

IN BOARD OF SELECTMEN
MONDAY, SEPTEMBER 24, 1984

Present: Chairman Anne W. Donald, Myron J. Fox and Josiah F. Frost.

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

Meeting with MAPC MetroWest Coordinator

Present: MAPC MetroWest Coordinator Jean Christensen; Executive Director Alexander V. Zaleski; and Comprehensive Planner Steven Marcioni.

Chairman Donald convened a meeting with representatives of the Metropolitan Area Planning Council (MAPC) to discuss mutual areas of concern, specifically the creation of an Advisory Committee on Growth by the execution of a "Memorandum of Understanding" by the MAPC and the eight towns referred to as MetroWest. The creation of said Committee is proposed in the MetroWest Draft Impacts Study Report, prepared by the MAPC after many months of analyzing the impact of growth in the eight-town MetroWest area.

MAPC MetroWest Coordinator Jean Christensen gave the Board a copy of the Executive Summary to the Draft Report and, responding to Selectman Fox, stated it had been prepared at the end of June 1984. She stated that the new target date for the finalization of the Draft Report is the middle of November 1984. She stated further that the MAPC is working with the Governor, who supports this endeavor. (She mentioned later in the evening that the Governor's office looked very favorably on the project and on the cooperative efforts of the communities participating in it which could be a plus if federal/state grant money for community development becomes available in the future.)

Relative to the formation of the Advisory Committee on Growth, Ms. Christensen explained that she was recommending a 16-member committee, with a representative of the Board of Selectmen and the Planning Board of each town, with one vote between them.

Ms. Christensen stated that they would like to have input from all the MetroWest communities relative to the Memorandum of Understanding, and that it would be redrafted accordingly. Responding to Chairman Donald, she stated that the final wording would be submitted to the MetroWest communities for approval following which the Growth Advisory Committee would be formed.

The Selectmen referenced a July 27, 1984, communication sent to Mark Siegenthaler, MAPC Principal Comprehensive Planner, from Executive Secretary Richard E. Thompson, commenting on the Draft Report and conveying the Selectmen's position on the Memorandum of Understanding from an excerpt of the Board's June 25 meeting, as follows:

- Draft Report does not adequately mention the Route 20 widening project in Sudbury; makes reference to the 128 West Resource Recovery Facility which is no longer a viable project; no reference in the Report that the City of Marlborough is the only adjacent Framingham community not included.

- Board's position on Memorandum of Understanding: "The Board supported the concept and principle of creating a multi-community (Growth Advisory) committee but raised several concerns regarding the Memorandum of Understanding: specifically, in Section IV - Role of Growth Committee, that the Planning Board should be interchanged with the Board of Selectmen, and the Selectmen disagreed with the next-to-last paragraph in that section requiring a report to the Selectmen by any Town board with regard to any action taken contrary to Committee plan, program assessment, or recommendation."

Note: The above comments were given by Mr. Thompson verbally to Mr. Siegenthaler at the June 27 meeting of the MetroWest Working Committee. MAPC representatives who were present tonight had not yet seen the above-mentioned communication from the Executive Secretary.

There was some discussion relative to what authority the Committee would actually have with regard to curtailing growth or preventing development in towns where that development might be opposed by a neighboring town(s). Selectman Frost stated he would be very much opposed to one town having control over another. Both Ms. Christensen and Executive Director Alexander V. Zaleski explained that the Committee would have no power whatsoever; its purpose would be to gather information through the Selectmen and Planning Board of the respective towns regarding upcoming development projects and the Committee would cooperate by distributing that information to the other communities, as well as "advise" on the development projects with the best interest of all the MetroWest communities in mind. Ms. Christensen reiterated that they were here tonight to hear the Selectmen's concerns so that the concerns of all the MetroWest communities could be incorporated in the final wording of the Memorandum of Understanding.

On question by Selectman Fox, Mr. Zaleski responded that the MAPC does provide 75 hours of service free of charge to communities every year. Selectman Fox stated that he believed it was a bargain for the Town to receive 75 hours, and that the hourly rate of \$25 to complete a community project over and above the 75 hours is more than fair, and that Sudbury should take advantage of doing so in the future.

Chairman Donald suggested that the Board of Health be included in the listing of local boards to be notified of the existence of this Advisory Growth Committee (page 3 of the Memorandum of Understanding, section IV, Role of Growth Committee).

