

IN BOARD OF SELECTMEN
MONDAY, MAY 14, 1979

Present: Chairman John E. Murray, Robert J. Hotch and William J. Cossart.

The statutory requirements as to notice having been fulfilled, the meeting was called to order at 7:00 P.M. by Chairman John E. Murray.

Appoint Executive Secretary Pro Tem

It was on motion unanimously

VOTED: To appoint John H. Wilson as Executive Secretary Pro Tem for the purpose of the Selectmen's meeting of May 14, 1979.

Announcement - Town Clerk

Chairman Murray announced that our Town Clerk, Betsey M. Powers, was elected Vice President of the Middlesex Clerks Association on April 26, 1979. The Board directed the Executive Secretary Pro Tem to send a letter to Mrs. Powers extending a note of congratulations from the Selectmen.

June 11, 1979 Special Town Meeting

It was on motion by Selectman Murray unanimously

VOTED: To approve the Board of Selectmen Warrant reports for the June 11, 1979, Special Town Meeting;

and it was further

VOTED: To sign the Warrant for the June 11, 1979, Special Town Meeting, as amended.

Board of Appeals Appointment

The Board directed the Executive Secretary Pro Tem to contact Harold Jacobi regarding his interest in serving on the Board of Appeals and to invite Mr. Jacobi for an interview if he is interested in filling the vacancy on the Board of Appeals Alternates and Earth Removal Board.

Resignation

Chairman Murray read a letter of resignation dated May 3, 1979, from Susan F. Smith, tendering her resignation from the Long Range Capital Expenditures Committee.

The Selectmen accepted Mrs. Smith's letter with regret, and directed the Executive Secretary Pro Tem to send a letter to her thanking Mrs. Smith for her service on that Committee.

Tree Planting Program - Landham Road

Chairman John E. Murray read a communication dated May 1, 1979, from Peter H. Anderson, 113 Landham Road, urging the Board to implement a tree planting program in conjunction with the reconstruction of Landham Road and suggesting that there might be adequate funds in the reconstruction account for this purpose.

Chairman Murray commented that there will not be funds in the reconstruction article that can be used to provide for the tree planting, and that it would be his recommendation that the Tree Warden use funds remaining in the Article 9, 1978 Annual Town Meeting account for purposes of tree planting on Landham Road.

Following discussion, the Board agreed to recommend to the Tree Warden that he prepare specific plans and cost estimates for tree planting along the reconstructed Landham Road, to be prepared in conjunction with the Town Engineer and the Permanent Landscape Committee, reserving funds in the 1978 Annual Town Meeting Article 9 account for this purpose, if he is in accord.

Selectman Cossart stated that he would like to have the Tree Warden and the Permanent Landscape Committee furnish the Board with a program or master plan for town-wide tree planting for the coming years, sometime in the future but prior to the Board's general meeting with them.

Order of Taking - Street Acceptance Articles 9 and 10 - 1979 Annual Town Meeting

Following review, it was on motion unanimously

VOTED: To sign twelve Orders of Taking for Colburn Circle, Deacon Lane, Paddock Way, New Bridge Road, also known as Newbridge Road, (2), Robert Best Road, Darvell Drive, Taintor Drive, Cakebread Drive, Witherell Drive, Curtiss Circle, Belcher Drive, in accordance with the vote of the 1979 Annual Town Meeting under Articles 9 and 10.

Minutes

It was on motion unanimously

VOTED: To approve the minutes of the regular session of April 30, 1979, as amended; of the regular session of May 7, 1979, as amended; and of the Executive Session of May 7, 1979, as drafted.

Traffic Matters for Memorial Day Ceremonies

It was on motion by Selectman Hotch unanimously

VOTED: To authorize the blocking of traffic and prohibition of parking along the parade route on Concord Road, Hudson Road and the Town Hall area during the upcoming Memorial Day ceremonies on May 28, 1979, in accordance with a request dated May 7, 1979, from Frank H. Grinnell of the Memorial Day Committee.

