



SUDBURY SELECT BOARD  
TUESDAY FEBRUARY 25, 2025  
7:00 PM, ZOOM

Click the link below to join the Select Board meeting via Zoom:  
<https://us02web.zoom.us/j/360217080>  
 For audio only, call the number below and enter the meeting ID on your telephone keypad.  
 Dial-in number: 978-639-3366 or 470-250-9358

Item #	Time	Action	Item
	7:00 PM		CALL TO ORDER
<b>EXECUTIVE SESSION</b>			
1.		<i>VOTE</i>	Vote to close Open Session and immediately enter Executive Session to discuss strategy with respect to collective bargaining (Firefighters) or litigation if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares, pursuant to General Laws chapter 30A, §21(a) (exception 3).
2.	7:15 PM	<i>VOTE</i>	Vote to close executive session and resume open session.
			Opening remarks by Chair
			Reports from Town Manager
			Reports from Select Board
			Public comments on items not on agenda
<b>CONSENT CALENDAR</b>			
3.		<i>VOTE</i>	Vote to enter into the Town record and congratulate Sean Mabli and Andrew Simon of Scout Troop 60 for having achieved the high honor of Eagle Scout.
4.		<i>VOTE</i>	Vote to approve award of contract by the Town Manager for the Haskell Smile Playground Project for Poured-in-Place Rubber Surfacing to M.J. Cataldo, Inc. in the amount of \$252,800.00 to be expended under the direction of the Park & Recreation Dept. Dennis Mannone, and further, to approve the execution of any documents or act on anything relative thereto.
5.		<i>VOTE</i>	Vote to authorize the Town Manager to execute a contract with Titan Roofing, Inc. in the amount of \$281,800, to be expended under the direction of the Combined Facility Director, for the purpose of the replacement of the Atkinson Roof system, or act on anything relative thereto.

*These agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Some items may be taken out of order or not be taken up at all. The Chair will strive to honor timed items as best as possible. The Chair reserves the right to accept public comment on any item and may establish time limits.*

<b>Item #</b>	<b>Time</b>	<b>Action</b>	<b>Item</b>
6.		<i>VOTE</i>	Vote to accept the State funded reimbursement grant of \$100,000 provided through Representative Carmine Gentile for the purpose of funding fencing and lighting for the Fairbank Community Center basketball court, said funds to be placed in the Fairbank Community Center account.
7.		<i>VOTE / SIGN</i>	As the Local Licensing Authority, vote on whether to approve the application of Sobre Mesa LLC d/b/a Sul Tavolo, 29 Hudson Rd, Suite 3150 for a Change of d/b/a from Sobre Mesa to Sul Tavolo, under G. L. Ch. 138, s.12, Jordan Mackey, Owner/Manager.
8.		<i>VOTE</i>	Vote to accept the resignation of Athena Buenconsejo from the Sudbury Cultural Council and send a thank-you letter for her service to the Town.
<b>MISCELLANEOUS</b>			
9.		<i>VOTE</i>	Ratify vote taken in Executive Session.
10.		<i>VOTE</i>	Interview applicant for Zoning Board of Appeals (ZBA) associate and Earth Removal Board (ERB). Following interview, vote whether to appoint Alexander Dorjets for a term expiring 5/31/26.
11.		<i>VOTE</i>	Vote to authorize the Town Manager to sign a lease and purchase power agreement and related documents with Solect Energy at the Fairbank Community Center Building Roof.
12.		<i>VOTE</i>	Vote to sign Annual Town Election Warrant for March 31, 2025, which must be posted and delivered to residents by March 24, 2025.
13.		<i>VOTE</i>	Discussion of potential Annual Town Meeting warrant articles.
14.		<i>VOTE</i>	Discussion on Sudbury School Committee vacancy.
15.		<i>VOTE</i>	Discussion of a Select Board handbook and policies.
16.		<i>VOTE</i>	Discussion and vote on submission to 2024 Annual Town Report.
17.		<i>VOTE</i>	Review and possibly approve open session minutes of 12/3/24 and 12/17/24.

*These agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Some items may be taken out of order or not be taken up at all. The Chair will strive to honor timed items as best as possible. The Chair reserves the right to accept public comment on any item and may establish time limits.*



SUDBURY SELECT BOARD  
Tuesday, February 25, 2025

**EXECUTIVE SESSION**

**1: Executive Session discuss Collective Bargaining**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to close Open Session and immediately enter Executive Session to discuss strategy with respect to collective bargaining (Firefighters) or litigation if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares, pursuant to General Laws chapter 30A, §21(a) (exception 3).

Recommendations/Suggested Motion/Vote: Vote to close Open Session and immediately enter Executive Session to discuss strategy with respect to collective bargaining (Firefighters) or litigation if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares, pursuant to General Laws chapter 30A, §21(a) (exception 3).

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

- Select Board Office                      Pending
- Town Manager's Office                  Pending
- Town Counsel                              Pending
- Select Board                                Pending
- Select Board                                Pending

02/25/2025 7:00 PM



SUDBURY SELECT BOARD  
Tuesday, February 25, 2025

**EXECUTIVE SESSION**  
**2: Close executive session**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to close executive session and resume open session.

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/25/2025 7:00 PM



SUDBURY SELECT BOARD  
Tuesday, February 25, 2025

**CONSENT CALENDAR ITEM**

**3: Eagle Scout Recognition**

REQUESTOR SECTION

Date of request:

Requestor: Scout Troop 60

Formal Title: Vote to enter into the Town record and congratulate Sean Mabli and Andrew Simon of Scout Troop 60 for having achieved the high honor of Eagle Scout.

Recommendations/Suggested Motion/Vote: Vote to enter into the Town record and congratulate Sean Mabli and Andrew Simon of Scout Troop 60 for having achieved the high honor of Eagle Scout.

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

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SUDBURY SELECT BOARD  
Tuesday, February 25, 2025

**CONSENT CALENDAR ITEM**

**4: Haskell Playground project - approve contract**

REQUESTOR SECTION

Date of request:

Requestor: Dennis Mannone, P&R Director

Formal Title: Vote to approve award of contract by the Town Manager for the Haskell Smile Playground Project for Poured-in-Place Rubber Surfacing to M.J. Cataldo, Inc. in the amount of \$252,800.00 to be expended under the direction of the Park & Recreation Dept. Dennis Mannone, and further, to approve the execution of any documents or act on anything relative thereto.

Recommendations/Suggested Motion/Vote: Vote to approve award of contract by the Town Manager for the Haskell Smile Playground Project for Poured-in-Place Rubber Surfacing to M.J. Cataldo, Inc. in the amount of \$252,800.00 to be expended under the direction of the Park & Recreation Dept. Dennis Mannone, and further, to approve the execution of any documents or act on anything relative thereto.

Background Information:  
This was a CPC article back in 2022.

Financial impact expected:

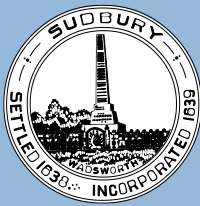
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

- Select Board Office                      Pending
- Town Manager's Office                  Pending
- Town Counsel                              Pending
- Select Board                                Pending
- Select Board                                Pending

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SUDBURY SELECT BOARD  
Tuesday, February 25, 2025

**CONSENT CALENDAR ITEM**  
**5: Titan Roofing contract approval**

REQUESTOR SECTION

Date of request:

Requestor: Sandra Duran, Combined Facilities Director

Formal Title: Vote to authorize the Town Manager to execute a contract with Titan Roofing, Inc. in the amount of \$281,800, to be expended under the direction of the Combined Facility Director, for the purpose of the replacement of the Atkinson Roof system, or act on anything relative thereto.

Recommendations/Suggested Motion/Vote: Vote to authorize the Town Manager to execute a contract with Titan Roofing, Inc. in the amount of \$281,800, to be expended under the direction of the Combined Facility Director, for the purpose of the replacement of the Atkinson Roof system, or act on anything relative thereto.

Background Information:

The February 2012 Russo Barr Roof Condition Survey recommended replacement of this roof in 2013. Funds allocated in Town Manager Capital Budget ATM 24/23 for \$2,350,00.00 are being used for this portion of the Atkinson Pool Renovation. The roof replacement project was competitively bid. The lowest responsible and responsive bidder was Titan Roofing, Inc. whose bid was \$281,800.00.

This roof will be "solar ready" as the town is pursuing a future solar array on this roof. Continued deferment of this replacement item risks system failure under adverse weather conditions. This request is to ensure that we can address the urgent replacement of this roofing system.

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending

Select Board  
Select Board

Pending  
Pending

02/25/2025 7:00 PM





SUDBURY SELECT BOARD  
Tuesday, February 25, 2025

**CONSENT CALENDAR ITEM**

**6: Accept \$100K State funded reimbursement grant**

REQUESTOR SECTION

Date of request:

Requestor: Sandra R. Duran, Combined Facility Director

Formal Title: Vote to accept the State funded reimbursement grant of \$100,000 provided through Representative Carmine Gentile for the purpose of funding fencing and lighting for the Fairbank Community Center basketball court, said funds to be placed in the Fairbank Community Center account.

Recommendations/Suggested Motion/Vote: Vote to accept the State funded reimbursement grant of \$100,000 provided through Representative Carmine Gentile for the purpose of funding fencing and lighting for the Fairbank Community Center basketball court, said funds to be placed in the Fairbank Community Center account.

Background Information:

Provided by Sandra Duran:

Original status: The new multisport court at Fairbank will include basketball and pickleball courts. Due to budget constraints, the fencing and lights for this court are not included in the Fairbank project. Lights and fencing will expand the use of this court for residents of all ages.

State Representative Carmine Gentile knew of our budget constraints and facilitated a \$100,000.00 grant via page 11 of 203 of H5374 (the economic development bill signed into law) also known as chapter 268 of the Acts of 2022, which provide, in part, "Provided further, that not less than \$100,000 shall be expended for outdoor basketball courts with fencing and lights in the town of Sudbury;"

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Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

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SUDBURY SELECT BOARD  
Tuesday, February 25, 2025

**CONSENT CALENDAR ITEM**

**7: Sobre Mesa d/b/a Change to Sul Tavolo**

REQUESTOR SECTION

Date of request:

Requestor: Sobre Mesa LLC d/b/a Sul Tavolo

Formal Title: As the Local Licensing Authority, vote on whether to approve the application of Sobre Mesa LLC d/b/a Sul Tavolo, 29 Hudson Rd, Suite 3150 for a Change of d/b/a from Sobre Mesa to Sul Tavolo, under G. L. Ch. 138, s.12, Jordan Mackey, Owner/Manager.

Recommendations/Suggested Motion/Vote: As the Local Licensing Authority, vote on whether to approve the application of Sobre Mesa LLC d/b/a Sul Tavolo, 29 Hudson Rd, Suite 3150 for a Change of d/b/a from Sobre Mesa to Sul Tavolo, under G. L. Ch. 138, s.12, Jordan Mackey, Owner/Manager.

Background Information:  
Please see application attached.

Financial impact expected:\$75 Application Fee

Approximate agenda time requested:

Representative(s) expected to attend meeting: Alexandre Alvarenga, Owner Sudbury Craft Beer

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/25/2025 7:00 PM



*The Commonwealth of Massachusetts*  
**Alcoholic Beverages Control Commission**  
 95 Fourth Street, Suite 3, Chelsea, MA 02150-2358  
 www.mass.gov/abcc

**AMENDMENT-Change of Manager**

**Change of License Manager**

**1. BUSINESS ENTITY INFORMATION**

Entity Name	Municipality	ABCC License Number
RBSBW, Inc.	Sudbury	00014-PK-1250

**2. APPLICATION CONTACT**

The application contact is the person who should be contacted with any questions regarding this application.

Name	Title	Email	Phone
James Sperber	Attorney	[REDACTED]	[REDACTED]

**3A. MANAGER INFORMATION**

The individual that has been appointed to manage and control of the licensed business and premises.

Proposed Manager Name	James Kevin McCafferty	Date of Birth	[REDACTED]	SSN	[REDACTED]
Residential Address	19 Plowshare Ct., Mansfield, MA 02048				
Email	[REDACTED]	Phone	[REDACTED]		
Please indicate how many hours per week you intend to be on the licensed premises	50	Last-Approved License Manager	Kevin Fry		

**3B. CITIZENSHIP/BACKGROUND INFORMATION**

Are you a U.S. Citizen?\*  Yes  No \*Manager must be U.S. citizen  
 If yes, attach one of the following as proof of citizenship US Passport, Voter's Certificate, Birth Certificate or Naturalization Papers.  
 Have you ever been convicted of a state, federal, or military crime?  Yes  No

If yes, fill out the table below and attach an affidavit providing the details of any and all convictions. Attach additional pages, if necessary, utilizing the format below.

Date	Municipality	Charge	Disposition

**3C. EMPLOYMENT INFORMATION**

Please provide your employment history. Attach additional pages, if necessary, utilizing the format below.

Start Date	End Date	Position	Employer	Supervisor Name
2014	2022	Store Manager	Roche Bros. Supermarkets	Roger Bowles
2022	2024	Store Manager	Roche Bros. Supermarkets	Roger Bowles

**3D. PRIOR DISCIPLINARY ACTION**

Have you held a beneficial or financial interest in, or been the manager of, a license to sell alcoholic beverages that was subject to disciplinary action?  Yes  No If yes, please fill out the table. Attach additional pages, if necessary,utilizing the format below.

Date of Action	Name of License	State	City	Reason for suspension, revocation or cancellation

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Manager's Signature James Kevin McCafferty Date 12/20/24 Packet Pg. 11

**APPLICANT'S STATEMENT**

I, Kevin Barner the:  sole proprietor;  partner;  corporate principal;  LLC/LLP manager  
Authorized Signatory

of RBSBW, Inc.  
Name of the Entity/Corporation

hereby submit this application (hereinafter the "Application"), to the local licensing authority (the "LLA") and the Alcoholic Beverages Control Commission (the "ABCC" and together with the LLA collectively the "Licensing Authorities") for approval.

I do hereby declare under the pains and penalties of perjury that I have personal knowledge of the information submitted in the Application, and as such affirm that all statements and representations therein are true to the best of my knowledge and belief. I further submit the following to be true and accurate:

- (1) I understand that each representation in this Application is material to the Licensing Authorities' decision on the Application and that the Licensing Authorities will rely on each and every answer in the Application and accompanying documents in reaching its decision;
- (2) I state that the location and description of the proposed licensed premises are in compliance with state and local laws and regulations;
- (3) I understand that while the Application is pending, I must notify the Licensing Authorities of any change in the information submitted therein. I understand that failure to give such notice to the Licensing Authorities may result in disapproval of the Application;
- (4) I understand that upon approval of the Application, I must notify the Licensing Authorities of any change in the ownership as approved by the Licensing Authorities. I understand that failure to give such notice to the Licensing Authorities may result in sanctions including revocation of any license for which this Application is submitted;
- (5) I understand that the licensee will be bound by the statements and representations made in the Application, including, but not limited to the identity of persons with an ownership or financial interest in the license;
- (6) I understand that all statements and representations made become conditions of the license;
- (7) I understand that any physical alterations to or changes to the size of the area used for the sale, delivery, storage, or consumption of alcoholic beverages, must be reported to the Licensing Authorities and may require the prior approval of the Licensing Authorities;
- (8) I understand that the licensee's failure to operate the licensed premises in accordance with the statements and representations made in the Application may result in sanctions, including the revocation of any license for which the Application was submitted; and
- (9) I understand that any false statement or misrepresentation will constitute cause for disapproval of the Application or sanctions including revocation of any license for which this Application is submitted.
- (10) I confirm that the applicant corporation and each individual listed in the ownership section of the application is in good standing with the Massachusetts Department of Revenue and has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature: Kevin F. Barner

Date: 1/14/2025

Title: Treasurer / Clerk

Attachment 7.a: Sudbury Farms\_Change of Manager 2025\_SB (6523 : Sobre Mesa d/b/a Change to Sul Tavolo)

**ENTITY VOTE**

The Board of Directors or LLC Managers of   
Entity Name

duly voted to apply to the Licensing Authority of   
City/Town and the

Commonwealth of Massachusetts Alcoholic Beverages Control Commission on   
Date of Meeting

For the following transactions (Check all that apply):

- Change of Manager
- Other

"VOTED: To authorize   
Name of Person

to sign the application submitted and to execute on the Entity's behalf, any necessary papers and do all things required to have the application granted."

"VOTED: To appoint   
Name of Liquor License Manager

as its manager of record, and hereby grant him or her with full authority and control of the premises described in the license and authority and control of the conduct of all business therein as the licensee itself could in any way have and exercise if it were a natural person residing in the Commonwealth of Massachusetts."

A true copy attest,

Kevin F. Barner  
 Corporate Officer / LLC Manager Signature

Kevin F. BARNER  
 (Print Name)

For Corporations ONLY

A true copy attest,

Kevin F. Barner  
 Corporation Clerk's Signature

Kevin F. BARNER  
 (Print Name)

Attachment 7.a: Sudbury Farms\_Change of Manager 2025\_SB (6523 : Sobre Mesa d/b/a Change to Sul Tavolo)



**Sobre Mesa to Sul Tavolo – DBA Change  
Department Feedback**

<b>Department</b>	<b>Staff</b>	<b>Date</b>	<b>Comments</b>
Building Department	Andrew Lewis	2/12/25	No issue with Building Dept.
Fire Department	Chief Choate	2/12/25	No objections from the FD.
Health Department	Vivian Zeng	2/11/25	No issues regarding this change from Health.
Police Department	Chief Nix	2/11/25	The police department has not issues with the change.



SUDBURY SELECT BOARD  
Tuesday, February 25, 2025

**CONSENT CALENDAR ITEM**

**8: Accept resignation from Cultural Council**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to accept the resignation of Athena Buenconsejo from the Sudbury Cultural Council and send a thank-you letter for her service to the Town.

Recommendations/Suggested Motion/Vote: Vote to accept the resignation of Athena Buenconsejo from the Sudbury Cultural Council and send a thank-you letter for her service to the Town.

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/25/2025 7:00 PM

**From:** [Athena B](#)  
**To:** [Select Board's Office](#); [Town Clerk](#)  
**Cc:** [Erica Puccio](#)  
**Subject:** SCC resignation letter  
**Date:** Monday, February 3, 2025 12:27:48 PM

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Dear Sudbury Town Clerk

I regret that I must resign from my position on the Sudbury Cultural Council due to time constraints. It has been a pleasure and honor to serve and I am grateful to have been given the opportunity. My resignation is effective Friday, February 7, 2025.

Thank you,  
Athena

Sent from my iPhone





SUDBURY SELECT BOARD  
Tuesday, February 25, 2025

**MISCELLANEOUS (UNTIMED)**

**9: Ratify vote taken in Executive Session**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Ratify vote taken in Executive Session.

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

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SUDBURY SELECT BOARD  
Tuesday, February 25, 2025

**MISCELLANEOUS (UNTIMED)**

**10: ZBA assoc interview**

REQUESTOR SECTION

Date of request:

Requestor: Adam Burney, Director of Planning & Comm Dev.

Formal Title: Interview applicant for Zoning Board of Appeals (ZBA) associate and Earth Removal Board (ERB). Following interview, vote whether to appoint Alexander Dorjets for a term expiring 5/31/26.

Recommendations/Suggested Motion/Vote: Interview applicant for Zoning Board of Appeals (ZBA) associate and Earth Removal Board (ERB). Following interview, vote whether to appoint Alexander Dorjets for a term expiring 5/31/26.

Background Information:  
attached application and recommendation letter

Financial impact expected:

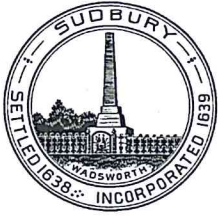
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/25/2025 7:00 PM



# Town of Sudbury

## Zoning Board of Appeals

appeals@sudbury.ma.us

Flynn Building  
278 Old Sudbury Road  
Sudbury, MA 01776  
978-639-3387  
Fax: 978-639-3314  
www.sudbury.ma.us/boardofappeals

February 4, 2025

Ms. Jennifer S. Roberts, Chair  
Select Board  
Flynn Building  
278 Old Sudbury Road  
Sudbury, MA 01776

Re: Appointment of Alexander Dorjets to the Zoning Board of Appeals and Earth Removal Board

Dear Chair Roberts,

At their meeting on February 3, 2025, the Zoning Board of Appeals voted unanimously, 5-0, to recommend the Select Board appoint Alexander Dorjets as an Associate Member of the Zoning Board of Appeals and as a Full Member of the Earth Removal Board.

Therefore, I am writing to recommend the Select Board appoint Mr. Dorjets to the Zoning Board of Appeals and Earth Removal Board, and to request the Select Board consider this recommendation at an upcoming meeting.

