
Harvard	164.00	124.39	39.61

OPTIONAL MEDICARE EXTENSION (OVER 65 WITH MEDICARE)

Cook & Co.	\$123.18	\$ 61.59	\$ 61.59
Harvard	104.00	61.59	42.41

Reserve Fund Transfer No. 94-07 - Law Legal

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

VOTED: To approve Reserve Fund Transfer No. 94-07, dated November 17, 1993, in the amount of \$10,000 for Account 100-1510-00000-5219, Law Legal Expense to pay extraordinary bills for Labor Relations Counsel.

"Frost House" - Lease

The Board acknowledged receipt of a communication dated November 10, 1993 from Richard P. Carroll, who has asked to be considered for the position of tenant/caretaker in response to the Board of Selectmen's Legal Notice for a tenant to lease the former Frost House located on the north side of North Road.

Selectman Blacker asked why the Town wants to add another liability to its list which includes Carding Mill and Haynes Meadow, because they have proven to be difficult to dispose of. He expressed his concern that the former Frost House might be in the way should the Town decide to develop the area, if it is leased to someone for the purpose of renovating it and for a long period of time. He questioned what the Town would really gain by having the house renovated.

Mr. Ralph Tyler, 1 Deacon Lane, expressed his concerns that leasing the house would tie the hands of the Town for ten years. He also commented that he thought the Conservation Commission had plans to come to Town Meeting with a complete plan for the whole area which would not include leasing the old house. He believes a lease would prohibit use of the area around the house because it would appear to be intruding on private property if the house were used as a private residence.

Mr. Thompson responded that Town Meeting would have to appropriate money to demolish the house. Mr. Tyler suggested having the Fire Department burn it down, and use it as an educational drill or practice for the Fire Department. Fire Chief Michael Dunne, who was present for his budget review, commented that the Fire Department would be allowed to do this with proper permission.

Coffee Hut - Sudbury Crossing Associates Realty Trust

Present: Frank M. Vana, Sudbury Crossing Associates Realty Trust, and Rod DeMille, owner, Coffee Hut.

The Board acknowledged receipt of a communication dated November 5, 1993, from Frank M. Vana relative to the Site Plan Special Permit vote to remove the "Coffee Hut" kiosk, in order to show an adequate number of parking spaces with the expansion of T. J. Maxx.

Selectman Blacker questioned why the recommended vote by Town Counsel disallows Mr. DeMille to sell the "Coffee Hut" business, versus eliminating the kiosk, at such time that Mr. DeMille wishes to terminate his business.

Mr. Frank Vana informed that the kiosk was originally a Fotomat and was grandfathered to Mr. DeMille. Mr. Vana continued that Mr. DeMille is one of a few Sudbury residents that owns a business in Sudbury Crossing.

Selectman Drobinski pointed out that Town Meeting had voted to disallow placement of any new kiosks, and while he has no problem with Mr. DeMille continuing his business now, he does have a concern about continuing it after Mr. DeMille decides to terminate his business.

Relative to Site Plan special permit application SP93-317 of Sudbury Crossing Associates Realty Trust and the Board of Selectmen's decision dated August 23, 1993, it was on motion unanimously

VOTED: In order to resolve the existing situation, the Board of Selectmen agree that the existing kiosk may continue to be used for its present purposes by the present owner. In the event the business is sold or transferred or ceases to exist, the present location shall not be used by such purchaser or transferee; the business shall cease at that location, and the kiosk shall be removed.

Site Plan Special Permit - SP93-317

Approval of the landscape plan relative to Site Plan Special Permit Application SP93-317 scheduled for the Board meeting tonight was tabled.

Senior Safe Night Steering Committee - Support

In response to a communication dated November 8, 1993, from the Steering Committee for the Senior Safe Night, it was on motion unanimously

VOTED: To support the Steering Committee in their organization of a Senior Safe Night to be held for graduates only on Friday, June 3, 1994.

Site Plan 85-298 - Amendment - Sudbury Kitchen and Bath Center, Inc.

In response to a communication dated November 22, 1993, from John H. Bruno Jr., President, Omega Mortgage Corp., and on the recommendation of the Building Inspector/Zoning Enforcement Agent, it was on motion unanimously

VOTED: To approve an amendment to Site Plan 85-298 of Michael S. Vallerand and Victor E. Toscano, d/b/a Sudbury Kitchen and Bath Center, Inc., 333 Boston Post Road, to allow for the change in use from retail to that of an office building, with the understanding that no exterior changes shall be made and subject to approval by the Building Inspector, Fire Chief and Health Director.

ATM Zoning Articles - Planning Board

The Board made the following comments regarding the two draft articles submitted for review by the Town Planner in a communication dated November 17, 1993, for the ATM Warrant:

1. With regard to amending Article IX, Section II.B.2.b concerning prohibited uses in Business Districts, the Board asked that Town Counsel review the inclusion of financial information or transaction services, and ask the Town Planner and Planning Board what their rationale is for including it in the article. A consensus of the Board was to support such an Article if it related to food establishments only.