Current Items of Interest - 25th Anniversary of High School

Chairman Murray reminded the Selectmen of the 25th Anniversary celebration of the Lincoln-Sudbury Regional High School to be held on Sunday, May 20th; Selectmen Murray and Hotch will attend, Selectman Cossart undecided.

Gas Rationing Guidelines for Volunteer Workers

The Executive Secretary Pro Tem brought to the Board's attention a telephone request from Col. Paul J. Leahy that the Selectmen request our legislators to include in any gas rationing guidelines a provision to allow for volunteer workers. The Board directed the Executive Secretary Pro Tem to place the subject of gas rationing on a future agenda.

Meeting with Veterans' Agent and Veterans' Advisory Committee

Present: Frank H. Grinnell, Veterans' Agent and Memorial Day Committee member; and Col. Paul J. Leahy, Veterans Advisory Committee.

Chairman Murray welcomed Frank H. Grinnell, Veterans' Agent, and Col. Paul J. Leahy, a member of the Veterans Advisory Committee.

Taking this opportunity of meeting with the Selectmen, Mr. Grinnell, as a member of the Memorial Day Committee, stated that financially there will be no problem running the Memorial Day Ceremonies this year, but because the appropriation at the 1979 Annual Town Meeting was only \$825, he expects there will be some difficulty offering the same type of ceremony next year. Mr. Grinnell continued to say that by law the Town is responsible for honoring every Veteran's grave with a flag on Memorial Day; however, the Town's past custom of placing a potted geranium on each veteran's grave may not be continued, and that a band, other than the Sudbury Militia, would be out of the question.

Selectman Cossart suggested that Mr. Grinnell should approach the 1980 Town Meeting, on behalf of the Memorial Day Committee, for support of an appropriate budget for Fiscal Year 1980-81, and suggested that, in the meantime, he could solicit financial support from merchants in Town for the 1980 Memorial Day ceremonies.

Col. Leahy spoke to the Board regarding his personal concern that the Town have some type of memorial for the Korean War and Viet Nam War veterans - a plaque or other memorial - to be placed in the Town Center or wherever else it can be appropriately placed.

Mr. Grinnell expressed his concurrence on the basis that the Town has memorials for the Revolutionary War, the Civil War, World Wars I and II and the King Philip War.

The Board expressed their support of Col. Leahy's suggestion by offering the services of the Executive Secretary to help work out the details of obtaining some type of memorial for the Town.

Chairman Murray thanked Mr. Grinnell and Col. Leahy for attending tonight's meeting and asked them to come back to the Board with their specific options/plans.

Train Service for Sudbury

Present: Clifford J. Hughes, Massachusetts Bay Transit Authority (MBTA) Designee.

Chairman Murray welcomed Mr. Hughes for a general meeting and a discussion regarding train service between Boston and Sudbury; discussion of the train service was tabled on February 20, 1979, when the Board last met with Mr. Hughes.

Mr. Hughes spoke on the following subjects dealing with alternative means of transportation and concerns:

1. House Bill #1493 Commuter Rail Service-Boston to South Sudbury. This is to be reviewed again on June 4th depending on Gov. King's bond issues of \$800M for roads and transportation to be used in 1979 and 1980. Mr. Hughes suggested coordinating with Wayland and Weston to discuss future transportation programs.

2. Senate Bill #1784 to control the majority vote by the MBTA Advisory Board, giving more control to suburban communities and less to Boston. The Board concurred with Mr. Hughes' recommendation to send a letter in support of this bill to Mr. John Finnegan, Chairman of the House Joint Committee, and Selectman Cossart asked Mr. Hughes to speak to Representative Ann Gannett on the same.

3. Federal Grant Funds offered to municipalities for providing the elderly with up to 80% vehicle cost (other group to fund balance of 20% and operation costs). Mr Hughes suggested contacting Adriene Morrin, Project Director, Executive Office of Transportation and Construction by June 15th. The Board agreed to have the Selectmen's Office inquire regarding application.

