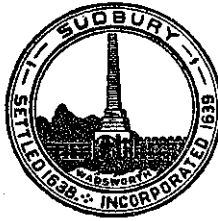


TOWN OF SUDBURY

REPORT

OF THE

FINANCE COMMITTEE



INCLUDING

WARRANT ARTICLES

FOR ANNUAL TOWN MEETING

1 9 6 1

With Finance Committee's

RECOMMENDATIONS AND BUDGET

## FINANCE COMMITTEE REPORT

February 6, 1961

To the Town of Sudbury:

In reviewing the Requests for Transfers from the Reserve Fund, this committee found that such requests were filed either when the budget account was dangerously low or in some cases completely expended. We do not concur in this method of management and recommend that it be corrected. It is the belief of this committee that the budgets provided at the annual meeting is sufficient for the plan outlined. Therefore, it is the intention of the Finance Committee to authorize transfers during the year 1961 only on an emergency basis.

This committee concurs in the proposed extension of the Town Accountant's services. In the past, it has been hampered by a lack of financial information which should be alleviated by monthly budget reports.

The 1961 budget requests submitted to this committee called for increases in the salaries of certain elected officials. We have recommended two moderate increases at this time, but believe that due consideration of this matter should be made during the year 1961 in preparation for the 1962 budgets, especially in the budget requests of elected officials whose duties have been substantially extended.

We reiterate our recommendation relative to the integration of the Sudbury Water District into the Town of Sudbury. Due to the pressure of other town affairs, it was impossible for this committee to devote the time necessary for a complete factual survey of this proposal. This committee will devote its efforts to this survey and apprise the townspeople of its conclusions.

We reiterate our previous recommendations:

1. That action be taken by all departments to survey their office space requirements and that a report thereon be made to the Selectmen.
2. That all committees (unless specifically provided for by By-Law) expire as of the end of the following annual Town Meeting.

We also recommend that the Committee on Town Administration be reconstituted to resolve specifically the matters of Municipal Administrative authority and the salary schedule of elected officials.

The Finance Committee has urged previously that the areas of municipal authority and salary schedules for elected of-

ficials be given thorough study. It is apparent that these issues cannot continue to receive piece-meal treatment with the rapid growth of the town. The responsibility for concerted action in resolving these problems, together with the resultant inequities, must rest with the Board of Selectmen.

During 1960, sub-committees of the Finance Committee met with the Sudbury School Committee and the Highway Surveyor. We found that these meetings were helpful in considering the scope of the 1961 budgets.

As in prior years, we have had the report of the Finance Committee inserted after each general budgetary category or article. We specifically wish to emphasize that our comments and reports have been made as of the date of this report. We shall continue our consideration of all items between now and the Town meeting and shall advise of any change in our opinion. The following is a summary of the budgets considered by this committee and the recommendations thereon.

	1960		1961
	<i>Funds Available</i>	<i>Charges</i>	<i>Recommended</i>
A. General Government .....	\$101,301.00	\$93,087.00	\$102,390.00
B. Protection Persons and Prop. ....	137,873.00	136,819.00	163,165.00
C. Health and Sanitation .....	23,525.00	20,709.00	22,625.00
D. Highways .....	134,550.00	127,828.00	135,675.00
E. Public Welfare and Assistance .....	35,100.00	35,100.00	38,000.00
F. Veterans' Services .....	5,300.00	2,984.00	4,300.00
G. Schools .....	987,050.00	970,367.00	1,244,988.00
H. Libraries .....	12,750.00	12,750.00	13,200.00
I. Parks and Recreation .....	12,589.00	7,633.00	17,600.00
J. Unclassified .....	46,000.00	36,500.00	47,600.00
K. Interest (Debt Services) .....	232,416.00	231,371.00	226,150.00
SUB-TOTAL .....	\$1,728,459.00	\$1,675,148.00	\$2,020,693.00
L. Statutory Assessments .....	25,072.00	26,655.00	*30,000.00
TOTAL .....	\$1,753,531.00	\$1,701,803.00	\$2,050,693.00
Less Transfers from Reserve Fund .....	10,000.00	9,877.00	
	\$1,763,531.00	\$1,691,926.00	\$2,050,693.00

\* Estimated

As of January 1, 1961, the "Free Cash" was \$116,970.73 as follows:

Excess and Deficiency — Balance .....	\$193,858.56
Deduct — Uncollected taxes .....	76,887.83
<i>Available Free Cash</i> .....	<u>\$116,970.73</u>
Recommended Transfer to reduce tax base .....	50,000.00
Balance of Available Free Cash .....	<u>\$ 66,970.73</u>

Approximately \$52,000.00 was raised by taxation during the year 1960 for certain budget categories which were not expended. These amounts reverted to the Excess and Deficiency or Surplus Account. We shall therefore recommend that \$50,000.00 be transferred from the Excess and Deficiency Account to reduce the total amount of 1961 budgets to be raised by taxation.

Based on our recommendations and an estimated assessed valuation of \$18,000,000.00 (representing an increase of \$2,500,000.00) we estimate that the tax rate for the year 1961 will be approximately \$90.00.

Respectfully submitted,

EDGERTON J. ANTONIA  
CARLTON W. ELLMS  
JOHN H. RANKIN  
JOHN B. SHIRLEY  
JOHN E. TAFT  
PETER M. REDING, Clerk  
EDWARD F. MOYNIHAN, Chairman

## TOWN WARRANT

Commonwealth of Massachusetts

Middlesex, ss.



To either of the Constables 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 elections, to meet at the Town Hall in said Town on Monday, March 6, 1961, at seven o'clock in the forenoon; then and there to choose by official ballot in accordance with law, a Moderator, a Treasurer, a Tax Collector, a Highway Surveyor, and a Tree Warden, all for one year; one member of the Board of Assessors, one member of the Board of Selectmen, two members of the Board of Public Welfare, one member of the Goodnow Library Committee, one member of the Board of Health, two members of the Park and Recreation Commissioners, one Constable, two members of the School Committee and one Member of the Lincoln-Sudbury Regional School Committee, all for three years; and one member of the Planning Board for five years.

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

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And you are required to notify and warn the inhabitants of said Town qualified to vote in Town affairs to meet at the Center School Auditorium in said Town on Wednesday, March 8, 1961, at eight o'clock in the evening, then and there to act on the following articles:

Article 1. To hear the reports of the Town Officers and Committees and act thereon.

Article 2. To see if the Town will grant and appropriate or transfer from available funds the following sums or any other sums of money for any and all necessary Town pur-

poses for the ensuing year, and to fix the salaries of all elected officials for the year 1961 in accordance with the following schedule; pass any vote or take action relative thereto.

