

IN BOARD OF SUDBURY SELECTMEN
TUESDAY, OCTOBER 27, 2009

Present: Chairman William J. Keller, Jr., Vice-Chairman John C. Drobinski and Selectman Lawrence W. O'Brien

The statutory requirements as to notice having been complied with, the meeting was convened at 7:00PM in the Flynn Building Thompson Room, 278 Old Sudbury Road.

The Town Manager's contract calls for the annual review of the Town Manager to be completed by June 15th of each year. Chairman O'Brien approached Town Manager Valente in early June and requested an extension due in part to the extended period of time that it took to conclude the 2009 Annual Town Meeting. Ms. Valente agreed to the extension.

The early stages of the fiscal crisis both nationally and throughout the Commonwealth created an ever-changing set of challenges for Ms. Valente relative to making decisions for the FY10 budget as well as Town finances. An example of this was the financing of the Nobscot Preservation Agreement that required a review and reaffirmation of the Town's AAA rating prior to the issuance of the financing bonds.

Working closely with the Finance and Planning and Community Development Directors Ms. Valente presented the state of Sudbury's financial condition and successfully retained our AAA rating in the midst of a collapsing national financial products marketplace. With the double extension of the Annual Town Meeting out to June, a balanced FY10 budget was developed and delivered to the citizens as required by law. This accomplishment was a combination of creative planning to accommodate unresolved collective bargaining issues relative to health insurance funding while still meeting the Board of Selectmen's (BOS) challenge of maintaining key department staffing levels. Ultimately, some open positions had to go unfilled as part of the strategy to balance the budget after reductions in State Aid were absorbed.

When not dealing with budgeting issues, many other initiatives took hold during the year under the leadership of Ms. Valente including the following:

- Advising the Board of Selectmen on issues relative to collective bargaining and the impact of making changes to the Town employee health insurance benefits resulted in a new Health Insurance plan and increased employee contribution levels.
- Initiation of the CORE program yielding greater efficiencies with SPS and setting the stage for CORE #2 and CORE #3 programs to be completed in FY10 and FY11.
- Organized and then supervised the first Sudbury Citizens Academy to rave reviews by the first graduating class, thus yielding some newly-inspired citizens to apply for membership on various committees.
- Within a very uncertain budget environment, successfully created and negotiated our first shared employee position with Wayland Town Administrator Fred Turkington as part of the process of replacing departed Park & Recreation Director Dennis Mannone.
- Based on her strong professional relationship with Mr. Turkington, and increased communications between the Wayland and Sudbury Boards of Selectmen, the foundation for multiple opportunities

has been set that may yield additional savings and increased efficiencies in an array of Town service areas.

The joint Wayland – Sudbury Septage Facility became a significant issue this past year that would potentially require Town funding to meet new stricter DEP standards to make possible an application for a permit that potentially would allow an increase in volume collected by the facility. Some of the assorted issues were outside of Ms. Valente's wheelhouse. However, she assembled a group of people to help advise her on the technical, mechanical and legal issues and how they related to the finances of the facility and the financial responsibilities of the two communities. Throughout the decision-making process, she provided the Board with an abundance of information so that intelligent, thoughtful decisions could be made away from the emotional and political storm that followed this issue.

Once again, the retirement of a senior management team member, Police Chief Peter Fadgen, created an opportunity for advancement. With two highly-qualified candidates, and based on a review process implemented by Ms. Valente, a decision was made to name an interim chief as part of the process towards naming a permanent replacement by the end of the 2009 calendar year.

It is the opinion of the Sudbury Board of Selectmen that FY09 was by far the most challenging and unique out of the 10 years that Ms. Valente has served as Sudbury's Town Manager. Further, we believe that Ms. Valente's steady hand and calm review of each and every challenge that Sudbury faced in FY09, as well as in past years, was looked at with an eye towards the "long view." That consistent approach has served the community very well throughout her tenure in Sudbury.

As has been the case from year to year, Ms. Valente has scored well in all elements of our evaluation. The Sudbury BOS also recognizes that the expectations, responsibilities and accomplishments of the office of Town Manager are often beyond the outline of the Goals and Objectives of the BOS and require flexibility to deal with the issues, situations and opportunities of the moment without losing focus on the bigger long term sometimes even multi-year objectives. It is the Board's opinion that Ms. Valente handles these unknown and often unexpected situations with deft skill, and we have taken that into consideration as part of this annual review.

In review of Ms. Valente's job performance during FY09, the BOS voted an overall performance grade of 96.95 out of a possible 100. However, the BOS decided to postpone its decision on the amount of her merit payment, the portion of her annual salary set aside to be paid based on the annual evaluation, until later in the FY10 fiscal year.

Based on Ms. Valente's continuing strong performance as Sudbury's Town Manager, the Board also agreed that it was appropriate to enter into discussions to extend her contract as Sudbury's Town Manager. The Board voted to have Selectman O'Brien initiate contract extension discussions with Ms. Valente, along with a review of the Town Manager contract language, terms, conditions.

There being no further business, the meeting adjourned at 8:30PM.

Attest: _____
Maureen G. Valente
Town Manager – Clerk