Please do not hesitate to contact me if you have any questions about this candidate. Please advise if you think an interview with the candidate will be necessary. Thank you.

On behalf of the Zoning Board of Appeals,

Adam R. Burney, MPA  
Director of Planning & Community Development

cc: Zoning Board of Appeals  
Earth Removal Board

Attachment 10.a: SB Recommendation Letter Associate - Dorjets 250205 (6519 : ZBA assoc interview)

**TOWN OF SUDBURY  
APPLICATION FOR APPOINTMENT**

SELECT BOARD  
278 OLD SUDBURY ROAD  
SUDBURY, MA 01776

FAX: (978) 443-0756  
E-MAIL: selectboard@sudbury.ma.us

Board or Committee Name: Patty Golden

Name: Alexander Dorjets

Address: 22 Farmstead LN. Unit 401 Email Address: xxxxxxxxxxxxxxxx

Home phone: xxxxxxx Work or Cell phone: xxxxxxx

Years lived in Sudbury: 4

**Brief resume of background and pertinent experience:**

RE Development and Construction

The McCourt Co/Project manager: major commercial and residential projects in MA and Maine

AIDor Construction/CEO: General Construction and Construction management: Offices; New Houses; Commercial projects.

Extensive experience in all aspects of the proposed projects, including Architectural and Engineering evaluations.

Municipal experience (if applicable):

Educational background:

MS in Structural Engineering

MA Construction Supervisor Liscence

Reason for your interest in serving:

I am retired and would be happy to be involved in public work

Times when you would be available (days, evenings, weekends):

Do you or any member of your family have any business dealings with the Town? If yes, please explain:

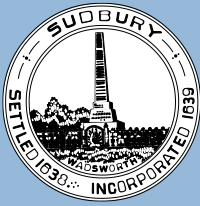
AD (Initial here that you have read, understand and agree to the following statement)

I agree that if appointed, I will work toward furtherance of the committee's mission statement; and further, I agree that I will conduct my committee activities in a manner which is compliant with all relevant State and Local laws and regulations, including but not limited to the Open Meeting Law, Public Records Law, Conflict of Interest Law, Email Policy and the Code of Conduct for Town Committees.

I hereby submit my application for consideration for appointment to the Board or Committee listed above.

Signature  Date 12/7/2024

Attachment 10.b: Alex D. Application-for-Appointment AD.red (6519 : ZBA assoc interview)



## SUDBURY SELECT BOARD

Tuesday, February 25, 2025

**MISCELLANEOUS (UNTIMED)****11: Solect PPA and Lease Agreement****REQUESTOR SECTION**

Date of request:

Requestor: Sandra Duran, Combined Facilities Director

Formal Title: Vote to authorize the Town Manager to sign a lease and purchase power agreement and related documents with Solect Energy at the Fairbank Community Center Building Roof.

Recommendations/Suggested Motion/Vote: **Vote to authorize the Town Manager to sign a lease and purchase power agreement and related documents with Solect Energy at the Fairbank Community Center Building Roof.**

Background Information:

In October of 2021, the Select Board voted to authorize the Town Manager to sign a Letter of Intent to express the desire of the Town to enter into a Power Purchase Agreement (PPA) and Lease Agreement or grant of Easement (“Site Control”) with Solect for electricity to be produced by a solar power electric generating project on the roof of the Fairbank Community Center, located at 40 Fairbank Road, Sudbury, MA 01226 subject to the conditions in the Letter of Intent, the Town and Solect agreed to undertake good faith negotiations to enter into a PPA, and Site Control Agreement. Should the Town wish to execute a PPA following the due diligence phase, a lease of the roof to Solect would be required as a condition of the PPA. The PPA would also specify a payment in lieu of taxes, if applicable, that would require agreement as well. Article 23/31 allows the Town to enter into the said lease and payment in lieu of taxes agreement.

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Financial impact expected: The PPA and Lease Agreement will allow the Town to purchase energy at a significantly reduced rate while producing approximately 73% of the buildings’ electrical needs. This will provide the ability to off set the costs of other Town Buildings. The planned 359.52 kW capacity solar array is expected to produce 388,000 kWh (Year 1).

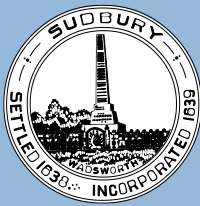
Approximate agenda time requested:

Representative(s) expected to attend meeting: Sandra Duran, Combined Facilities Director

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/25/2025 7:00 PM



SUDBURY SELECT BOARD  
Tuesday, February 25, 2025

**CONSENT CALENDAR ITEM**

**12: Sign Annual Town Election Warrant**

REQUESTOR SECTION

Date of request:

Requestor: Town Clerk Beth Klein

Formal Title: Vote to sign Annual Town Election Warrant for March 31, 2025, which must be posted and delivered to residents by March 24, 2025.

Recommendations/Suggested Motion/Vote: Vote to sign Annual Town Election Warrant for March 31 2025, which must be posted and delivered to residents by March 24, 2025.

Background Information:  
attached warrant

Financial impact expected:

Approximate agenda time requested:

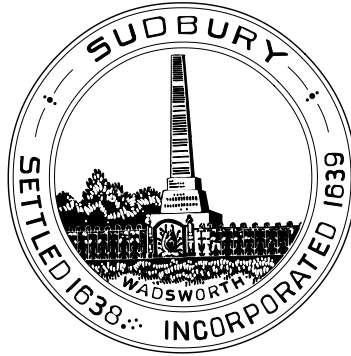
Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/25/2025 7:00 PM

# Town of Sudbury Massachusetts



## 2025 OFFICIAL WARRANT ANNUAL TOWN ELECTION

Including Regional District School Committee

**Monday, March 31, 2025**

Polls Open 7:00 A.M. to 8:00 P.M.

Precincts 1, 2, 3, 4, 5 & 6 - Fairbank Community Center, 40 Fairbank Road

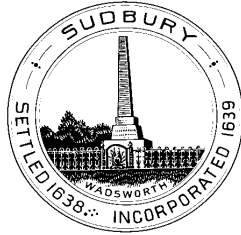
Select Board  
Sudbury, MA 01776

U.S. POSTAGE  
PAID  
Permit No. 4  
Sudbury, MA 01776  
ECRWSS

POSTAL PATRON  
SUDBURY  
MASSACHUSETTS 01776

ANNUAL TOWN ELECTION  
Monday, March 31, 2025





Commonwealth of Massachusetts  
Middlesex, ss.

To the Constable of the Town of Sudbury:

GREETING:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Sudbury, qualified to vote in Town Elections, that voters residing in Precincts 1, 2, 3, 4, 5 and 6 should meet at the Fairbank Community Center in said Town on Monday, March 31, 2025, at seven o'clock in the forenoon then and there to choose by official ballot in accordance with law, two members of the Select Board, one member of the Board of Assessors, two Goodnow Library Trustees, one member of the Board of Health, two members of the Park and Recreation Commission, two members of the Planning Board, and one member of the Sudbury Public School Committee all for three years and one member of the Sudbury Public School Committee for a term of two years. Included as part of the Annual Town Election will be an election of two members for three years each to the Lincoln-Sudbury Regional District School Committee.

Polls will open at seven o'clock in the forenoon and will be closed at eight o'clock in the evening.

And you are required to serve this Warrant by posting an attested copy thereof at the Town Hall at least seven days before the time appointed for such election.

Hereof fail not and make due return of the Warrant by your doing thereon to the Town Clerk, at or before the time of election aforesaid.

Given under our hands this \_\_\_\_ day of \_\_\_\_\_, 2025.

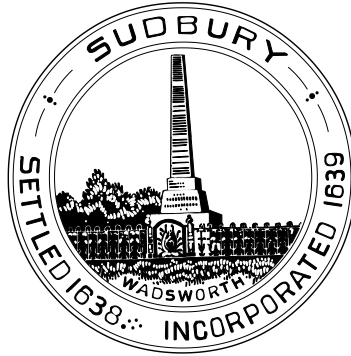
**SUDBURY SELECT BOARD**

_____	_____
Janie W. Dretler	Lisa V. Kouchakdjian
_____	_____
Daniel E. Carty	Jennifer S. Roberts
_____	
Charles G. Russo	

YOUR PRECINCT and or POLLING PLACE IN SUDBURY MAY HAVE CHANGED FOLLOWING THE 2020 FEDERAL CENSUS. Voters are encouraged to see their Annual Census or visit [www.sec.state.ma.us/wheredoivotema](http://www.sec.state.ma.us/wheredoivotema) to verify current precinct information.

Attachment12.a: 2025 ATE Warrant\_final (6428 : Sign Annual Town Election Warrant)

# Town of Sudbury Massachusetts



## 2025 OFFICIAL WARRANT ANNUAL TOWN ELECTION

Including Regional District School Committee

**Monday, March 31, 2025**

Polls Open 7:00 A.M. to 8:00 P.M.

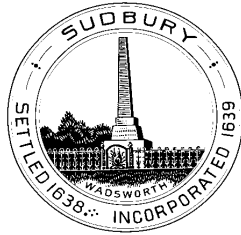
Precincts 1, 2, 3, 4, 5 & 6 - Fairbank Community Center, 40 Fairbank Road

Select Board  
Sudbury, MA 01776

U.S. POSTAGE  
PAID  
Permit No. 4  
Sudbury, MA 01776  
ECRWSS

POSTAL PATRON  
SUDBURY  
MASSACHUSETTS 01776

ANNUAL TOWN ELECTION  
Monday, March 31, 2025



Commonwealth of Massachusetts  
Middlesex, ss.

To the Constable of the Town of Sudbury:

GREETING:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Sudbury, qualified to vote in Town Elections, that voters residing in Precincts 1, 2, 3, 4, 5 and 6 should meet at the Fairbank Community Center in said Town on Monday, March 31, 2025, at seven o'clock in the forenoon then and there to choose by official ballot in accordance with law, two members of the Select Board, one member of the Board of Assessors, two Goodnow Library Trustees, one member of the Board of Health, two members of the Park and Recreation Commission, two members of the Planning Board, and one member of the Sudbury Public School Committee all for three years and one member of the Sudbury Public School Committee for a term of two years. Included as part of the Annual Town Election will be an election of two members for three years each to the Lincoln-Sudbury Regional District School Committee.

Polls will open at seven o'clock in the forenoon and will be closed at eight o'clock in the evening.

And you are required to serve this Warrant by posting an attested copy thereof at the Town Hall at least seven days before the time appointed for such election.

Hereof fail not and make due return of the Warrant by your doing thereon to the Town Clerk, at or before the time of election aforesaid.

Given under our hands this \_\_\_\_ day of \_\_\_\_\_, 2025.

**SUDBURY SELECT BOARD**

_____	_____
Janie W. Dretler	Lisa V. Kouchakdjian
_____	_____
Daniel E. Carty	Jennifer S. Roberts
_____	
Charles G. Russo	

ALL PRECINCTS VOTE AT THE FAIRBANK COMMUNITY CENTER. Voters are encouraged to see their Annual Census or visit [www.sec.state.ma.us/wheredoivotema](http://www.sec.state.ma.us/wheredoivotema) to verify current precinct information.

Attachment12.b: 2025 ATE Warrant\_final-rev. 2.14.25 (6428 : Sign Annual Town Election Warrant)



SUDBURY SELECT BOARD  
Tuesday, February 25, 2025

**MISCELLANEOUS (UNTIMED)**

**13: Discussion on Town Meeting articles**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion of potential Annual Town Meeting warrant articles.

Recommendations/Suggested Motion/Vote:

Background Information:

Please see draft warrant attached.

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office                      Pending

Town Manager's Office                  Pending

Town Counsel                              Pending

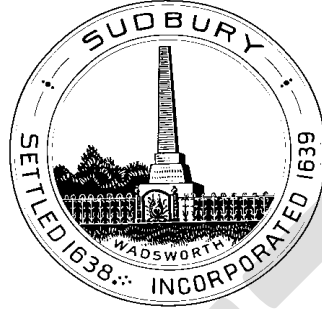
Select Board                                Pending

Select Board                                Pending

02/25/2025 7:00 PM

**PART 1**

**TOWN OF SUDBURY ANNUAL  
TOWN MEETING WARRANT**



Commonwealth of Massachusetts Middlesex, ss.

To the Constable of the Town of Sudbury:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Sudbury, qualified to vote in Town affairs to meet at the Lincoln-Sudbury Regional High School Auditorium, 390 Lincoln Road, in said Town on Monday, May 5, 2025, at 7:30 p.m., then and there to act on the following articles:

**ARTICLE 1. HEAR REPORTS**

To see if the Town will vote to hear, consider and accept the reports of the Town Boards, Commissions, Officers and Committees as printed in the 2024 Town Report or as otherwise presented; or act on anything relative thereto.

Submitted by the Select Board.

(Majority vote required)

SELECT BOARD POSITION: The Select Board supports this article.

**ARTICLE 2. FY25 BUDGET ADJUSTMENTS**

*(Consent Calendar)*

To see if the Town will vote to amend the votes taken under Article 3, FY25 Budget, of the 2024 Annual Town Meeting, by adding to or deleting from line items thereunder, by transfer between or among accounts or by transfer from available funds; or act on anything relative thereto.

Submitted by the Select Board.

(Majority vote required)

SELECT BOARD REPORT: This article will allow flexibility to review all accounts within the FY25 Operating Budget to make adjustments at the Annual Town Meeting as necessary.

SELECT BOARD POSITION: The Select Board will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee will report at Town Meeting.

**ARTICLE 3. FY26 BUDGET**

To see if the Town will vote to raise and appropriate, or appropriate from available funds, the following sums, or any other sum or sums, for any or all Town expenses and purposes, including debt and interest, and to provide for a Reserve Fund, all for the Fiscal Year July 1, 2025 through June 30, 2026, inclusive, in accordance with the following schedule, which is incorporated herein by reference:

<b>EXPENDITURES</b>		<b>FY26 Recommended</b>
300	Education - Sudbury Public Schools (SPS)	47,279,447
300	Education - LS Regional High School (LS) <sup>1</sup>	30,252,405
300	Education - Vocational	400,000
<b>Total Schools</b>		<b>77,931,852</b>
100	General Government	3,952,959
200	Public Safety <sup>4</sup>	10,679,760
400	Public Works <sup>5</sup>	6,511,003
500	Human Services	1,072,144
600	Culture & Recreation	1,773,678
<b>Total Town Departments</b>		<b>23,989,544</b>
800	Reserve Fund	300,000
800	Town Wide Operating & Transfers	226,764
700	Town Debt Service	4,969,223
900	Employee Benefits (Town and SPS) <sup>2</sup>	17,973,338
1000	OPEB Trust Contribution (Town and SPS) <sup>3</sup>	650,000
<b>TOTAL OPERATING BUDGET</b>		<b>126,040,721</b>

*(not including Capital, Stabilization or Enterprise Funds)*

<sup>1</sup> Includes \$428,279 for Debt Service and \$334,492 for OPEB  
<sup>2</sup> Includes \$7,637,358 for Town and \$10,335,980 for SPS  
<sup>3</sup> Includes \$214,500 for Town and \$435,500 for SPS  
<sup>4</sup> Appropriation is partially funded by \$660,000 of ambulance receipts  
<sup>5</sup> Appropriation is partially funded by \$35,000 of solar revolving fund receipts

; or act on anything relative thereto.

Attachment 13.a: 2025 ATM Part 1 1st draft for SB mtg 2-25-25 rev 2.21.25 (6512 : Discussion on Town Meeting articles)

Submitted by the Town Manager.

(Majority vote required)

TOWN MANAGER REPORT: See detailed budget information, including details on each of these items in the Finance Section of the Warrant.

SELECT BOARD POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 4. FY26 CAPITAL BUDGET**

To see if the Town will vote to raise and appropriate, or appropriate from available funds, the following sums, or any other sum or sums, or authorize lease purchase agreements of up to five years, for the purchase or acquisition of capital items including but not limited to capital equipment, construction, engineering, design, renovation to buildings, equipping of vehicles, and all incidental and related expenses for projects:

<b><u>OPERATING CAPITAL BUDGET</u></b>	<b>FY26 Recommended</b>
Sudbury Public Schools	410,000
Information Systems	179,800
Fire	138,100
Public Works	236,500
Conservation	50,000
Health	50,000
Combined Facilities	155,000
<b>Total Operating Capital Budget</b>	<b><u>1,219,400</u></b>

; or act on anything relative thereto.

Submitted by the Town Manager.

(Majority vote required)

TOWN MANAGER REPORT: See detailed budget information, including details on each of these items in the Finance Section of the Warrant.

SELECT BOARD POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 5. FY26 TRANSFER STATION ENTERPRISE FUND BUDGET** (Consent Calendar)

To see if the Town will vote to raise and appropriate, or appropriate from available funds, the following sums set forth in the FY26 budget of the Transfer Station Enterprise, to be included in the tax levy and offset by the funds of the enterprise:

<b>TRANSFER STATION ENTERPRISE FUND</b>	<b>FY24 Actual</b>	<b>FY25 Appropriated</b>	<b>FY26 Recommended</b>
Direct Cost	282,369	312,318	327,915
Indirect Cost <sup>1</sup>	17,551	17,551	18,955
<b>Total Expenditures</b>	<b>299,920</b>	<b>329,869</b>	<b>346,870</b>
Enterprise Receipts	315,827	329,869	314,870
Retained Earnings			32,000
<b>Total Receipts &amp; Retained Earnings</b>	<b>315,827</b>	<b>329,869</b>	<b>346,870</b>

<sup>1</sup> Paid for by Enterprise Revenue Transfer to Unclassified Benefits (General Fund)

; or act on anything relative thereto.

Submitted by the Town Manager. (Majority vote required)

TOWN MANAGER REPORT: See detailed information in the Finance Section of the Warrant.

SELECT BOARD POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 6. FY26 POOL ENTERPRISE FUND BUDGET** (Consent Calendar)

To see if the Town will vote to raise and appropriate, or appropriate from available funds, the following sums set forth in the FY26 budget of the Atkinson Pool Enterprise, to be included in the tax levy and offset by the funds of the enterprise:

<b>POOL ENTERPRISE FUND</b>	<b>FY24 Actual</b>	<b>FY25 Appropriated</b>	<b>FY26 Recommended</b>
Direct Cost	267,677	492,783	498,434
Indirect Cost <sup>1</sup>	45,000	45,000	48,600
<b>Total Expenditures</b>	<b>312,677</b>	<b>537,783</b>	<b>547,034</b>
Enterprise Receipts	413,944	407,783	407,034
Retained Earnings		130,000	140,000
<b>Total Receipts &amp; Retained Earnings</b>	<b>413,944</b>	<b>537,783</b>	<b>547,034</b>



<sup>1</sup> Paid for by Enterprise Revenue Transfer to Unclassified Benefits (General Fund)

; or act on anything relative thereto.

Submitted by the Town Manager. (Majority vote required)

TOWN MANAGER REPORT: See detailed information in the Finance Section of the Warrant.

SELECT BOARD POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 7. FY26 RECREATION FIELD MAINTENANCE ENTERPRISE FUNDBUDGET**  
(Consent Calendar)

To see if the Town will vote to raise and appropriate, or appropriate from available funds, the following sums set forth in the FY26 budget of the Recreation Field Maintenance Enterprise, to be included in the tax levy and offset by the funds of the enterprise:

<b>FIELD MAINTENANCE ENTERPRISE FUND</b>	<b>FY24 Actual</b>	<b>FY25 Appropriated</b>	<b>FY26 Recommended</b>
Direct Cost	171,706	205,163	211,837
Indirect Cost <sup>2</sup>	28,000	28,000	30,240
Transfer Trust <sup>1</sup>	10,500	10,500	10,500
<b>Total Expenditures</b>	<b>210,206</b>	<b>243,663</b>	<b>252,577</b>
Enterprise Receipts	205,842	243,663	210,577
Retained Earnings			42,000
<b>Total Receipts &amp; Retained Earnings</b>	<b>205,842</b>	<b>243,663</b>	<b>252,577</b>

<sup>1</sup> Direct Cost include \$10,500 of Capital Expenditures

<sup>2</sup> Paid for by Enterprise Revenue Transfer to Unclassified Benefits (General Fund)

; or act on anything relative thereto.

Submitted by the Town Manager. (Majority vote required)

TOWN MANAGER REPORT: See detailed information in the Finance Section of the Warrant.

SELECT BOARD POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 8. SNOW AND ICE TRANSFER***(Consent Calendar)*

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum or sums of money, to be expended under the direction of the Town Manager, for the purpose of funding the Fiscal Year 25 Snow and Ice deficit; or act on anything relative thereto.

Submitted by the Town Manager.

