



***GREAT MEADOWS NATIONAL WILDLIFE REFUGE***

**2003**

**ANNUAL TOWN REPORT  
SADBURY, MASSACHUSETTS**

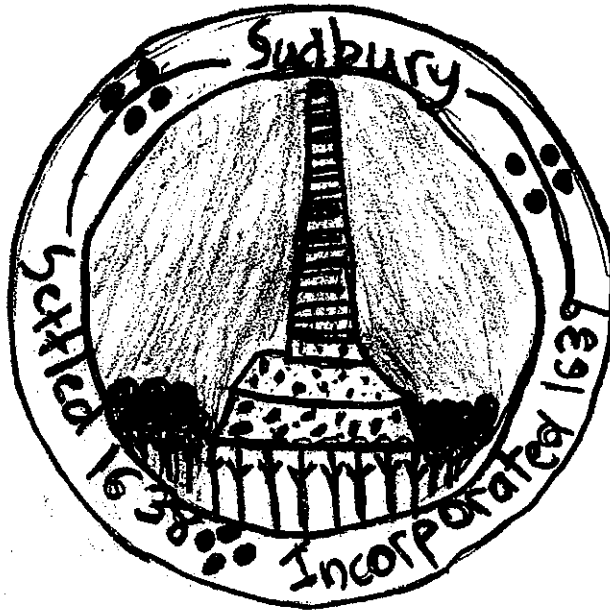
# SUDBURY TOWN OFFICES/DEPARTMENTS

<u>DEPARTMENT</u>	<u>LOCATION</u>	<u>PHONE NUMBER</u>
ASSESSORS OFFICE	FLYNN BUILDING	443-8891 x393
BOARD OF APPEALS	---	443-8997
BUILDING DEPARTMENT	DPW BUILDING	443-2209 x1361
CONSERVATION	DPW BUILDING	443-2209 x1370
COUNCIL ON AGING	FAIRBANK COMMUNITY CENTER	443-3055
DESIGN REVIEW BOARD	FLYNN BUILDING	443-2209 x1387
DOG OFFICER	----	443-8632
ENGINEERING/DPW DIRECTOR	DPW BUILDING	443-2209 x1389
FINANCE DIRECTOR	FLYNN BUILDING	443-8891 x377
FIRE HEADQUARTERS	77 HUDSON ROAD	443-2239 (BUS.)
GOODNOW LIBRARY	21 CONCORD ROAD	443-1035
HEALTH DEPARTMENT	DPW BUILDING	443-2209 x1379
HIGHWAY/DPW	DPW BUILDING	443-2209
LINCOLN-SUDBURY R. H. S.	390 LINCOLN ROAD	443-9961
PARK AND RECREATION	FAIRBANK COMMUNITY CENTER	443-8049
ATKINSON POOL	FAIRBANK COMMUNITY CENTER	443-1092
YOUTH COORDINATOR	TOWN HALL	443-8891 x306
PLANNING DEPARTMENT	DPW BUILDING	443-2209 x398
POLICE DEPARTMENT	415 BOSTON POST ROAD	443-1042 (BUS.)
SELECTMEN'S OFFICE	LORING PARSONAGE	443-8891 x382
SOCIAL WORKER	FLYNN BUILDING	443-8891 x358
SUDBURY HOUSING AUTHORITY	55 HUDSON ROAD	443-5112
SUDBURY SCHOOL DEPARTMENT	FAIRBANK COMMUNITY CENTER	443-1058 x211
SUDBURY WATER DISTRICT	199 RAYMOND ROAD, BOX 111	443-6602
TAX COLLECTOR	FLYNN BUILDING	443-8891 x376
TECHNOLOGY ADMINISTRATOR	FLYNN BUILDING	443-8891 x307
TOWN CLERK	TOWN HALL	443-8891 x351
TOWN COUNSEL	LORING PARSONAGE	443-8891 x384
TOWN MANAGER	LORING PARSONAGE	443-8891 x385
ASST. TOWN MANAGER	LORING PARSONAGE	443-8891 x386
VETERANS AGENT	TOWN HALL	443-8891 x357

## ADDRESSES

DPW BUILDING	275 OLD LANCASTER RD.
FAIRBANK COMMUNITY CENTER	40 FAIRBANK RD.
FLYNN BUILDING	278 OLD SUDBURY RD.
LORING PARSONAGE	288 OLD SUDBURY RD.
TOWN HALL	322 CONCORD RD.
WEBSITE: <a href="http://WWW.TOWN.SUDBURY.MA.US">WWW.TOWN.SUDBURY.MA.US</a>	

FRONT COVER PHOTO BY GAIL CHAPMAN CLOSE



*Artwork of Town Seal by Brianna Kablack, Grade 5, Noyes School*

**364<sup>TH</sup> ANNUAL REPORT  
OF THE OFFICIAL BOARDS OF  
SUDBURY, MASSACHUSETTS  
YEAR ENDING DECEMBER 31, 2003**

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# SUDBURY AT A GLANCE

SETTLED:	1638 - INCORPORATED 1639; 364 YEARS OLD IN 2003	
POPULATION:	17,678	VOTERS: 10,486
AREA:	24.7 SQUARE MILES	
BUDGET FY 02-03:	OPERATING BUDGET:	\$61,991,452
	OTHER APPROPRIATIONS:	984,544
	BORROWING:	<u>821,700</u>
	TOTAL:	\$63,797,696
TAX RATE:	FY2002-03: \$16.78 RESIDENTIAL; \$22.26 COMMERCIAL/IND./PERSONAL PROP.	
GOVERNMENT:	SELECTMEN/TOWN MANAGER WITH OPEN TOWN MEETING	
PUBLIC LIBRARY:	GOODNOW LIBRARY, MEMBER OF MINUTEMAN LIBRARY NETWORK	
SCHOOLS:	FOUR ELEMENTARY SCHOOLS, ONE MIDDLE SCHOOL, LINCOLN-SUDBURY REGIONAL HIGH SCHOOL AND MINUTEMAN REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL	
PUBLIC SAFETY:	FULL-TIME FIRE DEPARTMENT WITH THREE STATIONS, ALSO PROVIDES EMERGENCY AMBULANCE SERVICE TO HOSPITALS. FULL-TIME POLICE DEPARTMENT	
RECREATION:	PROGRAMS OFFERED YEAR ROUND; INFORMATIONAL BROCHURES MAILED TO ALL SUDBURY RESIDENTS FOUR TIMES A YEAR. THE FAIRBANK COMMUNITY CENTER HOUSES THE ATKINSON TOWN POOL, THE TEEN CENTER, PARK AND RECREATION OFFICE AND THE FAIRBANK SENIOR CENTER. MAJOR RECREATION AREAS INCLUDE DAVIS FIELD, FEATHERLAND PARK, FEELEY FIELD, AND HASKELL RECREATION AREA. FACILITIES INCLUDE A TODDLER PLAYGROUND, TENNIS COURTS, BASKETBALL COURTS, SKATEBOARD PARK, GOLF PUTTING GREEN, SAND VOLLEYBALL COURT, OUTDOOR ICE SKATING AREA, AND FIELDS FOR BASEBALL, FIELD HOCKEY, LACROSSE, SOFTBALL, AND SOCCER.	
HOSPITALS WITHIN 10 MILES:	EMERSON HOSPITAL, CONCORD METROWEST MEDICAL CENTER/FRAMINGHAM UNION CAMPUS, FRAMINGHAM UMASS HEALTH SYSTEM-MARLBOROUGH HOSPITAL, MARLBOROUGH.	
HEALTH CARE SERVICES:	PARMENTER HEALTH SERVICES, INC.	
HOUSES OF WORSHIP:	BAPTIST, CATHOLIC (2), CONGREGATIONAL, EPISCOPAL, JEWISH (2), LUTHERAN, METHODIST, PRESBYTERIAN, SWEDENBORG CHAPEL, UNITARIAN, AND NON-DENOMINATIONAL.	
UTILITIES:	ELECTRICAL SERVICE: NSTAR NATURAL GAS SERVICE: KEYSpan WATER: SUDBURY WATER DISTRICT TELEPHONE SERVICE: VERIZON CABLE SERVICE: COMCAST OF MASSACHUSETTS III, INC.	
TRANSPORTATION:	BUS SERVICE TO BOSTON AND NORTHBORO BY CAVALIER COACH CORP.	

# FEDERAL, STATE AND COUNTY OFFICIALS

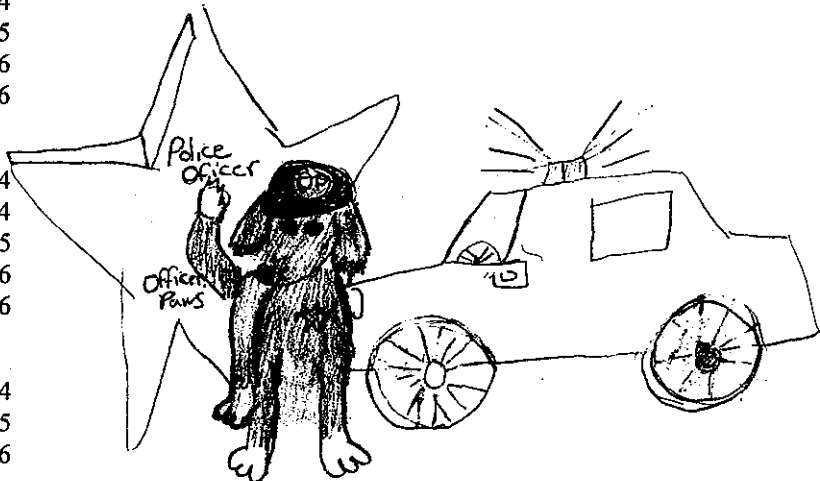
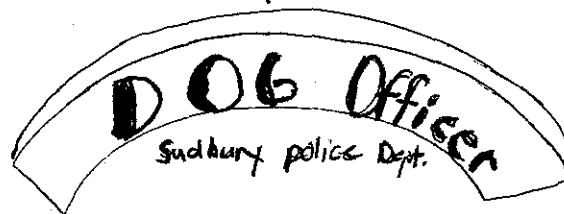
	<u>UNITED STATES OF AMERICA</u>	RESIDENCE	OFFICE TEL.
PRESIDENT	GEORGE W. BUSH	WASHINGTON, DC	(202) 456-1414
VICE PRESIDENT	RICHARD CHENEY	WASHINGTON, DC	(202) 456-1414
SENATORS	EDWARD M. KENNEDY	BOSTON	(617) 565-3170
	JOHN F. KERRY	BOSTON	(617) 565-8519
REPRESENTATIVE 5 <sup>TH</sup> CONGRESSIONAL DISTRICT	MARTIN T. MEEHAN	LOWELL	(978) 459-0101
<u>COMMONWEALTH OF MASSACHUSETTS</u>			
GOVERNOR	MITT ROMNEY	BELMONT	(617) 725-4000
LT. GOVERNOR	KERRY HEALEY	BEVERLY	(617) 725-4000
SECRETARY	WILLIAM F. GALVIN	BOSTON	(617) 727-9180
REGISTRAR OF DEEDS MIDDLESEX SOUTH DISTRICT	EUGENE C. BRUNE	SOMERVILLE	(617) 679-6310
TREASURER AND RECEIVER GENERAL	TIMOTHY P. CAHILL	QUINCY	(617) 367-6900
CHAIRMAN, RETIREMENT BOARD	JAMES E. FAHEY, JR.	WATERTOWN	(987) 439-3006
ATTORNEY GENERAL	THOMAS F. REILLY	WATERTOWN	(617) 727-2200
AUDITOR	A. JOSEPH DENUCCI	NEWTON	(617) 727-2075
CLERK OF COURTS	EDWARD J. SULLIVAN	CAMBRIDGE	(617) 494-4010
GOVERNORS'S COUNCILLOR 3RD COUNCILLOR DISTRICT	MARILYN PETITTO DEVANEY	WATERTOWN	(617) 725-4015
DISTRICT ATTORNEY NORTHERN DISTRICT	MARTHA COAKLEY	ARLINGTON	(617) 494-4050
REGISTRY OF PROBATE/INSOLVENCY	JOHN R. BUONOMO	SOMERVILLE	(617) 768-5800
SENATORS			
3 <sup>RD</sup> MIDDLESEX DISTRICT	SUSAN FARGO (PREC. 1 & 4)	LINCOLN	(617) 722-1572
MIDDLESEX & WORCESTER	PAMELA RESOR (PREC. 2, 3 & 5)	ACTON	(617) 722-1120
REPRESENTATIVE 13 <sup>TH</sup> MIDDLESEX DISTRICT	SUSAN W. POPE	WAYLAND	(617) 722-2305
SPECIAL SHERIFF	JAMES V. DiPAOLA	MALDEN	(617) 494-4400

