

IN BOARD OF SELECTMEN
MONDAY, DECEMBER 12, 1983

Present: Chairman John E. Murray, Anne W. Donald and Myron J. Fox.

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

Pollution/Police Professional Liability Insurance

The Board was in receipt of communications from Hall's Insurance Agency, dated September 30 and September 22, 1983, and from the Insurance Advisory Committee, received November 21, 1983, concerning pollution liability and police professional liability insurances.

During discussion the Board showed a positive reaction to both of these insurances, and it was on motion by Chairman Murray unanimously

VOTED: To direct the Executive Secretary to write a letter to Hall's Insurance Agency asking them if they could give the Selectmen a quote on both the pollution liability and the police professional liability coverages with deductibles in the range of \$50,000-100,000; also, if they would respond to questions raised in the last paragraph of the Insurance Advisory Committee's above-noted communication, and to the question on how the new so-called State Super Fund might affect the pollution liability one way or another.

Land Management/Conservation Commission

It was on motion by Selectman Donald unanimously

VOTED: To accept the Land Management Reports for the Raymond Land East and West, Surrey Lane Parcel (Tax Possession #188), and the Parkinson Land including the Pernice Land, from the Conservation Commission, all dated December 1, 1983.

MAPC Traffic Study/Powder Mill Road

The Board acknowledged receipt of a communication, dated December 2, 1983, from the Metropolitan Area Planning Council, responding to the Selectmen's comments of November 28, 1983, concerning the MAPC's draft work program for the Powder Mill Road area traffic study, which, the Selectmen agreed, satisfactorily addressed their comments/concerns.

Building Permit Fees

Following review of Sudbury's building permit fees, in conjunction with a survey, dated December 9, 1983, of surrounding towns, it was on motion by Selectman Fox unanimously

VOTED: To direct Town Counsel to draft wording for an Article for the 1984ATM which would make the fee to be paid upon the issuance of each building permit \$5.00 plus \$5.00 for each \$1,000, or portion thereof, of the estimated cost of the construction, alteration, removal or demolition, on both residential and commercial properties, with a \$10.00 minimum, and to charge \$7.50 for any reinspection for incomplete or defective construction; and to double the permit fee for any building started without a permit. No fee shall be charged for the issuance of any building permit to the town or for work upon any building owned by the town.

Selectman Fox suggested that the Board consider including in said wording a charge having to do with occupancy inspections, as is the policy of the Town of Wayland; he further directed the Executive Secretary to contact the Town of Wayland regarding its policy for occupancy inspections fees and whether it applies to resales.

State Appointee/Sudbury Housing Authority

On the question of sending an endorsement to the Executive Office of Communities and Development concerning the State's appointment to the Sudbury Housing Authority, as requested by SHA Executive Director Jo-ann Howe, and following discussion, the Executive Secretary was directed to telephone Mrs. Howe asking her reason for her request so far in advance of the expiration of Mrs. Myrna Goldstein's term, which is July 22, 1984, and report back to the Board accordingly.

Wayside Package Store, Inc., 119 Boston Post Road

Present: Atty. James O'Brien, for Thomas L. McManus, Manager, Wayside Package Store, Inc.

Executive Secretary Richard E. Thompson briefed the Board that the Selectmen's office had received an incomplete application for the transfer of Thomas L. McManus' All Alcoholic Package Store License. In order for the Selectmen to act on said application, Mr. Thompson stated, the Selectmen would have to hold a special meeting sometime between Christmas and New Year's (the Selectmen's last meeting in December is the 19th) to allow enough time for a properly advertised public hearing on this application, and to accommodate Mr. McManus' request to have this transfer take place before his present license expires, December 31.

Atty. O'Brien, for Mr. McManus, stated his understanding that there would be some action on the application, as Mr. Thompson noted above, and that his office would supply the information to complete the application.

Chairman Murray stated that the Selectmen had met with and explained to Mr. McManus on prior occasions the requirements of the license renewal, transfer, etc., and suggested that, if Mr. O'Brien had any further questions, he should contact the Executive Secretary tomorrow or Town Counsel's office, since this item was not scheduled for discussion this evening, and the Selectmen cannot act on an incomplete and unadvertised liquor transfer license application.