(Majority vote required)

TOWN MANAGER REPORT: This article will fund any deficit in the snow and ice account required due to the nature of this year's winter.

SELECT BOARD POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 9. UNPAID BILLS***(Consent Calendar)*

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum or sums of money for the payment of certain unpaid bills incurred in previous fiscal years which may be legally unenforceable due to the insufficiency of the appropriation in the years in which such bills were incurred; or act on anything relative thereto.

Submitted by the Town Accountant.

(Four-fifths vote required)

TOWN ACCOUNTANT REPORT: Invoices that are submitted for payment after the accounts are closed at the end of a fiscal year or payables for which there are insufficient funds (and were not submitted for a Reserve Fund Transfer) can only be paid by a vote of the Town Meeting, a Special Act of the Legislature, or a court judgment.

SELECT BOARD POSITION.

FINANCE COMMITTEE REPORT:

**ARTICLE 10. CHAPTER 90 HIGHWAY FUNDING***(Consent Calendar)*

To see if the Town will vote to authorize the Town Manager to accept and to enter into a contract for the expenditure of any funds allotted or to be allotted by the Commonwealth for the construction, reconstruction and maintenance projects of Town ways pursuant to Chapter 90 funding; and to authorize the Treasurer to borrow such amounts in anticipation of reimbursement by the Commonwealth; or act on anything relative thereto.

Submitted by the Director of Public Works.

(Majority vote required)

DIRECTOR OF PUBLIC WORKS REPORT: Each year the Legislature allocates funds to cities and towns for the improvement of their infrastructure, to be expended under the Chapter 90 guidelines. The current plans are to continue the implementation of our pavement management program.

SELECT BOARD POSITION:

FINANCE COMMITTEE REPORT:

*2025 Town of Sudbury ATM Warrant*

**ARTICLE 11. FY26 REVOLVING FUND SPENDING LIMITS***(Consent Calendar)*

To see if the Town will vote to establish the FY26 spending limits for the use of revolving funds under M.G.L. c.44, s.53E ½, by the following departments of the Town, in accordance with each fund as set forth in General Bylaw Chapter 25, Section 25-5 Limitation on expenditures:

Fund	Department	Maximum Amount
Public Health Vaccinations & Tobacco Control	Board of Health	\$50,000
Plumbing & Gas Inspectional Services	Building Inspector	\$75,000
Portable Sign Administration & Inspectional Services	Building Inspector	\$10,000
Conservation (Trail Maintenance)	Conservation Commission	\$15,000
Conservation (Wetlands)	Conservation Commission	\$50,000
Forestry Activities	Conservation Commission	\$10,000
Council on Aging Activities	Council on Aging	\$65,000
Council on Aging Van Transportation (MWRTA)	Council on Aging	\$175,000
Cemetery Revolving Fund	Public Works	\$30,000
Fire Department Permits	Fire	\$70,000
Goodnow Library Meeting Rooms	Goodnow Library	\$15,000
Goodnow Library Services	Goodnow Library	\$30,000
Recreation Programs	Park & Recreation Commission	\$570,000
Teen Center	Park & Recreation Commission	\$15,000
Youth Programs	Park & Recreation Commission	\$150,000
Bus	Sudbury Public School	\$600,000
Instrumental Music	Sudbury Public School	\$100,000
Cable Television	Town Manager	\$30,000
Rental Property	Town Manager	\$50,000
Dog	Town Clerk	\$75,000
Zoning Board of Appeals	Zoning Board of Appeals	\$50,000
Solar Energy	Combined Facilities	\$1,000,000

; or act on anything relative thereto.

Submitted by the Town Finance Director.

(Majority vote required)

**FINANCE DIRECTOR REPORT:** As set forth in General Bylaw Chapter 25, this article seeks authorization for Fiscal Year 2026 for revolving funds previously established pursuant to M.G. L. c.44, s.53E ½. Expenditures from each revolving fund are subject to the limitation established annually by Town Meeting or any increase therein as may be authorized in accordance with M.G.L. c.44, s. 53E ½. The maximum amount stated is the same as the FY25 maximum voted for each revolving fund except for the following: the Building Inspector Plumbing and Gas Inspectional Service increased from \$65,000 to \$75,000; the Goodnow Library Meeting Rooms increased from \$10,000 to \$15,000; and the Goodnow Library Services increased from \$25,000 to \$30,000.

SELECT BOARD POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 12. FY26 STABILIZATION FUND**

*(Consent Calendar)*

To see if the Town will vote to raise and appropriate or transfer from available funds, the sum of \$400,000, or any other sum or sums, to be added to the Stabilization Fund established under Article 12, of the October 7, 1982 Special Town Meeting, pursuant to General Laws Chapter 40, Section 5B; or act on anything relative thereto.

Submitted by the Select Board.

(Majority vote required)

SELECT BOARD REPORT: Based on the Select Board's Budget and Financial Policies, the Town's goal is to maintain in the Stabilization Fund an amount equal to 5% of the total projected general fund operating revenues for the last fiscal year. This Fund protects the Town in case of a severe emergency and is beneficial in supporting the Town's AAA bond ratings, which in turn results in lowering borrowing costs.

SELECT BOARD POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 13. CAPITAL STABILIZATION FUND**

To see if the Town will vote to raise and appropriate or transfer from available funds, the sum of \$650,000, or any other sum, to be added to the Capital Stabilization Fund established under Article 13 of the 2018 Annual Town Meeting; or act on anything relative thereto.

Submitted by the Town Manager.

(Majority vote required)

TOWN MANAGER REPORT: This transfer is for the purpose of saving funds for future capital needs. Based on the Select Board's Budget and Financial Policies, the Town's goal is to maintain in the Capital Stabilization Fund an amount equal to 2% of the total projected general fund operation revenues for the last fiscal year.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 14. FY25 POOL ENTERPRISE FUND BUDGET ADJUSTMENT**

To see if the Town will vote to amend the vote taken under Article 6, FY25 Pool Enterprise Fund Budget, of the 2024 Annual Town Meeting, by adding to or deleting from line items thereunder, by transfer between or among accounts or by transfer from available funds; or act on anything relative thereto.

Submitted by the Town Manager.

(Majority vote required)

TOWN MANAGER REPORT: This article will allow flexibility to review all accounts within the FY25 Pool Enterprise Budget to make adjustments at the Annual Town Meeting as necessary.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 15. CREATE PENSION STABILIZATION FUND**

To see if the Town will vote to create, in accordance with the provisions of Chapter 40, Section 5B of the Massachusetts General Laws, a Pension Stabilization Fund; and to raise and appropriate, borrow or transfer from available funds the sum of \$175,000 to be placed in said fund; or act on anything relative thereto.

Submitted by the Town Manager.

(Majority vote required)

TOWN MANAGER REPORT: The Pension Stabilization Fund will be established as a reserve fund to hold funds to make county retirement assessments. The Pension Stabilization Fund will be separate and distinct from other stabilization funds. From time to time, the Administration will ask Town Meeting to transfer funds to the Pension Stabilization Fund from Free Cash or other sources.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 16. ACCRUED LEAVE FUND**

To see if the Town will vote to accept the provisions of G.L. c.40, s.13D to create a compensated absences fund to be known as the Accrued Leave Fund, for the future payment of accrued liabilities for compensated absences due any employee of the Town upon their retirement, resignation or termination, and to appropriate the sum of \$25,000 or any other sum, for such purpose and to determine whether such sum shall be raised in the tax levy, transferred from available funds, or by any combination of these methods, and to authorize the Town Manager to make payments from such fund in accordance with the General Bylaw and collective bargaining agreements; or act on anything relative thereto.

Submitted by the Town Manager.

(Majority vote required)

TOWN MANAGER REPORT: This article would establish a fund by which the Town can maintain a reserve to deal with future costs of accumulated leave benefits for Town employees separating from the Town. Such practice is endorsed and recommended by the Town's auditors and is a sound business practice.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 17. ESTABLISHMENT OF A FAIRBANK COMMUNITY CENTER  
REVOLVING FUND**

*(Consent Calendar)*

To see if the Town will vote to amend Article II s. 25-4 (Adopted as Art. XXXIII of the General Bylaws) and authorize the establishment of a revolving fund for fiscal year 2026 and subsequent years, to be known as the

“Fairbank Community Center,” to be used for the purposes for the building rental of the Fairbank Community Center.

Revenues deposited into this fund shall include fees and revenue collected from the rental of the Fairbank Community Center.

Expenditures from the fund shall be authorized by the Town Manager and shall not exceed an annual limit of \$75,000 as established by Town Meeting, or act on anything relative thereto.

<i>Program or Purpose</i>	<i>Authorized Representative or Board to Spend</i>	<i>Department Receipts</i>
This fund will be used to cover personnel and expenses related to the Fairbank Community Center	Town Manager	Proceeds, charges or other receipts received from the rental of the Fairbank Community Center.

Submitted by the Town Manager.

(Majority vote required)

TOWN MANAGER REPORT: This article seeks to establish a dedicated revolving fund for the rental of the building at the Fairbank Community Center. This fund collects rental fees for the use of Fairbank Community Center. The fees cover the expenses associated with making the facility available, including custodial, utilities, and ordinary repairs and maintenance.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 18. ESTABLISHMENT OF A PUBLIC HEALTH REVOLVING FUND**  
*(Consent Calendar)*

To see if the Town will vote to amend Article II s. 25-4 (Adopted as Art. XXXIII of the General Bylaws) and authorize the establishment of a revolving fund for fiscal year 2026 and subsequent years, to be known as the “Public Health Revolving Fund,” to be used for the purposes of emergency public health preparedness and public health programming including but not limited to immediate public health emergency responses, community outreach activities, capacity-building initiatives, wellness programs, and other public health activities that promote and protect the health and well-being of the Town’s residents.

Revenues deposited into this fund shall include fees collected from the Public Health Excellence Grant for shared services through the Massachusetts Department of Public Health, and other proceeds, charges or other receipts received by activity or programs to support cross-jurisdictional regional shared services and/or fee for service.

Expenditures from the fund shall be authorized by the Health Director and shall not exceed an annual limit of \$50,000 as established by Town Meeting, or act on anything relative thereto.

<i>Program or Purpose</i>	<i>Authorized Representative or Board to Spend</i>	<i>Department Receipts</i>
Expenses related to Public Health Emergency response, programming and community outreach, and initiatives that promote and protect the health of the Town’s residents.	Health Director	Proceeds, charges or other receipts received by activity or programs to support cross-jurisdictional regional shared services and/or fee for service.

Submitted by the Board of Health.

(Majority vote required)

BOARD OF HEALTH REPORT: This article seeks to establish a dedicated Public Health Revolving Fund to allow the Health Department to respond more effectively and flexibly to public health emergencies and emerging community health needs. By utilizing revenues from the public health excellence grant and other shared services fees, the fund will enable the department to quickly implement necessary programs, outreach efforts, and educational initiatives without delay, both regionally and locally. In addition to strengthening emergency response capabilities, this revolving fund will also support the expansion of public health and wellness programming, ensuring the department can proactively address long-term health priorities. This mechanism ensures that resources are readily available to address urgent public health concerns and promote the well-being of the community in a timely manner.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 19. ESTABLISHMENT OF AN ELECTRIC VEHICLE CHARGING STATION REVOLVING FUND** *(Consent Calendar)*

To see if the Town will vote to amend [Article II § 25-4](#) (Adopted as Art. XXXIII of the General Bylaws) and authorize the establishment of a revolving fund for fiscal year 2026 and subsequent years, to be known as the “Electric Vehicle Charging Station Revolving Fund,” to be used for the purposes in connection with the operation of programs or activities that generate fees, charges, or other receipts to support all or some of the expenses for the Electric Vehicle Charging Stations.

Revenues deposited into this fund shall include fees and revenue collected from the fees collected from the EV Charging Stations.

Expenditures from the fund shall be authorized by the Facilities Director and shall not exceed an annual limit of \$150,000 as established by Town Meeting; or act on anything relative thereto.

Attachment 13.a: 2025 ATM Part 1 1st draft for SB mtg 2-25-25 rev 2.21.25 (6512 : Discussion on Town Meeting articles)



<i>Program or Purpose</i>	<i>Authorized Representative or Board to Spend</i>	<i>Department Receipts</i>
This fund will be used to cover all expenses related to the EV Charging Stations	Facilities Director	Proceeds, charges or other receipts received from the fees collected at the EV Charging Stations.

Submitted by the Facilities Director.

(Majority vote required)

FACILITIES DIRECTOR REPORT: During each fiscal year, the Facilities Department may incur liabilities against and spend monies from the Electric Vehicle Charging Station Revolving Fund for the energy, preventative maintenance and operating and capital costs associated with electric vehicle charging stations on Town facilities.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 20. TRAILSIDE CIRCLE & BRIDLE PATH – RELEASE OF EASEMENT**  
*(Consent Calendar)*

To see if the Town will vote to authorize the Select Board to release, terminate, and extinguish any and all rights the Town has in that certain 20-foot wide pedestrian access easement shown on a Plan of Land dated May 19, 1986, recorded in the Middlesex South District Registry of Deeds as Plan Number 1426 of 1986, and in Book 17488, Page 75, as reserved in a Quitclaim Deed recorded in said Registry in Book 83551, Page 110, and as granted to the Town and recorded in said Registry in Book 17488, Page 122; or act on anything relative thereto.

Submitted by the Select Board.

(Majority vote required)

SELECT BOARD REPORT: This Article authorizes the Select Board to release, terminate, and extinguish an easement allowing pedestrian access over certain properties on Trailside Circle and Bridle Path. The easement was reserved and granted to the Town in 1986 by the developer of the Tall Pines Subdivision at the time of its creation in order to allow public access between two pieces of conservation land on either side of the subdivision. The Select Board has determined that the easement is no longer necessary as the result of the construction of the Mass. Central Rail Trail which runs parallel to the easement area and will now provide access between the conservation land areas.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:



**ARTICLE 21. ACCEPT G.L. CHAPTER 200A, DISPOSITION OF UNCLAIMED PROPERTY,  
SECTION 9A, DISPOSITION OF ABANDONED FUNDS BY CITY OR TOWN.**  
(Consent Calendar)

To see if the Town will vote to accept the provisions of M.G.L., Chapter 200A, Section 9A, Disposition of abandoned funds by city or town, as follows:

Section 9A. (a) In any city, town or district that accepts this section in the manner provided in section 4 of chapter 4, there shall be an alternative procedure for disposing of abandoned funds held in the custody of the city, town or district as provided in this section.

(b) Any funds held in the custody of a city, town or district may be presumed by the city, town or district treasurer to be abandoned unless claimed by the corporation, organization, beneficiary or person entitled thereto within 1 year after the date prescribed for payment or delivery; provided, however, that the last instrument intended as payment shall bear upon its face the statement “void if not cashed within 1 year from date of issue”. After the expiration of 1 year after the date of issue, the treasurer of a city, town or district may cause the financial institution upon which the instrument was drawn to stop payment on the instrument or otherwise cause the financial institution to decline payment on the instrument and any claims made beyond that date shall only be paid by the city, town or district through the issuance of a new instrument. The city, town or district and the financial institution shall not be liable for damages, consequential or otherwise, resulting from a refusal to honor an instrument of a city, town or district submitted for payment more than a year after its issuance.

(c) The treasurer of a city, town or district holding funds owed to a corporation, organization, beneficiary or person entitled thereto that are presumed to be abandoned under this section shall post a notice entitled “Notice of names of person appearing to be owners of funds held by the Town of Sudbury, and deemed abandoned”. The notice shall specify the names of those persons who appear from available information to be entitled to such funds, shall provide a description of the appropriate method for claiming the funds and shall state a deadline for those funds to be claimed; provided, however, that the deadline shall not be less than 60 days after the date the notice was either postmarked or first posted on a website as provided in this section. The treasurer of the city, town or district may post, such notice using either of the following methods: (1) by mailing the notice by first class mail, postage prepaid, to the last known address of the beneficiary or person entitled thereto; or (2) if the city, town or district maintains an official website, by posting the notice conspicuously on the website for not less than 60 days. If the apparent owner fails to respond within 60 days after the mailing or posting of the notice, the treasurer shall cause a notice of the check to be published in a newspaper of general circulation, printed in English, in the county in which the city or town is located.

(d) In the event that funds appearing to be owed to a corporation, organization, beneficiary or person is \$100 or more and the deadline as provided in the notice has passed and no claim for the funds has been made, the treasurer shall cause an additional notice, in substantially the same form as the aforementioned notice, to be published in a newspaper of general circulation in the county in which the city, town or district is located; provided, however, that the notice shall provide an extended deadline beyond which funds shall not be claimed and such deadline shall be at least 1 year from the date of publication of the notice.

(e) Once the final deadline has passed under subsection (d), the funds owed to the corporation, organization, beneficiary or person entitled thereto shall escheat to the city, town or district and the treasurer thereof shall record the funds as revenue in the General Fund of the city, town or district and the city, town or district shall not be liable to the corporation, organization, beneficiary or person for payment of those funds or for the underlying liability for which the funds were originally intended. Upon escheat, the funds shall be available to

the city, town or district's appropriating authority for appropriation for any other public purpose. In addition to the notices required in this section, the treasurer of the city, town or district may initiate any other notices or communications that are directed in good faith toward making final disbursement of the funds to the corporation, organization, beneficiary or person entitled thereto.

Prior to escheat of the funds, the treasurer of the city, town or district shall hear all claims on funds that may arise and if it is clear, based on a preponderance of the evidence available to the treasurer at the time the claim is made, that the claimant is entitled to disbursement of the funds, the treasurer shall disburse funds to the claimant upon receipt by the treasurer of a written indemnification agreement from the claimant wherein the claimant agrees to hold the city, town or district and the treasurer of the city, town or district harmless in the event it is later determined that the claimant was not entitled to receipt of the funds. If it is not clear, based on a preponderance of the evidence before the treasurer at the time of the claim that the claimant is entitled to disbursement of the funds, the treasurer shall segregate the funds into a separate, interest-bearing account and shall notify the claimant of such action within 10 days. A claimant affected by this action may appeal within 20 days after receiving notice thereof to the district, municipal or superior court in the county in which the city, town or district is located. The claimant shall have a trial de novo. A party adversely affected by a decree or order of the district, municipal or superior court may appeal to the appeals court or the supreme judicial court within 20 days from the date of the decree.

If the validity of the claim shall be determined in favor of the claimant or another party, the treasurer shall disburse funds in accordance with the order of the court, including interest accrued. If the validity of the claim is determined to be not in favor of the claimant or another party or if the treasurer does not receive notice that an appeal has been filed within 1 year from the date the claimant was notified that funds were being withheld, then the funds, plus accrued interest, shall escheat to the city, town or district in the manner provided in this section.

If the claimant is domiciled in another state or country and the city, town or district determines that there is no reasonable assurance that the claimant will actually receive the payment provided for in this section in substantially full value, the superior court, in its discretion or upon a petition by the city, town or district, may order that the city, town or district retain the funds; or act on anything relative thereto.

Submitted by the Finance Director.

(Majority vote required)

FINANCE DIRECTOR REPORT: M.G.L Chapter 200A, §9A provides for an alternative procedure for the disposing of abandoned funds, known as Tailings, held in the custody of the Town. Tailings can include uncashed Accounts Payable checks, uncashed Payroll checks, and certain tax overpayments where the property owner cannot be found. Adopting this statute allows for a more efficient and expedited process for the disposing of abandoned funds, allowing the Treasurer to take these funds as revenue into the General Fund after there have been several attempts to notify the check recipient, once one full year has passed since the original issuance. Without adopting this measure, the Town would need to follow the Massachusetts Unclaimed Property Division's annual reporting guidelines, follow their three-year dormancy period, use their due diligence process to notify the recipients, and escheat the funds to the state annually. This measure allows the Town to retain the funds, while also allowing the Treasurer to follow their own timeframe for disposing of Tailings.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 22. ADOPTION OF M.G.L. CHAPTER 59 SECTION 5, CLAUSE 22I; COST-OF-LIVING ADJUSTMENT FOR VETERAN'S REAL PROPERTY TAX ABATEMENT** *(Consent Calendar)*

To see if the Town will vote to accept the provisions of General Laws Chapter 59, Section 5, Clause 22I as enacted by Chapter 178 of the Acts of 2024, which authorizes an increase in the amount of abatement granted pursuant to General Laws Chapter 59, Section 5, Clause 22, clause 22A, Clause 22B, Clause 22C, Clause 22E and Clause 22F by an amount equal to the increase in the cost of living as determined by the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index (CPI) for such year as determined by the Commissioner of Revenue, to be effective for applicable exemptions granted for any fiscal year beginning on or after July 1, 2025; or act on anything relative thereto.