NOTE: OFFICIALS IN OFFICE AS OF JANUARY 2004

# ELECTED TOWN OFFICIALS

(EFFECTIVE AFTER THE  
ANNUAL ELECTION - MARCH 31, 2003)

	TERM EXPIRES		TERM EXPIRES
<b>ASSESSORS, BOARD OF</b>		<b>SUDBURY HOUSING AUTHORITY</b>	
Trevor A. Haydon	2004	Kelly Cronin (eff. 10/21)	2004
Liam J. Vesely	2005	Carol A. Hamilton (State appointee)	2004
David G. Berry	2006	Bettie H. Kornegay (res.)	2004
		John C. Darcey	2006
		Steven J. Swanger	2007
		Stephen B. Shrugrue	2008
<b>GOODNOW LIBRARY TRUSTEES</b>		<b>SUDBURY SCHOOL COMMITTEE</b>	
Carol Hull	2004	Jane S. Santinelli	2004
Phyllis A. Cullinane	2004	William G. Braun	2005
Barbara F. Pryor (apptd. 5/03)	2004	Richard J. Robison	2005
Robert W. Iuliano	2005	Alexandra S. Crowe	2006
Lily A. Gordon	2006	Susan N. Iuliano	2006
Jill Browne	2006		
<b>HEALTH, BOARD OF</b>		<b>WATER DISTRICT COMMISSIONERS</b>	
Donald C. Kern	2004	Robert H. Sheldon	2004
Brian J. Mcnamara	2005	William J. Cossart	2005
Lynn Geitz	2006	Lee H. Goodstone	2006
<b>LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT COMMITTEE</b>		<b>WATER DISTRICT OFFICERS</b>	
John J. Ryan, Jr.	2004	Robert K. Coe	2004
Eileen G. Glovsky	2004	Craig E. Blake	2004
Ragnild Fredrickson	2005	R. Edward Thompson	2004
Lauri B. Wishner	2005		
Mark T. Collins	2006		
Eric Harris	2006		
<b>MODERATOR</b>			
Thomas G. Dignan, Jr. (res.)	2004		
<b>PARK AND RECREATION COMMISSION</b>			
Paul Griffin	2004		
Francis W. Logan	2004		
Peter S. Glass	2005		
Betsy B. Fitzgerald	2006		
Gregory W. Hunt	2006		
<b>PLANNING BOARD</b>			
Elizabeth D. Eggleston	2004		
Michael C. Fee	2004		
Michael J. Hunter	2005		
William J. Keller, Jr.	2006		
Christopher Morely	2006		
<b>SELECTMEN, BOARD OF</b>			
Kirsten D. Roopenian	2004		
John C. Drobinski	2005		
Lawrence W. O'Brien	2006		



Drawing by Lauren Kleifges, Grade 5, Noyes School

# APPOINTED TOWN OFFICIALS

(Appointment year--generally commencing May 1, 2003)

## **ADMINISTRATIVE ASSISTANT TO THE BOARD OF SELECTMEN**

Janet Silva

## **AFFIRMATIVE ACTION OFFICER**

Wayne R. Walker

## **AGING, COUNCIL ON**

Joseph D. Bausk  
Morton L. Brond  
Arletta G. Cioffari  
Judith Deutsch  
Beverly B. Guild  
Catherine M. Kuras  
Esther M. Mann, Chair  
John O. Rhome  
H. Ronald Riggert

## **AGING, COUNCIL ON, DIRECTOR OF**

Ruth A. Griesel

## **AMERICANS WITH DISABILITIES ACT (ADA) COORDINATORS**

Wayne R. Walker – employment compliance  
James F. Kelly – structural compliance

## **ANIMALS, INSPECTOR OF**

Paula E. Adelson

## **APPEALS, BOARD OF AND EARTH REMOVAL BOARD ALTERNATES**

Patrick J. Delaney, III  
Jonathan G. Gossels, Chair  
Thomas W. H. Phelps  
Stephen M. Richmond

## **ASSESSING, DIRECTOR OF**

Maureen R. Hafner

## **ASSESSOR, ASSISTANT**

Cynthia M. Gerry

## **AUCTION PERMIT AGENT**

Janet Silva

## **BIKE TRAIL COMMITTEE**

(Committee suspended)

## **BLUE RIBBON HOUSING SITE SELECTION COM.**

Joseph D. Bausk  
Richard H. Davison  
Mark C. Ensign  
Michael C. Fee  
James A. Gardner, Co-chair  
Lydia M. Pastuszek, Co-chair  
Stephen B. Shugrue

## **BUILDINGS, INSPECTOR OF/ZEA**

James F. Kelly

## **BUILDINGS, INSPECTOR OF/ZEA, ASSISTANT**

John B. Hepting

## **BUILDINGS, DEPUTY INSPECTORS OF**

Earl D. Midgley, Deputy  
Charles F. Willett, Interim Deputy

## **CABLE TELEVISION COMMITTEE**

Peter Boers  
Michael Daitzman  
Margaret R. Fredrickson  
Martin Greenstein  
Bijan R. Sabet (res.)  
Linda M. Wade  
Jeffrey Winston, Chair  
Donald Ziter  
Mark W. Thompson, Ex-officio  
Robert Kavanagh, Ex-officio  
Frederick G. Walker, Ex-officio

## **CAPITAL IMPROVEMENT PLANNING COMMITTEE**

Miner A. Crary (res.)  
Jose A. Garcia-Meitin  
S. Wilson Heaps III  
Robert J. Hurstak, Jr.  
John P. Kinney  
Daniel V. Messina  
Theodore Pasquarello  
David A. Wallace, Chair  
Kerry A. Speidel, Ex-officio

## **CEMETERIES, SUPERINTENDENT OF**

Scott Taylor

## **CHIEF PROCUREMENT OFFICER**

Maureen G. Valente

## **CIVIL DEFENSE**

Michael C. Dunne, Director  
I. William Place, Asst. Director  
James S. Idelson, Radio Operator

## **COMMUNITY HOUSING COMMITTEE**

Kelley Cronin  
John C. Darcey (res.)  
Michael C. Fee  
Amy E. Lepak, Co-chair  
Lawrence W. O'Brien  
Patrick F. Rosseel  
Joellen Samojla, Co-chair  
Roger Van Duinen



**COMMUNITY PRESERVATION COMMITTEE**

Richard O. Bell  
Diane Goldberg  
Paul Griffin  
Mark A. Kablack, Chair  
Christopher Morely  
Kirsten D. Roopenian  
Sheila A. Stewart  
Steven J. Swanger  
Carole R. Wolfe

**COMMUNITY SOCIAL WORKER**

Martha E. Lynn

**CONSERVATION COMMISSION**

Richard O. Bell  
Parker L. Coddington  
Mark C. Ensign, Chair  
Bridget Hanson  
David E. Molzan  
Greg J. Topham  
Edward W. Pickering

**CONSERVATION COORDINATOR**

Deborah M. Dineen

**CONSTABLES**

James D. Conboy  
Nelson H. Goldin  
Lawrence E. Hartnett, Jr.  
Sean B. McCarthy  
Theodore Milgroom

**DESIGN REVIEW BOARD**

Deborah Bulkley Kruskal  
Daniel A. Martin  
Frank W. Riepe, Chair  
Thomas A. Rockwell (res.)  
Linda M. Wade  
Patricia A. Windle

**DISABILITY, COMMISSION ON**

Oscar W. Harrell, II  
David J. Mortimer  
Irina Petsch

**DOG OFFICER/ANIMAL CONTROL OFFICER**

Betsy M. DeWallace  
Paula E. Adelson, Assistant

**EARTH REMOVAL BOARD AND  
BOARD OF APPEALS ASSOCIATES**

Melinda M. Berman, Chair  
Richard L. Burpee  
Stephen Garanin (Bd. of App. Assoc. only)  
Jeffrey P. Klofft  
Elizabeth A. Taylor  
Richard D. Vetstein

**ECONOMIC DEVELOPMENT COMMITTEE**

John P. Barry  
Michael J. Burkin  
Charles D. Katz  
David R. Kerrigan  
Thomas W. H. Phelps  
Eric D. Poch  
Abner S. Salant  
Cheryl A. Salatino  
Lynn D. Sand  
Ronald A. Stephan  
John Williams  
Maureen G. Valente (Ex-officio)  
Jody A. Kablack (Ex-officio)  
Kirsten D. Roopenian (Ex-officio)

**ELECTION OFFICERS -  
DEMOCRATIC/UNENROLLED  
PRECINCT ONE**

Warden – Ethel V. Johnson  
Deputy Warden – Beverly B. Guild  
Inspector – Elizabeth H. Swank (U)  
Deputy Inspector – Judith S. Gross  
Additional Inspector – Carmel B. O'Connell  
Deputy Add'l. Inspector – Susan F. Abrams

**PRECINCT TWO**

Clerk – Jacqueline A. Bausk  
Deputy Clerk – Robert D. Abrams  
Inspector – Sheila J. Boyce  
Deputy Inspector – Marion F. Garrigan  
Additional Inspector – Joseph D. Bausk  
Deputy Add'l. Inspector – Ann Vanderslice

**PRECINCT THREE**

Warden – Paula E. Adelson  
Deputy Warden – Vincent P. Surwilo  
Inspector – Christel MacLeod  
Deputy Inspector – Margaret B. Surwilo  
Additional Inspector – Lorraine S. Knapp  
Deputy Add'l. Inspector – Mary A. Pinto

**PRECINCT FOUR**

Clerk – Dorothy M. Sears  
Deputy Clerk – Jean Mugford  
Inspector – Joanna C. S. Tober  
Deputy Inspector – Helga Andrews  
Additional Inspector – Margaret A. Sifferlen  
Deputy Add'l. Inspector – Maureen A. Dolan

**PRECINCT FIVE**

Warden – Maureen Bannon  
Deputy Warden – Kathleen C. Precourt  
Inspector – Judith A. Merra  
Deputy Inspector – Joan C. Robinson  
Additional Inspector – Lorraine S. Brond  
Deputy Add'l. Inspector – Nancy J. Somers

**TELLERS**

Sherrill P. Cline  
Judith Deutsch  
William Hazeltine  
Linda Hench-Gentile  
Robert J. Marsh  
Jane McQueeney  
Karen K. Moore  
Lauren S. O'Brien  
John O. Rhome  
Henry P. Sorett

**EMERGENCY INSPECTORS**

Margaret Angelosanto  
Elaine Barnartt-Goldstein  
Frances B. Caspe  
Mary G. Corley  
Marguerite M. Farrell  
Robert A. Gottberg  
Stephen J. Halloran  
Thomas C. Hollocher  
Regina Hunter  
Susan N. Iuliano  
Berthe L. Lessard  
Deborah Lubash (U)  
Ivan H. Lubash (U)  
Esther M. Mann  
Patrick J. McDermott  
Dorothy A. Oldroyd  
Deann J. Rubin  
Claire J. Schlosser  
Sylvia M. Throckmorton  
Virginia M. Trocchi

**ELECTION OFFICERS -  
REPUBLICAN/UNENROLLED  
PRECINCT ONE**

Warden - Louise P. Card  
Deputy Warden - Alice B. McMorrow  
Inspector - Carolyn A. Anderson (U)  
Deputy Inspector - Rebecca Fairbank  
Additional Inspector - Mary Ellen French (U)  
Deputy Add'l. Inspector - Edward P. Rawson

**PRECINCT TWO**

Warden - Roberta G. Cerul  
Deputy Warden - Catherine J. Stauffer  
Inspector - Betsey D. Cutler (U)  
Deputy Inspector - Frank R. Ascione (U)  
Additional Inspector - Frances L. Galligan  
Deputy Add'l. Inspector - Elizabeth J. Wallingford

**PRECINCT THREE**

Clerk - Sally B. Wadman  
Deputy Clerk - Nancy A. Bates  
Inspector - Catherine M. Kuras (U)  
Deputy Inspector - Jean M. McKenzie

Additional Inspector - Madeleine R. Gelsinon  
Deputy Add'l. Inspector - Susan B. Bistany

**PRECINCT FOUR**

Clerk - Elizabeth W. Newton  
Deputy Clerk - Martha J. Coe  
Inspector - Eva Hole MacNeill  
Deputy Inspector - M. Catherine Brown  
Additional Inspector - Marian A. Borg  
Deputy Add'l. Inspector - Marcia A. Fickett

**PRECINCT FIVE**

Warden - Josephine E. Kieswetter  
Deputy Warden - Robert A. Vannerson  
Inspector - Spencer R. Goldstein  
Deputy Inspector - Sheila Sliwowski  
Add'l. Inspector - Ursula Lyons (U)  
Deputy Add'l. Inspector - Marguerite E. Keith

