

IN BOARD OF SELECTMEN  
MONDAY, DECEMBER 1, 1980

Present: Chairman John E. Murray, Anne W. Donald and William J. Cossart.

The statutory requirements as to notice having been fulfilled, a dinner meeting was called to order at 5:30 p.m. at the Wayside Inn by Chairman John E. Murray. The meeting was recessed at 7:20 p.m. and reconvened at 7:30 p.m. in the lower Town Hall.

Joint Meeting with Sudbury School Committee - Excess School Buildings

Present: Superintendent Joseph D. LoPresti; Chairman Beatrice Kipp Nelson, and Jonathan J. Sirota, Sudbury School Committee; and interested citizen Russell MacLeod.

Chairman Murray opened a joint meeting with the Sudbury School Committee to discuss the process of determining future use of excess school buildings, and referenced a report on the subject, prepared by the Executive Secretary, under date of October 31, 1980. Chairman Murray stated that the Board had just had a lengthy discussion over dinner, and that the Board is of the consensus that there will be some drastic changes within the Town, including Town government, as a result of the School Committee's decision to excess certain buildings due to declining enrollment. Chairman Murray said that the Board discussed consolidating some departments, such as having a public works department; the possibility of a Safety Director versus two Chiefs; the changes which could occur within Town government throughout the departments and various rearrangements of offices to make the functions of those departments more efficient, while, at the same time, utilize excess school buildings.

School Committee member Jonathan Sirota referenced the School Committee's vote of November 5, 1980, to excess buildings and said that some of the things the School Committee had discussed were: Superintendent LoPresti's recommendation of keeping the Nixon School as an administrative building, since we do not have that building filled for the next school year. This would result in a certain amount of vacant space in the Flynn Building, which is currently being used by the School Department. Additionally, the Nixon School could possibly hold all kindergarten classes, if necessary. Superintendent LoPresti later stated that they would know after February, 1981, if the Nixon School will be needed for kindergarten classes.

Those members of the School Committee who were present agreed to discuss at their next meeting the Selectmen's suggestion that the South Annex be excessed, and noted the possibility of moving the storage there to Nixon School.

School Committee Chairman Beatrice Nelson suggested there be as much Town involvement as possible regarding needs for these excess buildings. She later suggested that a Park and Recreation Commissioner would be a good person to have on the proposed committee to study the same.

Chairman Murray suggested that the Executive Secretary meet with Dr. LoPresti in terms of utilizing the Curtis, Noyes and Haynes Schools, exclusive of kindergarten, and using the Nixon School for all kindergarten classes and other administrative needs, versus placing kindergarten within the three schools and using Nixon School for school administrative offices, as well as some Town department offices - perhaps the Accounting Department. Chairman Murray also suggested that it may be necessary to close the Loring Parsonage; in any case, he stressed the importance of organizing in the most cost-effective manner.

Mr. Russell MacLeod (arrived after discussion had begun) commented that he had been opposed to the Police Station addition, and expressed his opinion that he appeared to be the only one opposed, at the 1980 Annual Town Meeting, because he anticipated the excessing of school buildings. He talked about comparisons made at that time to the reorganization of Wayland's Town buildings, and the feeling in Sudbury that it would be inappropriate and inefficient for Sudbury to imitate Wayland's reorganization, specifically regarding their police facility.

Mr. MacLeod expressed his opinion that the Horse Pond School, now being used as a Fire Academy, would be ideal for Police/Fire Headquarters (or perhaps for Town offices); in addition he expressed concern regarding the manner in which the Fairbank roof situation was handled; i.e. closing the School due to danger of the roof collapsing; and using the White Building and the South Annex for school purposes, while school buildings are being excessed and while there is talk about school buildings being torn down.

Chairman Murray addressed Mr. MacLeod's concerns, explaining that inaccurate newspaper articles, publicity and statements from people, other than Town officials, caused most of the misunderstandings about these matters. Chairman Murray summed up what had been discussed so far this evening, stressing that everyone directly involved with the re-organization of the Town, due to the excessing of school buildings, feels that whatever is most cost-effective should be done.

Selectman Cossart stated, on behalf of the Board, that there had been some interest expressed in the use of the South Annex, and that it would be very beneficial to know, as soon as possible, when/if the School Committee determines that particular building will no longer be needed by them. Mr. Sirota indicated that this would be taken into consideration when they discuss the entire picture.