Submitted by the Board of Assessors.

(Majority vote required)

BOARD OF ASSESSORS REPORT: Clause 22I of Section 5 of Chapter 59 of the General Laws, if accepted, would increase the amount of the tax abatement granted to veterans on their domiciles pursuant to Clause 22, Clause 22A, Clause 22B, Clause 22C, Clause 22E and Clause 22F annually by a cost-of-living adjustment (COLA) determined by the Department of Revenue (DOR) based on the consumer price index (CPI). This would work like the annual COLA adjustment determined by DOR that is already in place for certain senior exemption amounts. The increases resulting from acceptance of this provision operate cumulatively. Each year's exemption amount, becomes the base to which the next year's increase applies. The adoption of this new provision will allow for a gradual increase in the amount of property tax abatement benefit our veterans will receive annually. The FY2025 data indicates the total financial impact to the Town for one year would be just under \$1,500.00, or an additional \$33.00 per applicant on average.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 23. AMEND C. 5, ART. II, FINANCE COMMITTEE**

To see if the Town will vote to amend Chapter 5 Boards and Committees, Article II Finance Committee of the General Bylaws by deleting the text shown in strikethrough and inserting the bolded text as follows:

5.3 Composition and eligibility.

There shall be a Finance Committee consisting of nine ~~legal~~ **registered** voters of the Town, who shall be appointed by the Moderator as hereinafter provided. ~~No elective or appointive Town officer or Town employee shall be eligible to serve on said committee.~~ **Unless provided elsewhere in the Charter or Bylaws, a member of the Finance Committee shall be precluded from serving on any other Town committee, board or commission, whether elected or appointed. Employees of the Sudbury Public Schools, Lincoln-Sudbury Regional School District or the Town of Sudbury shall be precluded from serving on the Finance Committee.**

5.4 Appointment; term; officers; recordkeeping.

The Moderator shall, at the Annual Town Meeting, appoint sufficient members to the Finance Committee for such terms of office as will result in a total membership of nine, with the terms of three of the total membership expiring each year. The terms of office of said members shall commence immediately upon qualification and shall expire at the close of final adjournment of the Annual Town Meeting at which their successors are

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appointed. Said committee shall choose its own officers and shall serve without pay. Said committee shall cause to be kept a true record of its proceedings.

#### 5.5 Vacancies.

The said Committee shall fill any vacancy which may occur in its membership, by vote, attested copy of which shall be sent by the Secretary to the Town Clerk. If any member is absent from five consecutive meeting of said committee, except in case of illness, their position shall be deemed to be vacant **by majority vote of said Committee** and shall be filled as herein provided. The term of office of any person so chosen to fill a vacancy shall expire at the final adjournment of the next succeeding Annual Town Meeting, and the Moderator thereof shall appoint their successor to complete the unexpired term of the member in whose office such vacancy originally occurred.

;or act on anything relative thereto.

Submitted by the Select Board.

(Majority vote required)

SELECT BOARD REPORT: The Select Board seeks to clarify that residents serving on the Finance Committee are precluded from serving on other boards and committees. This has been the practice and this article seeks to more clearly articulate that practice.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

### ARTICLE 24. AMEND GENERAL BYLAW C.11, CAPITAL PLANNING

*(Consent Calendar)*

To see if the Town will vote to amend General Bylaw Chapter 11 by deleting the text shown in strikethrough and inserting the bolded text, as follows:

#### 11.1 Establishment; composition; term; membership requirements.

There shall be a committee known as the "Capital Improvement Advisory Committee: (CIAC) composed of seven members: six members appointed by the Select Board and one member appointed by the Finance Committee. The CIAC shall choose its officers annually. The term of office shall be three years , not more than three of which shall expire within the same year. Members of standing boards and committees, as well as Town or school employees shall be precluded from membership on the CIAC. CIAC members may serve on ad-hoc committees created by the Select Board.

#### 11-2 Duties.

The CIAC shall study all capital proposals which involve major tangible items with a total project cost of more than ~~\$100,000 in a single year or over \$200,000 in multiple years~~ **\$500,000** and which would likely require an article at Town Meeting for the project's authorization. The CIAC shall make a report with recommendations to the Finance Committee and the Select Board on these proposals.

#### 11-3 Town Manager Responsibility.

The Sudbury Town Manager shall develop an operating budget for proposed capital expenditures for the upcoming fiscal year, containing those items whose costs do not meet this threshold and are to be included in the annual budget and financing plans submitted to Town Meeting. The Town Manager

shall work with representatives of the Sudbury Public Schools and the Lincoln-Sudbury Regional High School in developing this budget. This capital expenditure budget shall be submitted to the Sudbury Finance Committee at the same time as the budgets of other Sudbury cost centers.

;or act on anything relative thereto.

Submitted by the Select Board

(Majority vote required)

**SELECT BOARD REPORT:** The spending thresholds in the Capital Planning Bylaw have not kept pace with inflation and cost escalation. The thresholds were last amended in 2019. This article proposes to replace the two thresholds with a single threshold of \$500,000. For any capital request less than \$500,000, the request would be proposed to be funded within the Town Manager's Capital Operating Budget and any capital request above \$500,000 would be funded outside of the Town Manager's Capital Operating Budget, typically as a separate warrant article.

This change would better reflect economic realities since the last bylaw amendment. It would also allow the Capital Improvement Advisory Committee (CIAC) to focus on the larger capital requests that have greater impact on the Town's finances and its taxpayers.

**BOARD OF SELECTMEN POSITION:**

**FINANCE COMMITTEE REPORT:**

**ARTICLE 25. AMEND GENERAL BYLAW C. 68, TOWN MEETINGS, DATES; TIMES; NOTICE** *(Consent Calendar)*

To see if the Town will vote to amend General Bylaw, Chapter 68, Section 68-2, Annual Business Meeting, by deleting the text shown in strikethrough and inserting the bolded text; or act on anything relative thereto.

§ 68-2 Annual Business Meeting.

The Annual Business Meeting shall begin on the first Monday in May at such place as the Select Board shall determine. The Select Board, after a public hearing, may delay the start of the Annual Town Meeting for up to seven days, provided that it acts no later than the last day in February preceding. All sessions of the meeting shall begin at ~~7:30~~ **7:00** p.m. and, unless otherwise voted by 2/3 of those present and voting, shall be adjourned to ~~7:30~~ **7:00** p.m. of the next Monday, Tuesday, or Wednesday, whichever comes first (legal holidays excluded), upon completion of the article under discussion at 10:30 p.m.; except that any such meeting shall be adjourned before that time if a quorum shall be declared to have been lost, or at ~~8:30~~ **8:00** p.m. if a quorum has not been assembled by then.

Submitted by the Select Board.

(Majority vote required)

**SELECT BOARD REPORT:** The Select Board is seeking ways to make Town Meetings more efficient in an effort to attract more participation. This article proposes to change the start time of Town Meetings to 7:00 PM from 7:30 PM and to change the time to declare failure to achieve quorum to 8:00 PM from 8:30 PM. The Board believes these changes, particularly the slightly earlier start time, will facilitate conducting the Town's business more expeditiously. A 7:00 PM start time also is consistent with the start time for the majority of municipal boards and committees in Sudbury.

**BOARD OF SELECTMEN POSITION:**

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## FINANCE COMMITTEE REPORT:

**ARTICLE 26, AMEND GENERAL BY LAW CHAPTER 170, WEIGHTS & MEASURES FEES**

To see if the Town will vote to amend General Bylaw Chapter 170, Section 170-2, Sealing weights and measures, by amending certain fees charged by the Town for the sealing of weighing or measuring devices, as described below; or act on anything relative thereto.

<b>Device</b>	<b>Current Fee</b>	<b>Proposed Fee</b>
<b><i>Scales and Balances</i></b>		
Over 10,000 lbs.	\$100	\$250
5,000 lbs. to 10,000 lbs.	\$60	\$150
1,000 lbs. to 5,000 lbs.	\$40	\$120
100 lbs. to 1000 lbs.	\$30	\$90
10 lbs. to 100 lbs.	\$20	\$60
Under 10 lbs.	\$15	\$45
Weights (all types)	\$2	\$15
<b><i>Measuring Devices</i></b>		
Gasoline pumps/meters	\$20	\$60
Vehicle tank	\$50	\$120
Bulk storage	\$75	\$150
Taxi meters	\$25	\$75
Fabric measures	\$20	\$60
Cordage measures	\$20	\$60
Linear measures (yardsticks, etc.)	\$10	\$30
<b><i>Automated Retail Checkout Systems</i></b>		
Fewer than 4 units	\$75	\$125
4 units and not more than 11 units	\$150	\$200
More than 11 units	\$250	\$300
<b><i>Other Devices</i></b>		
Bottle/can redeemers	\$15	\$45

Submitted by the Town Manager.

(Majority vote required)

**TOWN MANAGER'S REPORT:** Fees are charged to offset the cost of providing services. The cost of providing services changes over time and fees need to be adjusted to keep pace with inflation. The Division of Standards, an agency of the Commonwealth of Massachusetts, performs the sealing of weights and measures for Sudbury. The Commonwealth recently increased its charge to the Town, raising the cost from \$3,000 in 2022, to \$7,572 in 2023, to \$8,529 for 2025. In order to offset the cost of the increase, the Administration proposes amending the fees for sealing weights and measures. Town Meeting last revised weights and measures fees in April, 2005. A survey of area communities shows that Sudbury's fees lag compared to its market peers. The proposed adjustment of fees brings Sudbury's fees more in line with peer communities.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 27. BYLAW AMENDMENT/VOTE/MUNICIPAL OPT-IN SPECIALIZED STRETCH ENERGY CODE**

To see if the Town will vote to accept and adopt the so-called “Specialized Energy Code”, found at 225 CMR 22 and 23, including Appendices RC and CC, including future editions, amendments, or modifications thereto, with an effective date of September 1<sup>st</sup>, 2025, and to amend Section 129-3 of the Town Bylaws by deleting the existing text and title in its entirety and inserting in its place the following:

*§129-3 State Building Code; Stretch Energy Code and Specialized Energy Code.*

*The State Building Code is incorporated herein by reference, as found in 225 CMR 22 and CMR 23, including Appendices RC and CC, the “Specialized Energy code”.*

; or act on anything relative thereto.

Submitted by the Energy and Sustainability Committee

(Majority vote required)

ENERGY AND SUSTAINABILITY COMMITTEE WARRANT REPORT: The purpose of the Specialized Energy Code is to provide a more energy-efficient and low greenhouse gas emissions alternative to the Stretch Energy Code or the baseline Massachusetts Energy Code, applicable to the relevant sections of the State Building Code for new construction. The development of this Specialized Code was required through the 2021 Massachusetts Climate Act, and is expected to help Massachusetts meet its goal of net-zero emissions by 2050. The Specialized Energy Code will have minimal impact on new construction or renovations in our town.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 28. MODIFICATION OF ZONING BYLAW SECTION 5500 ACCESSORY DWELLING UNITS IN RESIDENCE DISTRICTS AND SECTION 7110 DEFINITIONS AND WORD USAGE**

To see if the Town will vote to amend the Zoning Bylaw Section 5500 Accessory Dwelling Units in Residence Districts by deleting the entirety of the text and replacing it with text printed below and to amend Section 7110 Definitions and word usage by inserting the below printed definition of Accessory Dwelling Unit, or act on anything relative thereto.

Submitted by the Planning Board.

(Two-thirds vote required)

PLANNING BOARD REPORT: In August of last year Governor Healey signed into law the Affordable Homes Act of 2024. As part of this legislation Section 3 of Chapter 40A of the General Laws was amended to make Accessory Dwelling Units (ADUs) a protected use that must be permitted by-right by all municipalities in Massachusetts. The current Section 5500 requires a special permit for the construction of an ADU and would no longer be enforceable. As part of the passage of the statute the Executive Office of Housing and

Livable Communities was charged with developing regulations that govern the manner in which municipalities are permitted to regulate ADUs. The Planning Board is proposing the included changes to continue to provide reasonable guidance for the construction of ADUs in conformance with the regulations promulgated by the Executive Office of Housing and Livable Communities (EOHLC).

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 29. PURCHASE OF FIRE ENGINE**

To see if the Town will vote to raise and appropriate, or to transfer from available funds, the sum of \$725,000 or any other sum, for the purchase or acquisition of one Fire Engine/Pumper and associated equipment in the Fiscal Year 2026; or act on anything relative thereto.

Submitted by the Fire Chief. (Majority vote required)

FIRE CHIEF’S REPORT: This request would replace the current Fire Engine #1, which was in front line service from 2006 until 2017 at Station 2, and from 2017 to the present assigned to Station 1. Engine #1 is currently 20 years old with 130,000 miles, and is out of service due to safety issues identified during a State safety inspection.

The Fire Department depends on reliable and well-equipped fire apparatus to provide emergency medical services and fire suppression throughout the Town, and to assist other towns when called upon.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 30. AMBULANCE REPLACEMENT**

To see if the Town will appropriate \$500,000 or any other sum, to pay costs of purchasing and equipping a new ambulance, including the payment of all other costs incidental and related thereto; to determine whether this amount shall be raised by appropriation, transfer from available funds, borrowing or otherwise, act on anything relative thereto.

Submitted by the Fire Chief: (Two-thirds vote required if borrowed)

FIRE CHIEF REPORT: The Fire Department ALS Ambulance A-3 was purchased in 2015 and currently has 73,000 miles. This unit was the primary ambulance for four years and then placed into reserve. With the change in our operations of running two ALS ambulances, this unit is currently the primary ambulance running out of Fire Station #1. This unit responds to 45% of the EMS related emergencies covering the West and North sections of the Town, along with responding Town-wide for the many incidents. The current time for the delivery of a new ambulance has been quoted at thirty (30) months; the current life extends for an ambulance of seven (7) to ten (10) years.

BOARD OF SELECTMEN POSITION:



FINANCE COMMITTEE REPORT:

**ARTICLE 31. ROADS, CULVERT, DRAINAGE, CONSULTANT & CONSTRUCTION**

*(Consent Calendar)*

To see if the Town will vote to raise and appropriate, or to transfer from available funds, the sum of \$950,000 or any other sum, for the town wide (various locations) roads, culvert, drainage, consultant, construction, and appurtenances; or act on anything relative thereto.

Submitted by the Public Works Director

(Majority vote required)

**PUBLIC WORKS DIRECTOR REPORT:** Approval of this article will provide funds to replace roads, culverts, associated drain structures and appurtenances at various locations throughout Town. This article will also provide funds to maintain a comprehensive Pavement Management Plan to include multiple surface treatment types like crack sealing, chip sealing, mill and overlay and full-depth reclamation, etc. The Town needs to invest at least \$1.5 million per year to prevent the overall Pavement Condition Index (PCI) from declining. The Town’s typical allocations received from the State through the Chapter 90 program is approximately \$730,000. This request is for an additional \$950,000 in funding annually to supplement the monies received from the State Chapter 90 program.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 32: DUMP TRUCK WITH PLOW & SPREADER**

*(Consent Calendar)*

To see if the Town will vote to raise and appropriate, or to transfer from available funds, the sum of \$146,000, or any other sum, for the purchase or acquisition of a new vehicle for public works; or act on anything relative thereto.

Submitted by the Public Works Director

(Majority vote required)

**PUBLIC WORKS DIRECTOR REPORT:** Approval of this article will provide funds to purchase a new Dump truck with Plow & Spreader to replace an older model. A new dump truck will provide multiple uses throughout all the divisions within the DPW as well as improve efficiencies. It is a goal of the Public Works to focus on standardizing vehicles and specifying vehicles to better suit our multi-disciplinary needs. These trucks are one of the most used equipment in the fleet. The Public Works employees use these vehicles to perform their everyday tasks including moving materials and equipment that is carried and towed by these vehicles. These trucks are also paired with larger equipment to perform snow removal.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 33. 6-WHEEL DUMP TRUCK WITH SLIDE IN SANDER**

*(Consent Calendar)*

To see if the Town will vote to raise and appropriate, or to transfer from available funds, the sum on \$382,000 or any other sum, for the purchase or acquisition of a new vehicle for public works; or act on anything relative

thereto.

Submitted by the Public Works Director

(Majority vote required)

**PUBLIC WORKS DIRECTOR REPORT:** Approval of this article will provide funds to purchase a new 6-Wheel Dump Truck 26,000 lb.+, plus HVW Slide in Sander to replace an older model. It is a goal of the Public Works to focus on standardizing vehicles and specifying vehicles to better suit our multi-disciplinary needs. The existing truck is at its useful life-expectancy of about 15 years. It is the goal of the Public Works to focus on standardizing vehicles and specifying vehicles to better suit our multi-disciplinary needs. This proposal is to replace the existing dedicated spreader. These trucks also accompany larger equipment to perform snow removal.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 34. ATKINSON POOL RENOVATION; ADDITIONAL FUNDS**

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, the sum of \$429,000, or any other sum or sums, to be expended under the direction of the Town Manager, for the purpose of replacing the existing roofing system, replacing pool mechanical equipment and associated piping, replacing the dive pool skimmers and associated piping, tile repair and re-grouting at the Atkinson Pool including all incidental and related expenses; or act on anything relative thereto.

Submitted by the Combined Facilities Director.

(Two-thirds vote required, if borrowed)

**COMBINED FACILITIES DIRECTOR REPORT:** The Atkinson Pool, built in 1987, houses a notarium, pool viewing area, aquatics office, boiler and chemical room. The new Fairbank Community Center has been built and attached to the Atkinson Pool. On the roof of the associated boiler room is a dehumidification unit. The dehumidification unit is responsible to control the humidity and the natatorium interior air quality. The roof and the dehumidification unit have reached the end of their useful life. The boiler room houses the water filtration equipment, the chemicals and associated equipment as well as the boiler equipment. There is insufficient air filtration and the proximity of the chemicals to the boilers creates a corrosive environment and premature failure of the boilers. The pool deck and pool interior tile shows significant deterioration and require isolated tile replacement and full re-grouting. During the construction of the new Fairbank Center it was discovered that the dive pool skimmers are deteriorated and leaking. These skimmers are incased in concrete several feet below the pool deck. Tile repair will be required in this area after the skimmer replacement is completed. At the 2024 Annual Town Meeting the Town authorized \$2,350,000 to fund the request to replace the roof with a solar ready roof, replace the dehumidification unit, separate the chemical and boiler rooms by creating a separate room with adequate ventilation within the boiler/electrical room footprint, repair and re-grout the tile. These additional funds of \$429,000 will be used for the design and installation of additional HVAC duct within the natatorium (Thermaduck), additional pool deck tile repair and re-grouting and the installation of a UV filter System.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 35. SCHOOL CLASSROOM INSTRUCTIONAL EQUIPMENT REPLACEMENT***(Consent Calendar)*

To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$100,000 to be expended under the direction of the Sudbury Public School Department for the replacement of School Classroom Instructional Equipment in the Curtis Middle School, Haynes Elementary School, Loring Elementary School, Nixon Elementary School and Noyes Elementary School including incidental and related expenses associated therewith; or act on anything relative thereto.

Submitted by the Sudbury School Committee.

(Majority vote required)

SCHOOL COMMITTEE REPORT: The article seeks funding for the purpose of purchasing and replacing classroom instructional equipment in twenty (20) total classrooms in all five (5) school buildings. Current equipment is 12-15 years old and have exceeded their useful life.

Sudbury Public Schools positions technology in instructional spaces to support communication and collaboration. The schools provide tools that support student collaboration, differentiation of instruction, and accessibility options for all students.

The District's standard set of classroom instructional equipment includes 1) an interactive display that provides a visual resource for displaying materials to the entire class with touch components allowing students to interact with educational content using a pen or touch; 2) wireless video projection for teacher mobility around the classroom while also permitting students to project directly from their devices; 3) auditory support for classroom instruction ensuring all students can receive instruction with clarity; and, 4) document cameras allowing for immediate presentation of non-digital resources to the classroom.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 36. ELA CURRICULUM IMPLEMENTATION***(Consent Calendar)*

To see if the Town will vote to transfer from Free Cash a sum on money totaling \$250,720, for the purpose of implementing Expeditionary Learning, the ELA curriculum program recommended by the Elementary English Language Steering Committee to support the purchase of instructional materials, teacher manuals, student resources, professional development, funding for 6-8 grade study committee, and any other associated costs or expenses related thereto; or act on anything relative thereto.

Submitted by the Sudbury School Committee.

(Majority vote required)

SCHOOL COMMITTEE REPORT: Article 17 of the FY23 Town Meeting provided SPS funding for a curriculum update which included robust professional development in research-based instructional practices to ensure consistency in K-5 reading and writing. In addition, the article provided funding for classroom resources, including decodable texts aligned to the updated teaching methodologies.