**TELLERS**

Mitchell Z. Bistany  
Joseph E. Brown  
Clifford A. Card  
Lily A. Gordon  
Deborah M. Hynes (U)  
Deborah S. McCarthy (U)  
Evelyn J. Tate

**EMERGENCY INSPECTORS**

Davis Bates  
Mary S. Davis  
Richard Griesel  
Betsy M. Hunnewell  
Anita W. Lewtas  
Marilyn A. MacLean  
Teresa W. Newton  
Rosemary Treacy  
Margaret L. Tristan  
Elaine Jean Young

**UNENROLLED ELECTION OFFICERS**

June E. Allen - Emergency Inspector  
Elizabeth L. Cane - Inspector  
Linda A. Crisafi - Inspector  
Iris F. DeLuca - Emergency Inspector  
Jeanne R. Ericson - Emergency Inspector  
Virginia R. Frazer - Emergency Inspector  
Marion D. Glaser - Inspector  
Winifred C. Grinnell - Inspector  
Patricia Hayes - Emergency Inspector  
Carolyn McCree - Emergency Inspector

**FAIR HOUSING COMMITTEE**

Kelley A. French  
Carol A. Hamilton (State appointee)  
Thomas W. H. Phelps  
Jody A. Kablack, Ex-officio  
Maureen G. Valente, Ex-officio

**FAIR HOUSING PROGRAM, DIRECTOR OF**  
Jody A. Kablack, Town Planner

**FENCE VIEWERS**

John C. Drobinski  
Lawrence W. O'Brien  
Kirsten D. Roopenian, Chair

**FINANCE COMMITTEE**

M. Teresa Billig, Co-chair  
Michael E. Grosberg  
Robert N. Jacobson, Co-chair  
William E. Kneeland, Jr.  
John V. Nikula  
Martha M. Ragonas  
Larry J. Rowe  
Shauna T. Simmonds  
Sheila A. Stewart

**FINANCE DIRECTOR/TREASURER-COLLECTOR**

Kerry A. Speidel

**FIRE DEPARTMENT**

Michael C. Dunne, Chief & Forest Warden

**FIRE CAPTAINS**

Michael Carroll  
James Devoll II  
Peter Devoll  
Joseph Helms (ret.)  
Kenneth MacLean (eff. 10/03)

**FIRE LIEUTENANTS**

Brian Lewis  
William Miles  
Douglas Stone

**FULL-TIME FIREFIGHTERS**

Francis Avery  
John Balben  
Gary Bardsley  
David Boyd (ret.)  
Robert E. Boyd, Jr.  
Timothy Choate  
Kevin Cutler  
Dana Foster  
Peter Frost  
Stephen Glidden  
Kyle Gordon  
John Hanley  
David Hargrave  
Nicholas Howarth  
Timothy Howe  
Gary Isaacs  
Kevin Moreau  
Kevin Morrissey (eff. 12/03)  
Michael Murphy  
George Place  
Russell Place

Stephen Reini  
Robert Row  
John Salmi  
Daniel Wells  
David Ziehler

**CALL FIREFIGHTER**

Harold Cutler

**GAS FITTING, INSPECTOR OF**

Robert A. Nation

**HAZARDOUS WASTE COORDINATOR**

Robert C. Leupold  
Michael C. Dunne, Alternate

**HEALTH, DIRECTOR OF**

Robert C. Leupold

**HIGHWAY SUPERINTENDENT**

John Lindgren

**HISTORIC DISTRICTS COMMISSION**

Linda G. Hawes  
Sandra Heiler (eff. 10/03)  
Marvin D. Parramore  
Frank W. Riepe  
William C. Schirmer, Chair

**HISTORICAL COMMISSION**

Clayton F. Allen  
Adolf P. Bahlkow  
Winifred C. Fitzgerald  
John Fraize, Co-chair  
James A. Hill  
Michael H. Rubin  
Carole R. Wolfe, Co-chair

**HOP BROOK PONDS STUDY COMMITTEE**

Doran Crouse (Marlboro)  
George D. Gustafson  
Patricia Huston  
Ursula Lyons  
Robert E. Maher  
Stephen M. Meyer, Chair  
Marilyn Novak  
Stephen L. Parker  
Priscilla Ryder (Marlboro)

**INCLUSIONARY ZONING STUDY COMMITTEE**

(Committee dissolved 5/5/03)

**INSECT PEST CONTROL, LOCAL SUPT. OF**

(Vacant)

**LABOR RELATIONS COUNSEL**

Sean P. Sweeney, Esq.

**LAND USE PRIORITIES COMMITTEE**

Saul M. Bloom  
William G. Braun  
Parker L. Coddington

Richard H. Davison  
Kelley A. French  
Paul Griffin  
Christopher Morely  
Nicholas J. Palermo  
Sigrid L. Pickering, Chair  
Robert H. Sheldon  
Sheila A. Stewart  
Carole R. Wolfe  
David G. Berry, Ex-officio  
Deborah M. Dineen, Ex-officio  
Jody A. Kablack, Ex-officio  
Donald C. Kern, Ex-officio  
I. William Place, Ex-officio

**LIBRARY DIRECTOR**

William R. Talentino

**LINCOLN-SUDBURY REGIONAL HIGH SCHOOL**

John M. Ritchie, Superintendent/Principal

**LOCKUP, KEEPER OF THE**

Peter B. Lembo (ret. 1/22/04)

Peter F. Fadgen (eff. 1/23/04)

**MASS. BAY TRANSPORTATION AUTHORITY**

Maureen G. Valente, Designee

**MEMORIAL DAY COMMITTEE**

William R. Duckett, Chair

Spencer R. Goldstein

Winifred C. Grinnell

Mary Jane Hillery

Fred H. Hitchcock, Jr.

Robert G. Mugford

**METROPOLITAN AREA PLANNING COUNCIL**

Maureen G. Valente, Designee

**METROWEST GROWTH MGMT. COMMITTEE**

Kirsten D. Roopenian (Selectmen rep.)

Abner S. Salant (Planning Board rep.)

**MINUTEMAN REGIONAL VOCATIONAL  
TECHNICAL**

**SCHOOL DISTRICT**

Paul Lynch, Representative

Ronald J. Fitzgerald, Superintendent

**MUNICIPAL RIGHT-TO-KNOW COORDINATOR**

Robert C. Leupold

Michael C. Dunne, Alternate

**PARKING CLERK**

Mark R. Gainer

**PARMENTER HEALTH SERVICES, INC.**

Cynthia Mayher, Director

**PAY-PER-THROW ADVISORY COMMITTEE**

Pippa Bell Ader

Peter Glass

Sarah M. Guilford  
Geoffrey A. Howell  
Arnold A. Kramer  
George H. R. McQueen  
Thomas E. Powers, Chair  
F. Richard Soini  
Margaret T. Whittemore

**PERMANENT BUILDING COMMITTEE**

Craig E. Blake

James M. Cummings

Bruce L. Ey, Co-chair

Elaine L. Jones, Co-chair

Michael E. Melnick

Frank D. Schimmoller

David Yankovich

**PERMANENT LANDSCAPE COMMITTEE**

Clayton F. Allen

June E. Allen, Chair

Deborah Bulkley Kruskal

Scott Taylor, Tree Warden

**PERSONNEL BOARD**

(Board dissolved)

**PERSONNEL OFFICER**

Wayne R. Walker

**PLANNING BOARD ASSOCIATE**

Eric D. Poch

**PLANNING BOARD GENERAL AGENT**

I. William Place

**PLUMBING INSPECTOR**

Robert A. Nation

**DEPUTY PLUMBING AND GAS INSPECTOR**

Robert Dempsey

**POLICE DEPARTMENT**

Peter B. Lembo, Chief (ret. 1/22/04)

Ronald J. Nix, Lieutenant

Peter F. Fadgen, Lieutenant (Chief, eff. 1/23/04)

**POLICE SERGEANTS**

Todd F. Eadie

Richard J. Glavin

Peter T. Kempinski

Thomas S. Miller

R. Scott Nix

**POLICE OFFICERS**

Paul Ahern (res.)

Alain G. Basquait (eff. 10/03)

Mitchel G. Caspe

Ronald B. Conrado

Mark R. Gainer

Robert F. Grady

John F. Harris

Michael R. Healy, Jr.

Alan J. Hutchinson  
John A. Longo  
Kenneth G. Loyer  
Michael A. Lucas  
Richard A. MacLean  
Neil E. McGilvray III  
Charles R. Quinn  
Roberto M. Reyes  
Michael R. Shaughnessy  
Wayne M. Shurling, Jr.  
Michael L. Tuomi

**SPECIAL POLICE OFFICERS**

George T. Burney  
William B. Carroll  
Anthony M. Deldon  
Jeffrey F. Gogan  
Andrew J. Mancini  
John E. Mitchell, Jr.  
Bruce C. Noah  
Wayne M. Shurling, Sr.  
Raymond J. Spinelli  
David J. Whooley

**POLICE MATRONS**

Pamela L. Conrado  
Barbara A. Greenwood  
Carol Ann Greenwood

**SPECIAL CONSTABLE**

Joseph D. Bausk

**SPECIAL CONSTABLES, NON-PAID**

Michael C. Dunne  
James F. Kelly  
Earl D. Midgley  
Arthur J. Richard

**POUND KEEPER**

Russell DiMauro

**PRESERVATION AND MANAGEMENT OF  
TOWN DOCUMENTS, COMMITTEE FOR THE**

Curtis F. Garfield  
Russell P. Kirby  
Fred Lee Ford Swanson, Chair  
Sally B. Wadman  
Barbara A. Siira, Town Clerk

**PROPERTY TAX EQUITY REVIEW COMMITTEE**

David Berry  
Morton Brond (res.)  
Arletta Cioffari  
Mark Collins  
David Costello  
Karenina Darmer  
Michael Ducros  
Beth V. Farrell  
Marilyn Goodrich

Susan Iuliano  
David Levington, Co-chair  
Ivan Lubash  
William Maloney  
Esther M. Mann (eff. 9/03)  
Joseph Meeks  
John V. Nikula  
Lawrence W. O'Brien  
Paul Pakos  
Basil Pallone  
Tara Reed, Co-chair  
Claire Schlosser  
Andrew Schwarz  
William Sheehan  
Ralph Tyler  
Steven Wishner

**PUBLIC WORKS, DIRECTOR OF/TOWN  
ENGINEER**

I. William Place

**RECREATION DIRECTOR**

Dennis A. Mannone

**REGISTRARS, BOARD OF**

Cheryl Anderson  
Carmine L. Gentile  
Jeanne M. Maloney, Chair  
Barbara A. Siira, Town Clerk

**RESOURCE RECOVERY COMMITTEE**  
(Committee dissolved 5/5/03)

**SEALER OF WEIGHTS AND MEASURES**

Courtney W. Atkinson

**SEPTEMBER 11 MEMORIAL GARDEN COM.**

Beth V. Farrell  
Kathy E. Newman  
Lawrence W. O'Brien  
Kirsten D. Roopenian  
Maureen G. Valente

**SEWER ASSESSMENT STUDY -  
CITIZENS ADVISORY COM.**

Stephen F. Bodell  
William J. Cossart  
Peter S. Glass  
Ursula Lyons  
Lawrence W. O'Brien  
Eric D. Poch  
Abner S. Salant  
Richard R. Vanderslice  
Margaret T. Whittemore  
Felix W. Yen

**SEWER ASSESSMENT STUDY -  
TECHNICAL ADVISORY COM.**

Parker L. Coddington  
William J. Cossart

John C. Drobinski  
Elizabeth D. Eggleston, Chair  
Robert C. Leupold  
Edward W. Pickering  
I. William Place

**SUDBURY CENTRE STEERING COMMITTEE**

June E. Allen  
Jody A. Kablack  
Deborah B. Kruskal  
I. William Place  
Muriel C. Plonko  
Maureen G. Valente

**SUDBURY CULTURAL COUNCIL**

Patricia H. Bodenstab  
Bronek Dichter (eff. 10/03)  
Rhonda S. Fowler  
Ellen Hoffman  
William J. Nicholson, Chair  
Aruna D. Pundit

**SUDBURY DAY COMMITTEE**

Lisa V. Barth  
Aruna D. Pundit, Chair  
Veronique E. Schejtman  
Abby W. Ward

**SUDBURY HOUSING AUTHORITY,  
EXECUTIVE DIRECTOR OF**

Jo-Ann Howe

**SUDBURY SCHOOLS SUPERINTENDENT**

John R. Brackett  
William J. Hurley (ret.)