4. Department of Public Works, Bureau of Transportation Planning and Development, will submit to Sudbury a tally of the "direction" of Sudbury's in and out-going traffic. Mr. Hughes suggested that a method of acquiring further information would be to ask for zip code of residents' places of employment when the Town census is taken.

5. Massachusetts Pool State Ride Sharing Program - a State-funded service for communities to assist with car pooling.

6. Weston now has a committee on transportation, and Mr. Hughes suggested that they be contacted.

7. Town of Acton received funds in the amount of \$90,000 in 1977 from the State Transportation Bond Issue for a parking facility for train commuters. Mr. Hughes stated that Acton pays \$10,000 yearly for their portion of train service costs from Concord to Acton. By joining the Lowell Regional Transit Authority, funds this year for Acton's assessment will be only \$4-5,000.

Mr. Hughes further commented that the Town might consider purchasing buses.

Mr. Hughes also recommended the Long Range Capital Expenditures Committee review the Town's transportation needs and/or form a new Sudbury Transportation Planning Committee.

Following discussion it was a consensus that the Executive Secretary would contact the Long Range Capital Expenditures Committee (LRCEC) requesting them to review the Town's transportation situation along with Mr. Hughes, who stated his willingness to assist them, following which the Board would meet with the LRCEC and Mr. Hughes.

Current Items of Interest

Executive Secretary Pro Tem brought the Board's attention to a communication dated May 2, 1979, from the Board of Health notifying Mr. Robert Goodman, operator of delicatessen at Northern Farms, that he is in violation of his retail food license (which does not allow preparation of food on the premises).

The Board directed the Executive Secretary Pro Tem to check with Mr. Sullivan, Health Director, as to the status of the same.

Mr. Hotch requested that the Board of Health supply the Board of Selectmen with a copy of the descriptions of the various licenses and a fee breakdown.

Joint Meeting with Insurance Advisory Committee

Present: William P. Reed, Chairman, John H. Wilson and John C. Naatz, Insurance Advisory Committee; Edward L. Glazer, Chairman and Carol McKinley, Finance Committee.

Chairman Murray welcomed the Insurance Advisory Committee in attendance tonight to discuss the insurance needs of the Town.

Mr. Reed, Chairman of the Insurance Advisory Committee, explained the present procedure of the Town to obtain its insurance coverage (excluding health and life insurance) through a local agent. Mr. Reed suggested an alternative to this method whereby the Town would prepare bid specifications for the various types of insurance coverage required. The specifications would be written so as to enable the Town to purchase insurance on each policy individually or to continue the present practice of retaining an agent to place the insurance in its entirety.

Mr. Reed continued to say that although he favors the present system, stressing the continuity of this method, he understands that the Town of Medfield saved approximately \$2-3,000 by putting their insurance out to bid. Mr. Reed stated that the Selectmen should make the final decision.

Selectman Cossart commented that unless the Insurance Advisory Committee makes a specific recommendation for a change, the Town should continue as in the past.

Chairman Murray commented that it is important the Town retain the same type of services as in the past if a change is made.

Mr. Wilson stated that a report completed by Halls Insurance Company (the Town's present agent) in September of 1977 recommended increasing deductibles on insurance policies, resulting in a substantial savings to the Town in insurance premiums. Mr. Wilson went on to say that even though measures were taken to reduce

costs, it will still be necessary to request a transfer from the Reserve Fund this year to cover the balance of insurance premiums and the reappraisal of the Town's property. (Money for the reappraisal was appropriated by the 1978-79 Annual Town Meeting in the Insurance Budget but was expended on insurance premiums.)

Mr. Wilson recommended to the Board that a package (bid specifications) be developed for bidding, emphasizing the importance of administration of the insurance policies by the individual insurance company or individual agent, based on the mutual concern of everyone present tonight.

The Board concurred and requested that the bid specifications be brought back to the Board for review before proceeding with the same.

Transfer Request - Fire Department

Present: Josiah F. Frost, Fire Chief.