This article seeks to fund an English/Language Arts Program Implementation for grades K-5, which would provide alignment to MA standards and the 4 shifts in literacy instruction, promote equitable learning

environments, contain inclusive texts, and have a high impact on student learning. Following a thorough pilot and evaluation process, the district selected Expeditionary Learning (EL). EL is a nationally renowned academic program receiving many accolades and awards as well as a 96% rating on EdReports, the leader in curriculum analysis and evaluation. With this funding, SPS can launch implementation in all grad K-5 classrooms in FY26 by purchasing the associated EL instructional materials and providing tailored professional development that supports successful implementation. In addition, the article contains funding for a 6-8 study committee.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 37. HVAC CAPITAL IMPROVEMENT ENGINEERING STUDY** *(Consent Calendar)*

To see if the Town will vote to raise and appropriate, or transfer from available funds, \$152,000.00, to be expended under the direction of the Sudbury School Department, to engage in an HVAC existing conditions comprehensive study at all schools that will provide conceptual stretch code compliant equipment selections, conceptual sustainable/electrification equipment selections and associated cost estimates as well as future required engineering fee budget, or act on anything relative thereto.

Submitted by the Sudbury School Committee.

(Majority vote required)

SCHOOL COMMITTEE REPORT: The Town recently completed a comprehensive facility condition assessment that identified items that require attention. The new Stretch Code adopted by Sudbury does not allow for simple one-to-one equipment replacements. The facility condition assessment also assumed that the systems were initially designed properly; thus, any pre-existing conditions would remain unknown until a comprehensive equipment study is concluded. The next phase of capital renewal planning requires a comprehensive engineering study which would consist of: engineering review of all existing HVAC plans and list of current complaints; preparation of a list of replacement requirement as per New Stretch Code; and identification of potential alternative selections for electrification/sustainability. Required trades involved in the HVAC engineering study include mechanical engineer, electrical engineer, structural engineer and cost estimator. The study deliverables will include: an existing conditions summary, conceptual Stretch Code compliant equipment selections, conceptual alternative sustainable/ electrification equipment selections, conceptual cost estimate and an engineering fee budget.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 38. FIRE ALARM, EMERGENCY LIGHTING AND BI-DIRECTIONAL AMPLIFICATION SYSTEM DESIGN FEES** *(Consent Calendar)*

To see if the Town will vote to raise and appropriate, or transfer from available funds, \$190,00.00, to be expended under the direction of the Sudbury School Department, for the purpose of designing and cost estimating the fire alarm and emergency lighting replacements at the Ephraim Curtis Middle School, Josiah Haynes and Israel Loring Elementary Schools as well as the design and estimating of installing bi-directional amplification systems for Peter Noyes and General John Nixon Elementary

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Schools, or act on anything relative thereto.

Submitted by the Sudbury School Committee.

(Majority vote required)

**SCHOOL COMMITTEE REPORT:** For the Curtis, Haynes and Loring Schools, the fire alarm and emergency lighting design project will consist of: documentation of the existing fire alarm systems currently installed throughout the middle and elementary schools; design of the proposed voice activated addressable fire alarm system throughout the existing schools; complete Fire Alarm system design throughout the buildings to meet the requirements of NFPA 72 -2013, IBC-2015 International Building Code, 527CMR Massachusetts State Building Code, Life Safety 101.; preparation of Schematic Design Documents consisting of Fire Alarm and Emergency Lighting Drawings as well as a bi-directional amplification narrative and related specification for the proposed systems to allow for contractor bidding and related installation; cost estimating of each system, Stamped drawings, Construction Control Affidavit and Fire Alarm Narrative; Coordination during design and construction with the Owner, to design and implement the necessary support of the above referenced systems; coordination during design with the Town of Sudbury Fire Department to ensure that their requirements are met prior to contractor pricing; Construction support services consisting of contractor question resolution during the pricing stage. Also included in this funding request is the design and cost estimating of a bi-directional amplification system for Noyes and Nixon elementary schools. The bi-directional amplification system will be used by the police and fire departments during an emergency.

**BOARD OF SELECTMEN POSITION:**

**FINANCE COMMITTEE REPORT:**

### **ARTICLE 39. HAYNES ELEMENTARY ROOF REPLACEMENT AND REPAIR**

To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the Sudbury School Committee for the replacement and repair of the Josiah Haynes Elementary Roof system located at 169 Haynes Road, Sudbury, MA 01776, which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program and for which the Town has applied for a school construction grant from the Massachusetts School Building Authority ("MSBA"). The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and if the MSBA's Board of Directors votes to invite the Town to collaborate with the MSBA on this proposed repair project, any project costs the Town incurs in excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the Town.

Submitted by the Sudbury School Committee.

(Two-thirds vote required, if borrowed)

**SCHOOL COMMITTEE REPORT:** The roof on the Josiah Haynes Elementary School building is 26 years old and the District intent is to apply for State funding to offset total project costs of replacing/repairing the roof. The intent of this article is to fund the Haynes Elementary School roof replacement and repair as required by the Massachusetts School Building Authority ("MSBA") in order to qualify for MSBA grant program project reimbursements under the MSBA Accelerated Repair Program ("ARP"). Included in the MSBA grant program process, Sudbury Public Schools submitted a Statement of Interest ("SOI") and the District was invited to participate in the ARP reimbursement



process. In accordance with the MSBA process, an SOI should only be filed for a facility where a district has the ability to fund a schematic design within two months of invitation and a total project budget within 12 months of invitation should the district be selected in the MSBA Accelerated Repair Program. The current project estimate for replacing the roof including construction oversight at the Josiah Haynes Elementary School totals \$3,530,000.00. While the MSBA grant program reimbursement rate is adjusted for a number of factors, the statutory formula starts all districts at a base rate of 31% reimbursement.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 40. NIXON ELEMENTARY ROOF REPLACEMENT AND REPAIR**

To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the Sudbury School Committee for the replacement and repair of the General John Nixon Elementary Roof system located at 472 Concord Road, Sudbury, MA 01776, which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program and for which the Town has applied for a school construction grant from the Massachusetts School Building Authority ("MSBA"). The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and if the MSBA's Board of Directors votes to invite the Town to collaborate with the MSBA on this proposed repair project, any project costs the Town incurs in excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the Town.

Submitted by the Sudbury School Committee.

(Two-thirds vote required, if borrowed)

SCHOOL COMMITTEE REPORT: The roof on the General John Nixon Elementary School building is 30 years old and the District intent is to apply for State funding to offset total project costs of replacing/repairing the roof. The intent of this article is to fund the Nixon Elementary School roof replacement and repair as required by the Massachusetts School Building Authority ("MSBA") in order to qualify for MSBA grant program project reimbursements under the MSBA Accelerated Repair Program ("ARP"). Included in the MSBA grant program process, Sudbury Public Schools submitted a Statement of Interest ("SOI") and the District was invited to participate in the ARP reimbursement process. In accordance with the MSBA process, an SOI should only be filed for a facility where a district has the ability to fund a schematic design within two months of invitation and a total project budget within 12 months of invitation should the district be selected in the MSBA Accelerated Repair Program. The current project estimate for replacing the roof including construction oversight at the General John Nixon Elementary School totals \$2,755,000.00. While the MSBA grant program reimbursement rate is adjusted for a number of factors, the statutory formula starts all districts at a base rate of 31% reimbursement.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 41. SUDBURY 250<sup>TH</sup> COMMITTEE FUNDS**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum or sums to support the Sudbury 250 Committee in commemorating the 250<sup>th</sup> anniversary of the commencement of the American Revolution, which commemoration will extend not later than September 2026 upon which said Committee will be dissolved; or act on anything relative thereto.

Submitted by the Select Board.

(Majority vote required)

SELECT BOARD REPORT: The Sudbury Select Board established the Sudbury 250 Committee to plan for the commemoration of the 250<sup>th</sup> anniversary of the commencement of the American Revolution. It is anticipated that many of the observances will take place in the early spring through late winter of 2025, although the Committee may plan later events such as the July 4, 2026 observances.

The Committee will:

1. evaluate and make recommendations on how the Town should manage the commemoration of this historic event
2. sponsor activities that commemorate and celebrate the place of Sudbury in the history of our nation
3. ensure that all events are designed to involve and have outreach to all residents of Sudbury.

The Committee shall be dissolved on September 30, 2026, unless continued by a vote of the Select Board.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 42: FUNDING OF ACQUISITION OF MBTA BUILDINGS**

To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum or sums of money, to be expended under the direction of the Town Manager, for the purpose of funding the acquisition of MBTA real property with the buildings and improvements thereon, known as the Section Tool House and South Sudbury Train Station; or act on anything relative thereto.

Submitted by the Town Manager.

(Majority vote required)

TOWN MANAGER REPORT: Article 17 of the May 6, 2024 Annual Town Meeting authorized the acquisition of two buildings owned by the Massachusetts Bay Transportation Authority (MBTA) for historic preservation purposes. These buildings are known as the Section Tool House off of Boston Post Road and the South Sudbury Train Station off of Union Avenue. Negotiations are ongoing with the MBTA over the conveyance of the buildings to the Town. The 2024 vote did not include an appropriation. This article seeks an appropriation to fund the acquisition, if ultimately deemed to be necessary.

BOARD OF SELECTMEN POSITION:

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## FINANCE COMMITTEE REPORT:

**ARTICLE 43: DPW EMERGENCY OPERATIONS CENTER COST SHARE**

To see if the Town will vote to raise and appropriate, or transfer from available funds, 125,500.00, to be contributed to a FEMA \$500,000 earmark grant and expended under the direction of the Combined Facility Director for the purpose of designing the repair and/or replacement of the DPW Emergency Operations Center, or act on anything relative thereto.

Submitted by the Combined Facility Director.

(Majority vote required)

COMBINED FACILITY DIRECTOR REPORT: Built in 1956, the current Public Works Department General Operations Building acts as its Emergency Operations Center (EOC) during critical emergencies. This current building contains a cramped office space, undersized gathering space, inadequate kitchen/dining area, a single-gender locker area and a single-gender bunk room. These spaces are directly connected to vehicle storage and maintenance garage areas creating a hazard and dangerous risk to the life safety of emergency personnel. The existing facility does not meet the most current building or fire codes, is not ADA complaint and cannot adequately accommodate the needs of emergency personnel.

The Town of Sudbury received a \$500,000 Funding Earmark to construct or rehab a building to house Sudbury's Emergency Operations Center (EOC) administrative office, emergency personnel break areas including dining facilities and bunk area. This Public Works Emergency Operations Space is supportive to the Police and Fire Emergency Operations Center and will provide a redundant operations center should the primary emergency operations space becomes unusable. In order to receive the FEMA funding, the town must provide a 25% match. This funding request is anticipated to be the first of several as the Town embarks on the establishment of an enhanced Public Works Emergency Operations Center that facilitates the future needs of the Town and the Climate Emergency that is forecasted to present with needs for personnel over an extended period of time.

**ARTICLE 44: COMMUNITY PRESERVATION ACT FUND – FAIRBANK COMMUNITY CENTER and HASKELL FIELD LANDSCAPE MASTER PLAN**

(Consent Calendar)

To see if the Town will vote to appropriate a sum or sums of money not to exceed \$500,000 from the category of Open Space and Recreation of the Community Preservation Act, funded from FY26 Estimated Annual Revenue, and then from CPA General Reserve Funds, if needed, to create a Landscape Master Plan (LMP) that will provide a broad framework for the long-term development of Haskell Field and the Fairbank Community Center grounds, and will include the installation of a multi-sport court and Pavilion, or act on anything relative thereto.

Submitted by the Community Preservation Committee.

(Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: The Town of Sudbury's Facility Department in conjunction with the Parks and Recreation Commission and the Parks and Recreation Department seeks funds



to hire a qualified design consultant to create a Landscape Master Plan (LMP) that will provide a broad framework for the long-term development of the Fairbank Community Center grounds and adjacent Haskell Field with an emphasis on community collaboration. The goal of the LMP is to develop a design for both spaces that provide a unifying vision for the physical assets of the two parcels including architecture, landscapes, natural areas, parking and circulation that are consistent with and support the Town's Master Plan framework for the open spaces.

The proposed LMP will delve further into developing the details supporting this vision in terms of civic spaces, recreational activities, streetscapes, landscape concepts, signage, gateways, plant and material pallets that mark its preeminent place in the community. This landscape vision will build upon energy efficient, sustainable universal design concepts developed in the Town's Master Plan, Open Space and Recreation Plan, Open Space Needs Assessment, ADA Self-Assessment and Transition Plan and operationalize these concepts to landscape policies, projects and priorities.

The selected firm will provide community engagement workshops and focus groups, landscape architecture and civil engineering design services, cost estimating, and policy planning for the LMP. Items deemed to be a priority based on operational need will be considered early action items. Preliminary estimates of specific amenities that are included in this list are funds for a second multi-sport court and Pavilion. Accessible pathways, electrical upgrades and data considerations are included within these specific early action item estimates. The remaining funding request is for the design and cost estimating effort.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 44. COMMUNITY PRESERVATION ACT FUND – RESTORING WATER QUALITY IN HOP BROOK** *(Consent Calendar)*

To see if the Town will vote to appropriate a sum or sums of money not to exceed \$90,000 for Open Space and Recreation purposes of the Community Preservation Act from FY26 CPA Estimated Annual Revenue and then from the CPA General Reserve Fund, if needed, as a grant to the Hop Brook Protection Association for the purpose of remediating/removing water chestnuts and other invasive species from the Hop Brook pond system and to authorize the Select Board to enter into a grant agreement on such terms and conditions as it deems appropriate; or act on anything relative thereto.

Submitted by the Community Preservation Committee.

(Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: Hop Brook is the largest tributary of the Sudbury River, and drains more than half of the land area of Sudbury. Dozens of homes, recreational and historical areas, Town wells and Town property are along this waterway and associated ponds. Until the 1970s, Hop Brook was a major recreational and natural asset - with multiple locations for swimming, fishing, ice skating and canoeing, and supported a diverse ecosystem with many species of birds and fish. Recorded Sudbury history features activities along Hop Brook since the 1700s, including fishing, saw and grain mills, canoeing, and swimming. However, nutrient pollution – primarily from the Marlborough Easterly wastewater treatment plant - has caused severe degradation of water quality, and overgrowth of invasive plants and toxic algae. As a result, the Hop Brook waterway and associated ponds become very unpleasant in the summer, are no longer attractive for recreational use, and require increasingly intensive management to reduce unwanted plants.

The goal of this project is to retain a consultant to create a Watershed-based plan (WBP) to restore water

quality in the Hop Brook watershed, and thus reclaim an important recreational and historical asset for all Sudbury citizens. The Hop Brook Protection Association (HBPA) has collected extensive data on sources and variations in pollutant levels throughout Hop Brook, and has collaborated extensively with scientists at OARS (Organization for the Assabet, Sudbury and Concord Rivers) to better understand how these pollutants, especially phosphorus, created the current situation. OARS has completed an in-depth evaluation that is available upon request.

A watershed-based plan (WBP) is a necessary step in assembling and evaluating the existing data with the purpose of determining what approaches are most likely to successfully restore acceptable water quality. A well-developed WBP is also necessary to obtain Federal (Section 319) and state grant funding for specific remediation strategies (such as the ones recommended by the WBP). Framingham, Westboro, Andover and other towns have used their WBPs to successfully obtain government funding that ultimately led to pollution reduction and improved water quality (examples can be provided upon request).

The Hop Brook Protection Association, in partnership with the Sudbury Conservation Coordinator and OARS, is well-prepared to successfully manage the process to produce an optimal WBP. Over the past three years, the HBPA has developed and managed a successful program to reduce invasive water chestnut plants, and has partnered with OARS and the Sudbury Conservation Commission to obtain two grants that supported water quality sampling and community education.

Under the auspices of a prior grant, the HPPA hired a consultant and worked with them through the early stages of the watershed-based plan development process. This work included multiple site visits, analysis of 40+ years of archived data, and development and refining initial models for nutrient sources and flow.

However, because the HBPA, OARS and the consultant could not agree on the next course of action, the HBPA stopped watershed-based plan development, and plans to spend 2024, and possibly 2025, collecting and analyzing data. For this project the HBPA has engaged OARS to take the lead in data collection and analysis, supported by HBPA volunteer efforts for sampling and related tasks. After this process is completed, the HBPA will restart the watershed-based plan with the same or a different consultant. Because of the elapsed time and possible change of direction, the new WBP will have to start from the beginning.

The original grant is insufficient to fund our current plan, and so the request is for a supplemental grant of \$90,000 to complete the WBP.

BOARD OF SELECTMEN POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 46. COMMUNITY PRESERVATION ACT FUND –**  
**SUDBURY HOUSING AUTHORITY ALLOCATION** *(Consent Calendar)*

To see if the Town will vote to appropriate a sum or sums of money not to exceed \$450,000 from the category of Community Housing of the Community Preservation Act, funded from FY26 Estimated Annual Revenue and then from CPA General Reserve Funds, if needed, for the purpose of the creation of additional affordable housing units at 21 Great Lake Drive, 8 Oakwood Avenue, 2 Beechwood Avenue and 9 Richard Avenue as allowed by the Community Preservation Act; or act on anything relative thereto.

Submitted by the Community Preservation Committee.

(Majority vote required)

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COMMUNITY PRESERVATION COMMITTEE REPORT: This article requests an appropriation to the Sudbury Housing Authority (SHA) for the acquisition, creation, preservation and support of community housing. The SHA intends to use the funds for the redevelopment of four single-family homes in its portfolio: 21 Great Lake Drive, 8 Oakwood Avenue, 2 Beechwood Avenue and 9 Richard Avenue.

Prompted by the need for smaller units in its inventory, SHA opted in 2021 to study its options for redevelopment of its properties. SHA hired an engineering firm, Hancock Survey Associates (Hancock), and an affordable housing consultant, the Cambridge Housing Authority (CHA). Both firms worked under the direction and supervision of the SHA Board and staff.

The project team conducted a successful concept phase of design and predevelopment. After all the financing is secured and building permits obtained, the project team proposes to demolish the single-family homes and reconstruct duplexes. The SHA has experience with this model as it used CPA funds awarded in 2008 to build 5 duplexes on the sites of single-family homes it owned. Those duplexes were successfully completed in 2012. The new homes will be energy efficient and sized to accommodate the families on the SHA's waiting list. Most of the applicants are looking for smaller homes with one, two or three bedrooms, as opposed to the existing larger homes.

An RFP issued in December, 2024 seeking architects with experience designing affordable and multifamily housing and with experience designing homes that seamlessly integrate housing within the existing residential setting. SHA intends that the design selected blends into the neighborhood.

The total development cost of the project is \$4.18M, with over \$1.94M already secured. The SHA was honored to be one of three housing authorities in the state to be awarded a grant of \$1.2 M in funds for construction of the new homes, along with four vouchers that will allow the properties to be self-sustaining. The current funding from the CPA, in addition to previous CPA allocations to the SHA, have leveraged this state funding which will also be supplemented by a mortgage to be held by the SHA.

SELECT BOARD POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 47. COMMUNITY PRESERVATION ACT FUND – SUDBURY HOUSING TRUST ALLOCATION** *(Consent Calendar)*

To see if the Town will vote to appropriate a sum or sums of money not to exceed \$690,000 for Housing purposes of the Community Preservation Act from FY26 CPA Estimated Annual Revenues and then from the CPA General Reserve Funds if needed, to the Housing Trust for the acquisition, creation, preservation, and support of community housing as allowed by the Community Preservation Act; or act on anything relative thereto.

Submitted by the Community Preservation Committee. (Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: The Sudbury Housing Trust requests Community Preservation Act (CPA) funding to support the acquisition, creation, preservation and support of affordable homeownership units of housing.

The purpose of the Sudbury Housing Trust is to provide for the creation and preservation of affordable housing

in the Town of Sudbury for the benefit of low- and moderate- income households. The Trust implements the recommendations set forth in the Housing Production Plan by aiding the Town of Sudbury, private enterprises, nonprofit organizations, and other public agencies in the orderly acquisition, creation, preservation, construction, financing or refinancing of property within the Town of Sudbury so that such property will be available as residential property for low- and moderate income- persons and to provide mechanisms to ensure such use.

These funds will augment previously allocated funds to support community housing through the provision of grants, loans, rental assistance, security deposits, interest-rate write downs, or other forms of assistance for the purpose of making housing affordable.