**SUDBURY WATER DISTRICT WATER RESOURCE  
PROTECTION COMMITTEE**

Hugh Caspe  
Lael M. Meixsell  
Stephen M. Meyer  
James F. Occhialini  
Edward W. Pickering (alt.)  
Robert H. Sheldon, Chair

**SUDBURY WATER DISTRICT, SUPERINTENDENT  
OF**

Alfred Renzi

**SURVEYOR OF LUMBER & MEASURER OF  
WOOD**

Russell DiMauro

**TECHNOLOGY ADMINISTRATOR**

Mark W. Thompson

**TOWN ACCOUNTANT**

Suzanne L. Petersen  
Barbara Chisholm, Assistant

**TOWN BUILDINGS, SUPERVISOR OF**

Arthur J. Richard

**TOWN CLERK**

Barbara A. Siira  
Judith A. Newton, Assistant

**TOWN COUNSEL**

Paul L. Kenny

**TOWN ENGINEER, ASSISTANT**

Bruce A. Kankanpaa

**TOWN HISTORIAN**

Curtis F. Garfield

**TOWN MANAGER**

Maureen G. Valente  
Wayne R. Walker, Assistant

**TOWN PHYSICIAN**

Melvyn W. Kramer

**TOWN PLANNER**

Jody A. Kablack

**TOWN REPORT COMMITTEE**

Margaret M. Castoldi  
Beth V. Farrell, Chair  
Mary-Ann (Polly) Gavin  
Anne L. Hollows  
Carol A. Whitney

**TOWN TREASURER-COLLECTOR**

Kerry A. Speidel  
Yvonne McAndless, Assistant

**TREE WARDEN**

Scott Taylor

**UNITED NATIONS DAY CHAIR**

Elaine K. McGrath  
Aidan J. McGrath, Assistant  
Maura A. McGrath, Assistant

**VETERANS' ADVISORY COMMITTEE**

William R. Duckett  
Spencer R. Goldstein  
Winifred C. Grinnell, Chair  
Fred H. Hitchcock, Jr.  
Robert G. Mugford  
Edward P. Rawson

**VETERANS' AGENT,  
DIRECTOR OF VETERANS SERVICES**

Mary Jane Hillery

**VETERANS' GRAVES OFFICER**

Mary Jane Hillery

**WAYLAND-SUDBURY SEPTAGE DISPOSAL  
FACILITY SEPTAGE COMMITTEE**

Sudbury: Robert K. Coe  
Robert A. Gottberg  
James F. Occhialini  
Edward W. Pickering

Wayland: George H. Bernard  
John C. Dyer  
William B. Gagnebin  
Philip Pattison, Chair

**WIRING INSPECTOR**

Arthur J. Richard  
David Cochran, Deputy

**WOOD-BURNING STOVES, INSPECTOR OF**

Michael C. Dunne, Fire Chief

**YOUTH COMMISSION**

Susan C. Asbedian-Ciaffi, Co-chair  
Catherine A. Dill

Alan R. Jefts  
Michael W. Precourt  
Laurie J. Triba, Co-chair

**YOUTH COORDINATOR**

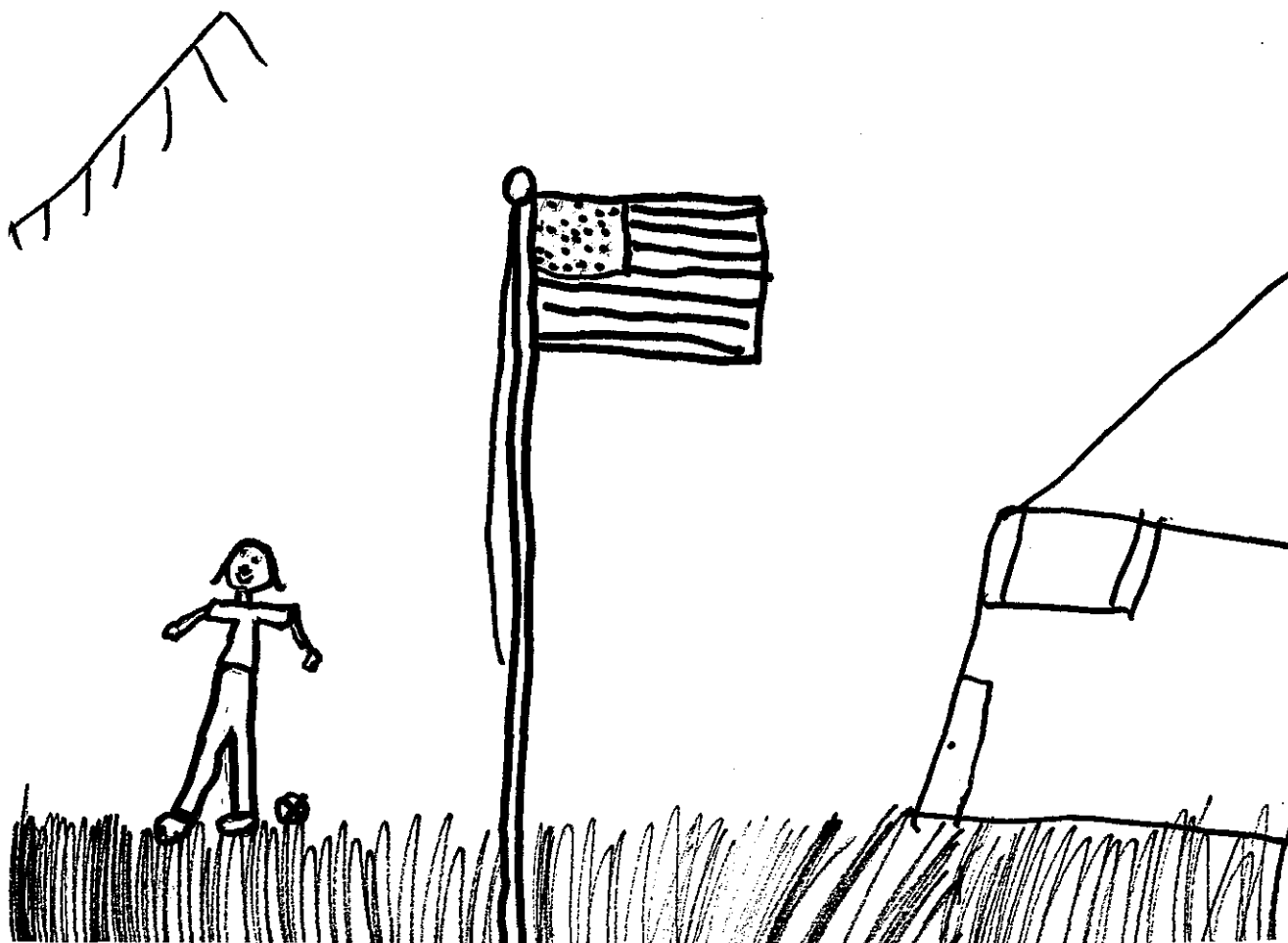
Jill Resnick (res.)

**ZONING ENFORCEMENT AGENT**

James F. Kelly  
Earl D. Midgley, Deputy

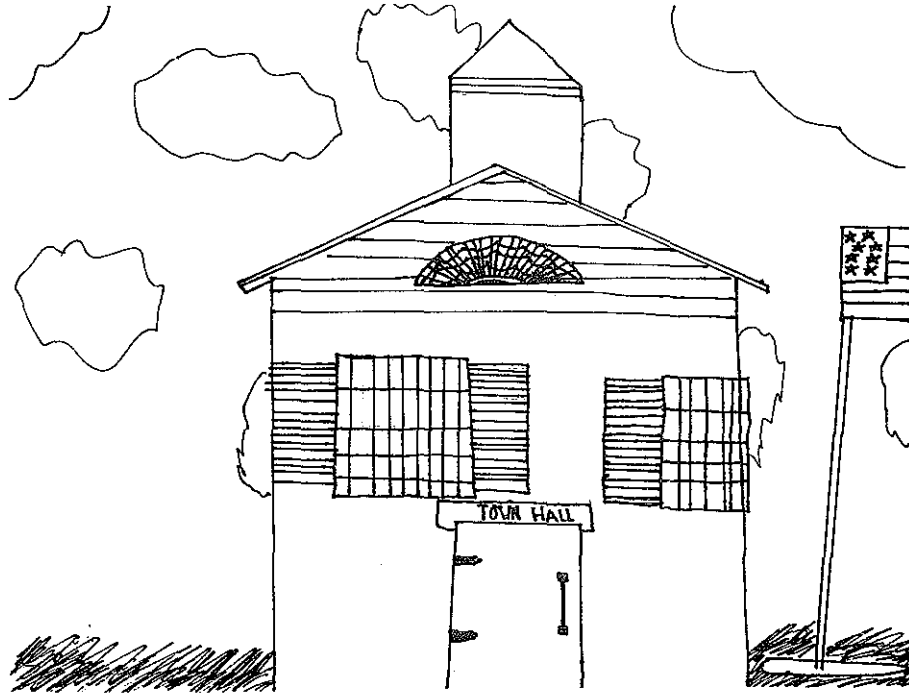
**ZONING ENFORCEMENT FIELD AGENT**

Clayton F. Allen



*Olivia Hamill, Grade 2, Loring School*

# ADMINISTRATION



*Kate Nichols, Grade 4, Loring School*

**BOARD OF SELECTMEN  
AND TOWN MANAGER**

**P. 15**

**TOWN COUNSEL**

**P. 20**

**TOWN MODERATOR**

**P. 21**



# BOARD OF SELECTMEN AND TOWN MANAGER

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The Board of Selectmen in conjunction with the Town Manager hereby submits the reports of the elected and appointed town officials, boards, and committees for the Year 2003, giving a summary of their activities and financial transactions in accordance with Article III, Section 2 of the Town Bylaws. Our report follows.

The composition of the Board of Selectmen remained the same in 2003, as Lawrence O'Brien was reelected to a second term, joining Chairman Kirsten Roopenian and John Drobinski. Maureen Valente was reappointed to her position as Town Manager, entering into her fourth year in this position.

Fiscal Year 2003 will be long remembered for two challenges that required an extraordinary amount of time of the Board and Town Manager. The first was the unpredictability underlying the preparation of the Fiscal Year 2004 budget. The Town took the unprecedented step of suspending Town Meeting action on the operating budget article, and continuing Town Meeting from April until May in order to receive the most accurate state aid figures from a still



*Seated: l to r Kirsten Roopenian, John Drobinski, Lawrence O'Brien, Selectmen. Standing: Jeanette Galliardt, Recording Secretary and Maureen Valente, Town Manager*

deliberating state legislature. Town officials were prepared to reduce the Town's budget by nearly a million dollars if state aid reductions reached 20%, but fortunately the Town's aid losses were not as severe as feared, and the Finance Committee recommended budget was approved by Town Meeting. Second, a citizen petition article concerning senior property taxes was passed by Town Meeting in April. This article requested that the Board of Selectmen petition the State legislature to require the Town to substantially reduce the property taxes of all

residents 60 years and older, by shifting more of the tax burden to those residents younger than 60. This article engendered an enormous amount of debate within the Town, and an effort to reconsider the article was made at the resumption of Town Meeting in May. Over 1700 Sudbury residents attended the Town Meeting session, but the motion for reconsideration did not receive the required two thirds majority. The Board was unanimous in opposing this citizen petition article and established an ad hoc citizens committee to study the issue of tax equity in general and to specifically address ways the Town could assist residents having difficulty with property tax bills. This committee, known as the Property Tax Equity Review Committee (PTERC), has worked hard throughout the summer and fall of 2003 and will be presenting the Board with their findings and recommendations in December 2003.

The Board engaged in its annual goal setting process by reaffirming the eight value statements they had first adopted in 2000. The Board of Selectmen use their value statements to communicate to the Town Manager, department heads, staff, and volunteer boards and committees their expectation that everyone associated with the Town government of Sudbury will work together toward advancement of these values. We have organized this report to explain our progress in advancing these goals and to give the reader a framework for seeing that the many seemingly unrelated actions taken are part of a larger plan to protect and enhance that which we value most about our Town. However, we note that the Town continued to face extraordinary financial pressures, caused by the on-going economic downturn, and progress on some goals and projects was slowed as a result.

## **PROTECT AND ENHANCE THE UNIQUE SENSE OF PLACE OFFERED BY THE TOWN**

Three separate committees established after September 11, 2001 made great strides in enhancing community life in Sudbury.

- The September 11 Memorial Garden Committee, founded by the Town Manager with the approval of the Board of Selectmen, completed their work in time for a moving September 11, 2003 dedication service.

Over 300 people attended the dedication service of the memorial garden located within Heritage Park. The Committee enjoyed an extraordinary level of community support, both in terms of talent and materials donated and raising over \$35,000, most of which will be put into a trust for future maintenance of the Memorial Garden.