### A. GENERAL GOVERNMENT

	<i>Funds†</i> <i>Available</i> <i>1960</i>	<i>Charges</i> <i>1960</i>	<i>Recom- mended</i> <i>1961</i>
Ancient Records, Committee for Preservation of			
1. Expenses .....	\$104.10	\$10.00	\$250.00
2. Assessors			
Salaries .....	2,500.00	2,500.00	2,500.00
		{ Chairman 900.00 }	
		{ Clerk 800.00 }	
		{ 3rd Member 800.00 }	
3. Travel Allowance .....	750.00	750.00	750.00
4. Other Expenses .....	1,300.00	1,300.00	900.00
5. Revaluation Fees .....	2,101.55	2,101.55	2,000.00
6. Printing of Assessment List .....	.00	.00	2,500.00
Custodian, Town Property			
7. Expenses .....	50.00	50.00	50.00
Elections and Registrations			
8. Registrars' Salaries .....	150.00	150.00	150.00
9. Registrars' Expenses .....	1,400.00	1,398.53	1,500.00
10. Elections and Town Meet- ings .....	3,510.00	3,500.04	2,000.00
Engineering			
11. Salaries .....	10,450.00	10,399.28	11,475.00
12. Travel Expenses .....	600.00	600.00	700.00
13. Other Expenses .....	750.00	748.00	650.00
Finance Committee			
14. Expenses .....	250.00	101.50	250.00
Historic Structures, Commit- tee on			
15. Hosmer House Contract ..	2,000.00	2,000.00	2,000.00
16. Expenses .....	2,775.00	2,533.78	1,000.00
Industrial Commission			
17. Expenses .....	1,000.00	142.25	1,000.00
Law			
18. Town Counsel .....	7,000.00	6,410.00	7,000.00
19. Other Legal Expenses .....	500.00	498.08	850.00
Moderator			
20. Salary .....	100.00	50.00	100.00
		(Each Meeting \$10.00)	
Permanent Building Committee			
21. Expenses .....	3,000.00	319.90	2,500.00
Personnel Board			
22. Expenses .....	100.00	19.80	50.00
Planning Board			
23. Salaries .....	.00	.00	400.00
24. Legal Notice Expenses .....	700.00	110.91	500.00
25. Other Expenses .....	500.00	175.68	200.00
Selectmen			
26. Salaries .....	1,600.00	1,600.00	1,600.00
		{ Chairman 600.00 }	
		{ Clerk 500.00 }	
		{ 3rd Member 500.00 }	
27. Administrative Salary .....	.00	.00	1,000.00

28.	Out-of-State Travel Ex-			
	penses .....	150.00	.00	150.00
29.	Travel Expenses .....	200.00	129.52	200.00
30.	Other Expenses .....	100.00	100.00	100.00
	Tax Collector			
31.	Salary .....	3,600.00	3,600.00	4,000.00
32.	Travel Expenses .....	.00	.00	300.00
33.	Other Expenses .....	1,425.00	1,304.40	540.00
	Town Accountant			
34.	Salary .....	2,100.00	2,100.00	2,700.00
35.	Expenses .....	150.00	75.97	150.00
	Town Administration, Com-			
	mittee on			
36.	Expenses .....	893.18	.00	100.00
	Town Clerk			
37.	Salary .....	2,800.00	2,800.00	2,800.00
38.	Expenses .....	800.00	629.39	800.00
	Town Hall, General			
39.	Salaries, Clerical .....	20,500.00	20,252.32	20,800.00
40.	Building Expenses and Re-			
	pairs .....	7,965.00	7,584.73	6,800.00
41.	Extraordinary Repair			
	(Painting) .....	4,100.00	4,100.00	2,000.00
42.	Fire Alarm Installation ...	800.00	755.80	.00
43.	Office Supplies .....	2,225.00	2,189.61	2,500.00
44.	Office Equipment Mainte-			
	nance .....	650.00	473.61	850.00
45.	Office Equipment Purchase	3,185.99	3,185.99	2,350.00
46.	Telephone Account .....	3,330.92	3,328.51	4,000.00
	Treasurer			
47.	Salary .....	2,300.00	2,300.00	2,500.00
48.	Tax Title Expenses .....	125.00	.00	25.00
49.	Bond and Note Issue Ex-			
	penses .....	460.28	460.28	500.00
50.	Other Expenses .....	250.00	247.43	250.00
		\$101,301.02	\$93,086.86	\$102,390.00

† Funds Available includes regular and special appropriations, transfers and balances brought forward from previous year.

## A. GENERAL GOVERNMENT

*As explained in our general report, pending a complete study of duties and salary schedules of all elected officials, moderate increases are recommended for the Tax Collector and Treasurer. These increases reflect increased duties brought about by the Town's growth. The salary of the Town Accountant, appointed by the Selectmen, is subject to decision of the Personnel Board. In addition to regular salaries and expenses, the Assessors have requested \$2,000.00 for Revaluation Fees for reinspection of unfinished dwellings and updating and correction of assessment records. Fees have been established at \$2.00 per unit examined.*

*Provision is made for the printing of the Assessment List at a cost of \$2,500.00.*

*An appropriation of \$1,000.00 is recommended for completion of exterior refurbishing of the Loring Parsonage.*

The sum of \$400.00 is recommended for a part-time clerk for the Planning Board. An Administrative Salary of \$1,000.00 is provided for the official selected by the Selectmen to carry out their increasing administrative responsibilities concerned with Town Meeting and Election arrangements, correspondence, and Town Hall affairs.

The Tax Collector has been provided with \$300.00 for essential travel required to carry out his duties.

The sum of \$2,000.00 is recommended for interior Town Hall painting. The Telephone Account increase reflects costs for the installation of a central trunk system and a tie-line to the new Police and Fire Stations.

## B. PROTECTION OF PERSONS AND PROPERTY

	Funds† Available 1960	Charges 1960	Recom- mended 1961
Board of Appeals			
1. Regular Expenses .....	\$1,225.00	\$1,221.00	\$1,600.00
2. For Sub-division .....	25.00	.00	25.00
Building Inspector			
3. Salary .....	700.00	700.00	700.00
4. Expenses .....	200.00	189.40	200.00
Civil Defense			
5. Expenses .....	805.00	549.85	650.00
Conservation Commission			
6. Expenses .....	.00	.00	250.00
Dog Officer			
7. Salary .....	750.00	750.00	750.00
8. Expenses .....	500.00	498.40	500.00
Earth Removal Board			
9. Expenses .....	500.00	44.13	300.00
Fire Department			
10. Salaries .....	36,570.31	36,570.31	49,000.00
11. Operating Expenses .....	2,000.00	1,991.89	1,600.00
12. Out-of-State Travel .....	250.00	239.74	250.00
13. Uniform Allowance .....	100.00	92.63	180.00
14. New Equipment .....	2,800.00	2,795.50	1,950.00
15. Hydrant Rentals .....	7,420.00	7,420.00	9,100.00
16. Hydrant Rental — Supple- mental .....	10,000.00	10,000.00	10,000.00
17. Automobile Replacement ..	.00	.00	2,000.00
Fire and Police Alarm System			
18. Radio Maintenance .....	1,330.00	1,314.42	1,330.00
19. Fire Alarm System Exten- sions .....	3,062.00	3,044.92	3,000.00
Police Department			
20. Salaries .....	45,279.00	45,266.10	49,550.00
21. Operating Expenses .....	6,611.63	6,611.63	9,280.00
22. Uniform Allowance .....	600.00	595.25	900.00
23. Cruiser Replacements .....	2,000.00	1,969.43	2,500.00
Sealer of Weights and Measures			
24. Salary .....	150.00	150.00	150.00
Tree Department			
25. Specific Tree Trimming Projects .....	3,300.00	3,161.80	5,200.00
26. Tree and Brush Control ....	4,200.00	4,188.19	5,200.00



27.	Tree Planting Program ....	2,500.00	2,456.65	2,000.00
28.	Insect and Pest Control ....	5,000.00	4,997.32	5,000.00
		<u>\$137,877.94</u>	<u>\$136,818.56</u>	<u>\$163,165.00</u>

† Funds Available includes regular and special appropriations and transfers.