Following a brief discussion it was on motion unanimously

VOTED: To approve Transfer Request No. 0819 dated May 7, 1979, in the amount of \$5,000 from Account #310-11, Fire Salaries and in the amount of \$2,000 from Account #310-13, Clerical Salaries, for a total transfer in the amount of \$7,000 to Account #310-12, Fire Department Overtime, for the purposes set forth in the numbered transfer, in accordance with the request from the Fire Chief dated May 4, 1979.

Town Audit

Present: Edward L. Glazer, Chairman, and Carol McKinley, Finance Committee.

Mr. Wilson stated that \$15,000 had been appropriated at the 1979 Annual Town Meeting for developing bid specifications for a town audit. Mr. Wilson reviewed with the Board his communication dated May 11, 1979, enclosing a copy of the town audit bid specifications, which he prepared, and explained that a town audit will provide a complete financial statement for the Town and an examination of the Town's financial procedures.

Mr. Wilson recommended that the Board authorize advertising the bid specifications this week; that he plans to close the books after June 30, 1979; and that he hopes to have the firm that is awarded the bid come in August to begin the audit for completion around the end of November. This report will then go before the Selectmen, before being sent to the Bureau of Accounts for their approval and submission to Federal Revenue Sharing by the end of December, so as not to jeopardize our Federal funding.

Mr. Wilson recommended that the Board appoint an Audit Selection and Review Committee consisting of one Selectman, one Finance Committee member, one School Committee member, one local banker and one citizen who works for a Certified Public Accounting firm. This committee would choose a firm to do the town audit (he said that he has a list of at least sixteen organizations interested in doing the town audit) and perform the review function. As noted in Mr. Wilson's above-mentioned communication it is suggested that the Treasurer, Collector, Accountant and Executive Secretary be in attendance at all review hearings.

On the recommendation of Selectman Cossart it was mutually agreed that it would not be necessary to allocate \$200-300 from the Surveys and Studies account to be used to pay a consultant to assist the Audit Selection and Review Committee, initially recommended by Mr. Wilson.

In answer to Selectman Cossart, Mr. Wilson explained the sources he used to develop the bid specifications, and on Selectman Cossart's recommendation, the bid specifications for the town audit, as prepared by Mr. Wilson, were accepted as amended on page 2, paragraph three, to include a request that the Selectmen receive a copy of the "management letter" which will be issued to the School Committee.

Selectman Hotch offered to be on the Audit Selection and Review Committee, on behalf of the Selectmen; Mr. Glazer consented, at the request of Selectman Hotch, to be on the Committee also.

The Board directed the Executive Secretary Pro Tem to contact the following residents regarding their interest in serving on said Committee: Malcolm M. Beers, F. Crawford Reed, Frederick M. Pryor, Alan L. Newton and Eric A. Simonsen; and the Sudbury School Committee for representation.

Current Items of Interest

Rice Property

Selectman Cossart reminded the Board of their commitment to meet with Mr. David Beall, Refuge Manager of the Department of the Interior, Fish and Wildlife Service, regarding the Rice Property.

School Bus #95

Selectman Cossart brought to the Board's attention a communication dated April 12, 1979, to Jan Perry, Wellesley Motor Coach, from Business Manager David O. Benson, dealing with property damage by school bus #95.

Issuance of Explosives License by State of New York

Selectman Cossart brought to the Board's attention a notice, which was in the Selectmen's package for tonight's meeting, received from the Department of Labor, State of New York, informing the Board of the issuance of an explosives license to Robert Huie, 20 Possum Lane, Sudbury.

Executive Session

At 9:30 P.M.

it was on Motion by roll call

VOTED: To enter into Executive Session to discuss litigation where open discussion of the same may have a detrimental effect.

(Selectman Murray, in favor; Selectman Hotch, in favor; Selectman Cossart, in favor.)

Chairman Murray announced that Open Session would not reconvene following Executive Session.

There being no futher business to come before the Board, the meeting was adjourned at 10:15 P.M.

Attest: _____

John H. Wilson
Executive Secretary Pro Tem