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

VOTED: To confirm the Selectmen's support of the concept and principle of creating a multi-community Growth Advisory Committee and request that the MAPC addresses the concerns that the Selectmen raised tonight and as noted in the Executive Secretary's July 27 communication to MAPC Planner Mark Siegenthaler.

Town Fathers Forum

At 8:00 p.m. Chairman Donald convened the 156th session of the Town Fathers Forum, a copy of which is attached and is part of these minutes.

Revision Site Plan 80-227/Filomena Vana Trust, 435 Boston Post Road

Present: Applicant Frank M. Vana; Building Inspector Joseph E. Scammon; Planning Administrator Lee Newman; and John C. Drobinski and Morton L. Brond, Planning Board.

Executive Secretary Richard E. Thompson referenced a communication, dated September 20, 1984, from Schofield Brothers, Inc., requesting the following revisions to the above-captioned Site Plan:

1) the elimination of the automatic drive-up tellers immediately behind the existing building along Boston Post Road, and the installation of a 24-hour automatic drive-up teller approximately 70' behind the existing building; and

2) the relocation of several handicapped parking spaces immediately behind the existing building to service that facility, and the relocation of several parking spaces to the rear of the said building.

The above revisions are shown on Site Plan 80-227 entitled, "Site Plan of Land in Sudbury, Mass. Proposed Site Conditions", dated November 24, 1980, latest revision date, September 21, 1984.

Mr. Vana stated that revision #1 will eliminate any potential problem with the proposed septic tank and pump chamber installed immediately behind the existing building and will also allow them to save two big trees in the area. Mr. Vana further stated that he submitted this revision to the Health Director who was in favor of the same.

Mr. Vana stated that due to the reconfiguration of the site it became necessary to relocate several parking spaces to the rear of the building; however, the site is still in compliance with the Sudbury Zoning Bylaws, section V-B, Off-Street Parking. Mr. Vana added his opinion that these two revisions will create an improved situation on the site. He explained the traffic configuration.

The Executive Secretary recommended that the Board follow an informal site plan procedure because of the nature of the revisions, i.e., informal input from the Building Inspector, the Town Engineer and the Planning Board.

The Board was in receipt of a communication from the Town Engineer, dated September 21, approving the revisions.

Mr. John C. Drobinski, Planning Board, asked about submission of an architectural rendering to which Mr. Vana stated he would submit one to the Selectmen for final approval as soon as the design is complete.

Responding to Selectman Fox, the Building Inspector stated he had not had time to study the revisions, but that he would do so and so inform the Selectmen's office.

Responding to Selectman Fox on the question of walkways and following some discussion, Mr. Vana stated he thought it would be a good idea to have a bike path from Raymond Road to the shopping center because there are so many bicyclists at the shopping center already, and continued to say that the walkway question would be addressed by the State when the State widens Route 20.

Also responding to Selectman Fox who encouraged more landscaping because of the large expanse of pavement, Mr. Vana stated that the landscaping was not yet complete, that more landscaping is going in, and that, additionally, he is installing an automatic sprinkling system, since, in his opinion, without it, the salt from the street would kill the trees and shrubs along Route 20.

On recommendation by the Executive Secretary, the board agreed to follow an informal procedure because of the nature of the changes - the revisions being only minor ones - input would only be required from the Town Engineer, the Building Inspector and with comment from Planning Board members here tonight.

At the conclusion of discussion, it was on motion unanimously

VOTED: To approve revisions to Site Plan 80-227 of Filomena Vana Trust, property located at 435 Boston Post Road, as shown on the above-noted site plan, as set forth in a communication from Schofield Brothers, Inc., dated September 20, 1984, subject to confirmation from the Building Inspector that the revisions meet with his approval; further subject to the final approval by the Selectmen of an architectural rendering of the kiosk/automatic teller.

Mr. Thompson is to review the architectural rendering with the Planning Administrator.

Site Plan 84-282/Raytheon, 528 Boston Post Road

Present: Facilities and Administration Manager H. F. Sweitzer, Jr., Project Manager Steven Fugarazzo, Architect Bruce Tyson of John Crowe Associates, Atty. Neil Minahan (Lexington plant), General Manager Walter Stowell, Manager of Plant Engineering Robert Demer, and Robert Brandon of Aldrich Architects, representing Raytheon Company; Building Inspector Joseph E. Scammon; Planning Administrator Lee Newman, John C. Drobinski, Planning Board; and approximately four residents.