## B. PROTECTION OF PERSONS AND PROPERTY

*The salaries provided herein are in accordance with the recommendations of the Personnel Board.*

*The Conservation Commission is a new body established by vote at the 1960 Town Meeting and made operative through appointments made in December 1960. The Committee will establish specific conservation projects to be accomplished during the current year through co-operative studies with the State and Federal Conservation Agencies. Such projects will initially be directed to the preservation and protection of land areas relating to wild-life, watershed and flood control in co-operation with neighboring towns. The appropriation will constitute an established conservation fund which fund may accumulate from year to year. The cost of approved projects financed from this fund will be reimbursed up to 50% by the state with a limit on annual appropriations set at 1/20 of 1% of the assessed valuation of the town with a limit of \$15,000.00.*

*The Fire and Police Department budgets are largely in accordance with the budgetary requests and reflect the increased operational expense of new police and fire stations. The item of Automobile Replacement has been included as a departmental expense since this is a recurring item each year. Hydrant Rental-Supplemental is a continuation of the annual apportionment of the cost of constructing the new storage tank by the Water District.*

*The Tree Department budget continues to provide for the completion of specific projects as outlined by the Tree Warden at the 1960 Town Meeting. The amount requested for such projects has been reduced to \$5,200.00 and is believed to meet pressing needs. This program in effect has been extended to a four-year rather than a three-year project.*

## C. HEALTH AND SANITATION

	<i>Funds Available</i> 1960	<i>Charges</i> 1960	<i>Recom- mended</i> 1961
Animal Inspector			
1. Salary .....	\$225.00	\$225.00	\$225.00
Board of Health			
2. District Nursing Assn. Fee	3,000.00	3,000.00	3,500.00
3. Inspector's Fee .....	4,400.00	2,015.00	2,400.00
4. Dental Clinic .....	1,200.00	1,018.68	1,200.00
5. Printing Regulations .....	400.00	249.95	.00

6. Other Operating Expenses	1,300.00	1,202.47	1,300.00
7. Mosquito Control .....	4,000.00	3,998.00	4,000.00
8. Sanitary Land Fill .....	9,000.00	9,000.00	10,000.00
	<hr/>	<hr/>	<hr/>
	\$23,525.00	\$20,709.10	\$22,625.00

### C. HEALTH AND SANITATION

Items under the Board of Health category meet the budget requests. Inspection Fees in the amount of \$2,400.00 have been provided for professional inspections. We understand that expenditures under this category will be refunded to the Town under a schedule of permit charges to be determined by the Board of Health.

The item of Mosquito Control is subject to action by the Board of Selectmen, however, we are informed that the Board of Health is consulted in the expenditure of these funds.

Item 7, Sanitary Land Fill, has been provided to meet contract commitments.

### D. HIGHWAYS

	Funds Available 1960	Charges 1960	Recom- mended 1961
Highway Administration			
1. Salaries — Highway Surveyor .....	\$5,800.00	\$5,800.00	\$5,800.00
2. Clerk .....	.00	.00	1,200.00
3. Expenses .....	.00	.00	200.00
4. Road Equipment Operating Expense .....	8,500.00	8,478.36	9,500.00
5. Highway Building Maintenance .....	1,500.00	1,109.47	1,500.00
6. Bridge Repair .....	2,000.00	653.67	2,000.00
7. General Highway Maintenance .....	15,000.00	10,757.22	15,400.00
8. Chapter 81 — Maintenance..	9,500.00	9,500.00	9,625.00
9. Chapter 90 — Maintenance..	2,000.00	1,981.40	2,000.00
10. Chapter 90 — Construction..	5,500.00	5,500.00	6,800.00
11. Street and Traffic Lights ....	9,500.00	9,534.80	10,000.00
12. Street Drainage Improvements .....	2,000.00	1,270.32	2,000.00
13. Snow and Ice Removal .....	20,000.00	19,993.23	22,000.00
14. Resurface Roads over Water Main Extensions .....	15,000.00	15,000.00	5,000.00
	<hr/>	<hr/>	<hr/>
Appropriation by Town ....	\$96,800.00	\$89,578.47	\$93,025.00
State and County Aid			
15. Chapter 81 .....	18,750.00	18,750.00	19,250.00†
16. Chapter 90—Maintenance	3,000.00	3,000.00	3,000.00
17. Chapter 90—Construction	16,500.00	16,500.00*	20,400.00
	<hr/>	<hr/>	<hr/>
Total Cost of Highway Dept. ....	\$134,550.00	\$127,828.47	\$135,675.00

† Anticipated funds subject to determination and approval by the Commonwealth and Middlesex County.

\* Of these funds the amount of \$15,757.90 appropriated in 1960 has not been spent and is carried forward to 1961. In addition, an appropria-

tion in the amount of \$6,800.00 (with aid anticipated of \$20,400.00) is proposed for 1961.

#### D. HIGHWAYS

The Finance Committee recommends \$93,025.00 to be appropriated by the Town. The many detailed records required in the Highway Department warrants the employment of a clerk. At this time we recommend this clerical assistance be on a part time basis; and further recommend an amount of \$1,200.00 for this help, as well as \$200.00 for miscellaneous supplies.

Additional equipment added recently to the Highway Department warrants increased funds for repair items. Also increased use of department equipment and vehicles substantiates additional funds for gas, oil, etc. Some department equipment is obsolete, therefore we suggest a review of this aged equipment before major expenditures are required.

Increased street lighting throughout the town warrants the increased appropriation for the Street and Traffic Light Account.

#### E. PUBLIC WELFARE AND ASSISTANCE

	Funds Available 1960	Charges 1960	Recom- mended 1961
Welfare Administration			
1. Salary .....	\$2,600.00	\$2,600.00	\$2,500.00
Public Assistance			
2. General Relief .....	2,000.00	2,000.00	2,000.00
3. Old Age Assistance and Medical Aid to the Aged	26,000.00	26,000.00	30,000.00
4. Disability Assistance .....	1,000.00	1,000.00	1,000.00
5. Aid to Dependent Chil- dren .....	3,500.00	3,500.00	2,500.00
Town Appropriation .....	\$35,100.00	\$35,100.00	\$38,000.00

#### E. PUBLIC WELFARE AND ASSISTANCE

The budget for the Board of Public Welfare has been requested as one aggregate amount of \$38,000.00. We recommend that administrative costs be segregated; and the balance of \$35,500.00 be appropriated as one amount. Segregated budget items are shown above as a comparison with prior years.

#### F. VETERANS' SERVICES

	Funds Available 1960	Charges 1960	Recom- mended 1961
Veterans' Agent			
1. Salary .....	\$250.00	\$250.00	\$250.00
2. Expense .....	50.00	50.00	50.00
3. Veterans' Benefits .....	5,000.00	2,684.43	4,000.00
	\$5,300.00	\$2,984.43	\$4,300.00

## G. SCHOOLS

	<i>Funds Available 1960</i>	<i>Charges 1960</i>	<i>Recom- mended 1961</i>
1. Regional High School Assessment .....	\$324,966.00	\$322,285.49	\$442,300.00
Sudbury Public Schools:			
2. Salaries and Expenses ....	649,767.00	635,819.42	810,888.00
3. School Outlays .....	10,517.00	16,958.13†	6,001.00
4. School Rental (Evening Use) .....	1,500.00	1,498.29	2,500.00
5. Out-of-State Travel .....	300.00	247.28	300.00
Total Costs .....	<u>\$987,050.00</u>	<u>\$976,808.61</u>	<u>\$1,261,989.00</u>
Less:			
6. Federal Aid (Public Law 874) .....	<u>.00</u>	<u>6,441.13</u>	<u>17,001.00</u>
Town Appropriation .....	\$987,050.00	\$970,367.48	\$1,244,988.00

† Includes \$6,441.13 for items purchased with Federal Aid Funds.