Joint Meeting/Park and Recreation Commission

Present: Chairman Jane A. Neuhauser, Donald R. Soule, Rosalyn J. Drawas and Robert J. Myers, Jr., Park and Recreation Commissioners.

Land Management Reports

Following a brief discussion, it was on motion by Selectman Donald unanimously

VOTED: To accept the Land Management Reports for Feeley and Heritage Parks and the Haskell Land, from the Park and Recreation Commission, under cover letter, dated November 28, 1983.

Fairbank Community Center

Chairman Murray expressed his opinion that it would be late spring (1984) before the Fairbank School building would be ready for use as the planned community center, and there is money (approximately \$7,500) in the Building budget for the care of that building, which, upon approval of the FinCom, could be transferred to the Park and Recreation Commission budget should the Commissioners take over the supervision of that building.

Mrs. Neuhauser stated that the Park and Recreation Commissioners had voted at its last meeting to accept an offer from the Selectmen, if one is forthcoming, to have that building fall within the Park and Rec's jurisdiction as a community center. They would like to set up programs for recreational purposes and locate their offices there. They would like to have someone there on a full-time basis to coordinate the use by both Town organizations and certain functions on a fee basis.

Executive Secretary Richard E. Thompson stated that the Selectmen's first priority is to carry out the wishes of the 83ATM, Article 19, for the renovations of the Fairbank School building; that the Selectmen can turn over the management and care of that building to the Park and Recreation Commissioners or negotiate a lease, which would not require further Town Meeting action.

Mrs. Neuhauser stated that their budget would have to be adjusted if they were to have a functioning center, i.e., costs for equipment, maintenance, utilities, and to staff a full-time person, and further requested involvement in the renovation plans.

Selectman Fox spoke on behalf of the Board expressing support of the Park and Recreation Commission taking over the supervision of the Fairbank School building and the willingness to have it returned to the Selectmen if the Park and Recreation Commissioners' programs do not work out, as well as, support of their consulting with Jack Braim and the Executive Secretary relative to coordinating plans for renovations. Personally speaking, Mr. Fox asked to see the "numbers" for the specific type of community center the Park and Rec had in mind, and then he will tell them if he supports it. Mrs. Neuhauser stated she had some estimated costs and would forward a copy to Mr. Thompson.

Chairman Murray thanked the Park and Recreation Commissioners for their attendance and input.

Resignation - Long Range Capital Expenditures Committee

It was on motion unanimously

VOTED: To accept with regret the resignation dated December 1, 1983, of Jack Koenig from the Long Range Capital Expenditures Committee, effective immediately, and to direct that the Executive Secretary forward a letter of appreciation to Mr. Koenig.

Residential Factor - FY83-84

It was on motion by Selectman Fox unanimously

VOTED: To confirm the Board's telephone vote of December 6, 1983, amending its vote of December 5, 1983, in accordance with calculations approved by the Department of Revenue, to adopt a residential factor for Fiscal Year 1983-84 of 92.9650 (correcting the figure of 92.9723).

Annual Town Census/Police Assistance

It was on motion by Selectman Fox unanimously

VOTED: To authorize the Police Department to assist the Board of Registrars, if necessary, in conducting the 1984 Annual Town Census, in accordance with the request dated December 2, 1983, from the Town Clerk.

Accept Donation

It was on motion by Selectman Donald unanimously

VOTED: To accept, on behalf of the Town, a donation in the amount of \$319 from Elinor F. Evison, Trustee for the Kathryn Evison Fund, to be added to the Discretionary Fund and used for the purposes of said fund.

Town Insurance

Present: Town Accountant James Vanar; Chairman William P. Reed and Richard Pettingell, Insurance Advisory Committee; and Chairman James A. Pitts, Thomas G. Dignan, Jr., Marjorie Wallace, Bettie H. Crawford, John T. Hannan, William Gervais, Lindalee A. Lawrence and William H. Maurhoff, Finance Committee.