Chairman Donald convened a public hearing for continued consideration of Site Plan 84-282 of Raytheon Co., 528 Boston Post Road, Limited Industrial District #1, for a building expansion, extended by mutual consent on August 13, 1984.

For the record Selectman Fox stated that his daughter owns sixteen shares of Raytheon stock, that his name appears on the stock certificate as guardian and referred to Town Counsel regarding the issue of conflict of interest.

Assistant Town Counsel Thomas M. French stated that the conflict of interest statute does address stock ownership in publicly traded corporations and, in his opinion, the ownership of sixteen shares of Raytheon stock would

not create a conflict of interest, particularly where Selectman Fox does not own the beneficial interest.

Executive Secretary Richard E. Thompson noted receipt of the following communications:

- dated September 24, from the Friends of Sudbury Senior Citizens, Inc., signed by Donald Oasis, a non-profit group which supports approval of the Raytheon site plan;

- a request from Edward Kreitsek, 59 Dudley Road, that all letters of support from Town groups/individuals be read into the minutes of tonight's hearing (Mr. Thompson referenced Selectmen's minutes of August 13 noting letters of support from Curt Garfield, 106 Woodside Road, dated August 10, and from Stone Tavern Farm, dated July 3);

- dated September 21 from the Planning Administrator setting forth the Planning Board's recommendation to condition approval on the following:

1) that Raytheon provide the financial assistance for the Town to establish a traffic light and a left-hand turning lane on Route 20 westbound for 60' in each direction at the Nobscot Road/Route 20 intersection within the existing right-of-way, and provide the necessary manpower and any other measures to mitigate the traffic situation at said intersection, if Route 20 improvements are not completed prior to building occupancy; that Raytheon make a commitment of \$200,000 (bond or other financial commitment) and allocate the necessary manpower and support to work with Town officials for the purpose of establishing a viable working access to Union Avenue - said access to be managed by Raytheon's security staff on a schedule reviewed and approved by the Town; that Raytheon institute staggered work hours, schedule to be reviewed and approved by the Town, and that Raytheon continue to provide police control at the two Route 20 company driveways;

2) that six existing groundwater monitoring stations in the vicinity of the filter beds be utilized for ongoing well testing to be scheduled by the Board of Health; and

3) recommendations of the Board of Health and the Town Engineer as set forth in communications both dated September 21, and of the Conservation Commission as outlined in its Order of Conditions dated September 18.

- dated September 21 from the Board of Health recommending conditioning approval on the following:

1) To assure groundwater quality, six months after the addition is completed and occupied and on an annual basis thereafter groundwater samples are to be collected and analyzed;

2) Health Office to be notified monthly of actual and projected usage of microwave emitting equipment and emission levels measured at field monitoring stations;

3) Elevation of filter beds to be raised to assure a minimum of 4' between the maximum water table and the bottom of the filter beds;

4) Interior plans of the cafeteria to be approved by the Health Office;

5) Effluent from the kitchen must be discharged into a grease trap sufficient in size to assure at least a 24-hour detention period; and

6) The amount of hazardous materials used or stored on site is not to be increased.

- dated September 21 from the Town Engineer commenting on various aspects of the site plan and recommending that the following action be considered with approval of this site plan:

1) Work shifts be staggered both in the morning and the evening in order to ease the traffic situation during the rush hours; and

2) A traffic light or police detail at the Nobscot Road/Route 20 intersection for immediate traffic relief.

- dated September 18 from the Conservation Commission noting that several conditions in the Order of Conditions require Raytheon to submit information to the Commission prior to the commencement of work on the site. The Commission urges Raytheon to explore alternatives to the filling of the wetland identified as Wetland A, Isolated Land Subject to Flooding (on Plan WL-4A), and indicated that the Commission would be inspecting the site on a regular basis once site preparation and construction have begun.

- Referenced later in the evening was a communication, dated July 23 from the Fire Chief which posed no problem for Raytheon.

Facilities and Administration Manager H. F. Sweitzer, Jr., stated that the site plan had been modified and the revised site plan is on record with the Conservation Commission and the Town Engineer.

Note: A smaller scale, more detailed plan, supposedly sent to the Selectmen's office, could not be located. Later in the evening Selectman Fox directed the Executive Secretary to try and locate the plans. Architect Bruce Tyson stated he could forward a copy of the plan if necessary.