## EXHIBIT I

LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT  
Sudbury, Massachusetts  
THE 1961 BUDGET

	<i>1960 Budget</i>	<i>1960 Disburse. Est.</i>	<i>1961 Budget</i>
<i>General Control</i>			
1. Salary of Superintendent ..	\$10,850.00	\$10,850.00	\$11,375.00
2. Travel Expense .....	350.00	525.00	700.00
3. Treasurer's Salary .....	480.00	480.00	480.00
4. Clerical Service .....	5,505.00	5,750.00	7,680.00
5. Attendance Officers .....	350.00	350.00	350.00
6. Other Expense .....	1,320.00	1,275.00	1,320.00
	<u>\$18,855.00</u>	<u>\$19,230.00</u>	<u>\$21,905.00</u>
<i>Expense of Instruction</i>			
7. Teachers' Salaries .....	\$272,750.00	\$271,655.00	\$322,877.00
8. Expense of School Office ....	10,690.00	10,953.00	11,686.00
9. Textbooks .....	4,890.00	4,890.00	9,655.00
10. Supplies .....	8,800.00	9,378.00	14,027.00
	<u>\$297,130.00</u>	<u>\$296,876.00</u>	<u>\$358,195.00</u>
<i>Expense of Operating School Plants</i>			
11. Custodians' Salaries .....	\$18,410.00	\$18,215.00	\$23,850.00
12. Fuel .....	5,625.00	4,905.00	7,260.00
13. Miscellaneous of Operation	15,270.00	15,670.00	20,370.00
	<u>\$39,305.00</u>	<u>\$38,790.00</u>	<u>\$51,480.00</u>
<i>Maintenance and Repairs</i>			
14. Maintenance and Repairs ..	\$13,715.00	\$13,715.00	\$13,200.00

*Auxiliary Agencies*

15. Transportation .....	\$45,680.00	\$51,810.00	\$62,995.00
16. Libraries .....	3,305.00	3,305.00	3,000.00
17. Health .....	3,370.00	3,367.00	3,460.00
Physical Education .....	2,930.00	2,930.00	5,865.00
18. Miscellaneous .....	6,645.00	7,143.00	11,176.00
	<u>\$61,930.00</u>	<u>\$68,555.00</u>	<u>\$86,496.00</u>

*Other Expense*

19. Out-of-State Travel .....	\$1,100.00	\$1,100.00	\$1,200.00
20. Evening Use of Buildings ..	700.00	850.00	700.00
21. Vocational Tuition .....	7,595.00	5,300.00	5,925.00
	<u>\$9,395.00</u>	<u>\$7,250.00</u>	<u>\$7,825.00</u>
22. Operating Expense .....	\$440,330.00	\$444,416.00	\$539,101.00
To transfer from Federal Aid (Contingency Fund) to offset deficit, estimated		<u>-4,086.00</u>	
	<u>\$440,330.00</u>	<u>\$440,330.00</u>	<u>\$539,101.00</u>
23. Outlay (66.98% Sudbury) ..	\$4,405.00	\$4,405.00	\$6,776.00
24. Debt Service .....	144,480.00	141,709.00	187,390.00

*Operating Expense Apportionment*

	<i>Lincoln</i>	<i>Sudbury</i>	<i>Total</i>
25. Apportionment 1961 (Line 22) .....	\$178,011.15	\$361,089.85	\$539,101.00
26. Reapportionment 1959 and adjustment of Surplus of Receipts 1959 .....	(8,617.45)	7,998.64	(618.81)
27. Estimated Surplus of Re- ceipts 1960 .....	(18,527.79)	(34,333.23)	(52,861.02)
	<u>\$150,865.91</u>	<u>\$334,755.26</u>	<u>\$485,621.17</u>

*Debt Service and State Construction Aid Apportionment*

	<i>Lincoln</i>	<i>Sudbury</i>	<i>Total</i>
28. Apportionment (Line 24) ..	\$61,876.18	\$125,513.82	\$187,390.00
29. Apportionment of 1960 Sur- plus of Receipts .....	(977.02)	(1,810.48)	(2,787.50)
30. Apportionment of Premium on loan .....	(726.44)	(1,473.56)	(2,200.00)
31. Normal town construction aid .....	(10,134.80)	(14,108.29)	(24,243.09)
32. Extra aid to the region .....	(2,522.18)	(5,116.15)	(7,638.33)
	<u>\$47,515.74</u>	<u>\$103,005.34</u>	<u>\$150,521.08</u>

*Summary*

Operating Expense Apportion- ment .....	\$150,865.91	\$334,755.26	\$485,621.17
Outlay Apportionment .....	2,237.44	4,538.56	6,776.00
Debt Service Apportionment .....	47,515.74	103,005.34	150,521.08
Net Assessment .....	<u>\$200,619.09</u>	<u>\$442,299.16</u>	<u>\$642,918.25</u>

EXHIBIT II  
 SUDBURY PUBLIC SCHOOLS  
 Sudbury, Massachusetts  
 THE 1961 BUDGET

	1960 <i>Budget</i>	1960 <i>Est. Disburse.</i>	1961 <i>Budget</i>
<i>General Control</i>			
1. Salary of Superintendent ..	\$4,650.00	\$4,650.00	\$4,875.00
2. Travel Expense .....	150.00	225.00	300.00
3. Clerical .....	9,717.00	8,927.00	9,295.00
4. Attendance Officer .....	200.00	200.00	200.00
5. Other Expense .....	1,025.00	1,130.00	1,185.00
	<hr/> \$15,742.00	<hr/> \$15,132.00	<hr/> \$15,855.00
<i>Expense of Instruction</i>			
6. Teachers' Salaries .....	\$440,998.00	\$435,640.00	\$554,296.00
7. Expense of Principals and Elementary Supervisor ..	13,229.00	12,746.00	18,797.00
8. Textbooks .....	14,420.00	14,420.00	17,088.00
9. Supplies .....	19,246.00	19,246.00	20,940.00
	<hr/> \$487,893.00	<hr/> \$482,052.00	<hr/> \$611,121.00
<i>Expense of Operating School Plants</i>			
10. Custodians' Salaries .....	\$32,525.00	\$29,993.00	\$34,400.00
11. Fuel .....	15,550.00	12,545.00	17,050.00
12. Miscellaneous of Operation	22,920.00	20,205.00	22,699.00
	<hr/> \$70,995.00	<hr/> \$62,743.00	<hr/> \$74,149.00
<i>Maintenance and Repairs</i>			
13. Maintenance and Repairs ..	\$20,390.00	\$19,505.00	\$28,231.00
	<hr/>	<hr/>	<hr/>
<i>Auxiliary Agencies</i>			
14. Transportation .....	\$41,757.00	\$45,382.00	\$60,412.00
15. Libraries .....	3,250.00	3,250.00	4,802.00
16. Health .....	6,935.00	6,935.00	10,481.00
Physical Education .....	1,555.00	1,650.00	2,428.00
17. Miscellaneous .....	1,250.00	1,837.00	1,424.00
18. Cafeteria .....	.00	.00	1,985.00
	<hr/> \$54,747.00	<hr/> \$59,054.00	<hr/> \$81,532.00
Total Operating Expense .....	\$649,767.00	\$688,486.00	\$810,888.00
Less: Federal Aid applied to 1961 Budget .....			—11,000.00
Net Operating Expense .....	<hr/> \$649,767.00	<hr/> \$688,486.00	<hr/> \$799,888.00
Outlay — Equipment .....	\$10,517.00	\$10,517.00	\$6,001.00
Less: Federal Aid to be used for purchase of equipment			—6,001.00
Net Outlay — Equipment .....	<hr/> \$10,517.00	<hr/> \$10,517.00	<hr/> .00
Evening Use of School Buildings	1,500.00	1,500.00	2,500.00
Out-of-State Travel .....	300.00	300.00	300.00