Chairman Murray convened a joint meeting with the Finance Committee, the Town Accountant, and the Insurance Advisory Committee, scheduled at the request of the FinCom, in accordance with that Committee's November 10 vote to review Town insurance coverage and the issue of competitive bidding. Chairman Murray added that this has been a subject the Board of Selectmen have been discussing for many years, and there have been some very logical reasons why the Town has not gone out to bid.

Finance Committee Chairman James Pitts presented the Board with a position statement, summarized as follows:

The FinCom has received a number of transfer requests for insurance payments and raises the question, would the Town's spending be reduced by competitive bidding? The FinCom met with the Insurance Advisory Committee, September 22, to discuss competitive bidding, and the FinCom concluded that, because the IAC acts as advisory to the Selectmen, the FinCom request the Selectmen to instruct the IAC to bid for insurance coverage effective for the upcoming Fiscal Year.

FinCom Chairman James A. Pitts indicated that the FinCom is anxious to begin preparing a bid package for the evaluation and award process so that the Town can start in Fiscal Year beginning July 1, 1984; also, so that a ballpark figure can be submitted for the FY85 budget. Mr. Pitts also mentioned one of the steps involved in bidding insurance is co-ordinating the expiration dates of the policies in the bid package.

Selectman Murray felt that if the Town should bid it should request the same coverage it has now, and questioned the time, not only to prepare such a document, but to decipher, when those bids come in, the various coverages.

Ms. Lindalee A. Lawrence stated that one of the things that could be considered is putting the bid out on a net cost basis and hiring a risk advisor to do the analysis, specifications, and comparisons, which could cost \$5,000-10,000. The successful broker may agree to return his commission to help absorb this cost.

Selectman Fox stated that the initial question is not "how we go out to bid, but whether we go out to bid". Selectman Fox went on to say that, after reviewing the records on the subject, it is his understanding that the Town Accountant and the FinCom are recommending that the Town go out to bid, while the IAC is opposed to the same. Selectman Fox asked the IAC to address the issue of why the Town should not go out to bid, pointing out that all bids can be rejected if there is no savings and the Town can remain with Hall's.

IAC Chairman William Reed stated that one issue keeps re-occurring and that is the presumption that Hall's Insurance is making a "fortune" on the Town's insurance, otherwise, he would not be willing to advance monies in its behalf. Mr. Reed further stated that, ever since interest became a matter of real concern to insurance companies and other financial agencies, most of them held back on premiums, but Chuck Hall subjected himself to a lot of problems to do this for Sudbury, and Mr. Reed felt that the Town is not being fair in its assumption.

Mr. Reed went on to say that Hall's has been able to negotiate some contracts for the Town at 40-50% below standard manual costs.

This manual premium is an average premium for an average risk, and a 40-50% cut equals a good cut from what would be a standard premium, and Hall's has given it to Sudbury on several contracts.

Chairman Murray stated that he had approached Chuck Hall a couple of years ago on the question of competitive bidding and he did not appear concerned because all brokers had an equal opportunity to win the bid.

Mr. Reed stated that when the Town goes out to bid it can limit business to those insurance agents conducting business in Town, or who live in Sudbury, or open it up to anyone. He said the Town will get some figures that will seem low because there are agencies who would like to get their "feet in the door", and all those contracts will have to be analyzed to be sure the Town is buying the same thing it already has.

Chairman Murray again expressed concern regarding the cost involved to have a thorough analysis done.

Mr. Reed felt the IAC was created to do just that but expressed willingness to step aside if the Selectmen preferred to hire an outside adviser. Mr. Reed introduced Mr. Richard Pettingell, a new member of the Insurance Advisory Committee, an attorney with a Boston law firm which deals with insurance matters.

Selectman Donald recommended that, if insurance is put out for bid, that it be for a three-year period, thereby fixing the premium for at least that amount of time; also, that brokers be allowed to bid on the entire package or on individual parts of the package at their discretion. This too, she felt, would allow the Town more options in terms of lower premiums.

Chairman Murray responded that he felt there would be more problems and more paper work unless the bids went out as a package. Mr. Reed felt that Hall's does a great deal of the Town's paper work.

Executive Secretary Richard E. Thompson stated he would hope that whatever agent the Town has, it would act in the same capacity as Hall's now does, noting however, that Hall's is very conveniently located in terms of conducting town business with them.