Mr. Sweitzer explained the only revision on the plan was in the pitch of the parking lot which was necessary because of a revision in the storm drainage system to allow the on-site retention pond to accommodate a 100-year storm; new volume of the detention pond will be 13.64 acre feet of water being stored within the compounds of the property. (It was noted in the Town Engineer's letter that drainage computations supporting these revisions were submitted and found to be in accordance with Town requirements and standards; the storm drainage system is now acceptable.)

Responding to Chairman Donald, Mr. Tyson stated that the area shown on the site plan as bordering vegetation wetlands and as isolated land subject to flooding are in accord with the findings of the Conservation Commission.

Responding to Selectman Frost, Mr. Sweitzer referenced the communication to the Selectmen from Raytheon, dated August 9, 1984, identifying two possible alternatives to generally improve the traffic situation and mitigate any impact that Raytheon's project will have on Route 20 traffic, as follows:

1) left-hand turning lane on the westbound lane of Route 20 to permit queuing of traffic waiting for a left-hand turn onto Nobscot Road and funding for the same (this is subject to State approval), and

2) public access from Raytheon directly onto Union Avenue which will re-route traffic generally exiting to Route 20 and turning in a northerly direction on Union Avenue and the funding for the same not to exceed \$200,000 (this will require approval of abutters and/or a land taking by the Town by eminent domain).

Selectman Fox asked if Raytheon is planning on the Town of Sudbury taking the land by eminent domain in order to provide this access onto Union Avenue or if Raytheon is working out an agreement with abutter, Coatings Engineering.

Mr. Sweitzer responded he, and the Planning Board more recently, attempted to work out an agreement with Coatings for a right-of-way through Coatings property but the plan did not meet with the approval of all the abutters. Mr. Sweitzer stated he was hopeful that something could be worked out in the future.

Planning Board member John C. Drobinski added that the abutters were not receptive to having more traffic on their driveway out to Union Avenue. Mr. Drobinski also stated that the subject of eminent domain had come up but that the Planning Board is not recommending it at this time, although he felt it is something that should be looked at in more detail.

Referencing the Planning Board's above-noted communication, Selectman Fox stated he did not understand if the Planning Board is recommending that site plan approval is to be conditioned on Raytheon working out an arrangement for access out to Union Avenue or whether the Planning Board would want the Board to approve the site plan even if it is impossible for Raytheon to work out an arrangement with Coatings.

After commenting at length, Mr. Drobinski indicated that it is the Planning Board's desire that if the Union Avenue access way cannot be accomplished the Planning Board is recommending the Selectmen approve the site plan but that the Selectmen should continue to work toward a resolution to accomplish the same.

Selectman Fox referenced the Town Engineer's letter of September 21, specifically his comments regarding traffic, and questioned if the Town Engineer's assumption is that the traffic would be acceptable at the point that the State's widening of Route 20 is completed (between the Police and Fire Stations) and the traffic lights are installed at the Union Avenue and Nobscot Road intersections with Route 20, and if he is assuming that there

will not be access to Union Avenue. Later in the meeting Selectman Fox directed Mr. Thompson to question the Town Engineer on these points and report back to the Board.

Responding to Chairman Donald, Mr. Sweitzer stated they expect it to be 1-1½ years to the completion of construction.

Mr. Sweitzer expressed his opinion that it would not be a problem for the Town to obtain the necessary permit(s) from the State in order for Raytheon to implement the widening at the Route 20/Nobscot Road intersection since it appears to be consistent with the State's Route 20 widening project.

During discussion and responding to the Selectmen, Mr. Sweitzer commented as follows with regard to items listed under Traffic in the Planning Board's letter of September 21:

1) Item 1 is basically what Raytheon had proposed in its letter of August 9 with the exception of the installation of a traffic light at the Nobscot Road/Route 20 intersection, which he stated, is agreeable to them. Raytheon is also willing to provide the manpower or other measures to mitigate the traffic situation on Route 20 if improvements are not completed before occupancy of the building, i.e., provide and pay for a traffic officer at that intersection.

Police Administrative Assistant Peter Lembo commented on the aspect of having a police officer at that intersection indicating his opinion that it might be helpful but that it is also very difficult to schedule policemen for traffic detail. Sergeant Lembo expressed his opinion that the widening projects will help eliminate some of the traffic problems and commented on the problem that the placement of the telephone pole on the north side of Route 20 at that intersection is creating.