- HOPEsudbury, a non-profit community group whose membership includes members of the Board of Selectmen and the Town Manager, reaffirmed its humanitarian presence in the Town by once again raising nearly \$30,000 through a community-wide telethon. Proceeds will aid Sandra's Lodge, a shelter for women and children in Waltham and the newly established Community Assistance Fund. The Community Assistance Fund is administered through the Town Social Worker to aid Sudbury residents who have unexpected or emergency expenses and few means to pay for them.
- The Sudbury Day Festival Committee held the second annual Sudbury Day in September. The Sudbury Day Festival is a day-long event held in the Town Center where community members of all ages come together in celebration of the different cultural heritages that create our unified town. Through international entertainment, artisans' displays and fun hands-on children's activities, the Committee created an outstanding day of music, food, and enjoyable activities. The Committee is financially supported by contributions from many Sudbury businesses and residents and works closely with Town staff.

Protecting our historical assets is another important component of enhancing the spirit of Sudbury, and several projects were undertaken in this area. The Town's clock, located in the steeple of the First Parish but belonging to the Town, began once again to chime the hour thanks to the work of a skilled artisan and the combined funding efforts of the Town, the Sudbury Foundation and First Parish. With funding from the Community Preservation Act, work began to restore the Town-owned Hosmer House, under the supervision of the Historical Commission. And the Town was able to purchase the Dickson property on Water Row. The property is directly adjacent to the Haynes Garrison house site and the King Philip conservation area, and its acquisition allows the Town to expand both our historical and open space resources in this area. The Board thanks abutters to the Dickson property, who privately raised and donated to the Town \$10,000 of the total \$440,000 purchase price for this 2.39 acre parcel. The balance of the purchase came from Community Preservation funds.

#### **PROTECT AND ENHANCE THE FINANCIAL HEALTH OF THE TOWN**

The effects of the national and regional economic downturn continue to impact the Town and limit revenue growth, even as many fixed costs continue to grow faster than the rate of inflation. Despite a \$2.9 million override in FY03, reductions were made in programs and staffing for all three cost centers. More and deeper cuts were made in FY04 as the Board joined with the Finance Committee in recommending that they should not ask the Town for another override.

The same set of economic factors is continuing into a third consecutive fiscal year as the Town begins planning for FY05. We anticipate that overall revenue growth will be flat again and that cuts in programs, staff and capital spending will most likely need to be made again to offset the costs of health insurance, pensions and contractual salary increases for employees. The Board of Selectmen will once again attend Finance Committee hearings and continue discussion with residents in its efforts to find the right balance between the needs of the taxpayers and the importance of preventing such serious cuts in town and school budgets that vital services are lost to residents.

Town Manager Maureen Valente and Finance Director Kerry Speidel also conducted the Town's Fifth Annual Financial Summit in October and presented the Sudbury Financial Trend Monitoring Report. Overall, the Town's financial condition continues to be good, based on the indicators that were presented. However, the report demonstrated that financial health will continue to be good only as long as Town officials continue to make short-term budget decisions that do not jeopardize the Town's long-term financial well-being.

#### **EMPHASIZE LONG-TERM, STRATEGIC PLANNING**

The voters of Sudbury approved the adoption of the Community Preservation Act in March of 2002, establishing an important tool that the Board views as a mechanism to implement many of the recommendations contained in the Town's Master Plan. The newly formed Community Preservation Committee (CPC) presented three projects to Town Meeting, and all three were approved. As the CPC role is to receive requests for projects, the Board of

Selectmen continues in its responsibility to review all major open space properties left in Town to be able to recommend to the CPC which properties the Town should attempt to protect through purchase or other means.

Due to the enormous amount of time that was spent on fiscal and budgetary challenges, the Board and Town Manager were not able to devote as much time to Economic Development activities as they had anticipated. The Board of Selectmen, through their site plan responsibilities, continues to work with the Planning Board and the Design Review Board on long range strategies for Route 20, including connecting new walkways to existing walkways and obtaining commitments to public safety enhancements from the owners of two shopping plazas, the Sudbury Crossing, and the 1776 Plaza, as well as the Lotus Blossom restaurant. A revised sign bylaw was presented to Town Meeting by the Planning Board, with assistance from the Board, but unfortunately it was not approved. A new multi-board working group is again studying the sign bylaw, and plans to bring revisions to the 2004 Town Meeting.

The Town took major steps forward in addressing the need for more affordable housing in the community with several actions. In January they created the Community Housing Committee, a new, permanent committee whose mission is to facilitate community housing efforts and create methods for increasing and maintaining the availability of housing for people with low to middle income in the Town. In July, the Board created the Blue Ribbon Housing Site Selection Committee to provide a mechanism for the Town to provide a due diligence evaluation of Town-owned land to identify parcels that would be suitable for the type of scattered site rental housing units as presented by the Sudbury Housing Authority to the 2003 Sudbury Annual Town Meeting. This ad hoc committee will present the results of its findings to the Board in December. Selectman O'Brien was featured speaker at a Citizens Housing And Planning Association conference in Worcester, where he spoke about Sudbury's efforts to expand housing opportunities for seniors in Sudbury and to direct the revenue from the Frost Farm moderate income senior housing development into a special account for future affordable housing efforts via home rule petition.

The Department of Public Works's new facility, begun in July 2002, was completed and opened for occupancy in June 2003. A combination garage and office building, this project was approved by Town Meeting in 2001 for \$4.9 million, and replaced the former 50-year-old, dangerous and inadequate highway garage. Staff from several departments are now located at the new facility, including Public Works, Planning, Building Inspection, Conservation, and Board of Health, allowing for more efficient service to the community.

#### **ENHANCE RELATIONSHIPS AND COMMUNICATIONS**

The Board continued to host forums and public meetings to discuss those issues of most importance to the Town's future. They hosted a multi-town meeting with Lt. Governor Healey in the spring to discuss the state's ongoing financial problems and how the state might adopt legislation to assist local governments in coping with the loss of state aid. Sudbury also hosted a MetroWest Growth Management forum to address the impacts of the state fiscal crisis on towns in the MetroWest area. Senator Pam Resor and Representative Susan Pope, along with Tony Degregorio, staff assistant to the Joint Committee on Taxation in the state legislature, met with members of the Property Tax Equity Review Committee in the Town Hall to discuss senior tax proposals and how they might be enacted into law. The Board continued to work with both school districts on mutual financial challenges and solutions.

#### **PROTECT AND ENHANCE THE PROFESSIONALISM OF THE TOWN'S STAFF, BOARDS AND COMMITTEES**

Continuing to have qualified and interested residents willing to serve on Town boards and committees is of critical importance to the Board and Town Manager and in 2003 a large number of residents stepped forward to offer their time and talents to the Town. Over 40 residents volunteered to serve on the Property Tax Equity Review Committee (PTERC), and the Board conducted a lengthy interview process before appointing twenty-three individuals to this new committee. The two new housing committees, the Community Housing Committee and the Blue Ribbon Housing Site Selection Committee, also attracted willing volunteers. Several long-term volunteers stepped down from serving on committees of the Town, and the Board would like to acknowledge two in particular: Hans Lopater retired from the Trustees of the Goodnow Library and following the state-mandated process, the Board of Selectmen and Library Trustees jointly met and voted to appoint Barbara Pryor to serve until the next election. Bettie Kornegay resigned her seat on the Sudbury Housing Authority, and the Board and the Housing Authority members met and voted to appoint Kelley Cronin to complete her term of office. Mr. Lopater and Ms. Kornegay have been invaluable members of their respective committees and the Board extends their gratitude for their years of unselfish dedication to the Town.

With all these committees and boards, the Town was fortunate to have a number of residents volunteer their services, and the Board faced the pleasant yet challenging need to choose among talented individuals. The Board has worked hard to improve communication and encourage dialogue with residents in the Town and feels that this emergence in citizen interest toward serving on Town boards is a response to these outreach efforts.

Several employees with many years of service to the Town elected to retire in 2003. Police Chief Peter Lembo and Fire Chief Michael Dunne announced their intention to retire in January 2004. Both chiefs have served the Town well and proved to be very capable leaders of their department for many years. They will be sorely missed, and we wish them happiness and enjoyment for the future.

Finally, we once again extend our thanks to The Sudbury Foundation, which generously supports a number of initiatives that build the capacity of Town staff and programs.

#### **PROTECT THE ENVIRONMENTAL QUALITY OF THE TOWN**

The Town was successful in meeting the March 2003 deadline for compliance with the EPA's new Phase II Stormwater Management regulations. EPA had determined that one of the biggest water pollution sources is stormwater runoff - the water from rain and snow that runs off streets, parking lots, yards and construction sites carrying with it sediment, oil, grease, pesticides, toxics and other pollutants into storm drains, which eventually lead to rivers and lakes. Public Works Director Bill Place took the lead in developing a storm water management program for Sudbury, beginning with assigning the detection and mapping of all storm water discharge points as the top priority for his engineering staff. By having in-house engineering staff perform this task, the Town is saving the costs of a consultant, estimated at up to \$50,000. The Town contracted with SuAsCo Watershed Community Council to provide the next phase of the permit regulations, which calls for public education efforts to be made by each Town under this program. SuAsCo is providing this service on a regional basis for many of the towns in this watershed area.

The Board continued discussions with the U. S. Environmental Protection Agency and the Mass. Dept. of Environmental Protection for a solution relative to pollution within the Hop Brook, Wayside Inn area. We anticipate some positive conclusion within this year.

We welcome the Sudbury Valley Trustees back to a Sudbury home. The SVT has moved their offices from Maynard to Sudbury after they received the Wolbach land as a gift for their future and permanent home.

#### **PROTECT AND ENHANCE EDUCATIONAL EXCELLENCE**

The Town's restricted revenue growth has been as challenging for the two schools systems as it has been for the Town departments, and we commend the two school committees and their staff for working closely with the Board, Town Manager and Finance Committee to find ways to protect the core educational mission. Selectman Kirsten Roopenian and the Town Manager were pleased to serve on one of the committees established by the Sudbury Public School Committee to evaluate candidates for School Superintendent to replace the retiring William Hurley. We are pleased to welcome John Brackett as the new Superintendent and congratulate the School Committee on such an outstanding selection. We continue to work with the Lincoln-Sudbury School Committee on meeting the needs of the High School despite the on-going construction activities. Senior graduation was relocated to the Featherland Recreation Area and staff from the High School, Park and Recreation Department and the Police Department worked cooperatively to make a smooth and enjoyable graduation ceremony for the students and their families.

#### **PROTECT AND ENHANCE A CLIMATE OF ACCEPTANCE AND TOLERANCE**

Assistant Town Manager Wayne Walker and Town Manager Maureen Valente traveled to Boston to accept the Town's certification as a *No Place for Hate Community*, following a two-year series of events and discussions on tolerance sponsored by the No Place for Hate Committee. In 1999, the Board voted to have Sudbury designated as a "No Place for Hate" community, and since that time, Mr. Walker and Selectman Larry O'Brien have worked hard to achieve this certification.

## **SITE PLAN ACTION**

The following action was taken on site plan applications:

- 1) Union Avenue Realty Trust, owner and applicant, 80 Union Avenue - construction of one-story 8,000 sq. ft. storage building, repaving parking lot, construction of stormwater management system and resource area improvements (approved 7/22/03).
- 2) Sudbury Valley Trustees, Inc. (SVT), owner and applicant, 18 Wolbach Road - change in use from residential to business for location of SVT headquarters, minor exterior renovations to existing structures, construction of parking lot and site improvements (approved 8/12/03).
- 3) Willow Hill School, owner and applicant, 98 Haynes Road - site plan modification involving redesign of the new building to make it freestanding, two stories instead of three stories, and reduced in size to 20,600 sq. ft., with revised site improvements around its perimeter (approved 9/16/03).
- 4) Verizon Wireless, applicant, 104 Wayside Inn Road, owned by Wayside Inn Corporation - wireless communication facility within Martha Mary Chapel (approved 12/16/03).

## **GRANTS AND GIFTS (RECEIVED CALENDAR 2003)**

### **DONATIONS:**

\$3,071	to the Council on Aging transportation program from various donors.
1,430	to the D.A.R.E Program from various donors.
1,000	to Cable Television Committee for Sudbury Day/Comcast t-shirts from Comcast.
10,733	for Sudbury Day Festival activities from various donors.
34,160	to the September 11 Memorial Garden Fund from various donors.
6,580	for youth recreation programs, equipment and scholarships from Sudbury Youth Boys Basketball.
359	contribution for Fairbank Community Center stove from Friends of Sudbury Senior Citizens.
1,700	for the Sudbury Senior Community Work Program Coordinator position from Friends of Sudbury Senior Citizens.
2,000	for the Council on Aging Bridges Intergenerational Program from Friends of Sudbury Senior Citizens.
3,800	for the Council on Aging Information and Referral Coordinator position from Friends of Sudbury Senior Citizens.
997	to the Fire Dept. for Industrial Scientific Gas Detector from Stow Lions Club.
35,000	for walkway and traffic improvements in vicinity of Springhouse Pond on Nobscot Road and Boston Post Road from The Green Co.
53,000	for traffic mitigation at 141 Boston Post Road from Evolution Sports Science Holdings, LLC (Bosse Athletic Academy).
9,000	for Town Walkway Account from Evolution Sports Science Holdings, LLC (Bosse Athletic Academy).
200	for Awesome Aquatics Program, Atkinson Pool, from Memorial Congregational Church.
1,000	for Town Walkway Account from Foreign Performance Ltd.
10,000	for deposit on Dickson property purchase from Sudbury Valley Trustees.
75	for the Fire Dept. Gift Account from the Bowker neighborhood.
600	for the Tree Replacement Fund from Maillet and Sons.
200	for the Discretionary Fund from the Sudbury United Methodist Church Rebecca Circle.
Land	.71 acres (Parcel H10-015), Rice Road, for conservation and highway purposes, from John F. McGarry, Jr.
Typewriter	to the Selectmen's Office from Mr. and Mrs. Richard Vanderslice.
Dishes	for the Senior Center from the Sudbury Villagers.