Mr. Reed expressed concern that agents solicit different companies for each line of insurance and submit overall bids which might be attractive because of the overall low cost, but in the event there is any disputed item, it was his opinion, that many of these companies feel no obligation to the Town legally and can drag their feet for years on a disputed item. Some companies meet their obligations and others create all sorts of problems, he said.

Mr. Pettingell agreed that this is true. He stated that, with Hall's, the Town has a risk manager which it could very well lose if the business goes elsewhere. Mr. Pettingell stressed that the IAC is here only as an observer; these are Mr. Reed's and his individual feelings and the whole committee should address some of these concerns.

Responding to Selectman Fox, Mr. Pettingell stated that a risk manager is someone who is actively involved with the various risks that the Town may have, such as pollution insurance. The Halls are residents of the Town and, therefore, are very familiar with the Town's problems and will take a more proprietary interest in the Town's problems than perhaps a Boston firm. There are some intangibles which the Town will lose in not using Hall's.

Selectman Fox felt that the foregoing was an argument for not going out to bid. He mentioned other points from previous years' discussions:

- Board of Selectmen, May 10, 1982, meeting: "In terms of a changing market, Mr. Gerd Haeberer expressed his opinion, from an insurance executive's point of view, that the length of time with an insurance company is a plus when it comes to future premium costs where a company must adjust premiums for expected future costs and claims."

(Selectman Fox stated he assumed if the Town goes out to bid it would stay with the same agent and not go out to bid every 1-3 years, which would lose continuity and production of being with one agent.)

- letter from Mr. Reed, dated April 20, 1982: "It should be recognized that if the insurance changes hands every year, going to the lowest bidder each time, those insurers will not have built up a cushion of profit dollars with which to settle a substantial loss. What we need is an insurer which will take our risk at a fair price, pay the losses that may develop, and continue to provide for our insurance needs. Stability is important. We feel, too, that there is a benefit to be realized by having all of the insurance either in one group of companies or in the hands of one agent so that the adverse experience in one line of insurance will be offset by the other profitable lines."
- letter from Mr. Reed, dated June 16, 1981, emphasizing the concept of continuity of protection and the benefits of using a single source as opposed to bidding on a regular basis.

Selectman Fox expressed his opinion that he basically sees these as the major arguments against going out to bid, yet he felt the logic of all those arguments is recaptured after a year or so, again, only if it is the intention of the Town not to have a new agent every year and an entire new insurance program every year. There would be some incentive for a three-year policy premium as opposed to one year - 1) to build up some of that continuity and protection, and 2) to avoid a low rate for one year, the agent's intention being to "get it back" the next year, hoping the Town will not change agencies.

Mr. Reed questioned the integrity of some insurance companies.

Selectman Fox stated that, supposing the Selectmen agreed to go out to bid, he would be opposed to hiring a consultant to analyze the bids, but would rely on the IAC and the Town Accountant to make up the bid packages and analyze the bids supplied by the various agencies, which, as he stated earlier, could be rejected if not acceptable for any reason. Mr. Reed stated that the IAC would only rely on the agent regarding the integrity of the insurance companies and expressed a reluctance toward the IAC making that kind of decision - that much of the decision is based on management, not necessarily capital.

Mr. Thompson stated that a few years ago Mr. Vanar drafted some guidelines for going out to bid, and that included a request for a three-year period of coverage and set forth a rating for the insurance companies, established by the State, which would help relieve some of these concerns.

Mr. Thompson went on to say that, regarding bidding procedures, it would be his recommendation that a professional be hired after the bidding process, for a token sum of money for 2-3 days to review the documents for the Town, and with his assistance, and on recommendation of the IAC and the Selectmen, a decision can be made.

Town Accountant James Vanar stated that a method he has used in the past which has been successful is a pre-bid conference where, qualified, reputable brokers review the specifications with the Town to assure uniformity of bid offerings.

Mr. Thompson pointed out that Town insurance is a line item of approximately \$100,000, not including group insurance and others.

Selectman Donald questioned what amount of savings would be needed for giving up the continuity and service the Town now gets from Hall's.

