

IN BOARD OF SELECTMEN
MONDAY, DECEMBER 13, 1976

Present: Chairman William F. Toomey, John C. Powers, and Ira M. Potell

The statutory requirements as to notice having been fulfilled, the meeting was called to order at 7:30 p.m. by Chairman William F. Toomey.

Lincoln-Sudbury Regional School Committee - Election to Fill Vacancy

Chairman Toomey reported that he was uncertain as to whether he would be able to attend the December 16 meeting at the Lincoln-Sudbury Regional High School to be held for the purpose of electing a new member of the Regional School Committee to fill the existing vacancy. Chairman Toomey asked that Selectman Powers attend in his place, if it were possible and it became necessary.

The Executive Secretary was requested to review the terms of the original Regional School agreement, dated January 28, 1954, to determine if such a designation would be possible.

Minutes

It was on motion unanimously

VOTED: To approve the remaining portion of the minutes of November 29, 1976, on the subject of Cemetery Rules and Regulations, the regular and executive session minutes of December 6, 1976, and the Town Fathers Forum summary of November 22, 1976.

Sudbury Housing Authority - Resignation

The Board received a communication dated December 3, 1976 from the Executive Director of the Sudbury Housing Authority enclosing a letter dated November 22, 1976 from Willie Hoover, who tendered his resignation from the Authority.

The Board accepted Mr. Hoover's resignation, with regret, and directed the Executive Secretary to acknowledge Mr. Hoover's communication, expressing the Board's great appreciation for his years of service to the Town.

After discussion, it was agreed that a joint meeting would be scheduled in mid-January for the purpose of filling this vacancy.

Appointment - Historic Districts Commission

It was on motion unanimously

VOTED: To reappoint W. Burgess Warren to the Historic Districts Commission for a term commencing January 1, 1977 to expire on December 31, 1982.*

Annual Town Census - Town Clerk

Following its review of a request dated December 3, 1976 from the Town Clerk, it was on motion unanimously

*Corrected May 31, 1978 to read, "for a term to expire January 1, 1982".

VOTED: To authorize the assistance, if necessary, of the Police Department to the Town Clerk in the conduct of the annual town census.

Public Works Employment Act Funds - 1976 Annual Town Meeting Warrant Report

Following the Board's review, it was on motion unanimously

VOTED: To approve the revised warrant report dated December 13, 1976 for the 1977 Annual Town Meeting article entitled "Public Works Employment Act Funds", which was submitted by the Board of Selectmen.

Extension of Agreement - 1976 Annual Town Meeting - Article 28 - Drainage

The Executive Secretary reported that a status report relative to Article 28 of the 1976 Annual Town Meeting (Drawings and Specifications for Drainage), had been submitted by Town Engineer James V. Merloni, which requested an extension of an agreement with an outside consulting firm at an estimated cost of \$1,000, as well as making additional charges against the remaining portion of the appropriation for drafting supplies and equipment in the amount of \$1,000, a mini computer in the amount of \$850, and office printing in the amount of \$50--an estimated total of \$7,800 (\$4,900 expended on original agreement). (The amount appropriated at 1976 Annual Town Meeting was \$10,000.)

After discussion, it was on motion unanimously

VOTED: To authorize the Town Engineer to extend the agreement with Ewald Engineering Company of Framingham, Massachusetts, for additional work in connection with drawings, specifications for drainage, as voted under Article 28 of the 1976 Annual Town Meeting and as set forth in the Town Engineer's report dated December 8, 1976, for a sum not to exceed \$1,000.

The Board requested that the Town Engineer submit a more detailed report on the balance of his above-mentioned request.

Sudbury Public Health Nursing Association, Inc.

The Board received a communication dated December 7, 1976 from the Sudbury Public Health Nursing Association, Inc., (SPHNA) relative to a health survey proposed for mailing to a random sampling of Sudbury residents.

Executive Secretary Richard E. Thompson reported that the SPHNA is not seeking financial support, but only the Selectmen's endorsement of the project and authorization for return of the questionnaires to the Town Hall. Mr. Thompson further reported that the questionnaire was not to be signed by the participants or coded by the SPHNA.

After discussion, it was on motion unanimously

VOTED: To endorse the project of the Sudbury Public Health Nursing Association, Inc., as outlined in their letter dated December 7, 1976, provided that no substantive changes are made, and to authorize return of the questionnaires to the Sudbury Town Hall.

The Executive Secretary stated that he would obtain a copy of the final drafted questionnaire for the Board's review.

Personnel Board - Vacancy

Selectman Potell suggested the name of J. Owen Todd as a candidate for possible appointment to the Personnel Board to fill the existing vacancy.

The Executive Secretary reported that an application had been recently sent to Mr. Todd and that he would contact him in this regard and schedule the matter on the agenda for the December 20 meeting.

Revenue Sharing Proposed Use Hearing

The Board held a Revenue Sharing Proposed Use Hearing, in accordance with the schedule dated October 15, 1976, which had been prepared by the Town Accountant and voted upon at the Board's November 8, 1976 meeting.