FEDERAL AID ACCOUNT  
Public Law 874

Balance on hand, January 1, 1960 .....	\$9,812.65
Receipts:	
1959-60 school year and balance of 1958-59 school year .....	17,318.00
	\$27,130.65
Disbursements:	
Fire Alarm, South School .....	\$262.38
Truck .....	2,054.00
Typewriters .....	3,687.50
Furniture for Typing .....	487.25
	\$6,441.13
Estimated balance, December 31, 1960 .....	\$20,689.52
Note: This account is to be expended as follows:	
1. To purchase all equipment items in the 1961 Budget .....	\$6,001.00
2. To be applied to the General Operating Budget for 1961 thereby reducing the amount to be raised by local tax .....	11,000.00
3. To be retained by the School Department as contingency .....	3,688.52
	\$20,689.52

### H. LIBRARIES

	Funds Available 1960	Charges 1960	Recom- mended 1961
Goodnow Library			
1. Salaries .....	\$6,300.00		\$9,900.00
2. Books .....	5,500.00		8,000.00
3. Other Operating Expenses .....	3,300.00		2,800.00
	\$15,100.00		\$20,700.00
Less: Estimated receipts from other sources .....			
4. Dog Tax .....	\$1,350.00		\$1,500.00
5. Trust Funds .....	1,000.00		1,000.00
	\$12,750.00	\$12,750.00	\$18,200.00
Town Appropriation .....			

### H. LIBRARIES

*The increase in the Library budget represents additional salaries to cover an approximate 22% increase in the hours the library will be open. In addition, multiple copies of many books are required because of the reader demand.*

## I. PARKS AND RECREATION

	<i>Funds†</i> <i>Available</i> 1960	<i>Charges</i> 1960	<i>Recom- mended</i> 1961
1. Fourth of July .....	\$950.00	\$950.00	\$950.00
2. Cemetery Operation			
Superintendent, Salary ..	700.00	700.00	800.00
3. Operating Expenses .....	700.00	569.00	700.00
4. Cemeteries and Memorial Parks Maintenance .....	1,700.00	970.76	1,700.00
Parks and Recreation Commission			
5. Salaries .....	2,039.00	2,039.39	3,450.00
6. Expenses .....	6,500.00	2,403.86	10,000.00
	\$12,589.00	\$7,633.01	\$17,600.00

† Funds available includes regular appropriations and transfers.

## I. PARKS AND RECREATION

A detailed budget has been submitted to support the Parks and Recreation Commission appropriation aggregating \$13,450.00. The budget contemplates increased development and activity in swimming areas. While funds had been provided in the 1960 budget for the construction of tennis courts, this project was not started, and therefore the funds were not expended. Therefore, a similar amount has been included in the budget for 1961. Also, provision has been made for new toilet facilities at the Vasalotti Pool; and \$1,025.00 in expenses for general supervision of all pools.

## J. UNCLASSIFIED

	<i>Funds</i> <i>Available</i> 1960	<i>Charges</i> 1960	<i>Recom- mended</i> 1961
1. Fidelity Bond Expense .....	\$900.00	\$564.85	\$700.00
2. Incidentals .....	400.00	375.89	400.00
3. Insurance .....	31,000.00	22,871.70	31,000.00
4. Memorial Day Expense .....	500.00	398.89	500.00
5. Town Report .....	3,200.00	2,411.40	3,000.00
6. Reserve Fund .....	10,000.00	9,877.07	12,000.00
	\$46,000.00	\$36,499.80	\$47,600.00

## J. UNCLASSIFIED

The insurance budget has been set in accordance with the schedule submitted by the insuring agent for the town.

The Finance Committee recommends that a Reserve Fund of \$12,000.00 be provided for the year 1961. Due to the present financial requirements of town operations, we feel that the \$12,000.00 requested is a minimum reserve.



## K. DEBT SERVICES

	<i>Funds Available 1960</i>	<i>Charges 1960</i>	<i>Recom- mended 1961</i>
1. Interest, Temporary Loans	\$8,000.00	\$6,955.40	\$6,200.00
2. Interest, Bonded Debt .....	73,915.75	73,915.75	70,800.00
3. Debt Reduction .....	150,500.00	150,500.00	149,150.00
	<u>\$232,415.75</u>	<u>\$231,371.15</u>	<u>\$226,150.00</u>

## K. DEBT SERVICES

*These recommendations are based on information submitted by the Treasurer in accordance with his schedule of Interest and Bond Retirement requirements.*

## L. STATUTORY ASSESSMENTS

	<i>Funds Available 1960</i>	<i>Charges 1960</i>	<i>Recom- mended 1961</i>
1. State Parks and Reservations .....	\$1,672.97	\$2,132.26	—
2. Assessment for County Tax	16,129.47	17,253.15	—
3. Middlesex County Retirement Fund .....	7,269.86	7,269.86	—
	<u>\$25,072.30</u>	<u>\$26,655.27</u>	—

*These items are included in the budget by the assessors in determining the tax rate and are not subject to control by the town meeting.*

Article 3. To see if the Town will vote to authorize the Treasurer, with the approval of the Selectmen, to borrow money from time to time in anticipation of the revenue of the financial year beginning January 1, 1962, and to issue a note or notes therefor payable within one year, and to renew any note or notes as may be given for a period of less than one year, in accordance with Section 17, Chapter 44, General Laws; pass any vote or take action relative thereto.

Submitted by the Treasurer.

Article 4. To see if the Town will direct the Board of Selectmen to establish an Historic District Study Committee in accordance with the provision of Chapter 40C of the General Laws for the purpose of making an investigation of proposed historic districts in the Town of Sudbury. Pass any vote or take any action relative thereto.

Submitted by John C. Powers.

Article 5. To see if the Town will vote to authorize the Board of Selectmen to lease to the Sudbury Water District of Sudbury for a term not to exceed twenty years, at such rental and upon such conditions as to them and the Board of Water Commissioners of said District shall be deemed to be for the best interests of the Town and the preservation of the purity of the water supply of said District, that parcel of land containing 2.31 acres and bounded and described as follows:

Beginning at the northwesterly corner of land of the Sudbury Water District of Sudbury; thence by land of said District S. 88° 51' 30" E. 339.76 feet to other land of said District, thence N. 10° 17' 00" E. 128.73 feet and N. 3° 42' 00" E. 2.91 feet to land of the Town of Sudbury; thence by land of the Town of Sudbury N. 88° 51' 30" W. 358.05 feet, S. 56° 47' 26" W. 163.30 feet, S. 16° 14' 00" W. 320.00 feet and S. 73° 46' 00" E. 145.00 feet to land of the Sudbury Water District of Sudbury; thence by land of said District N. 16° 14' 00" E. 320 feet to the point of beginning.

The said parcel of land is shown on a plan drawn by George D. White, Town Engineer, entitled "Plan Showing Land of the Town of Sudbury, Scale 1 in. = 50 ft.," and dated January 28, 1961.

Pass any vote or take any action thereon.

Submitted by the Selectmen.

Article 6. To see if the Town will vote to amend Article III of the By-Laws of the Town by adding to the end thereof a new section as follows:

"Section 7. All special committees created by act of the town meeting shall, unless the Town by vote shall otherwise determine, be deemed to be dissolved as of the date of the adjournment of the annual town meeting next following their creation or extension. All special committees in existence at the time of passage of this section shall be deemed to be in existence until the adjournment of the annual town meeting of 1962."