2. With regard to amending Article IX, Section III.D concerning permitted uses in Research Districts, the Board commented that the addition in Paragraph i to limit separate ownership in this area seems unreasonable and questioned what might be wrong with including the sale of condominiums if that is what will sell. In addition, the Board decided that the inclusion of the wording at the end of Paragraph j (and a Special Permit is granted by the Zoning Board of Appeals) is unacceptable and should not be required.

It was noted that these articles were drafted by the Town Planner and had not yet been approved by the Planning Board. Selectman Blacker suggested that the Planning Board review them with our comments before the Selectmen take any further actions. The Board agreed.

Stop Sign Installation - Horse Pond Road and Peakham Road

At the request of John H. Wilson, Director of Administrative Services, Sudbury Public Schools, in a communication dated November 24, 1993, concerning the safety of walking students from Horse Pond Road that must cross Peakham Road at the intersection near Curtis School, and in concurrence with Safety Officer Ronald Conrado and Highway Surveyor Robert A. Noyes, it was on motion unanimously

VOTED: That the Traffic Rules and Orders of the Town of Sudbury, adopted by the Board of Selectmen on September 12, 1941, and subsequent amendments thereto, be and are hereby amended as follows:

By adding at the end of Section 8 in Article VII, OBEDIENCE TO ISOLATED STOP SIGNS, the following location:

"Northbound drivers on Horse Pond Road at Peakham Road".

Zoning Violations - 36 North Road

In support of Building Inspector John B. Hepting's communication dated October 29, 1993, concerning several zoning violations at the Wagner residence at 36 North Road, it was on motion unanimously

VOTED: To issue citations of up to \$50 per violation per day to Mr. William Wagner, 36 North Road, for the zoning violations listed by the Building Inspector in his communication of October 29, 1993, and to take the matter to court if Mr. Wagner does not respond and remove the violation.

Mr. Thompson noted that this violation also involves Water District land and that the Water District should participate jointly with the Selectmen for any legal measures that need to be taken.

Sign - Chamber of Commerce

Mr. Thompson informed that the Chamber of Commerce would like to place a sign, similar to that located at the high school, in front of the fire station on Rt. 20 with a Chamber of Commerce sign on top. The Board agreed that this is not acceptable.

Twin Ash Farms - SVT - Former Warren Property

The Board acknowledged receipt of a Conservation Restriction prepared by the Sudbury Valley Trustees, Inc. of a parcel of land called Twin Ash Farms on Concord Road.

Upon review of the report and a map of the area and on the recommendation of the Executive Secretary, it was on motion unanimously

VOTED: To sign acceptance of a Conservation Restriction from Sudbury Valley Trustees, Inc., a Massachusetts non-profit corporation organized under M.G.L. c. 180, on a parcel of land located on Concord Road in the Town of Sudbury, constituting approximately 3.499 acres, said parcel being described in Exhibit A, the Premises, and more particularly described as Lot B on a certain plan, entitled "Plan of Easements and Restrictions in Sudbury, Mass. Record Owner: Elizabeth H. Warren Prepared For: Sudbury Valley Trustees Scale: 1" = 50' Date: October 22, 1993 Schofield Brothers Professional Engineers & Professional Land Surveyors 1071 Worcester Road, Framingham, Mass. 01701", including all areas within said Premises which are within the area designated as "Building Envelope" on the Plan, and all areas within said Premises which are not within the Building Envelope on said Plan; subject to review and release by Town Counsel Paul Kenny.

Personnel Board - Meeting

Secretary Thompson reminded the Board about the Personnel Board meeting to be held on December 7, 1993, which may need input from Selectman Blacker regarding the possibility of the Personnel Board recommending salaries for non-union personnel at Annual Town Meeting.

Total Quality Management

Secretary Thompson asked if the Board was aware of the letter sent to all employees relative to the Total Quality Management training some employees have participated in at Raytheon, and wanted to personally invite members of the Board to participate if they so desired.

MMA Town Study

With regard to the MMA Town Study, and the fact that many of the budgets include recommendations as a result of the study, Chairman Cope asked if a "Bookmark" Article should be included on the ATM Warrant expressing a sentiment to go ahead regarding certain recommendations.

Selectman Blacker expressed disagreement with this suggestion, saying the Board had decided to wait one year before implementing the findings of the study. He added that the Board needs to go to Town Meeting totally prepared to defend its position and to sell the changes to the Town. He does not believe they are ready to do that for the 1994 ATM.

Executive Session

At 10:50 p.m., it was on motion by roll call unanimously

VOTED: To go into Executive Session to discuss litigation matters and Christmas gifts from the Discretionary Fund. Chairman Cope announced that public session would not reconvene.

There being no further business, the meeting was adjourned at 10:50 p.m.

Attest: _____
Richard E. Thompson
Executive Secretary-Clerk