### **GRANTS:**

\$1,800	toward repair of the Town Clock from Sudbury Foundation.
4,500	for Sudbury Day Festival from Sudbury Foundation.
17,000	to expand Goodnow Library archives database from Sudbury Foundation.

12,500	for Cutting property appraisal and negotiation assistance from Sudbury Foundation.
6,600	for Consultant to study feasibility of curbside rubbish pickup from Sudbury Foundation.
12,000	for Senior Volunteer Coordinator position from Sudbury Foundation.
11,225	Council on Aging FY04 Formula Grant from Exec. Office of Elder Affairs.
1,200	toward repair of the Town Clock from First Parish Church.
2,000	for Fire Dept. EMT training from Tenet Healthcare Foundation.
1,400	for Fire Dept., Student Awareness of Fire Education Program Grant from Dept. of Fire Services, Exec. Office of Public Safety.
50,916	reimbursement for Feb. 2003 snowstorm expenses from Federal Emergency Mgmt. Agency.
Defibrillators	(2) for Fire Dept. from Exec. Office of Public Safety/Dept. of Public Health/Am. Heart Assoc.
31,000	for Fire Dept., Firefighter Public Safety Equipment Grant from Exec. Office of Public Safety.
30,500	for Police Dept., Local Law Enforcement Public Safety Equipment Grant from Exec. Office of Public Safety.
16,000	Community Policing FY03 Grant from Exec. Office of Public Safety.

**BOARD OF SELECTMEN RECEIPTS  
JULY 1, 2002 - JUNE 30, 2003**

Auction Permits	\$45
Common Victualler Licenses	675
Copying/Fax Charges	148
Frost Farm (Housing Fund)	215,000
Lease of Cell Tower Sites	139,361
License Application Fees	2,150
Liquor Licenses	40,555
Motor Vehicle Licenses (Classes I, II, III)	300
Pay Phone Commissions	2,238
Public Entertainment Licenses, Lord's Day	250
Rental of Town Buildings	22,662
Sale of Surplus/Excess Equipment	1,683
Trailer Permit	50
Weekday Entertainment Licenses	500
Willis Hill Settlement (Natural Resource/Public Works Mgmt. Funds)	23,946
<b>TOTAL</b>	<b>\$449,563</b>

## **TOWN COUNSEL**

The year 2003 was a particularly eventful year with regard to legal matters. The normal legal issues involving litigation, preparation for Town Meeting, implementation of legal matters voted at Town Meeting, bidding and contracts, and numerous weekly legal opinions to various Town Departments remained unchanged.

The Town received a decision upholding the Town in a zoning matter in the state Appeals Court, and the

Supreme Judicial Court rendered its decision on a case involving the Mahoney Farm and the Town's right of first refusal. The Supreme Court clarified, in a finding favorable to the Town, previously undecided questions regarding a Town's right of first refusal when land taxed under M.G.L. c.61A (agricultural land) is no longer to be used for that purpose. There are presently two new cases pending in the Appeals Court which may be heard in 2004.

Land acquisition and planning, including conservation issues, continues to be a high priority item in Sudbury which has been aided by the Community Preservation Act.

## TOWN MODERATOR

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Sudbury's Annual Town Meeting was held beginning April 7, 2003. A total of 53 articles were on the warrant. Of major interest was the Article enumerated as No. 54 (four articles were withdrawn prior to the warrant's publication).

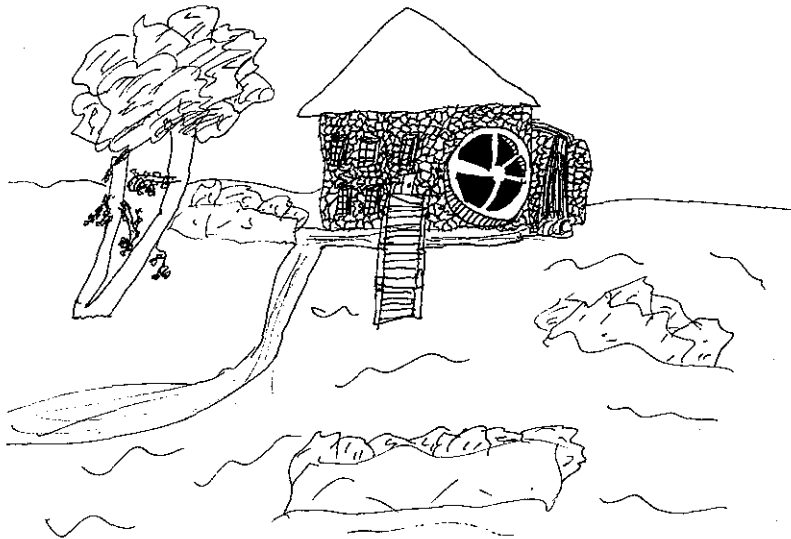
Article 54 provided for tax advantages to the elderly and was vigorously debated. Preceding its initial consideration, the Town had voted to continue the budget article to a date certain, May 21. After Article 54 passed during the last session in April, a proper motion to reconsider was filed and so for the first time we had a situation where reconsideration would be voted upon over one month after the original action was taken. The result was in conformity with Sudbury tradition; reconsideration failed. This was the major event of the Annual Town Meeting; the debate was vigorous and orderly and in the best traditions of the Town.



*Moderator Tom Dignan*

The Moderator wishes to thank everyone who contributes to the smooth running of Town Meeting.

On a personal note, I wish to thank all of you who participated and *cared* during the nineteen years I was privileged to hold the moderator's gavel. It was a lot of fun and I hope each of you, if not agreeing with my every ruling, at least thought the rulings were always based on an honest assessment of what the rules required. I wish whoever is my successor all the best of luck and hope that he or she has at least one-half of the fun I did during my time as "Mr. Moderator."



*Carly Cummings, Grade 4, Nixon School*



# TOWN CLERK



*Michelle Gordon, Grade 5, Loring School*

TOWN CLERK'S REPORT

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2003 TOWN MEETINGS SUMMARY

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ELECTIONS

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# TOWN CLERK'S OFFICE

The position of the Town Clerk has evolved through the years to include many duties and responsibilities as spelled out in 73 chapters and 451 sections of the General Laws and the Bylaws of the 311 towns in the Commonwealth. Among the many duties and responsibilities of the Town Clerk which are prescribed by law, those relating to elections and Town Meetings are the most complex.

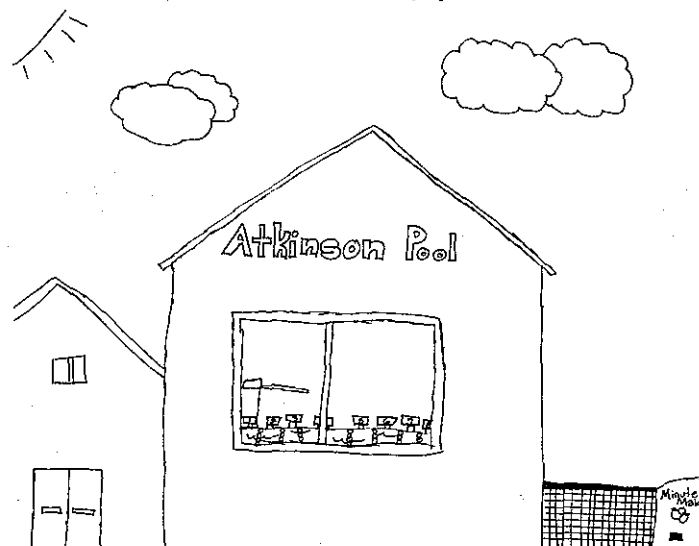
This year was no exception. The Town Clerk started out with gusto preparing for the Annual Town Meeting. Fortunately, the cooperation of all residents to complete the census form and return it helped us have the state's Voter Registration Information System (VRIS) up to date. We were able to address the many, many requests for statistical data, reports, etc. in a timely manner. Much time and effort from this office in conjunction with Jan Silva and Mary Daniels from the Selectmen's office was spent on the logistics of the meetings. Article 54 Special Act – Senior Citizen Real Estate Tax Exemption was debated at the April 9<sup>th</sup> meeting and received 430 Yes votes and 345 No votes. This brought much debate between the residents of different generations with regard to the issue of property taxes. Since the State budget was not finalized the Town voted to postpone consideration of Article 4 FY04 Budget until May 21, 2003. By that timeframe the Selectmen felt the Town would have a clearer picture of any cuts in State aid that would affect Sudbury.

Petitions for reconsideration of the vote on Article 49 Amend Zoning Bylaw – Signs and Advertising Devices and Article 54 were filed at the Town

Clerk's office and were put on the May 21<sup>st</sup> warrant. The May 21<sup>st</sup> Town Meeting drew a record crowd. There were 1,678 people in attendance. The gym was set up to handle the overflow crowd. Myron Fox was appointed by the Moderator to assist him by being the Moderator in the gym. Both Articles for reconsideration were defeated. The Annual Town Meeting was adjourned after acting on 53 Articles. Article 54 was presented to the Joint Committee on Taxation and a hearing was held on September 23<sup>rd</sup>. The matter was taken under advisement.

Unfortunately, the Annual Town Election did not create as much interest to the residents and only 9% of the voter population participated in the election. The Help America Vote Act (HAVA) was signed by President Bush in October 2002 in an effort to improve voting across the country and in response to the problems that arose in 2000 presidential elections. The most significant areas impacted by the legislation include voting equipment standards. Fortunately the former Town Clerk replaced old machines, removing any lever machines or data-vote equipment. This year we upgraded the voting machines and are very confident in their reliability and accuracy. In support of HAVA we have sent voter registration cards to all of the students who will turn eighteen years old this year, anticipating their participation in next year's Presidential Primary and elections.

We hope all the eligible residents become registered voters. We anticipate a very busy election year coming up. Our staff is here to assist you if you have any questions.



Cassie Coash, Grade 5, Nixon School

**TOWN CLERK FINANCIAL REPORT  
JULY 2002-JUNE 2003**

Town Clerk Fees	\$15,315.60
List of Persons	1,210.00
Voting List	240.00
Bylaws w/Zoning Map	1,730.00
Dog Fines, Violations, & Replacement Tags	3,785.00
Maps	52.00
Planning Board Rules & Regulations	75.80
Election Reimbursement	2,354.00
Copies & Processing Fees	421.90
Dog Licenses (1903)	19,880.00
Kennels (2)	125.00
Miscellaneous	2,315.51
<b>TOTAL:</b>	<b>\$47,504.81</b>

**VITAL STATISTICS**

YEAR	1998	1999	2000	2001	2002	2003*
<b>BIRTHS</b>	<b>254</b>	<b>258</b>	<b>233</b>	<b>245</b>	<b>221</b>	<b>166</b>
<b>DEATHS</b>	<b>126</b>	<b>131</b>	<b>150</b>	<b>148</b>	<b>151</b>	<b>137</b>
<b>MARRIAGES</b>	<b>67</b>	<b>72</b>	<b>63</b>	<b>55</b>	<b>54</b>	<b>42</b>

\* Year 2003 as of 11/13/2003

## **SUMMARY OF 2003 TOWN MEETING(S)**

The following is a summary prepared by the Board of Selectmen of the actions taken by the April Annual Town Meeting. A more detailed Town Meeting Proceedings appears in a separate document prepared by the Town Clerk.

### **ANNUAL TOWN MEETING APRIL 7, 8, 9 AND MAY 21**

#### **IN MEMORIAM RESOLUTION**

Resolved that the Town record its appreciation for the special contributions and services to the Town by the following people: Mary Anderson, John J. Baker, George H. Bell, Carl Ellery, Paul F. Hill, Louis H. Hough, Medford Huntley, William Joyce, Joseph A. Klein, E. Laurie Loftus, Grace McMeniman, Alan L. Newton, Gordon C. Petersen, Leonard L. Sanders, Frank R. Sherman, Leslie B. Skog, Robert B. Williams, and Wesley M. Woodward.