Pass any vote or take any action relative thereto.

Submitted by John C. Powers.

Article 7. To see if the Town will accept a certain parcel of land from Halper Homes Inc., said land being bounded and described as follows:

A certain parcel of land in said Sudbury containing 4,985 square feet of land, more or less, and being shown on a certain plan entitled "Subdivision of Land in Sudbury, Mass. belong-

ing to Halper Homes, Inc." by A. Coletti, Engineer, dated June 25, 1956, and recorded with Middlesex South District Registry of Deeds as Plan No. 1179 of 1956; said land being located at the junction between Pratt's Mill Road and Willow Road, and being bounded and described as follows:

Northeasterly by Pratt's Mill Road by a line in two courses measuring 8.02 feet and 157.15 feet respectively;

Northwesterly and Westerly by the curved line shown on said plan as having a radius of 53.32 and an arc of 133.21 feet; and

Southerly by Willow Road, 165.56 feet, the deed for which has been filed with the Town Clerk of Sudbury. Pass any vote or take action relative thereto.

Submitted by Abel Cutting.

Article 8. To see if the Town will vote to accept from G. W. and N. W. Hoar the sum of \$150.00, the income to be used for the perpetual care of the Abel B. Jones lot in the North Sudbury Cemetery any balance of income to be used for general cemetery purposes. Pass any vote or take any action relative thereto.

Submitted by F. Alvin Noyes, Superintendent.

Article 9. To see if the Town will vote to accept from the Estate of Marjorie Ellms the sum of \$150.00, the income to be used for the perpetual care of the Charles Ellms lot No. 150 on Hillside Ave. in Mt. Pleasant Cemetery, any balance of income to be used for general cemetery purposes. Pass any vote or take any action relative thereto.

Submitted by F. Alvin Noyes, Superintendent.

Article 10. To see if the Town will vote to accept from Bertha St. Germain the sum of \$150.00, the income to be used for the perpetual care of the Michael Sinon lot No. 105 in the Town Cemetery, any balance of income to be used for general cemetery purposes. Pass any vote or take any action relative thereto.

Submitted by F. Alvin Noyes, Superintendent.

Article 11. To see if the Town will vote to accept from Mrs. Edwin L. Frye the sum of \$80.00, the income to be used for the perpetual care of lot No. 144B in the Town Cemetery, any balance of income to be used for general cemetery purposes. Pass any vote or take any action relative thereto.

Submitted by F. Alvin Noyes, Superintendent.

Article 12. To see if the Town will vote to accept from Mrs. Bernice Brennan the sum of \$150.00, the income to be used for the perpetual care of lot No. 162 in the Wadsworth Cemetery, any balance of income to be used for general cemetery purposes. Pass any vote or take any action relative thereto.

Submitted by F. Alvin Noyes, Superintendent.

Article 13. To see if the Town will vote to continue the Committee on Town Administration voted by the Town under Articles 49 and 80 of the Town Warrant of March 9, 1955, for an additional year for the continuance of its studies, the results of which shall be reported back to the Town by the Committee in the next Annual Report; pass any vote or take action relative thereto.

Submitted by J. Fleet Cowden, Chairman,  
Committee on Town Administration.

Article 14. To see if the Town will vote to accept from Thomas and Frank Vassalotti a parcel of land off Horse Pond Road containing eight acres, more or less, for swimming pool and recreation purposes. Pass any vote or take action relative thereto.

Submitted by Board of Park and Recreation Commissioners.

Article 15. To see if the Town will authorize the Fire Chief to offer for sale the 1930 International Fire Truck, the selling price to be approved by the Selectmen. Pass any vote or take action relative thereto.

Submitted by the Fire Chief.

Article 16. To see if the Town will vote to sell for \$1.00 to Greenwood Club a portion of the land in the so-called Town & Country Park situated in the northerly part of Sudbury, east of the present terminus of Longfellow Street. Said land to be used for swimming pool and recreational purposes with suitable reversionary interests remaining in the Town. Pass any vote or take any action relative thereto.

Submitted by the Board of Park and Recreation Commissioners.

Article 17. To see if the Town will vote to petition the General Court for legislative authority for the Town to pay an annuity to Augustus V. E. Sharkey. Pass any vote or take any action relative thereto.

Submitted by John C. Powers.

Article 18. To hear the report of the Board of Selectmen relative to the laying out of the following named street to wit: — Crestview Drive, beginning at Hudson Road and extending southerly therefrom, a distance of approximately 280 feet, as shown on a plan on file in the office of the Town Clerk, prepared by George D. White, Town Engineer, dated January 30, 1961; and to see if the Town will vote to accept such street as a town way under the provisions of G. L. c. 82; and will authorize the Board of Selectmen to take by eminent domain or acquire by purchase, or otherwise acquire, any land necessary for the layout and construction of said street; provide the sum or sums of money necessary to pay the cost of damages therefor and the cost of construction; direct how said money shall be raised; pass any vote or take action relative thereto.

Submitted by the Selectmen.

Article 19. To hear the report of the Board of Selectmen relative to the laying out of the following named street to wit: — Taylor Road, beginning at Union Avenue and extending easterly and southerly, a distance of approximately 650 feet, as shown on a plan on file in the office of the Town Clerk, prepared by George D. White, Town Engineer, dated January 30, 1961; and to see if the Town will vote to accept such street as a town way under the provisions of G. L. c. 82; and will authorize the Board of Selectmen to take by eminent domain or acquire by purchase, or otherwise acquire, any land necessary for the layout and construction of said street; provide the sum or sums of money necessary to pay the cost of damages therefor and the cost of construction; direct how said money shall be raised; pass any vote or take any action relative thereto.

Submitted by the Selectmen.

Article 20. To see if the Town will vote to reduce the number of members of the Board of Public Welfare from five to three members; and, in each year thereafter, as the terms of incumbent members shall expire, one member shall be elected for a term of three years. Pass any vote or take any action thereon.

Submitted by the Board of Public Welfare.

Article 21. To see if the Town will vote to increase the number of the Board of Selectmen, effective as of the 1962 Annual Town Meeting, from three to five members, for terms of three years, by electing at said Annual Town Meeting three (3) Selectmen, one for two years, and two for three

years, and thereafter electing their successors for three years. Take any action or pass any vote relative thereto.

Submitted by a petition.

Article 22. To see if the Town will vote to amend Article VII, Section 1 of the By-Laws, by striking out said section in its entirety and substituting therefor a new Section 1, to read as follows:

"Section 1. The Selectmen shall appoint annually, for one year, a Town Counsel, who shall be a member in good standing of the Massachusetts bar and preferably a resident of the Town of Sudbury, whose duty it shall be to counsel and advise all executive officers, boards, and committees of the Town in all matters affecting the interest of the Town whenever requested by them so to do, and to represent the Town in all legal proceedings by or against it whenever so directed by the Selectmen. The Town Counsel for the purposes of these By-laws shall be an officer of the Town. All opinions given by him on questions of law to any executive officer, board, or committee of the Town must be in writing and signed by him. When such an opinion is given, he shall forthwith file a copy thereof with the Town Clerk for a permanent record."

Pass any vote or take any action relative thereto.

Submitted by a petition.

Article 23. To see if the Town will vote to increase the membership of the Board of Trustees of the Goodnow Library to five members, starting with the Annual Meeting of March 1962, one to be elected for a three year period and one to be elected for a two year period, and thereafter each to be elected for a three year period. Pass any vote or take any action relative thereto.

Submitted by Luther M. Child, Jr., Bertha W. Smith and Dene S. Howe.