2) Item 2 is similar to what Raytheon proposed in its August 9 letter except that it has a requirement that Raytheon manage the access way onto Union Avenue on a schedule reviewed and approved by the Town. Mr. Sweitzer stated that Raytheon could manage that access by its security staff or other measures, after consulting with the Town as to what seems most appropriate, i.e., gate on Raytheon property open between 4:30 - 5:15 p.m. and again between 7:30 - 8:15 a.m. Following discussion Mr. Drobinski stated that a schedule reviewed and "acceptable" by the town, rather than "approved" by the Town would appropriately denote the Planning Board's intention of that recommendation.

3) Item 3 - staggered hours. Mr. Sweitzer stated that Raytheon's traffic consultant did not feel staggered hours would improve the traffic situation, also, it works at cross purposes with car pooling (Raytheon employees currently have 120-130 car pools); these could be destroyed by creating different (staggered) shifts. Later in the evening, Atty. Neil Minahan reiterated that staggered shifts are counter-productive to car pooling.

Selectman Fox stated his initial position that Union Avenue access be a condition of site plan approval even though it might be a problem for Raytheon. Without it, he stated, and without cooperation from the State on

the intersection improvements, Sudbury's traffic problems on Route 20 would only be compounded by the traffic generated by the new addition.

Responding, Mr. Sweitzer stated that Raytheon is willing to commit \$200,000 toward a solution for Union Avenue access, they cannot take the land, they have no right of eminent domain, and pointed out that the Town's Master Plan shows plans for the Town to use part of that land (access drive/right-of-way) in the overall traffic plans for the Town.

Atty. Minahan stated his opinion that the most serious traffic problem is the absence of the left-hand turning lane on Route 20 which appears to be feasible and which Raytheon is willing to undertake at its expense. In addition, Raytheon proposes to fund those measures which are necessary either to accomplish an access onto Union Avenue or provide the money so that Raytheon and the Town can work together and accomplish some other traffic mitigation measures. He stated that Raytheon would consider Selectmen approval conditioned on access to Union Avenue a denial because Raytheon has no control over it. He urged the Selectmen not to condition the site plan on something Raytheon has no control over when Raytheon is providing reasonable assurances that something will be done to mitigate the traffic problems. Likewise, Atty. Minahan responded to Selectman Fox that site plan approval should not be conditioned on the intersection improvements.

Following further comments, Atty. Minahan expressed his opinion that the Route 20 alternative may not be in the Town's authority to effectuate but felt the access onto Union Avenue is more within the Town's control.

Chairman Donald pointed out that a taking by eminent domain requires the vote of Town Meeting - that the Selectmen would have no way of knowing how a vote of Town Meeting would turn out.

Mr. Frank Vana, applicant for the Sudbury Crossing shopping center, stated that in 1963 he applied for and received approval from the State to create a passing lane in front of his property on Route 20 with little difficulty, and, therefore, recommended that Raytheon accept the conditional site plan approval.

Responding to Sergeant Lembo, Atty. Minahan stated that, after meeting with abutters and the MBTA, Raytheon's impression is that access to Union Avenue via that property is not feasible in the immediate future. In that regard, Atty. Minahan stated that in speaking to the State, he understands that the State is willing to entertain the subject of using the MBTA right of way as an access in concert with the Town of Sudbury consistent with the Master Plan, but not as an effort solely by Raytheon.

Mr. Thompson stated that the Town has not officially addressed the Master Plan update, which does mention Union Avenue in conjunction with solutions to improve the traffic situation in town. He said that the State Office of Transportation would be the department to contact relative to the right of way.

Responding to a suggestion by the Executive Secretary, Selectman Fox felt that a 2-week reflection would be worthwhile, that he would like to see the site plan go forward, but there are some concerns which have to be

resolved, i.e., with the Town Engineer relative to staggered hours versus car pooling, with the Planning Board relative to conditioning the site plan on all traffic issues being mitigated prior to occupancy of the building, and Town Counsel should draft motions for the Board's consideration.

Selectman Frost agreed that postponement for two weeks would be helpful, but stated he personally did not feel the site plan approval should be conditioned on the Union Avenue access. Selectman Frost recommended that during the next two weeks Town officials and Raytheon officials begin working with the State toward the goals set forth tonight.

Selectman Fox directed Mr. Thompson to contact Health Director Michael Sullivan to confirm that his position has not changed regarding microwave emissions in light of the recent newspaper articles forwarded to him through Selectman Fox.