#### **ARTICLE 1. HEAR REPORTS**

Voted unanimously to accept reports of the town boards, commissions, officers and committees as printed in the 2002 Town Report.

#### **ARTICLE 2. FY03 BUDGET ADJUSTMENTS**

Voted unanimously to amend the votes taken under Article 5, FY03 Operating Budget, of the 2002 Annual Town Meeting, by transferring \$17,000 from Reserve Fund Transfer Account to 500 Human Services.

**ARTICLE 3. UNPAID BILLS**

Voted unanimously to appropriate \$1,934.56 to pay Taylor Oil NE., Inc. (Public Works Dept. obligation), to be raised by transfer from Free Cash.

**ARTICLE 4. FY04 BUDGET**

Voted that the amount appropriated under the Budget not exceed the sum of \$61,991,452. And it was further unanimously voted to appropriate the sums of money set forth in the Handout entitled "May 21, 2003 Article 4 Budget Recommendations" under the column "Final FinCom Recommended FY 04". A summary of the Override Operating Budget appropriation votes follows:

ACCT.	DEPARTMENT	VOTED
300	Sudbury Public Schools	\$22,027,919
300	SPS Benefits for transfer to Acct. 900	4,119,180
301	Lincoln-Sudbury Reg. H. S.	13,441,758
302	Minuteman Voc. Tech. H. S.	373,813
100	General Government	1,921,974
200	Public Safety	5,145,242
400	Public Works	2,546,781
500	Human Services	483,672
600	Culture and Recreation	874,395
700	Debt Service	7,906,725
900	Unclassified/Transfer Acct.	461,396
900	Employee Benefits	2,688,597
<b>Total</b>		<b>\$61,991,452</b>

Part of this Budget appropriation to be raised by transfer of \$940,000 from Free Cash, \$273,138 from Abatement Surplus, \$15,000 from Retirement Trust Fund, and \$210,853 from Ambulance Reserve for Appropriation Account.

It was further voted that the sum set forth as Sudbury Public Schools Employee Benefits be immediately transferred and added to Account 900 Employee Benefits and expended under the direction of the Town Manager; and that the sum of \$373,813 for the Minuteman Regional assessment is based on a Regional School District budget of \$15,443,465, as reduced by its estimate of State Aid set forth under "Scenario C" in the April 16, 2003 Bulletin of the Minuteman Regional School District, provided, however, that all State Aid received above said Scenario C estimate shall be used to reduce the FY04 assessment, and that any increase in the amount to be raised by assessment on the Town shall require approval by a subsequent Town Meeting.

**ARTICLE 5. SOLID WASTE DISPOSAL ENTERPRISE FUND FY04 BUDGET**

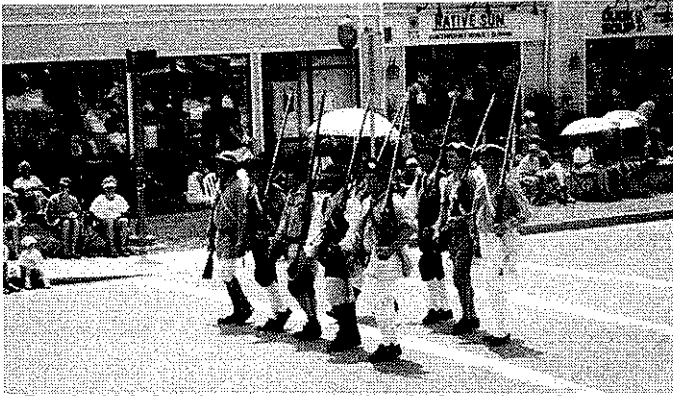
Voted unanimously to appropriate \$214,459 for the Solid Waste Enterprise Fund for FY04, and to authorize use of an additional \$21,791 of Enterprise Fund receipts for indirect costs, to be raised by \$236,250 in receipts from the Enterprise.

**ARTICLE 6. POOL ENTERPRISE FUND FY04 BUDGET**

Voted unanimously to appropriate \$395,375 for the Pool Enterprise Fund for FY04, and to authorize use of an additional \$45,981 of Enterprise Fund receipts for indirect costs, to be raised by \$441,356 in receipts from the Enterprise.

**ARTICLE 7. CAPITAL BUDGET**

Voted unanimously to appropriate \$40,000 for remodeling, reconstructing and making extraordinary repairs to Town fire stations, consisting of installation of air exchange systems, to be raised by transfer from unexpended proceeds from the Town's Municipal Purpose Loan of 1997 Bonds relating to the portion issued pursuant to the vote under Art. 19, 4/4/95, regarding Goodnow Library construction; and that the Board of Selectmen is authorized to take any other action necessary to carry out this project.



*Fourth of July Parade*

*Photo by Guy L. Dietrich, Jr.*

#### **ARTICLE 8. AMBULANCE PURCHASE**

Voted to appropriate \$130,000 for purchase of an ambulance for the Fire Department, to be raised by transfer from the Ambulance Reserve for Appropriation Account.

#### **ARTICLE 9. STABILIZATION FUND**

Indefinitely postponed.

#### **ARTICLE 10. STREET ACCEPTANCES**

Voted unanimously to accept the layout of the following ways: **Lettery Circle** from Woodside Road to a dead end, a distance of 945 feet, more or less; and **South Meadow Drive** from Nobscot Road

to a dead end, a distance of 508 feet, more or less; as laid out by the Board of Selectmen, and to authorize their acquisition by purchase, by gift or by a taking by eminent domain, in fee simple; and to appropriate \$1,200 for expenses connected therewith.

#### **ARTICLE 11. CHAPTER 90 HIGHWAY FUNDING**

Voted unanimously 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.

#### **ARTICLE 12. COUNCIL ON AGING REVOLVING FUND**

Voted unanimously to authorize for FY04 the use of a revolving fund, established under G.L. Ch.44, s.53E 1/2, by the Council on Aging, for Senior Center classes and programs, to be funded by user fees collected; the amount to be expended not to exceed \$15,000.

#### **ARTICLE 13. GOODNOW LIBRARY REVOLVING FUND**

Voted unanimously to authorize for FY04 the use of a revolving fund, established under G.L. Ch.44, s.53E 1/2, by the Goodnow Library, for maintenance and utility charges for the library's meeting rooms, to be funded by room reservation fees collected; the amount to be expended not to exceed \$8,000.

#### **ARTICLE 14. SUDBURY SCHOOLS - BUS REVOLVING FUND**

Voted unanimously to authorize for FY04 the use of a revolving fund, established under G.L. Ch. 44, s.53E 1/2, by the Sudbury Schools, for providing additional or supplemental school transportation, to be funded by user fees collected; the amount to be expended not to exceed \$300,000.

#### **ARTICLE 15. SUDBURY SCHOOLS - EARLY CHILDHOOD REVOLVING FUND**

Voted unanimously to authorize for FY04 the use of a revolving fund, established under G.L. Ch.44, s.53E 1/2, by the Sudbury Schools, for providing additional or supplemental early childhood instruction, to be



*Emily Knaul, Grade 4, Loring School*

funded by tuition collected; the amount to be expended not to exceed \$125,000.

#### **ARTICLE 16. SUDBURY SCHOOLS - INSTRUMENTAL MUSIC REVOLVING FUND**

Voted unanimously to establish and authorize for FY04 the use of a revolving fund, established under G.L. Ch. 44, s.53E 1/2, by the Sudbury Schools, for providing additional or supplemental instrumental music lessons after school hours, to be funded by tuition collected; the amount to be expended not to exceed \$50,000.

#### **ARTICLE 17. YOUTH COMMISSION REVOLVING FUND**

Voted unanimously to authorize for FY04 the use of a revolving fund, established under G.L. Ch.44,

s.53E 1/2, by the Youth Commission for youth programs and activities, to be funded by user fees collected; the amount to be expended not to exceed \$15,000.

**ARTICLE 18. RECREATION PROGRAMS REVOLVING FUND**

Voted unanimously to authorize for FY04 the use of a revolving fund, established under G.L. Ch.44, s.53E 1/2, by the Park and Recreation Commission for recreation programs and activities, to be funded by user fees collected; the amount to be expended not to exceed \$400,000.

**ARTICLE 19. TEEN CENTER REVOLVING FUND**

Voted unanimously to authorize for FY04 the use of a revolving fund, established under G.L. Ch.44, s.53E 1/2, by the Park and Recreation Commission for Teen Center programs and activities, to be funded by user fees collected; the amount to be expended not to exceed \$30,000.

**ARTICLE 20. CABLE TELEVISION REVOLVING FUND**

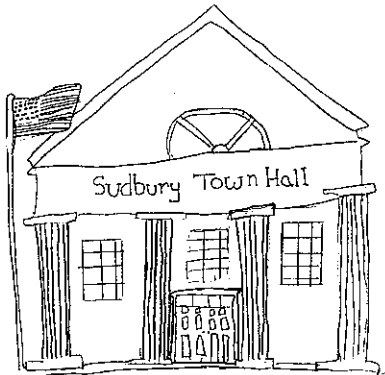
Voted unanimously to authorize for FY04 the use of a revolving fund, established under G.L. Ch.44, s.53E 1/2, by the Town Manager for local access services and Town institutional network (I-Net), to be funded by fees and other income collected with regard to the implementation, use, establishment or maintenance of cable television; the amount to be expended not to exceed \$25,000.

**ARTICLE 21. CONSERVATION REVOLVING FUND**

Voted unanimously to authorize for FY04 the use of a revolving fund, established under G.L. Ch.44, s.53E 1/2, by the Conservation Commission for the administration of the Wetlands Administration Bylaw, to be funded by application fees collected; the amount to be expended not to exceed \$30,000.

**ARTICLE 22. DOG REVOLVING FUND**

Voted unanimously to authorize for FY04 the use of a revolving fund, established under G.L. Ch.44, s.53E 1/2, by the Town Clerk, for purchases or expenses related to Sudbury Bylaw Article V.3, Regulation of Dogs, or costs required by the Mass. General Laws related to the regulation of dogs, to be funded by all fees, fines, charges, penalties or other like monies imposed under said Bylaw; the amount to be expended not to exceed \$25,000.



*Abby Gilmartin, Grade 5, Noyes School*

**ARTICLE 23. DPW MINING REVOLVING FUND**

Voted to authorize for FY04 the use of a revolving fund, established under G.L. Ch.44, s.53E 1/2, by the Department of Public Works, for the establishment and operation of a mining operation on Town property located off North Road, the former Melone property, to include payment for all costs associated therewith, including salaries and other benefits, purchase and maintenance of capital equipment, reclamation of the property, and \$100,000 to be deposited into the General Fund to offset the tax rate, to be funded by income from the sale of gravel or other materials; the amount to be expended not to exceed \$300,000.

**ARTICLE 24. REAL ESTATE EXEMPTION**

Voted unanimously, pursuant to Chapter 73, Section 4, of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, to allow for an increase of up to 100% of the current exemption amounts under Clauses 17E, 22, 37A, and 41D of Chapter 59, Section 5, for Fiscal Year 2004.

**ARTICLE 25. FROST FARM UTILITY EASEMENTS**

Voted unanimously to grant utility easements at a location approved by the Board of Selectmen for installation of utilities, including but not limited to water, electricity, natural gas, and telecommunications, to service the properties located in the Frost Farm Village development.

**ARTICLE 26. SPRINT CELL TOWER UTILITY EASEMENTS**

Voted unanimously to grant utility easements at a location approved by the Board of Selectmen for the installation

of utilities, including but not limited to water, electricity, natural gas, and telecommunications, to service the Sprint Spectrum cell tower on the former Melone property, Lot 100, Town Property Map C12.

**ARTICLE 27. DRAINAGE EASEMENT - REVERE STREET, LOT 13**

Voted unanimously to release the existing drainage easement on Lot 13, Revere Street, in return for the grant of a new drainage easement on Lot 13 at a location approved by the Board of Selectmen, to provide access to maintain the existing constructed drainage area.

**ARTICLE 28. ABANDON EASEMENTS - HAMPSHIRE STREET**

Voted unanimously to abandon right-of-way easements located on Hampshire Street, on Town Property Map parcels E08-132 and E08-133.

**ARTICLE 29. STORM WATER DRAINAGE IMPROVEMENTS**

Indefinitely postponed.

**ARTICLE 30. PURCHASE STREET LIGHTING**

Voted to appropriate \$55,000 for the purchase of street lighting and all expenses connected therewith, including bond and note issuance expense, to be raised by borrowing under G.L.Ch. 44, s.7.

**ARTICLE 31. NON-BINDING RESOLUTION, COMMUNITY PRESERVATION COMMITTEE**

Voted to approve the following recommendations of the Community Preservation Committee regarding the Community Preservation Fund budget and projects in FY04, making particular note that this motion regards a non-binding article and resolution and no funds are appropriated under this article.