Article 24. To see if the Town will vote to authorize the Treasurer to act as collector of taxes beginning upon the qualification of the Treasurer in 1962. Pass any vote or take action relative thereto.

Submitted by the Finance Committee.

Article 25. To see if the Town will vote to change the term of office of the Tax Collector from one year to three years in accordance with Section 1, Chapter 41, General Laws, said term of three years to be effective beginning in 1962; or take any action relative thereto.

Submitted by the Tax Collector.

Article 26. To see if the Town will vote to change the term of office of the Treasurer from one year to three years in accordance with Section 1, Chapter 41, General Laws, said term of three years to be effective beginning in 1962; or take action relative thereto.

Submitted by the Treasurer.

Article 27. To see if the Town will vote to appoint a committee to study the matter of the proposed Boston Edison Company high tension power line and report their recommendation to the Town on or before the next Annual Town Meeting; pass any vote or take any action relative thereto.

Submitted By Michael G. Stratton.

Article 28. To see if the Town will raise, appropriate or otherwise provide the sum of \$18,000.00 or any other sum, for the purpose of purchasing a Class A—750 gallon fire pumping engine with equipment, for the fire department; said engine to meet or exceed specifications of the Fire Chief and the National Board of Fire Underwriters; and to determine whether the money shall be raised by borrowing or otherwise. Pass any vote or take any action relative thereto.

Submitted by Fire Chief.

*The Finance Committee recommends this article. We recommend that \$4,000.00 be raised by taxes and \$14,000.00 bonded.*

Article 29. To see if the Town will vote to grant, appropriate, or otherwise provide the sum of \$7,500 or any other sum for the purpose of completing plans and specifications, preparing working drawings, and obtaining bids for an addition to the Town of Sudbury's Goodnow Library. Final plans and bids to be submitted at the next annual Town Meeting. The expenditure of such funds to be under the jurisdiction of the Permanent Building Committee. Pass any vote or take any action relative thereto.

Submitted by the Library Committee.

*The Finance Committee recommends this article.*

Article 30. To see if the Town will vote to grant, appropriate or otherwise provide the sum of \$900,000 or any other sum for the purpose of completing the plans and specifications for and constructing a twenty classroom elementary school on the Haynes Road site or on any other site owned by the Town or to be acquired by the Town and for providing

original furnishings and equipment and for acquiring such land as may be required as a building site. The expenditure of such funds to be under the jurisdiction of the Permanent Building Committee, except for purchase of land, which shall be under the jurisdiction of the Board of Selectmen. The action authorized under this article to be contingent upon approval of preliminary plans and site by School Building Assistance Commission. Pass any vote or take action relative thereto.

Submitted by the Permanent Building Committee and the School Committee.

*The Finance Committee recommends this article.*

Article 31. To see if the Town will vote to raise and appropriate the sum of \$150,000.00 to purchase from the estate of the late Lydia J. Raymond one hundred and fifty acres of land for municipal purposes. Pass any vote or take any action relative thereto.

Submitted by the Industrial Development Commission and the Planning Board.

*At the time of this report, the Finance Committee has insufficient information to pass on this article. It is anticipated that a hearing will be held and a report submitted at town meeting.*

Article 32. To see if the Town will grant or appropriate the sum of \$7,500.00 (seven thousand five hundred dollars) or any other sum for the use of the Sudbury Conservation Commission to carry out the purposes for which the Town and the Commonwealth have created this Commission, namely, "The promotion and development of the natural resources and the protection of the watershed resources of the community." (Chapter 223, Acts of 1957).

Submitted by Stanley Russell.

*The Finance Committee recommends this article.*

Article 33. To see if the Town will vote to grant or appropriate the sum of \$750.00, or any other sum to purchase chairs for the Town Hall. Pass any vote or take action relative thereto.

Submitted by the Selectmen.

*These chairs are to be used in the balcony of the Town Hall. The Finance Committee recommends this article.*



Article 34. To see if the Town will vote to grant or appropriate the sum of \$65.85, or any other sum for the purpose of paying unpaid bills in accordance with the following schedule; pass any vote or take action relative thereto.

The Sudbury Citizen .....	\$20.25
Moderator .....	20.00
John Hood Company .....	25.60

Submitted by the Selectmen.

*Finance Committee will report at the meeting.*

Article 35. To see if the Town will grant or appropriate the sum of \$1,000.00, or any other sum, to enlarge the Welfare Office in the Town Hall. Pass any vote or take action relative thereto.

Submitted by the Selectmen.

*The Finance Committee does not recommend this article. We believe that this is only a temporary solution to a general problem, and recommend that immediate preliminary steps be taken to solve the problem of office facilities for all departments.*

Article 36. To see if the Town will vote to transfer \$2,200.00 from the Road Machinery Fund to purchase a  $\frac{3}{4}$  Ton Pick-up Truck for the Highway Department. Pass any vote or take any action relative thereto.

Submitted by The Public Works Advisory Board and the Highway Surveyor.

*The Finance Committee recommends this article.*

Article 37. To see what disposition will be made of Middlesex County Dog License Refund; pass any vote or take action relative thereto.

Submitted by the Selectmen.

*Finance Committee to report at the meeting.*

Article 38. To see if the Town will vote to have the Commission on Historical Structures have jurisdiction over the Hosmer House, with the same conditions as voted this committee over the Loring Parsonage. Pass any vote or take action relative thereto.

Submitted by the Selectmen.

Article 39. To see if the Town will vote to amend the By-laws of the Town by adding after Article XII a new article to be numbered Article XIII, which shall prescribe regulations for the material, construction, alteration and inspection of all pipes, tanks, faucets, valves and other fixtures by and through which water or sewage is used and carried in any building of the Town; and, further, to regulate all other matters and things as authorized by G. L. c. 142, Section 13, and which said Article XIII shall be entitled "Plumbing By-Law."

Pass any vote or take any action thereon.

Submitted by the Selectmen.

*Note: Copies of the proposed by-laws may be obtained at the office of the Town Clerk, and will be distributed at the Town Meeting.*

Article 40. To see if the Town will vote to amend the vote adopted under Article 21 of the warrant for the Annual Town Meeting of March 9, 1960 by striking out in the second and third lines as appearing in the proceedings of such meeting published by the Town Clerk the words "completing the rebuilding of Horse Pond Road," and inserting in place thereof the words, for the rebuilding and completion of any road in the Town as may be designated by the Highway Surveyor and approved by the Board of Selectmen and the Public Works Advisory Board. Pass any vote or take action relative thereto.

Submitted by the Highway Surveyor and the Selectmen.

*The Finance Committee concurs with the tenor of this article. However, we believe that no change should be made in the present status of these funds until a specific project is designated. At that time complete funds can be voted by the Town for the project and the balance in the account "Repairs and Rebuild Horse Pond Road" in the amount of \$12,155.88 transferred to the cost of the project. We recommend indefinite postponement of this article.*

Article 41. To see if the Town will vote to amend the Building Code By-Law by adding under E. Chimneys, a new item numbered 8, to read as follows:

"E. Chimneys

8. All chimneys concealed in walls and in attic spaces shall be completely plastered with mortar at least  $\frac{3}{8}$  (three-eighths) of an inch thick, applied over the outer surface."

Pass any vote or take any action relative thereto.

Submitted by the Building Inspector.

Article 42. To see if the Town will vote to amend the Building Code By-Law by adding under D. Interior Walls and Ceilings, a new item numbered 3, to read as follows:

“D. Interior Walls and Ceilings

3. All built-in ventilating fans in kitchens and hood fans over cooking ranges shall exhaust to the outside atmosphere through a pipe or duct constructed of fire resisting materials.”