Chairman Murray expressed his opinion that the Selectmen should take the matter under advisement; he would like to know how much time it will take to prepare the documents.

Selectman Fox suggested that the Town Accountant's bid package, with input from the IAC as to any changes which they feel should be made, and perhaps with an attached copy of every insurance policy existing now, be given to every bidder asking for the same coverage and a quotation, and also suggestions for additions or deletions to the Town's current coverage.

Mr. Reed stated that specifications are available from other communities for bidding purposes also.

Selectman Donald asked if the FinCom had any answers to any of the questions raised during discussion this evening or any arguments contrary to not going out to bid.

Mr. Pitts referenced FinCom minutes of September 22, 1983, which details all its concerns. Because of spending the amount of money we have and not having gone out to bid for at least fifteen years, Mr. Pitts stated the FinCom feels there is an obligation to "test the waters" - find out what the possibilities are, knowing that there is the option of not accepting the bids if the companies are not stable or for whatever other reason.

Selectman Donald asked if he felt spending \$10,000 for a risk advisor would be worthwhile if in the end the Town ends up staying with Halls'.

Mr. Pitts indicated that the risk advisor was only a suggestion, and there is no merit to the \$10,000 figure. He stated the Town's current coverage is what should go for bid, that the Town Accountant's prebid-conference experience is a short-term procedure and, after seeing the spread of the bids, it would be a simple matter to compare those with what we are now paying Hall's.

Chairman Murray stated that a lot of the work has already been done. He stated that for the six years he has been on the Board, the Board had accepted recommendations from the IAC on changes to the Town's insurance so it is up-to-date. Selectman Murray reiterated that the Town should go out to bid on the same coverage existing and, if there are any changes to be made, they should come from the IAC.

Mr. Pettingell stated that the difficulty is not in putting the specifications together, but the problem that all companies have different scopes of coverage for the same type of policy. Chairman Murray expressed his agreement.

Responding to Selectman Fox, the Town Accountant stated that in his experience with putting insurance out to bid in other towns it is not an expensive process. He agreed with Mr. Pettingell's point and stated that the bid specifications should be very specific on all major points.

Finance Committee member Thomas G. Dignan stated, on behalf of the Finance Committee, that there is very little logic on the argument against going out to bid. As Selectman Fox pointed out earlier, the Town is always in the position to reject the bids; as the Town Accountant pointed out from experience, competitors will do a good job scrutinizing others' proposals; and expressed his opinion that the only argument not answered is the question of a Boston broker versus a local broker. He went on to say that most people in business are professionals and cannot subject their reputation to being down-graded; he did not feel this was a good argument.

Chairman Murray felt it was a question of convenience only, as far as he is concerned.

At the conclusion of discussion, it was on motion by Selectmen Fox unanimously VOTED: To put the Town's entire insurance package out to bid with the specifics to be worked out between the Executive Secretary, the Town Accountant, the IAC and Town Counsel, subject to further discussion with the FinCom on costs.

Accounting Budget

Present: Town Accountant James Vanar; and Thomas G. Dignan, Jr., and John T. Hannan, Finance Committee.

Chairman Murray convened a meeting with the Town Accountant to discuss his FY85 budget.

Regarding personnel, Mr. Vanar stated that his Accounting Office Supervisor is retiring in May, 1984. He felt strongly about creating a new full-time position, Assistant Town Accountant, and will put June Kelley, Accounting Office Supervisor who now works 20 hours per week, into that slot. Having this position would give him the legal back-up in his absence, which is lacking now. He also has budgeted monies for a Senior Accounting Clerk to become a full-time position, and will put Mrs. C. Curran in that slot. She currently works only fifteen hours per week.

Mr. Vanar stressed that everyone in his department should know how to use the computer system so that they can back each other up, and it is his intention that they all become knowledgeable with the new system.

Due to general re-classifications over the past year, Executive Secretary Richard E. Thompson recommended that he (Mr. Thompson) contact the Personnel Board asking that it review the Classification Plan as a periodic review is required under the bylaws. The Board concurred.

Finance Committee member John T. Hannan stated he felt these changes would assist in personnel performing their functions in a faster way and he would support it.