Executive Secretary Richard E. Thompson stated that he would ask for a consensus from the Board relative to the use of the revenue sharing funds. Mr. Thompson reported that, in the past, revenue sharing funds have been used to offset the budgets for the Fire and Police Departments and that he was again requesting that these funds be used for this purpose.

After discussion, it was on motion by Selectman Powers unanimously

VOTED: To approve the application of 1977-78 Federal Revenue Sharing Funds to the budgets of the Fire and Police Departments on an equal basis.

Mr. Thompson further stated that estimated revenue sharing funds applied to the 1976-77 budgets had been those funds estimated through the 1976 calendar year only, and that it was expected that another quarterly payment in the amount of \$50,000 would be received. Mr. Thompson stated that it was his and the Town Accountant's recommendation that the Board take a strong position that this expected payment not be used as a future budget offset, but by a Town Meeting, as the Town's free cash is at its lowest level in four years and would be depleted if settlements were reached with all bargaining groups and funded by a Special Town Meeting.

Mr. Thompson also asked for the Board's consensus that the Title II money received under the Public Works Employment Act be used to offset the budget for the Highway Department.

The Board requested that the Executive Secretary submit a memorandum and back-up information for his two above-mentioned proposals for future discussion and consideration.

Site Plan Approval Article - 1977 Annual Town Meeting

The Board discussed an article proposed for the Annual Town Meeting, cosponsored by the Planning Board and the Sign Review Board, which would amend Article IX, Section V, A (Site Plan Approval), of the Town Bylaws, scheduled to be heard tonight by the Finance Committee.

The Board authorized the Executive Secretary to advise the Finance Committee by telephone, at this time, of the Board's strong opposition to the proposed article, as, in its opinion, it would place a hardship upon a site plan applicant.

Chairman Toomey briefly recessed the meeting while the call was being made, after which the Executive Secretary was directed to schedule a meeting with the proponents of the article on December 27, 1976 for further discussion.

The Board also requested that an opinion on the matter be submitted by Town Counsel.

Civil Defense and Preparedness Emergency Operations Plan

Present: Civil Defense Preparedness Director/Fire Chief Josiah F. Frost

Civil Defense Preparedness Director/Fire Chief Josiah F. Frost met with the Selectmen relative to the question of the Board's approval of his revised Emergency Operations Plan. The Plan was reviewed and suggestions made, as follows:

- Section IV.1.A.4 (p.6) - Amend so as to read: "The Emergency Operating Center (EOC) will be established and activated at the designated location in the Town Hall or Chief of Fire Department's Office, Old Sudbury Road, or such other location as designated by the Selectmen."

- Section VI. Police Department.2 (p.9) - Amend so as to read: "Suppress and prevent all disturbances; i.e., looting, and disorder."

- Section VIII. Control (p.12) - Delete a portion of the first sentence, so that it reads: "In the event of an emergency, the Civil Defense Director will activate the Sudbury Emergency Operating Center."

Chief Frost reported that he had distributed copies of his revised report to the various Town departments and had received no comments other than those of the Sudbury Public Health Nursing Association, who had expressed its opinion that it was excellent.

After further discussion, it was on motion unanimously

VOTED: To approve and to sign the Emergency Operations Plan for Sudbury, as prepared by the Civil Defense & Preparedness Director Josiah F. Frost and amended by the Board as set forth above, for submission to the State Director of Civil Defense in accordance with the Massachusetts Civil Defense Act of 1950.

Chief Frost stated that he would request a meeting in the future with the appropriate Town departments, at which the State Director of Area #1 would be present to explain the preparation of departmental addenda reports.

Cemetery Rules and Regulations

Present: Reverend Homer Goddard, Chairman of the Cemetery Study Committee

Reverend Goddard, Chairman of the Cemetery Study Committee, met with the Board for review of that Committee's proposed Cemetery Rules and Regulations. Also reviewed were the recommendations of Assistant to Town Counsel set forth in his communications dated November 29, 1976 and December 7, 1976.

Discussion followed, during which suggestions were made, and it was on motion unanimously

VOTED: To amend Section III.1. (p.3) by adding a second sentence to read: "No unprepared lots shall be available for sale."

It was further

VOTED: Not to delete Section III.5.b. (p.3) as suggested by Town Counsel's memorandum dated November 29, 1976.

It was further

VOTED: To amend Section V.1 (p.4) by adding a second sentence to read: "The type location of monuments shall be approved by the Superintendent."

It was further

VOTED: To retain Section VI, Plantings (p.4), deletion of which was recommended by Town Counsel in his memorandum dated November 29, 1976.

It was further

VOTED: To amend Section VI.3 (p.4) by adding, to the end of the sentence, the phrase, "subject to the approval of the Superintendent."

It was further

VOTED: To amend Section VII, 1 (p.5) by changing the first sentence to read: "The purchase price for the right to burial in graves and lots shall be determined and may from time to time be amended by the Board of Selectmen."