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

VOTED: To continue by mutual consent, with representatives of Raytheon present agreeing, consideration of Site Plan 84-282 of Raytheon Co., 528 Boston Post Road, to Thursday, October 11, 1984, at 8:00 p.m., for the purposes of further discussion and making a decision on said site plan.

Representatives of Raytheon asked if they could have some time on the Board's October 1st agenda for the purpose of bringing each other up to date on the progress. The Selectmen concurred if it is coordinated through the Executive Secretary, and determined necessary to do so.

Note: The number of the site plan, as recorded in the Board of Selectmen's minutes of this meeting, has been corrected to read #84-282 instead of #84-281.

Appointment/Special Police Officer

Present: Police Administrative Assistant Peter Lembo.

The Board was in receipt of a September 18 communication from Police Administrative Assistant Peter Lembo recommending the appointment of Sudbury Firefighter Gerard Butler as a special police officer.

Sergeant Lembo stated that occasionally he has had to contact other towns (Wayland, Lincoln and Weston) when he has been unable to get Sudbury police officers to do special police detail. He stated further that he prefers using Sudbury firefighters because of their known EMT or first responder training, and that Fire Chief Dunne has no objections.

Responding to the Executive Secretary regarding routine probation checks, Sergeant Lembo stated that a special police officer must have a license to carry firearms which requires a probation check through the State Department of Public Safety before it can be issued by the Town in which he lives or owns a business. Responding further, Sergeant Lembo stated that Mr. Butler lives in Watertown and would be obtaining his firearms license through the Watertown Police Department, but that he too would check his probation record. There was a consensus that the Chief should make probation checks routinely before appointing special police officers.

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

VOTED: To appoint Gerard Butler, 108 Webster Street, Watertown, as a special police officer, for a term to expire April 30, 1985, subject to Sergeant Lembo confirming that Mr. Butler has no probation record.

Transfer Requests

Present: Police Administrative Assistant Peter Lembo.

a. In accordance with a communication, dated September 18, 1984, from Sergeant Lembo, it was on motion by Selectman Fox unanimously

VOTED: To approve line item transfer request No. 7, dated September 20, 1984, from Account 320-10, Chief's salary, to Account 320-12, Overtime, in the amount of \$10,704.80, to fund sick leave buy-back, vacation time, night shift differential and stipends as a result of the settlement of the contract negotiations with the Police Union, subject to confirmation from the Town Accountant that there is sufficient funds existing to make such a transfer.

b. It was on motion by Selectman Frost unanimously

VOTED: To approve transfer request No. 8, dated September 24, 1984, from the Reserve Fund to Account 420-40, Landfill, in the amount of \$12,000, in order to hire a full-time landfill monitor.

Responding to Selectman Fox's question, Mr. Thompson stated that the Personnel Board should be given some input on this job description, i.e., joint meeting with the Highway Surveyor and the Town Engineer on September 10 regarding the operations of the Sanitary Landfill and the amendments to the Landfill rules and regulations, and that he would follow it up.

Temporary Liquor License/Republican Committee

In accordance with a verbal request from William Duckett, it was on motion by Chairman Donald unanimously

VOTED: To grant a temporary license to serve all alcoholic beverages to be drunk on the premises to William Duckett, from 2:00-5:00 p.m. on October 7, 1984, to accommodate the Candidate's Harvest Jamboree at the East Field of the Wayside Inn, sponsored by the Republican Town Committee, subject to notification and approval by the Fire Chief, Police Administrator, and Board of Health.

United Way Month

As requested in a communication dated September 14, 1984, from Fire Chief Dunne, municipal keyperson, it was on motion unanimously

VOTED: To sign a proclamation declaring October as United Way Month in the Town of Sudbury.

Minutes

It was on motion unanimously

VOTED: To approve the minutes of the Regular Session of September 17, as corrected, and the minutes of the Special Emergency Meeting of September 6, 1984, as drafted.

Extend Trailer Permit

It was on motion by Selectman Fox unanimously

VOTED: To extend a special six-month trailer permit, granted March 21, 1984, for an additional three months, as requested by Mr. and Mrs. Robert Stone, 15 Blacksmith Drive, in a communication dated September 20, 1984, to allow completion of fire damage repairs.

1984 State Election

It was on motion by Selectman Fox unanimously

VOTED: To set the time and place of the polls for the November 6, 1984, State Election, from 6:00 a.m. to 8:00 p.m. at the Peter Noyes School for all precincts, as requested by the Town Clerk under date of September 19, 1984.