This CPA funding request would also enable the Trust to bring new units of affordable housing to Sudbury's existing inventory. This could be through the Trust's Home Preservation Program which converts existing smaller, market rate homes to affordable homes and provides affordable homeownership opportunities to income eligible households. The Trust is the only entity whose mission is to create affordable homeownership units in Sudbury. Through this program, the Trust has seen tenants renting from the Sudbury Housing Authority become homeowners. In other instances, owners of deed restricted properties have been able to purchase market rate homes in town. These demonstrate first-hand the benefits of a homeownership program. Sudbury has 37 ownership units in its affordable housing portfolio; a number which has stayed constant since 2016. The nine-year hiatus will end with new affordable units created from the funds requested.

The Sudbury Housing Trust's Home Preservation Program correlates precisely to CPA eligible activities in the category of community housing. It conforms to the Town's Housing Production Plan, contributes long-term affordability towards the 10% Chapter 40B threshold, converts market rate units to affordable units, and promotes a socioeconomic environment that encourages a diversity of income.

SELECT BOARD POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 48. COMMUNITY PRESERVATION FUND – HOSMER HOUSE COLLECTION**

*(Consent Calendar)*

To see if the Town will vote to appropriate a sum or sums of money not to exceed \$119,500 from the category of Historic Resources of the Community Preservation Act, funded from Historic Reserves, and then from FY26 Estimated Annual Revenue, and then from CPA General Reserve Funds, if needed, to preserve, protect and catalog the art and other documents in the Hosmer House, or act on anything relative thereto.

Submitted by the Community Preservation Committee.

(Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: The Hosmer House was gifted to the Town of Sudbury by its last owner, artist Florence Armes Hosmer. Following her death in 1978, the town took possession of the property that had originally been acquired in 1897 by her parents, the Rev. Edwin Barrett Hosmer and his wife, Abbie Louisa Armes. Hosmer House is a unique historic resource because the contents of house were also bequeathed to the town – the Hosmer family's possessions, which include Ms. Hosmer's paintings and varied household contents – such as furniture, books, farming implements, art supplies, textiles and costume, ceramics and glass, silver, photographs, manuscripts, letters and other archival materials. Hosmer House with its historical house collection reflects a family's life in Sudbury and provides an opportunity for an historical interpretation of Sudbury. Most publicly owned historic houses are empty and do not contain the possessions of former residents. Hosmer House is a rare exception as it contains the historical collection of the

Hosmer's possessions.

In 2023 Town Meeting approved CPA funding for the Historical Commission to conduct two Hosmer House historic preservation projects as recommended in the 2021 Sudbury Town-wide Historic Preservation Plan: 1) a combined Hosmer House Historic Structure Report/Cultural Landscape Report, and 2) a Hosmer House Collection Study of the house's historical contents. Both studies were commenced in early spring 2024 and completed in December, 2024. The Hosmer House Collection Study is the first initiative of its kind in Hosmer House history to look and assess across all of the Hosmer House collections in order to develop a broad reaching and comprehensive set of priorities and recommended action items.

The Historical Commission seeks CPA funding to implement the high priority recommendations for the protection and preservation of the Hosmer House Collection, and in particular, historical family papers, manuscript materials and photographs, and for overall management of the breadth of the collection including the development of a professional Collection Management Policy Plan outlining processes to affect its protection and preservation. The project will be the first phase in implementing the Collection Study's recommendations.

This Project will include:

- Triage Archivist and offsite storage for primary source materials.
- Light control: Preventative Conservation.
- Strategic Plan for Sustainable Hosmer House governance models.
- Collection Management Policy Plan Task: Create a CMP for the Hosmer House Collection.

These tasks will be conducted by qualified professional specialists in their respective subject fields and may be conducted concurrently.

SELECT BOARD POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 49. COMMUNITY PRESERVATION ACT FUND - HOSMER HOUSE ENVELOPE, HEATING, VENTILATION & AIR CONDITIONING** *(Consent Calendar)*

To see if the Town will vote to appropriate a sum or sums of money not to exceed \$640,000 from the category of Historic Resources of the Community Preservation Act, funded from Historic Reserves, and then from FY26 Estimated Annual Revenue, and then from CPA General Reserve Funds, if needed, to replace the deteriorated wooden clapboards and trim, any rotten infrastructure, as well as the design and installation of a heating, ventilation & air conditioning system; or act on anything relative thereto.

Submitted by the Community Preservation Committee.

(Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: The Hosmer House, built in 1793 and bequeathed to the Town of Sudbury in 1959, currently has a diminished exterior (the envelope). There is rotting trim, clap boards, fascia, missing and damaged shutters, as well as deteriorated brick walls, which have resulted in water intrusion into the house. The Hosmer House has not been the beneficiary of a coordinated, systemic approach to exterior repair in approximately 20 years or longer; any repairs have been largely "piecemeal." This CPC funding request is to restore, repair or replace the deteriorated envelope as well as



explore improvements to enhance and upgrade the HVAC system to control the air quality, temperature and humidity within the house.

This project stems from the analysis of the Hosmer House that was performed by the Architectural Preservation Studio, DPC (APS). This analysis was funded by a CPC grant made in May, 2023 to retain professional consultants to assess the current historical structural conditions of the Hosmer House and its landscape and grounds. APS was retained by the Town of Sudbury in February, 2024 to develop a combined Historic Structure Report and a Cultural Landscape Report.

APS spent the year inspecting all aspects of the House and by the end of the year, APS produced a 511 page report documenting the history of the building, the existing conditions, a written building conditions assessment, and building recommendations with a cost estimate. APS submitted a detailed cost estimate of the work to be done broken into phases including immediate (highest priority) repairs, 1 to 5 year repairs, and 5+ year repairs. The deficiencies observed concerning the clapboard and decorative wood cladding elements, brick, and mortar on the house mainly relate to deferred maintenance, inadequate flashing systems, water infiltration and materials reaching the end of their normal life cycle.

This request is for items included in the first two phases including assessing and exploring upgrades to the existing heating, ventilation and air conditioning system, repairing the exterior clapboards and brick masonry, and repairing, replacing or restoring the windows, shutters and doors. The Hosmer House is located in Town Center; it is listed on the both the State and National Registry of Historic Places. It is a “living” house museum. The Hosmer House is unique in that it contains the furnishings, belongings, papers and so forth of the Hosmer family who occupied the house for close to 100 years, prior to the donation of the house by Florence Hosmer to the Town of Sudbury. These efforts to repair the envelope will preserve the Hosmer House for the enjoyment of current and future generations.

SELECT BOARD POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 50. COMMUNITY PRESERVATION ACT FUND - HOSMER HOUSE**  
**WOODEN ROOF**

*Consent Calendar*

To see if the Town will vote to appropriate a sum or sums of money not to exceed \$386,000 from the category of Historic Resources of the Community Preservation Act, funded from Historic Reserves, and then from FY26 Estimated Annual Revenue, and then from CPA General Reserve Funds, if needed, to replace the currently failing asphalt roof on the Hosmer House with a historically accurate wooden roof or act on anything relative thereto.

Submitted by the Community Preservation Committee.

(Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: The Hosmer House, built in 1793 and bequeathed to the Town of Sudbury in 1959, currently has a failing 32+ and 22+ year old non-historic three-tab asphalt roof system that is well past the end of its life. A 2004 Hosmer House structural assessment had recommended the Hosmer House roof be replaced by 2014. The roof has occasionally been patched, and on at least one occasion, an entire set of shingles had blown off. The goal of the roof and gutter replacement, and associated chimney repair and flashing is to replace the failing roof system with a historically appropriate roof that will ultimately to prevent water intrusion into the house. In addition, the roof and gutters will mitigate water infiltration by efficiently removing water and precipitation away from the sides and foundation of the

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house. Moisture penetration and improper maintenance are the most common contributors to the deterioration of wood exteriors and brick masonry; the Hosmer House prominently features both.

This CPC funding request is to remove the asphalt roof from the structure in its entirety and replace it with an historically correct cedar shingle roof assembly which will include water barriers, roof insulation, copper flashing, copper drip edge, copper gutters and copper downspouts. This request will also include the repointing of the chimneys as needed to provide a watertight roofing system.

The amount of the request is based on an estimate from SOCOTEC AE Consulting, LLC in August, 2024 with a modest contingency. The proposal has the strong support of the Sudbury Historic Districts Commission which is charged with maintaining the architectural integrity of Sudbury’s local historic districts which includes the Town Center Historic District which includes the Hosmer House. In its letter of support, the HDC wrote, “Sudbury’s historic character is central to its identity and quality of life, and the historic resources under the Town’s care are of particular significance. The Hosmer House is one of Sudbury’s most visible and prominent properties. As stated in the CPC-funded Community-Wide Historic Preservation Plan (2022), “the Town of Sudbury should be a model in the stewardship of its historic buildings and landscapes and an example of what is expected of the private and non-profit sectors.” By installing a period-appropriate wood shingle roof, the Hosmer House would join the list of other prominent, historic buildings with traditional roofing materials in Sudbury, including the Loring Parsonage (Town-owned), Town Hall (Town-owned), and the Wayside Inn. The current three-tab asphalt shingles are not period-appropriate and would likely not be approved by the Historic Districts Commission if presented under a new application today. The Sudbury HDC discourages the use of three-tab shingles due to their simpler and more utilitarian appearance, and do not consider them compatible with the traditional architectural styles found in Sudbury.”

The Historic Districts Commission supports the Town’s efforts to restore the Hosmer House to a more historic, original appearance and take steps to help protect the longevity of the building for the future.

The Hosmer House is listed on both the State and National Registries of Historic Places.

SELECT BOARD POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 51. COMMUNITY PRESERVATION ACT FUND – REGIONAL HOUSING SERVICES OFFICE (RHSO) MEMBERSHIP FEE** (Consent Calendar)

To see if the Town will vote to appropriate a sum or sums of money not to exceed \$43,000 for Community Housing purposes under the Community Preservation Act, funded from FY26 CPA Estimated Annual Revenue and then from the CPA General Reserve Fund, if needed, for the purpose of supporting and creating community housing by funding of the Town’s portion of the FY26 Regional Housing Services Office (RHSO) membership fee; or act on anything relative thereto.

Submitted by the Community Preservation Committee. (Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: In recent years, Sudbury has made great strides towards satisfying the requirements of the State’s Comprehensive Permit Act (Chapter 40B). This Act requires cities and towns to provide certification that the number of dwelling units in the municipality which qualify as “affordable” by statute, meets or exceeds ten percent (10%) of the municipality’s total number of dwelling units. Falling short of that number, as Sudbury had in the past, allows developers to both site and design

2025 Town of Sudbury ATM Warrant

partially affordable developments with extreme limitations on the Town’s zoning and development requirements, and design oversights. There are a great number of administrative requirements to monitor and certify this approved inventory and to maintain those certifications going forward.

Since 2011, the Town has contracted with the Regional Housing Services Office (RHSO) to provide services to the Town including affordable housing inventory monitoring; supervising lotteries to determine qualifications for affordable housing; monitoring the Incentive Senior Developments to ensure compliance with eligibility requirements; monitoring all deed restricted properties; providing valuations for deed restricted properties to the Town Assessor; reviewing compliance with Regulatory Agreements and certification to the Executive Office of Housing and Livable Communities for Local Initiative Program (LIP) rental units; maintaining the affordable housing inventory and providing estimates for 2030 SHI projections; and other administrative work, including annual action plans, 5-year consolidated plans, fair housing reports and programs, and related housing questions which arise during the year. This Article requests funding to continue to contract with the RHSO for these services.

The amount of this request includes a one-time one-year increase of \$10,000 to onboard a new Director of RHSO.

SELECT BOARD POSITION:

FINANCE COMMITTEE REPORT:

**ARTICLE 52. COMMUNITY PRESERVATION ACT FUND – REVERSION OF UNSPENT FUNDS**

*(Consent Calendar)*

To see if the Town will vote to revert the unused funds from appropriations voted at prior Town Meetings for projects that have been completed and for which no liabilities remain outstanding or unpaid, into the Community Preservation Act general account as follows:

2023 ATM, Article 41 - Sudbury Housing Trust – Nobscot Allocation - \$425,345.85 to be reverted to the category of undesignated.

=====  
Total: \$ 425,345.85

;or act on anything relative thereto.

Submitted by the Community Preservation Committee.

(Majority vote required)

COMMUNITY PRESERVATION COMMITTEE REPORT: This project is completed at this time or will not proceed further. In order to return the funds to the Community Preservation Act general account, an affirmative vote of Town Meeting on this article is necessary.

SELECT BOARD POSITION:

FINANCE COMMITTEE REPORT:



**ARTICLE 53. COMMUNITY PRESERVATION ACT FUND –  
GENERAL BUDGET AND APPROPRIATIONS**

*(Consent Calendar)*

To see if the Town will vote to appropriate a sum or sums of money from Community Preservation Act Funds, as recommended by the Community Preservation Committee, for the FY26 Community Preservation Act budget, including the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for FY26, amounts for payment of debt service on the Community Preservation Act projects previously appropriated by Town Meeting, and as may be needed to comply with General Laws Chapter 44B, Section 6 to reserve for future appropriation, amounts for open space, including land for recreational use, historic resources, and community housing; or act on anything relative thereto.

Submitted by the Community Preservation Committee.

(Majority vote required)

**COMMUNITY PRESERVATION COMMITTEE REPORT:** This article sets forth the entire FY2026 Community Preservation Act budget, including appropriations and reservations as required in connection with the administration of the Community Preservation Act funds. The estimated annual revenue for FY2026 is \$3,240,000. The article appropriates funds for FY2026 debt service obligations totaling \$628,943. These obligations arise from prior Town Meeting approval for the bonding of three projects:

- 1) Purchase of development rights on the Nobscot Boy Scout Reservation Phases I and II utilizing the Open Space and Recreation (\$375,975) category;
- 2) Purchase of development rights on Pantry Brook Farm utilizing the Open Space and Recreation (\$187,843) category; and
- 3) Purchase of the Johnson Farm Property utilizing the Open Space and Recreation (\$65,125) category.

The article also appropriates funds for administrative and operational expenses of the Community Preservation Committee in the amount of \$118,050. The administrative fund can be used by the Community Preservation Committee to pay for technical staffing and expertise, consulting services (e.g. land surveys and engineering), property appraisals, legal advertisements, publication fees, and other administrative expenses. By statute, the Community Preservation Committee may budget up to five percent (5%) of its annual budget for these administrative and operational expenses, or \$162,000 based upon the projected FY2026 revenue of \$3,240,000. Any funds remaining in the administrative account at the fiscal year's end revert to the Community Preservation Act Fund Balance, and need to be re-appropriated for administrative use in subsequent years. The Community Preservation Committee believes having access to administrative funds is critically important as it allows the Committee to conduct business on a time-sensitive basis, a vital component of the Community Preservation Act.

The Community Preservation Act requires 10% of the estimated annual income be allocated to current projects or reserved for future expenditures in each of the three core categories: Community Housing, Historic Resources, and Open Space and Recreation. The actual amount reserved each year depends upon whether or not Town Meeting has appropriated money totaling less than 10%, or not appropriated any money at all in any of these three core categories. If there is a balance of unspent Community Preservation Act funds from that fiscal year after such reservations and after Town Meeting has voted the Community Preservation Act articles, it is budgeted in the unrestricted reserve account for future Community Preservation Act projects in all three categories.

**SELECT BOARD POSITION:**

**FINANCE COMMITTEE REPORT:**

**ARTICLE 54. DECREASE CPA SURCHARGE**

To see if the Town will vote to decrease the surcharge imposed under Massachusetts General Law Chapter 44B, otherwise known as the Community Preservation Act, from 3%, as voted by the April 4, 2001 Annual Town Meeting, to 1 1/2%.

Submitted by Petition.

(Majority vote required)

PETITIONER'S REPORT: Petitioner will report at the Annual Town Meeting.

**ARTICLE 55. MEANS TESTED SENIOR TAX EXEMPTION AMENDMENT & SPECIAL ACT**

To see if the town will vote to authorize the Select Board to petition the General Court for a Special Act to amend the provisions of Chapter 169 of the Acts of 2012 as amended by Chapter 10 of the Acts of 2016 as follows:

1. In SECTION 5. Replace the word "Acceptance" with the phrase "Restarting or acceptance of an amending Act."
2. Replace in SECTION 6. The word "revoked" with the word "paused" and the twice appearing word "revocation" with the word "pausing".
3. Revise in Section 8 (as revised by chapter 10 the acts of 2016)
  - a. In subsection (a) Delete the phrase ", between January 2 and June 29 in the year 2018 and" and the word "thereafter"; and Replace the word "expired" with the word "paused".
  - b. In subsection (c) Replace the word "expire" with "be paused until such time as town meeting votes to restart it for another three-year term".
  - c. Add a new subsection (d) as follows
    - (d) "If paused the act may be restarted by a subsequent vote of town meeting on the question as phrased in subsection (a) above replacing the word "extended" with "restarted and extended".

;or act on anything thereto.

Submitted by Petition.

(Majority vote required)

PETITIONER'S REPORT: Petitioner will report at the Annual Town Meeting.

**ARTICLE 56. 10 YEAR PLAN TO FUND & CONSTRUCT WALKWAYS ALONG SUDBURY'S MAIN THRU ROADS**

To see if the town will vote to raise and appropriate the sum of 1% of real estate taxes to be raised over the next ten (10) years (approximately \$11.8 million) to be expended on the construction of new town walkways along Sudbury's major thru roads, connections to Sudbury rail trails, and public schools, either on the road's public right of ways, or on Easements granted to Sudbury on a voluntary basis, or on necessary easements acquired by the Select Board thru eminent domain; such sum to be spent as said 1% is raised during the next 10 years term to reduce the expense of said short term debt; Such sums to be expended

under the direction of the Town Manager, and for all incidental and related contract expenses, including but not limited to professional, design, engineering, and project management services, preparation of plans, specifications, and bidding documents, borrowing costs; and further, to authorize the Treasurer, with the approval of the Board of Selectmen, to issue short term notes of the Town, as necessary, in accordance with General Laws Chapter 44, Section 7, or any other enabling authority; and further, to authorize the Town Manager with the approval of the Board of Selectmen to enter into such contracts to carry out the purposes of said vote in accordance with any enabling authority; provided, however, that the vote taken hereunder shall be expressly contingent upon approval by the voters at an election of a Proposition 2 1/2, so-called, debt exclusion established by General Laws Chapter 59, Section 21C, allowing Sudbury to raise a 1% surcharge on real estate taxes for the 10 fiscal years following approval of said debt exclusion, or act on anything thereto.

Submitted by Petition.

(Majority vote required)

**PETITIONER'S REPORT:** This article does one simple thing: it creates 10-year funding for walkway construction which for the average Sudbury single family house (\$1.122 million) costs 45 cents/day. This 45 cent daily temporary surcharge will create slightly over \$1 million per year dedicated solely to walkway design and construction. It cannot be used for anything else!

Since the mid 1970's Sudbury has constructed many walkways, yet 50 years later significant portions of Sudbury's essential walkway network remain unfunded and unbuilt. These include:

1. portions or all of major busy thru roads, such as: Concord from Thompson Drive to Twin Pond Lane, Pantry, Dakin, Haynes, Marlboro, New Bridge, and Lincoln roads etc.
2. connecting walkways to streets & neighborhoods unable to safely walk or bike to
  - a. Nearby rail trails
  - b. Nearby public school
  - c. Nearby public conservation land with their many walking trails
  - d. Nearby parks, playgrounds and sports facilities

At the 2015 Town Meeting, discussion on Article 53, it was noted that a major difficulty in designing and constructing walkways is the need for easements over private property. Town policy passes the responsibility for obtaining easements to residents and neighbors along the proposed walkways. In some case along major roads, examples include Concord Rd, where a single land owner's refusal to grant an easement stopped a planned walkway to the north of Thompson drive.

For other reason, including lack of CPC funding, and departmental priorities, little progress has occurred in the last decade.

After 50+ years, it's time to renew Sudbury's commitment to finishing the job. This article is designed to kickstart this effort by providing 10 years of steady funding.

1. To secure voluntary easements from all relevant owners of land adjacent to major roads without walkways.
2. To authorize the Select Board take land or an easement by eminent domain when necessary.
3. To fund the Design and construction of necessary walkways.

**TOWN COUNSEL OPINIONS**

It is the opinion of Town Counsel that, if the Zoning Bylaw amendments proposed in the following articles in the Warrant for the 2025 Annual Town Meeting are properly moved, seconded and adopted by a two-thirds vote in favor of the motion or in the case of Articles 33 and 34, by a majority vote in favor of the motion, the proposed changes will become valid amendments to the Sudbury Zoning Bylaw:

Article 28.

It is the opinion of Town Counsel that, if the Bylaw amendments proposed in the following article in the Warrant for the 2025 Annual Town Meeting are properly moved, seconded and adopted by a majority vote in favor of the motion, the proposed changes will become valid amendments to the Sudbury Bylaw:

- Article 23.
- Article 24.
- Article 25.