Pass any vote or take any action relative thereto.

Submitted by the Building Inspector.

Article 43. To see if the Town will vote to amend the Building Code as follows:

By striking out section 1 and inserting in its place a new section as follows:

Section 1. This by-law regulates the structural alteration, remodeling, (demolition) and wiring and rebuilding of existing buildings and the construction of all other buildings which may hereafter be erected, structurally altered, remodeled, rebuilt or removed within the Town of Sudbury; and by striking out section 3 and inserting a new section as follows:

Section 3. No building or any part thereof, including the removal of earth and the laying of a foundation therefor, except a one story wooden building, the floor space of which shall not exceed ten feet square and which shall not be used for habitation, and an ordinary outbuilding to be used in connection with a farm, shall hereafter be erected, structurally altered, remodeled, rebuilt or removed unless a building permit is granted therefor as is hereinafter provided, and that the work to be performed on such building or the material to be used in the construction of said building shall be in conformity with this by-law and all other applicable by-laws of the town; and by striking out section 4 and inserting in place thereof a new section as follows:

Section 4. An application for a building permit shall be filed with the Inspector of Buildings on a form to be furnished by him, together with duplicate copies of plans and specifications or written description of the building to be erected, structurally altered, remodeled, rebuilt or removed. The application shall state the full name and address of the applicant and such other information as shall be required by the Inspector. A building permit shall be issued by the Inspector, if he is of the opinion that the said building shall be erected, structurally altered, remodeled, rebuilt or removed in compliance with the provisions of this code and all other applicable by-laws of the town, and shall collect the fee as is provided

by section 10 of this by-law. A duplicate copy of such plans, specifications or written description, when approved by the Inspector of Buildings, shall be kept at the building and shall be available to him at all times during the progress of the work; and by striking out paragraph (b) of section 6 and inserting in place thereof a new paragraph as follows:

(b) It shall be the duty of the Inspector of Buildings to enforce the provisions of this by-law, and the rules and orders issued by him so far as the same may be lawful and in conformity with the By-laws of the town; and by striking out section 8 and inserting in place thereof the following new section:

Section 8. Any person aggrieved by the refusal of the Building Inspector to grant a building permit or by any order or ruling made by him, notice of which shall have been given to the applicant or permittee, may appeal in writing to the Board of Appeals as is provided in Section 6 of Article IX (Zoning By-laws) of the Town; and by adding after section 9 a new section as follows:

Section 10. The fee to be paid to the Building Inspector upon the issuance of each building permit shall be an amount equal to \$1.00 for each \$1000, or portion thereof of the estimated cost of the building to be erected. The minimum fee for any building permit shall be \$2.00. No fee shall be charged for the issuance of any building permit to the town; and by adding at the beginning of the paragraph appearing under the heading:

"Construction of Building" the words and figures: Section 11;

and by striking out in section 11 after the heading "C" Foundations" paragraph 10 and inserting the following new paragraph:

10. After the foundation of the building for which a permit has been issued has been constructed, and before any further work shall be done on said building, an engineer's or surveyor's plot plan shall be furnished the Town Engineer. The plan shall show the size of the building, the shortest distance from each lot line to the nearest point of the building to that street line. It must also show the width of the street at a point where the setback distance is given. This plan shall be made by an accredited engineer or land surveyor and include a statement that all distances are correct, such statement to be signed by the engineer or surveyor who prepared the plan.

Submitted by the Selectmen.

Article 44. To see if the Town will vote to amend Section 1 of the Zoning By-laws (Article IX) by rezoning the following area now included in Residential Zone C1, as an Industrial District; commencing at a point in the middle of Hop Brook where it crosses the Framingham-Sudbury town line thence in a northerly direction along the middle line of said brook 1170.72' more or less to a stone bound where it meets the land formerly of Lydia G. Raymond, thence easterly along the same land to a stone bound on the west side of Raymond Road, thence still easterly along the same land and a stone wall 511.27' more or less, in varying directions to a stone bound, thence southerly to the Framingham Town Line, thence westerly along this same line to the point of beginning, being 14½ acres, more or less; pass any vote or take any action thereon.

Submitted by James Chesarone.

Article 45. To see if the Town will vote to amend the Zoning By-law (Article IX of the By-laws of the Town of Sudbury) by striking out the third paragraph of Section 6, and inserting in place thereof the two following paragraphs:

An appeal may be taken to the Board of Appeals by any person aggrieved by the refusal of the Inspector of Buildings to issue a building permit or by any order or ruling of said Inspector under the provisions of section 8 of the building code by filing a claim of appeal within fifteen days after the date on which written notice of said refusal, and notice of the making of said order or ruling shall have been given to the applicant for such permit or to the permittee. The appellant shall within two days of the taking of such appeal file in the office of the Town Clerk a copy of said written notice and the claim of appeal.

An appeal may be taken to the Board of Appeals by any person aggrieved by reason of his inability to obtain a permit or any order or decision of the Inspector of Buildings or other administrative official in violation of the provisions of General Laws, chapter 40A (Zoning Enabling Act) by filing said appeal within fifteen days of the receipt by him of notice of such refusal, order or decision. Pass any vote or take action relative thereto.

Submitted by the Planning Board.

Article 46. To see if the Town will vote to amend Article IX of the By-Laws of the Town (Zoning By-laws), Section 1E by striking out the first three paragraphs of subsection (6) and inserting in place thereof the following:

(6) Site Plan Approval. No business or industrial building shall hereafter be erected or externally enlarged, and no business or industrial use shall hereafter be established or expanded in ground area except in conformity with a site plan bearing an endorsement of approval by the Board of Selectmen. Said site plan shall show among other things, all existing and proposed buildings, structures, parking spaces, driveway openings, driveways, service areas, and other open uses, all facilities for sewage, refuse and other waste disposal, and for surface water drainage, and all landscape features (such as fences, walls, planting areas and walks) on the lot.

Any person desiring approval of a site plan under this paragraph shall submit said plan to the Board of Selectmen who shall thereafter transmit it to the Planning Board for a report and recommendations thereon, and no building permit shall be issued until the Board of Selectmen shall have approved the plan or have allowed thirty days to elapse after receiving the report and recommendations of the Planning Board. The Board of Selectmen shall have the power to modify or amend its approval of a site plan on application of the person owning or leasing the premises shown on such site plan; or, upon its own motion, in the event of changes in the physical condition of the site sufficient to justify such action within the intent of this subsection; and the foregoing provisions wherever apt shall be applicable to any modification or amendment of such plan. In considering a site plan under this subsection, the Board of Selectmen shall assure to a degree consistent with the reasonable use of the site for the purposes permitted by the regulations of the district in which it is located:

- (a) protection of adjoining districts against seriously detrimental or offensive uses on the site.
- (b) convenience and safety of vehicular and pedestrian movement within the site and in relation to adjacent streets and land.
- (c) adequacy of the methods of disposal for sewage, refuse and other wastes resulting from the uses permitted on the site, and the methods of drainage for surface water from its parking spaces and driveways.

Pass any vote or take any action thereon.

Submitted by the Planning Board.

And you are required to serve this warrant by posting attested, printed copies thereof at the Town House, each public meeting house, railroad station and post office in said Town seven days at least before the time appointed for said election.

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

Given under our hands this fourteenth day of February one thousand nine hundred and sixty-one.

FRANCIS W. TRUSSELL,  
HARVEY N. FAIRBANK,  
LAWRENCE B. TIGHE,  
Selectmen of Sudbury

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