1983 Town Report Award

The Board acknowledged receipt of a communication from the Massachusetts Municipal Association, dated September 18, 1984, announcing the award of First Place in its population category to the Town of Sudbury for the 1983 Town Report.

The Board directed Mr. Thompson to so notify the Town Report Committee.

Proposal/Betterley Risk Consultants, Inc.

Present: Police Administrative Assistant Peter Lembo.

The Board acknowledged receipt of a communication, dated September 14, 1984, from Daniel G. Tracy, D. A. Betterley Risk Consultants, Inc., enclosing a Continuing Assistance proposal, a service relative to purchasing decisions and management of insurance programs, developed for the Town of Sudbury for its consideration.

Additionally, Mr. Tracy expressed some concern that the MIIA police professional liability issued policies do not seem clear on the coverage provided to those outside the Department who have incidental responsibility to the Department function.

Responding to Sergeant Lembo, who stated that the men have been asking about their coverage under the MIIA policy, Mr. Thompson stated that, as soon as it is clarified, he would contact Sergeant Lembo.

At the direction of Selectman Frost, Mr. Thompson stated he would forward the above-noted communication to the Insurance Advisory Committee for

input on the cost of the proposal (\$1,000 annually), and the question of the MIIA coverage.

Meeting/State Department of Revenue - FY85 Tax Rate

Executive Secretary Richard E. Thompson stated that, after a meeting this morning with State Department of Revenue representatives, the Town Accountant, the Town Clerk, Town Counsel and himself, resolution was reached with regard to the finalization of the tax rate, i.e., the Town Clerk will certify the appropriation for the Hosmer House (84ATM Article 14) on the tax levy, and the Town Accountant will offset the same amount on estimated receipts.

Chamber of Commerce Scheduled Meeting

Executive Secretary Richard E. Thompson informed the Board of an upcoming South Middlesex Area Chamber of Commerce meeting for area Selectmen, to be held on October 24, at the Raytheon plant in Wayland, at 6:00 p.m. (more details to follow).

Salary Adjustment/Non-Union Personnel

At his suggestion, the Board directed the Executive Secretary to contact the Personnel Board once again requesting its recommendation as to a suggested salary percentage increase for non-union personnel, noting that it is on the Personnel Board's agenda this evening. Mr. Thompson recommended if the Personnel Board does not respond in a timely manner, that the Selectmen should proceed without input from the Personnel Board.

Mr. Thompson noted that the Personnel Board had not yet commented on the percentage increases voted by the Selectmen for various department heads.

Right-to-Know Legislation

Executive Secretary Richard E. Thompson stated that, as Municipal Coordinator of the enacted Right-to-Know legislation, Health Director Michael Sullivan will be sending out a letter to all Department Heads requesting a list of toxic/hazardous materials used in the workplace; he stated Chief Dunne had requested that Selectman Frost stop in to discuss the procedure with him. Selectman Frost stated he would do so.

Utility Petition 84-35, Moore Road

On the recommendation of the Executive Secretary, it was on motion by Selectman Fox unanimously

VOTED: To authorize installation of conduit (approximately ten feet) and manholes with the necessary wires and cables thereon, within Moore Road, southerly, approximately 257 feet west of Dutton Road, in advance of the public hearing scheduled for October 1, as an emergency measure to allow service connection.

Mr. Thompson stated that the Wiring and Building Inspectors have no problem with the petition and that all abutters are in agreement and have so signified by signing the petition notice.

Zoning Violations/Hilco Supply, 378 Boston Post Road

The Board referenced a communication, dated September 19, 1984, to Hilco Supply, Inc., from Town Counsel Paul L. Kenny, directing immediate compliance with conditions of the Board of Appeals decision for the variance granted to Hilco to avoid legal action in Superior Court.

Communications - Town Clerk

The Board acknowledged receipt of a communication dated September 21, 1984, from the Town Clerk, noting the general editorializing of Selectmen's minutes and, specifically, requesting the tape of the September 10th meeting; also, a response to the Town Clerk from Chairman Donald, dated September 24, 1984, stating minutes are only a summary of the Selectmen's meetings, and authorizing the use of the September 10 tape.

There being no further business to come before the Board, the meeting was adjourned at 12:00 p.m.

Attest: _____

Richard E. Thompson
Executive Secretary-Clerk