At the conclusion of discussion, it was on motion by Selectman Donald unanimously

VOTED: To approve for submission to the Finance Committee the Accounting Department budget for FY85, as presented.

Selectmen's Budget

Present: Administrative Assistant Janet Silva; William H. Maurhoff and Thomas G. Dignan, Jr., Finance Committee; and Town Accountant James Vanar.

Following review and questions, which were answered by Executive Secretary Richard E. Thompson and Administrative Secretary Janet Silva, it was on motion by Selectman Donald unanimously

VOTED: To approve for submission to the Finance Committee the Selectmen's budget for FY85, as prepared.

Unclassified Budget

Present: William H. Maurhoff and Thomas G. Dignan, Jr., Finance Committee; and Town Accountant James Vanar.

During discussion of the unclassified budget, it was noted that the line item for the salary adjustment (950-101) may eventually include monies to cover school department salary increases and other changes.

It was on motion by Selectman Fox unanimously

VOTED: To approve the Unclassified budget for submission to the FinCom, as prepared.

Minutes

It was on motion by Selectman Fox unanimously

VOTED: To approve the minutes of the Regular Session of December 5, 1983, and the Saturday meeting of December 3, 1983, both as corrected.

Three-Year Term/Planning Board

Selectman Fox directed the Executive Secretary to consult with both the Planning Board and the Board of Appeals relative to the Board's intention to submit an article for the 84ATM dealing with the change in the term from five to three years for Planning Board members.

Planning Administrator

The Board tabled until December 19 any further discussion relative to a draft job description for the position of Planning Administrator. Selectman Donald gave suggested changes to the draft submitted by the Planning Board to the Executive Secretary, and Selectman Murray stated he would give his comments to Mr. Thompson during the week.

Mill Village/Maple Avenue Petition

Selectman Fox acknowledged receipt of a Maple Avenue petition asking that the Selectmen delay any action regarding the issuance of the Mill Village site plan, and Selectman Fox expressed his opinion that the Selectmen should not stop the site plan, but rather, the petitioners/abutters should get together with the developer, perhaps in conjunction with Town Counsel, and agree on the landscaping. Selectman Fox noted that the site plan is not signed, and that one of the items to be completed before signing is the addition of mutually-agreed-to landscaping being so designated on the plan.

Sanitary Landfill/Hydrology Study

Selectman Fox referenced the December 8, 1983, communication from the Town Engineer relative to the Town Engineer's meeting with a representative from the State Department of Environmental Quality Engineering to discuss Sudbury's sanitary landfill, and suggesting a bookmark article to appropriate funds for a hydrogeological investigation and report of the landfill site, estimated to cost up to \$20,000.

Executive Secretary Richard E. Thompson stated he would put this item on the list of possible articles for the Selectmen to address/discuss under the January 1 deadline closing.

Intensity Regulations Warrant Article

Selectman Fox referenced the Planning Board letter of December 9 relative to an Intensity Regulations Warrant Article, which they are preparing for the 84ATM, and requesting the Selectmen to request the Building and Engineering Departments for advice and to provide appropriate maps on non-conforming sites.

Selectman Fox directed the Executive Secretary to talk to Town Engineer James V. Merloni, who is the Planning Board Agent, and the Building Inspector regarding how much time it is going to take and whether they can handle it between themselves, and bring it back to the Board, only if necessary.

Chapter 90/Transportation Bond Bill

Selectman Fox acknowledged a communication, dated December 8, 1983, from James W. Segel, Executive Director of the Massachusetts Municipal Association about the potential loss of \$40 million of Chapter 90 road construction and reconstruction funds, under transportation bond bill S-2282.

Executive Secretary Richard E. Thompson gave the Board an "information alert on Chapter 90 road money", dated December 9, 1983, and informed the Board that the bill had passed at 5:00 a.m., Saturday, December 10.