And you are required to serve this Warrant by posting an attested copy thereof at the Town Hall at least seven days before the time appointed for such meeting.

Hereof fail not and make due return of the Warrant by your doing thereon to the Town Clerk, at or before the time of meeting aforesaid.

Given under our hands this

SELECT BOARD OF SUDBURY:

Jennifer S. Roberts

Daniel E. Carty

Janie W. Dretler

Lisa V. Kouchakdjian

Charles G. Russo

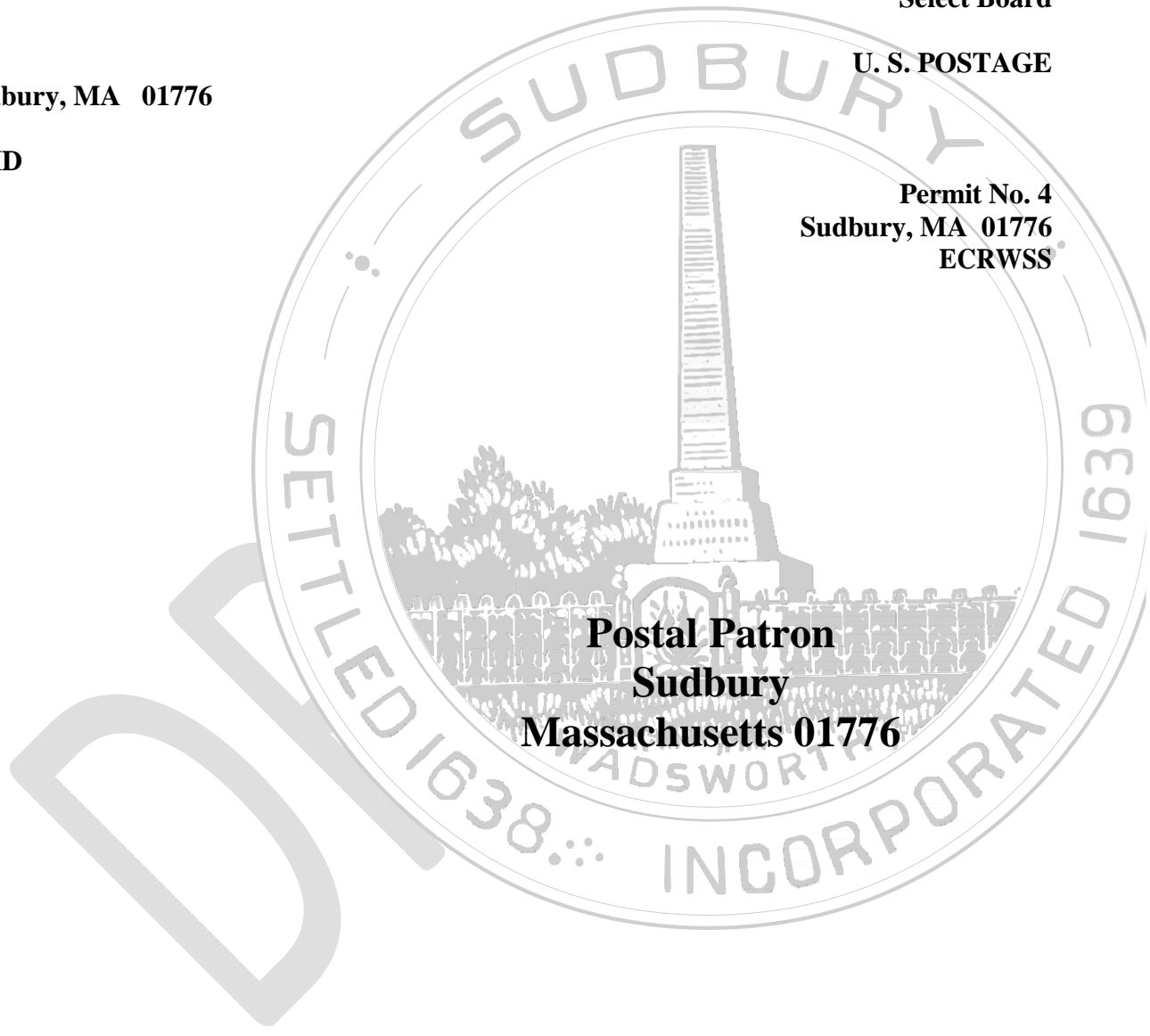
Sudbury, MA 01776

PAID

Select Board

U. S. POSTAGE

Permit No. 4  
Sudbury, MA 01776  
ECRWSS



Postal Patron  
Sudbury  
Massachusetts 01776

Attachment13.a: 2025 ATM Part 1 1st draft for SB mtg 2-25-25 rev 2.21.25 (6512 : Discussion on Town Meeting articles)



SUDBURY SELECT BOARD  
Tuesday, February 25, 2025

**MISCELLANEOUS (UNTIMED)**

**14: SPS Committee Vacancy**

REQUESTOR SECTION

Date of request:

Requested by: Leila S. Frank

Formal Title: Discussion on Sudbury School Committee vacancy.

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/25/2025 7:00 PM



SUDBURY SELECT BOARD  
Tuesday, February 25, 2025

**MISCELLANEOUS (UNTIMED)**

**15: Discussion of a Select Board handbook**

REQUESTOR SECTION

Date of request:

Requestor: Lisa K

Formal Title: Discussion of a Select Board handbook and policies.

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/25/2025 7:00 PM



SUDBURY SELECT BOARD  
Tuesday, February 25, 2025

**MISCELLANEOUS (UNTIMED)**

**16: Discussion and vote on 2024 Town Report submission**

REQUESTOR SECTION

Date of request:

Requested by: Leila S. Frank

Formal Title: Discussion and vote on submission to 2024 Annual Town Report.

Recommendations/Suggested Motion/Vote: Discussion and vote on submission to 2024 Annual Town Report.

Background Information:  
attached draft

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/25/2025 7:00 PM



## Select Board/Town Manager Annual Report 2024

The past year saw continued progress on many endeavors.

The makeup of the Select Board remained unchanged. Dan Carty and Janie Dretler were reelected to the Board at the March 2024 Annual Town Election. After the conclusion of the Annual Town Meeting the Board elected Jennifer Roberts as Chair and Dan Carty as Vice Chair.

One Town Meeting was held in 2024. The Annual Town Meeting convened on May 6. In an effort to be more efficient, the Board and the Moderator made more extensive use of the consent calendar. The consent calendar groups warrant articles that generally elicit little controversy or debate; articles on the consent calendar are then voted as one. The expanded consent calendar allowed Town Meeting attendees to dispose of non-controversial articles and focus on the articles of greatest import. The change in consent calendar was well received and helped move the proceedings along. Town Meeting adjourned after two nights. Forty-five articles were on the warrant.

The Fairbank Community Center (FCC) is the Town's biggest construction project in recent years. The FCC houses the Senior Center, Park & Recreation Department, and central office of Sudbury Public Schools. The doors to the new FCC opened just before the close of 2023, though work continued into 2024. 2024 saw the demolition of the old Fairbank Community Center, installation of drainage improvements, and construction of additional parking and landscaping. A small amount of work is wrapping up. The Administration has now turned its attention to broadening the utilization of the space.

The Bruce Freeman Rail Trail from the Concord town line to the Diamond, the intersection with the former MBTA rail line off Union Avenue, is largely complete. The Massachusetts Department of Transportation (MassDOT) will officially cut the ribbon after punch list items are complete. That is expected in spring 2025. The next phase, from the Diamond to the Framingham line, is in design and has been approved for State and Federal funding.

The Eversource underground transmission project on the former MBTA railroad right of way is also substantially complete. The project runs from the Eversource substation near the Wayland town line to the Hudson substation. The transmission lines are energized and punch list items will be tackled in spring 2025.

The MBTA right of way is the path of the Mass. Central Rail Trail (MCRT), running from Boston to Northampton. Eversource left a finished gravel base that the Massachusetts Department of Conservation & Recreation (DCR) will develop into a segment of the MCRT. DCR is expected to begin paving in spring 2025 and work is expected to last a few months. Sudbury looks forward to being at the heart of the State's expansive recreational trails network. The Board looks forward to the recreational, transportation, and economic development benefits these trails will bring to the Town.

The Select Board's Policies & Procedures Subcommittee continued to review and update the Board's policies. That Committee is now made up of Lisa Kouchakdjian and Dan Carty, with Town Manager Andy Sheehan providing support.

The Annual Town Forum was held on December 11, 2024, in the lower level of Town Hall. The topic was *Municipal Finance*. About 30 people attended in person with others joining the hybrid meeting via Zoom.

The Board was happy to support several community events during 2024. These included Earth Day, Pride Day, the Independence Day Parade, and the Holiday Village. These events are well received by residents and have proven to be a nice way to bring the community together.

The Board thanks the many board and committee members and volunteers that contribute their time and knowledge. Thank you also to SudburyTV for documenting so many public meetings and events and providing robust access. Thank you to all the committed and talented Town staff for delivering exceptional

service to resident on a daily basis. Finally, thank you to the residents, businesses, and non-profits who contribute so much to making Sudbury such a wonderful and rich community. We look forward to the many accomplishments we will embrace in the year ahead.



SUDBURY SELECT BOARD  
Tuesday, February 25, 2025

**MISCELLANEOUS (UNTIMED)**

**17: Review open session minutes**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Review and possibly approve open session minutes of 12/3/24 and 12/17/24.

Recommendations/Suggested Motion/Vote: Review and possibly approve open session minutes of 12/3/24 and 12/17/24.

Background Information:  
attached drafts

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/25/2025 7:00 PM

SUDBURY SELECT BOARD  
TUESDAY DECEMBER 3, 2024

7:00 PM

(Meeting can be viewed at [www.sudburytv.org](http://www.sudburytv.org))

ZOOM Meeting

Present: Chair Jennifer Roberts, Vice-Chair Daniel Carty, Select Board Member Lisa Kouchakdjian, Select Board Member Janie Dretler, Select Board Member Charles Russo, Town Manager Andrew Sheehan

The statutory requirements as to notice having been compiled with, the meeting was convened at 7:01 PM, via Zoom telecommunication mode.

Chair Roberts announced the recording of the meeting and other procedural aspects included in the meeting.

**Call to Order**

Select Board Roll Call: Carty-present, Kouchakdjian-present, Dretler-present, Russo-present, Roberts-present

**Opening Remarks by Chair**

- Announced the Holiday Village celebration in Sudbury Town Center this weekend
- Thanked staff for their work on the Holiday Village celebration
- Reminded all of the Sudbury Municipal Finance Town Forum on December 11, 2024 at 7:00 PM, via hybrid mode from Town Hall

**Reports from Town Manager**

- Announced that the Holiday Village event is seeking volunteers to help with the celebration; looking forward to a great attendance and invited all to attend

**Reports from Select Board**

Vice-Chair Carty:

Had nothing more to report

Board Member Kouchakdjian:

- Hoped everyone had a great Thanksgiving holiday
- Announced that she attended the MAGIC (Minuteman Advisory Group on Interlocal Coordination) meeting today, which included the electrical vehicle initiatives topic and the ADU (Accessory Dwelling Unit) topic

Board Member Russo:

- Hoped all enjoyed the holiday and related Thanksgiving races in Sudbury

Board Member Dretler:

- Announced that SPS and LSRHS have started budget discussions

### **Public Comments**

Resident Manish Sharma, 77 Colonial Road, thanked Chair Roberts and Vice-Chair Carty for conducting recent Select Board Office Hours. He spoke of Town finances and requested a Q&A session with the DLS (Division of Local Services) representatives. Mr. Sharma thanked DPW for their recent work on the roads in Town.

Resident Marilyn Unger-Riepe, 54 New Bridge Road, stated that ZBA is trying to coordinate a new gun shop article in conjunction with Planning and the Select Board to be presented at the next Town Meeting. She expressed disappointment that both the Select Board and the Planning Department have declined to participate in such a joint effort.

Chair Roberts read the response she sent regarding participation in the ZBA proposal. The response indicated that the mentioned proposal should reflect full-board effort/endorsement and not just her feeling about such an effort.

### **Consent Calendar**

**4. Open Annual Town Meeting warrant and announce Annual Town Meeting will commence Monday, May 5, 2025 at 7:30 PM at Lincoln-Sudbury Regional High School Auditorium. Town Meeting articles are due at the Select Board/Town Manager's office by 12:00 Noon Friday, Jan. 31, 2025.**

**5. Vote to accept the Declaration of Restrictive Covenant and Grant of Easement regarding Stormwater Management System for the property at 5 Nolan Circle subject to the Stormwater Management Permit issued for the property.**

**6. Vote to accept a \$750 donation from Camp Sewataro, LLC toward the annual Accessible Trick or Treat Halloween event, as requested by Cameron LaHaise, Commission on Disability chair.**

**7. Vote to recommend acceptance of a sculpture as a gift from the Friends of the BFRT and to recommend allocating up to \$15,000 from the \$500,000 voted under Article 47 at ATM 2022 for BFRT Phase 2D. In attendance will be Marcia Rasmussen, Planning Assistant for Rail Trails and/or John Drobinski, Chair of the RTAC (and possibly Len Simon).**

Board Members agreed to discuss Consent Calendar items 5 and 7 later in the meeting.

Vice-Chair Carty motioned to approve consent calendar items 4 and 6, as presented on tonight's Select Board Meeting agenda. Board Member Kouchakdjian seconded the motion.

It was on motion 5-0; Dretler-aye, Kouchakdjian-aye, Carty-aye, Russo-aye, Roberts-aye

VOTED: To approve consent calendar items 4 and 6, as presented on tonight's Select Board Meeting agenda

**Annual Tax Classification hearing - In accordance with General Laws Ch. 40, sec. 56, as amended, to determine the percentage of local tax levy which will be borne by each class of real and personal property, relative to setting the Fiscal Year 2025 tax rate. In attendance will be the Board of Assessors (Joshua M.**

**Fox, Esq.; Trevor A. Haydon, Chair, Liam J. Vesely), Cynthia Gerry, Director of Assessing, and presenting will be Harald Scheid, Principal Regional Assessor**

Present: Harald Scheid, Principal Regional Assessor Board of Assessors (Joshua M. Fox, Esq.; Trevor A. Haydon, Chair, Liam J. Vesely), Cynthia Gerry, Director of Assessing

Vice-Chair Carty motioned to open the Annual Tax Classification hearing. Board Member Kouchakdjian seconded the motion.

It was on motion 4-0; Dretler-aye, Kouchakdjian-aye, Russo-aye, Carty-aye

VOTED: To open the Annual Tax Classification hearing

Chair Roberts was experiencing technical difficulties.

Attorney Fox opened the meeting of the Board of Assessors with Trevor A. Haydon, Liam J. Vesely and himself in attendance.

Attorney Fox reviewed various tax exemptions including: residential tax exemptions, small commercial tax rate exemptions, open space tax exemptions and the senior tax exemption.

Mr. Scheid described aspects of the Sudbury tax evaluation and confirmed the property tax levy had increased and explained new growth revenue aspects as well.

Board Members inquired about values regarding multi-family housing units, condos and Proposition 2 ½.

Mr. Sharma inquired about new housing in Town and rental incomes in consideration of market value. Mr. Scheid explained aspects of the primary matrix, which must be followed in consideration of benchmarks.

Resident Dave Henkels, 17 Twin Pond Lane, asked about residential assessment factors. Mr. Scheid mentioned fair market value in regard to land and building value. Ms. Gerry confirmed that residual land assessments are broken down on the property card.

Vice-Chair Carty motioned to close the evidentiary portion of the Annual Tax Classification Hearing. Select Board Member Kouchakdjian seconded the motion.

It was on motion 5-0; Dretler-aye, Russo-aye, Carty-aye, Kouchakdjian-aye, Roberts-aye

VOTED: To close the evidentiary portion of the Annual Tax Classification Hearing

Vice-Chair Carty motioned to adopt the Residential Exemption for 2025, as presented. Select Board Member Kouchakdjian seconded the motion.

It was on motion 5-0; Dretler-no, Russo-no, Carty-no, Kouchakdjian-no, Roberts-no

VOTED: Not to adopt the residential exemption of 2025, as presented

Vice-Chair Carty motioned to adopt the Small Commercial Exemption for Fiscal Year 2025 business (as) on the DET list valued at less than \$1 million, which will shift the burden within the Commercial & Industrial Classes. Select Board Member Kouchakdjian seconded the motion.

It was on motion 5-0; Dretler-no, Russo-no, Carty-no, Kouchakdjian-no, Roberts-no

VOTED: Not to adopt the Small Commercial Exemption for Fiscal Year 2025 business (as) on the DET list valued at less than \$1 million, which will shift the burden within the Commercial & Industrial Classes

Vice-Chair Carty motioned in accordance with M.G.L., Ch. 40, Sec. 56, as amended, the percentage of local tax levy which will be borne by each class of real and personal property, relative to setting the Fiscal Year 2025 tax rates and sets the Residential Factor at 0.9705, with corresponding CIP shift of 1.40. Select Board Member Kouchakdjian seconded the motion.

It was on motion 5-0; Dretler-aye, Russo-aye, Carty-aye, Kouchakdjian-aye, Roberts-aye

VOTED: in accordance with M.G.L., Ch. 40, Sec. 56, as amended, the percentage of local tax levy which will be borne by each class of real and personal property, relative to setting the Fiscal Year 2025 tax rates and sets the Residential Factor at 0.9705, with corresponding CIP shift of 1.40

Attorney Fox mentioned that Sudbury's means tested senior tax exemption is in its 12<sup>th</sup> year and 84 such exemptions have been awarded this year.

Vice-Chair Carty motioned to vote in accordance with Chapter 169 of the Acts of 2012, the total FY2025 cap on the exemptions granted by the Means Tested Senior Tax Exemption shall be .5% (half of one percent) of the residential property tax levy. Select Board Member Kouchakdjian seconded the motion.

It was on motion 5-0; Dretler-aye, Russo-aye, Carty-aye, Kouchakdjian-aye, Roberts-aye

VOTED: To vote in accordance with Chapter 169 of the Acts of 2012, the total FY2025 cap on the exemptions granted by the Means Tested Senior Tax Exemption shall be .5% (half of one percent) of the residential property tax levy

Board Member Russo motioned to close the Annual Tax Classification public hearing. Vice-Chair Carty seconded the motion.

It was on motion 5-0; Kouchakdjian-aye, Dretler-aye, Russo-aye, Carty-aye, Roberts-aye

VOTED: To close the Annual Tax Classification public hearing

**As the Licensing Authority for the Town of Sudbury, in accordance with MGL c138, s. 15, vote to approve a Change of Manager for RBSBW, Inc. d/b/a Sudbury Farms, 439 Boston Post Road, from Kevin Fry to Michael Pedranti, as requested in an application dated October 22, 2024.**

Chair Roberts stated that this agenda item would be discussed at an upcoming Select Board Meeting due to RBSBW manager change.

**Consent Calendar – Continued discussion regarding Consent Agenda Items 5 and 7.**



**Consent Calendar Item #5 - Vote to accept the Declaration of Restrictive Covenant and Grant of Easement regarding Stormwater Management System for the property at 5 Nolan Circle subject to the Stormwater Management Permit issued for the property.**

Board Members discussed the minor correction made to this agenda item.

Board Member Carty motioned to accept the Declaration of Restrictive Covenant and Grant of Easement regarding Stormwater Management System for the property at 5 Nolan Circle subject to the Stormwater Management Permit issued for the property, as edited. Board Member Kouchakdjian seconded the motion.

It was on motion 5-0; Kouchakdjian-aye, Dretler-aye, Russo-aye, Carty-aye, Roberts-aye

VOTED: To accept the Declaration of Restrictive Covenant and Grant of Easement regarding Stormwater Management System for the property at 5 Nolan Circle subject to the Stormwater Management Permit issued for the property, as edited

**Consent Calendar Item #7 – Vote to recommend acceptance of a sculpture as a gift from the Friends of the BFRT and to recommend allocating up to \$15,000 from the \$500,000 voted under Article 47 at ATM 2022 for BFRT Phase 2D. In attendance will be Marcia Rasmussen, Planning Assistant for Rail Trails and/or John Drobinski, Chair of the RTAC (and possibly Len Simon).**

Present: Marcia Rasmussen, Planning Assistant

Vice-Chair Carty questioned the appropriateness of CPA funds being used.

Chair Roberts opined about safety aspects of such sculpture.

Board Member Kouchakdjian noted that the sculpture would be utilizing pieces of the rail, thus making it historical in nature. Vice-Chair Carty commented that the historical significance of the sculpture was valid. Chair Roberts stated that CPC funding would be appropriate when considering recreational use.