During discussion regarding the make-up of a committee to deal with the Town's re-organization, the Board agreed that it would be extremely important to have people on the committee who are familiar with Town government and school and Town needs. The following list of individuals, or committees to be represented, to serve on this committee was tentively devised:

- Jonathan Sirota, Sudbury School Committee member;
- Edward Glazer, former Finance Committee member;
- Selectman Murray;
- Sudbury Housing Authority Members;
- Dan Woolley, businessman and Permanent Building Committee member;
- Myron Fox, Board of Appeals.

Town Counsel confirmed that the Sudbury School Committee is required to budget these excessed schools for Fiscal Year 1982 until the vote of an Annual Town Meeting turns the control over to another governing body of the Town, i.e., the Board of Selectmen.

In conclusion, Chairman Murray requested Dr. LoPresti and the Executive Secretary to meet, as previously discussed, and directed the Executive Secretary to consult the above-mentioned individuals/committees as to their acceptance and/or designation of membership to the proposed committee. Chairman Murray suggested that the Sudbury School Committee report at the 1981 Annual Town Meeting regarding the future organization of the schools.

Chairman Murray thanked everyone for attending.

Tax Anticipation Notes

Present: Chester Hamilton, Town Treasurer; and Betsey M. Powers, Town Clerk.

Following review of a communication dated November 28, 1980, received from the Town Treasurer today, which the Executive Secretary distributed, it was on motion unanimously

VOTED: To sign Tax Anticipation Notes in the amount of \$2,000,000, dated December 15, 1980, and due January 30, 1981, as follows:

Guaranty First Trust	6.49%	250M
Guaranty First Trust	7.14%	250M
Guaranty First Trust	7.55%	500M
Guaranty First Trust	7.75%	1MM

Accounting Department 1981-82 Budget (521)

Present: Town Accountant John H. Wilson; Chester Hamilton, Town Treasurer; Janet Silva, Administrative Secretary.

Town Accountant John H. Wilson stated that nothing new has been added to his budget for Fiscal Year 1982 with the exception of out-of-state travel, which is usually an item in the Selectmen's budget, and stated that the \$6,500 item in his budget for the final payment of the accounting machine will be eliminated in next fiscal year's budget. Mr. Wilson stated that, if he were to bring his budget to a Proposition 2½ figure, it would be necessary for him to cut back his clerical personnel. This would result in less involvement of the Accounting Department with the Insurance Advisory Committee and Town departments, committees, boards, which usually require help/advice from the Accounting Department, especially in the preparation of their budgets. Mr. Wilson said that he felt his budget would probably be in the low sixty thousands after calculating new salary increases. Commenting further, Mr. Wilson felt that he himself would have to assume more than the usual amount of routine work to make up for loss of personnel. He suggested that perhaps bills could be paid once a month and/or that payroll could be done once a month rather than bi-monthly, or, as in some cases, weekly.

Responding to Selectman Cossart's question regarding the \$8,300 item in his budget, Mr. Wilson stated that \$6,500 is the final payment on the accounting machine, and the balance of \$1,800 is for operating costs. Responding to Chairman Murray regarding the -31 account, Mr. Wilson stated that the \$3,584 figure was a service contract for the accounting machine, which remains about the same each year. Selectman Cossart questioned the high cost of this contract, and Mr. Wilson responded that at the time, when he was looking into the purchase of the accounting machine, it was a competitive price; he stated further that more recent technology possibly eliminates this type of (high) cost. Mr. Wilson told the Selectmen that he would be willing to look into it and get back to the Board.

Responding to Selectmen regarding overtime, account -12, Mr. Wilson stated that the figure of \$600 is used for clerical overtime during two peak accounting periods during each fiscal year.

At the conclusion of discussion, the Selectmen requested Mr. Wilson to submit a Fiscal Year 1982 budget for the Accounting Department showing exactly where the cutbacks would be in the budget to meet Proposition 2 1/2.

Unclassified 1981-82 Budget (950)

Present: Town Accountant John H. Wilson; Chester Hamilton, Town Accountant and Administrative Secretary Janet Silva.

Executive Secretary Richard E. Thompson explained some of the Town's expenses included in the Unclassified budget.

There was some discussion regarding the -31 account, Casualty Insurance, during which Town Accountant John H. Wilson stated that it would be a big mistake to have uninsured buildings; also, that a premium for casualty insurance is much less when buildings are grouped together, rather than singularly insured, and, for that reason, it would not be worthwhile to drop insurance on any Town buildings which may be considered unusable at this time or at some time in the future, or on buildings where the land may be considered more valuable without the building. Mr. Wilson explained what some of the coverages would be under casualty insurance. Mr. Wilson further stated that the Insurance Advisory Committee is now in the process of preparing values for insurance purposes of excess buildings, as well as evaluating the Town's total insurance needs.