Growth/Route 20

Selectman Fox expressed his opinion that the Selectmen should respond to questions and comments regarding what is happening on Route 20. He stated that he personally has received a number of telephone calls; there have been numerous letters in the papers from residents and several newspaper articles on Town growth. Selectman Fox suggested that a press release or interview by the Executive Secretary outlining what the Selectmen have done, very much like the answer to Mrs. Gerry Nogelo's letter of November 23, should be published, i.e.,

- regarding signs, that the Selectmen are working on that through the Building Inspector, who has given notice that illegal signs be taken down;
- regarding the architecture of the Colonial Liquor store, that there was nothing in the bylaw about architectural review, but that the Selectmen are including some wording regarding architecture review in their site plan regulations, and, with respect to that, the Planning Board is putting an article in the 84ATM to strengthen that by an architectural review bylaw; and
- regarding uncontrolled growth, that there are a number of approaches which can be taken, such as, 1) have a moratorium; 2) continue "willy-nilly" as zoned; and 3) along a middle road, begin smart planning by the hiring of a Planning Administrator, who can suggest to the Selectmen and Town Meeting ways to control and limit the Town's growth. Selectman Fox added he has learned that the State may be willing to help the Town update its master plan.

Selectman Fox felt answers such as these should be shared with the rest of the Town, so that the residents will know what the Selectmen are doing and that they be asked to support a Town Planner; also, Selectman Fox mentioned that the Planning Board is doing a survey with the help of a graduate student, whom they have just hired.

Mr. Thompson stated he would prepare a position paper for the Board's review within the next few weeks.

Chairman Murray commented on the Planning Board's submission of articles for the 84ATM, stating he felt they had agreed to concentrate on the one request for the Town Planner rather than resubmit several articles, some of which were turned down last year.

Growth Committee

Selectman Fox requested that the Executive Secretary schedule some time on a future agenda to discuss the possibility of forming a growth committee consisting of 2-3 citizens, a member of all the major boards, and a member of the Sudbury Chamber of Commerce, who can work in conjunction with a Planner.

Cable Commission

Selectman Fox directed the Executive Secretary to schedule some time on a future agenda to discuss the possibility of appointing a cable commission to overlook the implementation of our cable television licensing procedures, and expressed his opinion that some of the members of the former Town cable commission might be interested in serving again. Selectman Fox suggested that there are some questions remaining unanswered such as when the more remote parts of Town are scheduled to be plugged into the system as compared to the rest of the Town, and what those additional costs would be.

Police Matters

Selectman Fox raised two questions regarding fees which possibly could be charged by the Police Department: 1) for police escorts to the bank; and 2) for repeated response by police officers to homes where malfunctioning burglar alarms continually go off.

Mr. Thompson responded that he had spoken to Police Administrative Assistant Peter Lembo, who indicated to him that it is the Department's preference not to charge for police escorts, since they usually have a car in the sector, and that he did not consider false burglar alarm calls to be a serious problem at this point, since there are only 90 burglar alarms hooked up to the police station in Sudbury.

SCAC

The Board acknowledged receipt of a report and budget from the Sudbury Community Arts Center, Inc., (SCAC) under cover letter dated December 5, 1983, requesting they be allowed to pay the oil bill by paying one half of the money due the Town in December, and the other half in January. The Board agreed to this arrangement so long as the SCAC is aware that the Selectmen expect payment to continue as billed.

Vana Shopping Mall

Executive Secretary Richard E. Thompson informed the Board of the official ground breaking at the Vana shopping mall site, 435 Boston Post Road, on Wednesday, December 14, at 3:00 p.m.

Budget Recommendations

Mr. Thompson noted that the Board had copies of his recommendations pertaining to the budgets discussed at the Saturday, December 3 budget meeting for its information. Mr. Thompson stated that any additions or deletions the Board may have can be discussed at the December 19th meeting, when this item will be scheduled.

Public Notices

Selectman Fox directed the Executive Secretary to again let the Planning Board and the Conservation Commission know that they should be more accurate in designating exact locations when publishing any public notice to do with land transactions.

Executive Session

At 10:50 p.m. it was on motion unanimously

VOTED: To enter into Executive Session for the purpose of discussing the use of the Discretionary Fund.

(Roll call vote: Chairman Murray, in favor; Selectman Donald, in favor; Selectman Fox, 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 10:55 p.m.

Attest:

Richard E. Thompson
Executive Secretary-Clerk