Board Member Russo inquired about related child safety and rusting considerations. He questioned the location of the statute on the BFRT. Ms. Rasmussen provided details regarding the location of the proposed sculpture, adding that safety considerations had been addressed by staff as well as the BFRT Advisory Committee.

Chair Roberts stated that the Select Board vote focused on the acceptance of the gift of the proposed sculpture. Chair Roberts asked if barriers would be installed to prevent children from climbing on the structure. Ms. Rasmussen detailed that the sculpturer would be considering such safety aspects when working on the sculpture and could not create a piece that would create a safety hazard. Chair Roberts maintained that safety aspects would have to be recognized.

Board Member Russo stated that he would want to know exactly what the Town would be getting in regard to the sculpture and could not endorse the project until additional information was provided.

Chair Roberts requested that the sculpture reflect the person pushing the baby carriage be male, and would approve the agenda item, contingent on safety aspects.

Board Member Dretler motioned to accept the sculpture as a gift from the Friends of the BFRT. Board Member Kouchakdjian seconded the motion.

It was on motion 4-1; Carty-aye, Russo-no, Kouchakdjian-aye, Dretler-aye, Roberts-aye

VOTED: To accept a sculpture as a gift from the Friends of the BFRT

**Review of Camp Sewataro financial statements. Scott Brody, Owner & Director Camps Kenwood & Evergreen, to attend**

Present: Scott Brody, Owner; Kristin Drummey, Camp Sewataro Community Liaison

Mr. Brody presented a summary of the financial statements for Camp Sewataro, as found in the “Camp Sewataro Financial Statements As of September 30, 2024 Together With Independent Accountants’ Review Report.” He stated that camp income increased, presenting a greater revenue share to the Town. He confirmed that a Camp overpayment of \$2,000 would be treated as a donation to the Town.

Mr. Brody acknowledged that grant funding from the State included aid for mental health programs and accessibility updates for the camp.

Board Member Russo inquired about other associated camp expenses. Mr. Brody responded that accessibility improvements, ground and building maintenance totaled approximately \$307,000.00.

Board Member Kouchakdjian acknowledged that substantial accessibility improvements were implemented. She asked about the revenue share aspect. Mr. Brody explained the figures.

Board Member Dretler suggested the financial reporting be properly amended. Mr. Brody agreed to have his auditor prepare such amendments. Board Member Dretler inquired about buildings on the campsite. Mr. Brody explained that the camp buildings were fully utilized in the summer and the camp was seeking a staff member who would require year-round housing at the site. He mentioned several other buildings being occupied.

Town Manager Sheehan confirmed that an independent CPA/audit firm had been selected and that he and Town Finance Director Victor Garofalo would be meeting with that firm. Mr. Brody noted that materials from his office would be available, if needed.

**Code of Conduct policy discussion. KP Law attorney Lee Smith**

Present: Lee Smith, Town Counsel

Chair Roberts referenced the proposed Code of Conduct Policy and the policy used by the Town of Wellesley. Attorney Smith referred to another Code of Conduct Policy in place in another local community.

Board Members reviewed the “Code of Conduct for Town of Sudbury Committees – Whose Members are appointed by the Sudbury Select Board or the Sudbury Town Manager.”

Board Members discussed possible edits to the presented draft Code of Conduct Policy.

Chair Russo motioned to approve the Code of Conduct for Town of Sudbury Committees – Whose Members are appointed by the Sudbury Select Board or the Sudbury Town Manager.” as agreed to and presented in tonight’s Select Board Meeting packet, with final approval by Town Counsel Lee Smith. Board Member Dretler seconded the motion.

It was on motion 4-1; Carty-no, Russo-aye, Kouchakdjian-aye, Dretler-aye, Roberts-aye

VOTED: To approve the Code of Conduct for Town of Sudbury Committees – Whose Members are appointed by the Sudbury Select Board or the Sudbury Town Manager.” as agreed to and presented in tonight’s Select Board Meeting packet, with final approval by Town Counsel Lee Smith

**Discussion on Town Forum including draft outline and related matters**

Town Manager Sheehan presented the Town Forum draft outline – “2024 Town Forum Municipal Finance Outline.” Town Manager Sheehan noted that he and Town Finance Director Victor Garofalo had worked on the upcoming forum scheduled for Wednesday, December 11, 2024 at 7:00 PM as a hybrid meeting at Town Hall.

Board Member Dretler was pleased that Finance Committee Co-Chair Mike Joachim would be included as a panelist at the Municipal Finance Town Forum. Town Manager Sheehan added that in addition to himself, Mr. Joachim and Select Board Vice-Chair Dan Carty, Town Finance Director Victor Garofalo and Director of Assessing, Cynthia Gerry would also be Forum panelists.

Board Members discussed various ways to advertise the Town Forum event. Chair Roberts stressed the importance of promoting the event and suggested Board Members include it on their media posts and to distribute such messages to all Town committee members.

**Update on discussions with Sudbury Public Schools regarding the future of the Combined Facilities memorandum of agreement**

Chair Roberts stated that she, Town Manager Andy Sheehan and SPS Superintendent Brad Crozier initially met to discuss the topic. A second meeting took place with Combined Facilities Director Sandra Duran, she and Town Manager Sheehan and Superintendent Brad Crozier to examine the related Memorandum of Agreement and make possible additions to that document.

Town Manager Sheehan stressed that an agreed upon MOA would be of primary importance, and hoped that involved individuals could work through this matter. Chair Roberts mentioned that another meeting is scheduled for this Friday, December 6.

Board Member Dretler supported additions to the MOA as mentioned by Chair Roberts.

Board Member Russo commented that he hoped for a cooperative effort with the parties involved. He stated that all capital requests should go through the Facilities Director. Board Member Kouchakdjian agreed with comments made by Board Member Russo; she added that the role of the Combined Facilities Director was important for the Town. She indicated that an updated MOA should be implemented.

Vice-Chair Carty stated that he was happy to hear more related meetings would be taking place with the Town Manager, the Combined Facilities Director and the SPS Superintendent.

**Discussion on Select Board goals including Fairbank Community Center optimization goal**

Chair Roberts presented “Select Board Goal 4: Optimize Utilization of Fairbank Community Center,” which included deliverables, optimal center utilization and related flash vote.

Board Member Dretler endorsed the deliverables section, with recommendations, as presented. She suggested several edits. Board Members agreed with suggested edits as well as removing the after-school program item.

Board Member Russo motioned to approve the Select Board 2024 goals and deliverables, as presented in this evening’s Select Board Packet, including edits made to the document. Vice-Chair Carty seconded the motion.

It was on motion 5-0; Carty-aye, Russo-aye, Kouchakdjian-aye, Dretler-aye, Roberts-aye

VOTED: To approve the Select Board 2024 goals and deliverables, as presented in this evenings’ Select Board Packet, including edits made to the document

**Vote on Open Meeting Law determination as provided by the Attorney General's office**

Chair Roberts confirmed a complaint regarding violation of the State’s OML (Open Meeting Law) was submitted to the Attorney General’s Office by resident Len Simon against Board Member Russo. Chair Roberts referenced the Determination Letter signed by Kerry Anne Kilcoyne, Assistant Attorney General, which indicated there was no violation of the OML.

**Vote to review and possibly approve open session minutes of 10/8/24**

10/8/24 Open Session Minutes

Vice-Chair Carty motioned to approve the open session minutes of 10/8/24, as amended. Board Member Kouchakdjian seconded the motion.

It was on motion 5-0; Carty-aye, Russo-aye, Kouchakdjian-aye, Dretler-aye, Roberts-aye

VOTED: To approve the open session minutes of 10/8/24, as amended

**Upcoming Agenda Items:**

December 17, 2024

- Town Manager’s Goals
- Remote meeting policy
- Town Meeting Articles

**Adjourn**

Vice-Chair Carty motioned to adjourn the Select Board Meeting. Board Member Russo seconded the motion.

It was on motion 5-0; Carty-aye, Russo-aye, Kouchakdjian-aye, Dretler-aye, Roberts-aye

VOTED: To adjourn the Select Board Meeting

There being no further business, the meeting was adjourned at 11:40 PM.

DRAFT

Attachment17.a: SB\_draft1\_12.03.24\_min.for.review (6513 : Review open session minutes)

SUDBURY SELECT BOARD

TUESDAY DECEMBER 17, 2024

7:00 PM

(Meeting can be viewed at [www.sudburytv.org](http://www.sudburytv.org))

ZOOM Meeting

Present: Chair Jennifer Roberts, Vice-Chair Daniel Carty, Select Board Member Lisa Kouchakdjian, Select Board Member Janie Dretler, Select Board Member Charles Russo, Town Manager Andrew Sheehan

The statutory requirements as to notice having been compiled with, the meeting was convened at 7:02 PM, via Zoom telecommunication mode.

Vice-Chair Carty announced the recording of the meeting and other procedural aspects included in the meeting. Vice-Chair Carty noted that Chair Roberts would be joining the meeting shortly.

**Call to Order**

Select Board Roll Call: Kouchakdjian-present, Dretler-present, Russo-present, Carty-present.

**Opening Remarks by Chair (Covered by Vice-Chair Carty)**

- Flag flying at high staff in memory of Francis X. Bellotti
- Congrats to all for hosting the Holiday Village Event
- Congrats to Town Manager Sheehan regarding the recent Town Forum
- Announced that Town Offices and DPW will have modified holiday work schedules
- Announced that Santa will be in Town tomorrow
- Announced tomorrow's Select Board Office Hours
- Announced that Sudbury LSRHS Cheerleaders recently won title
- SPS had budget hearing last night
- Last CPC hearing of the season

**Reports from Town Manager**

- Town Manager Office Hours on December 23
- Thanked all who turned out for the Holiday Village events and thanked Leila Frank for coordinating the event
- Announced that State budget officials started planning the State budget – much uncertainty at State level; benchmarks lagging

**Reports from Select Board**

Board Member Kouchakdjian:

- Announced that she and Board Member Russo will be hosting Select Board Office Hours tomorrow
- Thanked Vice-Chair Carty, Town Manager Sheehan and Town Staff for a great Town Forum

- Holiday Village event was memorable; Board Member Dretler, Town Manager Sheehan and Select Board Office Supervisor Leila Frank provided holiday bow instruction at the event
- Wished all a joyous holiday season and a Happy New Year

Board Member Dretler:

- Participating in the Holiday Village Event was fun and thanked everyone for their help and participation

Board Member Russo:

- Wished all a happy holiday season
- Very special Holiday Village with great performances and food; event is expanding every year, post COVID
- Thanked Board Member Kouchakdjian and Staff for their work at the Holiday Village
- Mentioned a great Town Forum
- Reminder of Select Board Office Hours at noon tomorrow

### **Public Comments**

Resident Manish Sharma, 77 Colonial Road, thanked those involved with the Sudbury Holiday Village event. He also thanked Board Members, Town Manager, finance staff, and Finance Committee members for a great Town Forum. He noted that he had not yet received answers from the Director of Assessing; but indicated that overall, the Forum was great.

### **Consent Calendar**

**1. Vote to approve and sign the Whitfield Conservation Restriction from Matthew J. and Rebecca A. Whitfield of 27 Sawmill Lane, Sudbury, MA, acting by and through its Conservation Commission pursuant to M.G.L. Section 32 of Chapter 184 and Section 8C of Chapter 40, being a 5.819 +/- acre parcel shown as Assessor's Map F10, Parcel 0313.**

**2. Vote, as the Licensing Authority for the Town of Sudbury, to renew the Alcoholic Beverages, Common Victualler and Entertainment licenses until December 31, 2025, and the Motor Vehicle Classes 1, 2, and 3 licenses until January 1, 2026, as shown on the attached lists.**

Vice-Chair Carty motioned to approve Consent Calendar Item #1 and item #2, as listed in the Select Board meeting packet. Board Member Kouchakdjian seconded the motion.

It was on motion 4-0; Kouchakdjian-aye, Dretler-aye, Russo-aye, Carty-aye

VOTED: To approve Consent Calendar Item #1 and item #2, as listed in the Select Board meeting packet

### **Sudbury 250 Committee to provide quarterly report**

Present: Radha Gargeya, Chair of 250 Committee

Mr. Gargeya presented the "Sudbury 250 Committee Quarterly Update to the Sudbury Select Board – 2024 Quarter 4," which included sections regarding:



- Outreach and engagements to date – The Colonial Faire on 9/28/24, the Sudbury Holiday Village on 12/7/24
- Budget and Finances
- Proposed 250 Events for 2025 and 2026

Robust discussion regarding sponsorship and fundraising took place.

Board Member Russo asked if all funding options had been explored, including State funding and associated grants.

Board Member Kouchakdjian suggested that the 250 Committee might consider contacting the LSRHS Humanities Coordinator who is actively involved with event planning. Board Member Kouchakdjian also recommended involving COD members to assist with access aspects. Mr. Gargeya stated that he wanted to see all residents participating in 250 events.

Vice-Chair Carty indicated that the drone idea costing some \$25,000 would not be practical. He recommended that the 250 Committee contact the Chamber of Commerce and all Town historic groups. Vice-Chair Carty mentioned that the 250 committee might consider unique ways to encourage contributions in combinations of 250; such as \$25.00, \$250.00, etc. He thanked Mr. Gargeya for all his work on the project.

Chair Roberts joined the meeting at approximately 7:45 PM and announced her presence.

#### **Town Forum follow-up discussion**

Vice-Chair Carty thanked all Forum panelists, as well as those behind the scenes, and especially thanked the public who participated.

Town Manager Sheehan thanked all who came to the Forum at Town Hall as well as those who watched and participated remotely. He noted that resident comments were received and presented in the Q&A section of the presentation.

Board Member Russo stated that he was impressed with the topics presented and the depth of presentation within a rather limited amount of time.

Board Member Kouchakdjian agreed with comments made by Board Member Russo, and expressed her appreciation regarding the content and coordination of topics presented. She suggested that next time, it might be beneficial to intersperse questions between presentations. She encouraged residents to watch the Forum on SudburyTV.

Board Member Dretler commented that the Forum was a great learning opportunity for the community, and a useful tool for review at any time.

Chair Roberts indicated that the Forum was great and thanked all participants. She agreed that the Forum was a great resource for the future, as well as a finance refresher for all.

As the Select Board coordinator of the Forum, Vice-Chair Carty emphasized that Town Manager Sheehan, Finance Director Victor Garofalo, Director of Assessing Cynthia Gerry and Finance Committee Co-Chair Mike Joachim, did a majority of the work. He thanked all for the feedback provided.

**Interview Candidate for Sudbury Housing Trust. Following interview, vote whether to approve the appointment of Kathleen (Kay) Bell, 348 Old Lancaster Road, to the Housing Trust for a term expiring 5/31/25.**

Present: Candidate Kay Bell, 348 Old Lancaster Road

Ms. Bell explained that she began her involvement in Town government acting as members of Town Boards and Commissions about eight years ago and is very much interested in being a member of the Sudbury Housing Trust.

Board Member Dretler acknowledged that as member of the Sudbury Housing Trust, she felt that Ms. Bell would contribute much to the Trust, and that group voted unanimously to appoint Ms. Bell to the Trust.

Board Member Kouchakdjian stated that Ms. Bell is a dedicated member of any Board she might be on.

Vice-Chair Carty indicated his concern about the same people serving on several committees, which might not be the best idea.

Board Member Russo raised similar concerns, and indicated that the Housing Trust was likely the most appropriate group for Ms. Bell to be a member of.

Chair Roberts indicated that Ms. Bell would most likely provide needed support on the Sudbury Housing Trust.

Vice-Chair Carty motioned to approve the appointment of Kathleen (Kay) Bell, 348 Old Lancaster Road, to the Housing Trust for a term expiring 5/31/25. Board Member Kouchakdjian seconded the motion.

It was on motion 4-1; Russo-aye, Kouchakdjian-aye, Dretler-aye, Carty-no, Roberts-aye

VOTED: To approve the appointment of Kathleen (Kay) Bell, 348 Old Lancaster Road, to the Housing Trust for a term expiring 5/31/25

**American Rescue Plan Act (ARPA): review and vote to approve ARPA grant agreement with Sudbury Public Schools regarding \$100,000 for feasibility study and authorize Town manager to apply any remaining ARPA funds to any lawfully executed contract**

Town Manager Sheehan stated that ARPA funding in the amount of \$100,000 would be allotted to the roof feasibility study required by MSPA, and MSPA will reimburse the Town for 30% of costs associated with the SPS roof project. Town Manager Sheehan detailed that there might be remaining funds after final numbers come in; thus, authorizing the Town Finance Director to apply any remaining ARPA funds to any other lawfull purchase, contract, etc.

Board Member Kouchakdjian motioned to authorize the Town Manager to enter into an ARPA grant agreement with the Sudbury Public Schools in the amount of \$100,000 to fund the Haynes School roof feasibility study. Board Member Dretler seconded the motion.

It was on motion 5-0; Russo-aye, Kouchakdjian-aye, Dretler-aye, Carty-aye, Roberts-aye

VOTED: To authorize the Town Manager to enter into an ARPA grant agreement with the Sudbury Public Schools in the amount of \$100,000 to fund the Haynes School roof feasibility study.

Board Member Kouchakdjian motioned to authorize the Town Manager to obligate any remaining ARPA funds to any lawfully executed contract. Board Member Dretler seconded the motion.

It was on motion 5-0; Russo-aye, Kouchakdjian-aye, Dretler-aye, Carty-aye, Roberts-aye

VOTED: To authorize the Town Manager to obligate any remaining ARPA funds to any lawfully executed contract.

### **Discussion of the process for development and review of the Town Manager's Annual Goals**

Chair Roberts suggested Town Manager review be conducted around the June 25th time frame and in the course of the next month, January, establish Town Manager goals. Vice-Chair Carty agreed with the suggested process and timeline. Chair Roberts recommended that Select Board goals be finalized in the Fall. Board Members were in agreement.

Town Manager Sheehan stated he would provide the initial Town Manager Goals draft at the January 14, 2025 Select Board Meeting.

### **Discussion of potential Annual Town Meeting Warrant Articles**

#### **Finance Committee Article**

Town Manager Sheehan mentioned efficiency attempts regarding Finance Committee members being precluded from serving on other Boards. He noted that Counsel provided some related suggestions, as well as related language. Vice-Chair Carty was in favor of making some language changes to keep it consistent with CIAC restrictions.

Board Member Dretler asked that the Finance Committee handout/booklet be reviewed to ensure that it matches the State restrictions. Town Manager Sheehan indicated this might be a local bylaw which makes it different; he agreed to check this aspect.

Board Member Russo suggested that the Select Board get related feedback from the Finance Committee Members. Chair Roberts agreed to present this to the Finance Committee Chairs and the Town Moderator, and if there was sufficient consensus, then would support drafting such an article.

Town Manager Sheehan mentioned a potential article involving CIAC. Board Member Dretler acknowledged that the Combined Facilities Director is very involved in CIAC actions. Vice-Chair Carty opined about CIAC actually providing financial guidance for the Select Board and the Finance Committee.

Board Member Kouchakdjian commented that over the years, she found CIAC input valuable, especially with capital considerations and related efficiencies.

Chair Roberts stated that she appreciated CIAC input, and that timing could be amended so that CIAC could review times in a more effective manner.

Town Manager Sheehan stated that he would consult with the Finance Director and with CIAC as well. He noted there would still be time to make changes after January 31, 2025.

Other possible Articles discussed by Board Members at this time included:

- Complete Town Meeting within two nights and start the meetings earlier in the evening.
- Examine the Select Board Forum Requirement.
- Board Member Kouchakdjian recommended consideration of a Vocational school membership article.
- Board Member Dretler recommended additional funding for the 250 Committee article.

### **Review and discuss Remote Meeting Policy**

Board Member Kouchakdjian requested that this request be included on tonight's Select Board agenda.

Chair Roberts provided a summary of the remote meeting policy. She noted the remote policy is now in flux.

Board Members agreed that Town Counsel should be contacted regarding the policy.

Board Member Russo mentioned that additional consideration should be given to the hybrid meeting format and wanted to hear from Town Counsel regarding this aspect. Chair Roberts agreed with receiving more related information from town Counsel and then regroup to discuss as a Board again.

Town Manager Sheehan stated he would talk to Town Counsel about the policy.

### **Upcoming agenda items**

1/14/25 Meeting topics:

- Review additional Select Board minutes
- Continue discussions regarding possible Warrant Articles
- Continue vocational education discussion
- Town Manager goals
- Capital Night schedule

### **Adjourn**

Board Member Kouchakdjian motioned to adjourn the meeting. Board Member Russo seconded the motion.

It was on motion 5-0; Russo-aye, Kouchakdjian-aye, Dretler-aye, Carty-aye, Roberts-aye

VOTED: To adjourn the meeting

There being no further business, the meeting was adjourned at 10:43 PM.