Relative to -11 account, Blue Cross-Blue Shield, Mr. Wilson stated that Blue Cross-Blue Shield could be increased by 20% more or less this year, but decreasing employment, as a result of Proposition 2 1/2 cutbacks, might offset this increase a little.

Under Account -41, Town Report, Mr. Thompson explained that, if the Board authorizes the future elimination of Schedule K of the Town Accountant's budget in the Town Report (since it is printed in the Annual Town Meeting Warrant and Proceedings), there would be a reduction of nine pages and, therefore, a reduction in printing costs, and correspondingly a better possibility of staying within the proposed reduced budget of \$5,000. The Board requested a copy of the statutory regulation regarding the same.

Regarding Account -81, Reserve Fund, the Board questioned the cutback to one-half the amount of last year to meet Proposition 2 1/2, and concurred that it was a unrealistic adjustment. Mr. Thompson stated that the Finance Committee will make the final decision on that.

Regarding Account -93, the Board acknowledged the elimination of Hydrant Rental.

Schedule of Street Layouts - 1981 Annual Town Meeting

The Board reviewed and approved a schedule, prepared by Town Counsel, under date of November 20, 1980, of required actions by the Selectmen for laying out those streets to be accepted at the 1981 Annual Town Meeting.

Auctioneer's License - Annual Renewal

It was on motion by Selectman Donald unanimously

VOTED: To renew an annual Auctioneer's License held by Mitchell Bistany, 21 Old Meadow Road, Sudbury, for the calendar year 1981.

Proposed Conditional Comprehensive Permit - Longfellow Glen

The Board reviewed, and approved with one amendment, a letter drafted by the Executive Secretary, dated December 1, 1980, responding to the proposed Conditional Comprehensive Permit for the Longfellow Glen housing project, as prepared by the Board of Appeals and submitted under date of November 20, 1980.

Chairman Murray recessed the meeting at 9:30 p.m. for a brief coffee break; the meeting was called back to order at 9:40 p.m.

Selectmen/Law Department 1981-82 Budget

Present: Administrative Secretary Janet Silva.

The Executive Secretary distributed to the Board a list of reductions recommended for the Board of Selectmen/Law Operating Budget under Proposition 2 1/2 for 1981-82, dated December 1, 1980, and explained the ways in which each line item had been cut and the total effect of these reductions on the future operations of the Selectmen's office.

The Board commented on some of the reductions and inquired about possible further reductions, such as: -21 General Expense, specifically dues and revenue sharing costs; and the possibility of closing the Town Hall for one day a week (which would also conserve heating fuel).

Selectman Cossart stated that he would not be in favor of the Selectmen meeting bi-monthly, as suggested by the Executive Secretary.

At the conclusion of discussion, the Executive Secretary and the Administrative Secretary were directed to review the Selectmen/Law Operating Budget once again and bring it back to the Board for further discussion.

Proposition 2 1/2

The Board approved and signed a letter to the Massachusetts Department of Revenue, dated December 1, 1980, relative to Proposition 2 1/2, in conjunction with a request dated November 17, 1980, from two members of the Newton Board of Aldermen.

1981 Annual Town Meeting Articles Submitted under December 1 Closing

The Board reviewed a list of non-monied articles submitted for the 1981 Annual Town Meeting under the December 1st deadline, submitted by the Executive Secretary.

It was on motion by Chairman Murray unanimously

VOTED: To acknowledge receipt of eighteen non-monied articles which were submitted in proper form under the December 1, 1980, closing date for inclusion in the 1981 Annual Town Meeting Warrant by the Personnel Board, the Selectmen, the Lincoln-Sudbury Regional School District Committee, the Planning Board, the Moderator, and one by petition, as follows:

<u>Article</u>	<u>Submitted By</u>
Personnel Classification & Salary Plans	Personnel Board
Personnel Administration Plan	Personnel Board
Street Acceptances	Selectmen
Street Acceptance - East Street	Selectmen
Amend Bylaws, Art. IX,VI,C,5 - Special Permit Guidelines	Selectmen
Amend Bylaws, Art. V - Public Safety - Inflammables Storage	Selectmen
Amend Bylaws, Art. IX,III - Permitted Uses	Selectmen
Amend Bylaws, Art. IX,I, B - Basic Requirements	Selectmen
Amend Bylaws, Art. XV - Building Code	Selectmen
Amend Bylaws, Art. IX,V,A - Special Regulations	Selectmen
Amend Bylaws, Art. V,3 - Public Safety - Dog Fines	Selectmen
Amend Minuteman Regional Agreement	Selectmen
Amend Lincoln-Sudbury Regional Agreement - Assessment Bank Account	LSRS Committee
Amend Lincoln-Sudbury Regional Agreement - Art. 5d & 9, Budgets	LSRS Committee
Enlarge LID #1, Art. IX	Petition
Amend Bylaws, Art. IX,IV - Cluster Development Provision	Planning Board
Amend Bylaws, Art. II,4 - Adopt <u>Town Meeting Time</u>	Moderator
Amend Bylaws, Art. II,12 - Debate Time	Moderator

It was further

VOTED: To refer all articles proposing amendment to the Zoning Bylaw to the Planning Board for its report, in accordance with G.L.c.40A.

Executive Secretary Richard E. Thompson informed the Board that the Finance Committee would like to meet and discuss with the Selectmen their articles on Thursday, December 11th, at 8:00 p.m. in the Finance Committee room.

#### Minutes

It was on motion by Selectman Donald unanimously

VOTED: To approve the minutes of the Regular Session of November 24, 1980, as amended, and the minutes of the Executive Session of that date, as drafted.

#### Current Items of Interest

##### Teen Center

Chairman Murray updated the Board regarding the Teen Center by informing the Board that several ping pong tables and sets have been received, and that there have been several monetary pledges.

##### Insurance During Construction of Police Station Addition

Responding to concerns raised by Selectman Cossart last week regarding adequate insurance during construction of the Police Station addition, the Executive Secretary stated that Mr. Melnick of the Permanent Building Committee had confirmed that this is being handled properly. A change order will be processed through Hugo Construction showing an adjustment credit to the Town for carrying its own builder's risk insurance through Hall's Insurance.

##### License Renewals

Mr. Thompson confirmed with the Board that they wished to have the seating capacity stated on each license issued, where applicable.

##### Ephraim's of Sudbury

Mr. Thompson informed the Board that Mr. Wagoner did not attend the Board's meeting last Monday due to illness, and that he had explained to Mr. Wagoner the Board's action taken at its November 24th meeting. Mr. Thompson suggested to Mr. Wagoner that he might want to get in touch with the Building Inspector and the Health Director regarding the Board's concerns that the seating capacity at Ephraim's does not comply with the site plan, nor with the sub-surface sewage disposal system.

##### Fitzgerald Grievance

The Board acknowledged receipt of a communication dated November 26, 1980, from Town Counsel Paul L. Kenny relative to the Fitzgerald grievance. The Executive Secretary was directed to discuss the same with the Chief of Police upon his return to work, due to the Chief's current illness.

Planning Board Vacancy

Mr. Thompson stated that he had spoken to the Planning Board, as requested by the Board, regarding their desire not to fill the vacancy on that committee for the remainder of the (election) year. Mr. Thompson stated that he was told that the Planning Board did not feel it was the appropriate or necessary thing to do so close to an election, and that present members could handle the workload. Mr. Thompson pointed out, that under statute, the Board of Selectmen can now appoint someone to fill that vacancy, since thirty days have elapsed since notification of the vacancy.

Communication from William H. Fairbanks

Following a brief discussion and on the recommendation of the Executive Secretary, the Board directed Mr. Thompson to forward Mr. William H. Fairbanks' communication to Town Counsel, asking him to respond expressing the Selectmen's sympathy with his situation and the proper procedure for him to follow in order to pursue his proposal.

Vacancy on Conservation Commission

Selectman Cossart informed the Board that the Conservation Commission does have one person in mind to possibly fill the vacancy on the Commission, resulting from the resignation of David Grunebaum, and is requesting any recommendations the Board may have.

Executive Session

At 10:30 p.m. it was on motion by roll call

VOTED: To enter into Executive Session for the purpose of discussing the Charity Fund, where open discussion of the same may have a detrimental effect.

(Chairman Murray, in favor; Selectman Donald, in favor; Selectman Cossart, in favor.)

Chairman Murray announced that Public Session would not reconvene following the Executive Session.

There being no further business to come before the Board, the meeting was adjourned at 10:45 p.m.

Attest:

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Richard E. Thompson  
Executive Secretary-Clerk