It was further

VOTED: To amend Section VII.2 (p.5) by changing this section to read: "The Selectmen shall from time to time determine the portion of such purchase price which shall be used for the perpetual care of the lot; the remaining portion being used to reimburse the Town for the cost of the land, its care, improvement and embellishment, or the enlargement of its cemeteries.

It was further

VOTED: To amend Section IX.2 (p.6) to read: "The sale of developed land can be transacted between individual citizens of the Town for the amount of the original purchase price, subject to the provisions of Section IX.4, hereunder, provided the deed is properly recorded."

Selectman Powers suggested that the original purchase price be noted on the cemetery deed.

It was further

VOTED: To amend Section IX.5 (p.6) to read: "In the event that there are no claimants to an unused lot, it will revert to the Town after 70 years and a reasonable effort by the Town to find claimants."

In discussion of perpetual care costs (Section VII.2), it was agreed that actual costs for maintaining a certain section of the cemetery should be obtained from the Superintendent of Cemeteries, from which new individual lot costs could be recommended, and that this data be used in presentation of the Article at the Annual Town Meeting.

The Board noted receipt of a communication on the subject of the cemetery regulations, dated December 12, 1976, from Donald Bishop, which they requested be reviewed by Town Counsel.

After further discussion, it was on motion unanimously

VOTED: To approve the Cemetery Rules and Regulations, dated December 13, 1976, as submitted by the Cemetery Study Committee and amended by the Board as set forth above.

Reverend Goddard stated that his Committee had submitted a suggested new fee schedule to the Highway Surveyor, who was to report to the Board on the same, in the immediate future. Reverend Goddard also requested that the Committee not be dissolved until after the Annual Town Meeting.

The Board was in agreement, and Chairman Toomey expressed the Board's great appreciation for their work in connection with the proposed regulations.

Selectmen's Departmental Budgets - Final Review

After a review of a summary dated December 13, 1976 prepared by the Executive Secretary following a meeting held with department heads on December 11, 1976, it was on motion unanimously

VOTED: To approve the below-named budgets for the following departments, as submitted:

Selectmen

Unclassified (to be reviewed again after January 1, 1977)

Law

Engineering

Building

Discussion was also held on the remaining budgets:

Accounting - The Executive Secretary reported that the \$13,250 increase shown in the Capital Equipment Account, 521-51, represents the first-year cost of an electronic accounting machine to replace the NCR machine currently in use. Mr. Thompson stated that the second-year cost of the machine would be \$12,000, and the third-, and fifth-year cost would be approximately \$10,000 each, not including maintenance which is estimated at \$3,000 per year.

After further discussion, it was on motion unanimously

VOTED: To approve the accounting budget, as submitted, with the exception of the appropriation under Account 521-51, Capital Equipment Purchase, for the lease purchase of an electronic accounting machine in the amount of \$13,250 and the exception of an appropriation under Account 521-31, Maintenance, designated for overhaul of the present NCR machine (\$2,975).

Further consideration of these items will be held upon receipt of additional information by the Board.

It was further

VOTED: To approve the budget for the Dog Officer, as submitted, with the exception of a reduction in Account 350-21, General Expense, from \$750 to \$500.

It was further

VOTED: To approve the budget for the Police Department, as submitted, with the exception of Account 320-12, Overtime, which will be reduced by \$10,000.

It was further

VOTED: To approve the budget for the Fire Department, as submitted, with the following additions and deletions:

- Account 310-51 Equipment Purchase - Add \$900 for Fire Alarm Maintenance Truck
- Account 310-11 Salaries - Less \$1,000 Chief's Salary
- Account 310-11 Salaries - Less \$14,312 Fire Prevention and Training Officer
- Account 310-11 Salaries - Less \$600 Fire Prevention and Training Officer
- Account 310-12 Overtime - New reduced figure to be submitted by Chief -- Executive Secretary reported a reduction of \$2,880. Hold on Ambulance Coverage (\$6,000). It was recommended to have the Chief submit a letter on changing of fire contract specifying anniversary date for taking of sick leave to conform to fiscal year budget dates.

- Account 310-21 General Expense - Reduce Fire Prevention to \$750
Reduce Training and Education to \$750
Reduce Telephone by \$600 (re Civil Defense Budget)

- Account 310-51 Equipment Purchase - Selectmen approved replacement of pick-up with a pick-up...not a sedan.

- Account 310-71 Uniforms - Refigure at four Captains

It was further

VOTED: To approve the budget for Civil Defense, as submitted, with the following deletions:


- Account 390-11 Salaries - Delete
- Account 390-13 Salaries - Delete

It was agreed that a joint meeting with the Fire and Police Chief on the subject of the Ambulance service would be scheduled at 8:00 - 9:00 p.m. on January 3, 1977.

There being no further business to come before the Board, it was on motion unanimously

VOTED: To adjourn the meeting at 10:20 p.m.

Attest:


Richard E. Thompson
Executive Secretary-Clerk