<b>PROJECT DESCRIPTION</b>	<b>TOTAL PROJECT COST</b>	<b>TOTAL EXPENSE FROM FY04 REVENUE</b>
Dickson Land Purchase	\$446,700	\$104,975
Housing Authority	320,000	0
Hosmer House	51,600	51,600
Administrative Expense	45,000	45,000
Reserved:		
Community Housing Restricted		90,000
Open Space Restricted		23,425
Unrestricted		585,000
<b>Total</b>		<b>\$900,000</b>

**ARTICLE 32A. COMMUNITY PRESERVATION FUNDS - APPROPRIATIONS FROM FY04 REVENUES**

Voted unanimously to approve the recommendations of the Community Preservation Committee to appropriate \$96,600 by transfer from FY04 Community Preservation Fund revenues for the following purposes:

*Rehabilitation of Hosmer House	\$ 51,600
*Administrative Expenses of the CPC	45,000

and to reserve the following FY04 Community Preservation Fund revenues, including State matching funds, as follows:

*Reserved Open Space Restricted Purposes	113,425
*Reserved Community Housing Restricted Purposes	180,000
*Reserved Historical Resources Restricted Purposes	90,000
*Reserved Unrestricted Community Preservation Funds Projects	1,215,000

**ARTICLE 32B. COMMUNITY PRESERVATION FUND - BONDING PROPOSAL**

Voted to approve the recommendation of the Community Preservation Committee to appropriate \$446,700 for the purchase and/or taking by eminent domain of a parcel of land containing 2.39 acres, known as the Dickson property, and shown on Assessor's Map H11, Parcel 305, for the purpose of acquiring open space and a historic resource, including costs of issuance of bonds or notes therefor; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$446,700 under G.L. Ch. 44B, s.11 and G.L. Ch. 44, s.7(3) or any other enabling authority; that the Board of Selectmen is authorized to take any other action necessary to carry out this project; and that \$104,975 is appropriated from FY04 Community Preservation Fund revenues to pay debt service due during FY04.

#### **ARTICLE 32C. COMMUNITY PRESERVATION FUND - BONDING PROPOSAL**

Voted to approve the recommendation of the Community Preservation Committee to appropriate \$320,000 for the purpose of creating 16 units of affordable rental housing by transferring such funds to the Sudbury Housing Authority (SHA) for the construction of such housing; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$320,000 under G.L. Ch. 44B, s.11 and G.L. Ch. 121B, s.20 or any other enabling authority; that the Board of Selectmen is authorized to take any other action necessary to carry out this project; provided, however, that (i) not more than \$20,000 of this appropriation may be borrowed and transferred to the SHA for each unit of affordable rental housing to be constructed, (ii) no amount appropriated under this vote may be borrowed and transferred to the SHA unless, by no later than the close of the 2004 Annual Town Meeting, either (a) the Town has voted to authorize the transfer of a Town-owned site for construction of said unit to the SHA or (b) the SHA has otherwise acquired a fee simple interest in or a leasehold interest for a lease term of not less than 30 years in a site upon which such unit is to be constructed, and (iii) no amount appropriated under this vote shall be borrowed and transferred to the SHA unless the Community Preservation Committee determines that the SHA has obtained the necessary approvals and additional financing, or reasonable assurance that such approvals and financing are forthcoming, for the construction of such unit within two years of the date of the Town's vote to authorize the transfer of the related site to the SHA or of the SHA's acquisition of a fee interest or a leasehold interest in the related site, as applicable, but not later than April 30, 2006.

#### **ARTICLE 33. CUTTING PROPERTY**

Indefinitely postponed on motion of the Selectmen an article to purchase in fee simple, or purchase development rights thereon, a portion of land owned by Webster Cutting, Jr., et al, located on Maynard Road (Parcel E06-500).

#### **ARTICLE 34. TRANSFER LAND OFF LONGFELLOW ROAD TO SELECTMEN FOR SALE**

Indefinitely postponed.

#### **ARTICLE 35. AUTHORIZE SALE OF LAND OFF LONGFELLOW ROAD TO SHA**

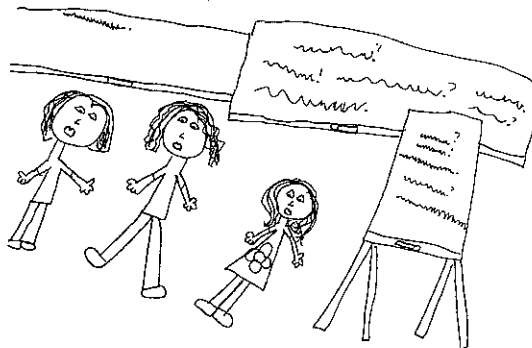
Indefinitely postponed.

#### **ARTICLE 36. TRANSFER LAND OFF NEW BRIDGE ROAD TO SELECTMEN FOR SALE**

Indefinitely postponed.

#### **ARTICLE 37. AUTHORIZE SALE OF LAND OFF NEW BRIDGE ROAD TO SHA**

Indefinitely postponed.



#### **ARTICLES 38, 39. WITHDRAWN**

*Stevie Newfell, Grade 3, Nixon School*

#### **ARTICLE 40. TRANSFER LAND OFF HEMLOCK ROAD TO SELECTMEN FOR SALE**

Indefinitely postponed.

#### **ARTICLE 41. AUTHORIZE SALE OF LAND OFF HEMLOCK ROAD TO SHA**

Indefinitely postponed.

#### **ARTICLE 42. TRANSFER LAND OFF NORTH ROAD TO SELECTMEN FOR SALE**

Indefinitely postponed.

#### **ARTICLE 43. AUTHORIZE SALE OF LAND OFF NORTH ROAD TO SHA**

Indefinitely postponed.

#### **ARTICLE 44. TRANSFER LAND OFF HUDSON ROAD TO SELECTMEN FOR SALE**

Indefinitely postponed.

#### **ARTICLE 45. AUTHORIZE SALE OF LAND OFF HUDSON ROAD TO SHA**

Indefinitely postponed.

#### **ARTICLES 46, 47. WITHDRAWN**

**ARTICLE 48. DESIGNATION OF SCENIC ROADS**

Voted unanimously to designate, pursuant to M.G.L. Ch.40, s.15C, in accordance with recommendations of the Planning Board and Sudbury Historical Commission, the following as Scenic Roads within the Town of Sudbury: Brimstone Lane, Bowditch Road, Candy Hill Road, Clark Road, Concord Road, Dakin Road, Dudley Road, Dutton Road, French Road, Goodman's Hill Road, Goodnow Road, Haynes Road, King Philip Road, Lincoln Road, Marlboro Road, Morse Road, Mossman Road, Newbridge Road, Old County Road, Old Framingham Road, Old Garrison Road, Old Lancaster Road, Pantry Road, Peakham Road, Plympton Road, Powers Road, Rice Road, Water Row, Wayside Inn Road, Weir Hill Road, Willis Road, and Woodside Road.

**ARTICLE 49. AMEND ZONING BYLAW, SECTION 3200 - SIGNS AND ADVERTISING DEVICES**

Defeated a motion in the words of the article with two exceptions concerning Sections 3261 and 3265.  
A motion for reconsideration was also defeated.

**ARTICLE 50. AMEND ZONING BYLAW, SECTION 4243K - WATER RESOURCE PROTECTION OVERLAY DISTRICTS, IMPERVIOUS SURFACE LIMITATION**

Indefinitely postponed on motion of the Planning Board.

**ARTICLE 51. AMEND ZONING BYLAW, SECTION 2230 - TABLE OF PRINCIPAL USE REGULATIONS, APPENDIX A**

Voted to amend the Sudbury Zoning Bylaw Section 2230, Table of Principal Use Regulations, by amending Appendix A to permit the following uses in Limited Industrial Districts and Industrial Park Districts where presently prohibited: wholesale, warehouse, self-storage, mini-warehouse or distribution facility.

**ARTICLE 52. AMEND ZONING BYLAW, SECTION 2600 APPENDIX B & SECTION 2641 - FRONT YARD SETBACK IN RESIDENTIAL DISTRICTS**

Voted to amend the Sudbury Zoning Bylaw in Section 2600, Appendix B - Table of Dimensional requirements, by deleting therefrom in the "Min. Street Centerline Setback (ft.)" column the 65' dimension for A, C and WI Districts and changing the Minimum Front Yard setback requirements for those Residential Districts from 35' to 40'; and to renumber existing Sections 2641 to 2641A and insert a new Section 2641B reading: "2641B. Minimum Front Yard. In all residential districts, any conforming front yard setback in existence at the time of the adoption of this bylaw amendment shall continue to be considered a conforming setback for the purpose of this Zoning Bylaw. For the purposes of zoning, a corner lot shall be considered to have two front yard setbacks."

**ARTICLE 53. AMEND BYLAWS, ART. V.29 - DOOR-TO-DOOR SOLICITATION**

Voted to amend Sudbury Bylaw Article V, Section 29, by deleting Section 29, Door-to-Door Salesmen, and substituting a new Section 29 entitled, Door-to-Door Solicitation, as set forth in the Warrant, except that the words "charged with" were changed to "convicted of" in paragraph (d)(1)(i).

*Note: This bylaw was rejected by the Mass. Attorney General. Thus, Section 29, Door-to-Door Salesmen, remains unchanged.*

**ARTICLE 54. SPECIAL ACT - SENIOR CITIZEN REAL ESTATE TAX EXEMPTION**

Voted to petition the General Court of the Commonwealth to enact special legislation to provide that the Sudbury Assessors shall use the Senior Citizen Real Estate Exemption set forth under Article 54, as amended.  
A motion for reconsideration was defeated.

**ARTICLE 55. AMEND ZONING BYLAW, SECTION 4275.G - WATER RESOURCE PROTECTION OVERLAY DISTRICTS, SPECIAL PERMIT CRITERIA**

Passed over this Petition article.

**ARTICLE 56. AUTHORIZE TRANSFER OF PARCEL C07-020 OFF LONGFELLOW ROAD TO CONSERVATION COMMISSION**

Indefinitely postponed this Petition article.

**ARTICLE 57. AUTHORIZE TRANSFER OF PARCEL H05-027 OFF HEMLOCK ROAD TO CONSERVATION COMMISSION**

Indefinitely postponed this Petition article.



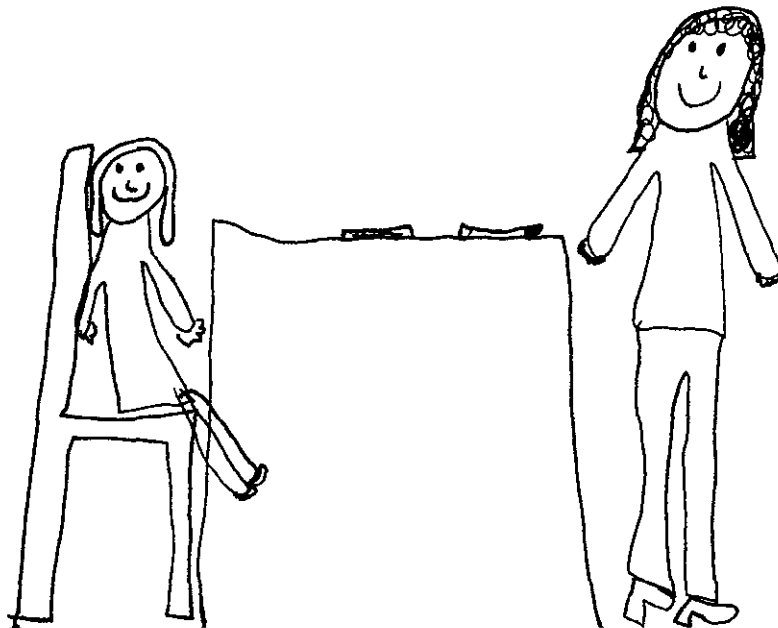
## ANNUAL ELECTION SUMMARY

The Annual Town Election was held at two locations. Precincts 1,2 & 5 voted at the Fairbank Community Center and Precincts 3 & 4 voted at the Town Hall. The polls were open from 7 a.m. to 8 p.m. There 960 votes cast representing nine percent of the town's 10486 registered voters The final tabulation of votes was done at the Town Hall.

	Pct. 1	Pct. 2	Pct. 3	Pct. 4	Pct. 5	Total
<b><u>BOARD OF SELECTMEN (1)</u></b>						
LAWRENCE W. O'BRIEN	138	173	157	147	165	780
BLANKS	35	34	30	33	33	165
WRITE-INS	1	6	0	4	4	15
<b>TOTAL</b>	<b>174</b>	<b>213</b>	<b>187</b>	<b>184</b>	<b>202</b>	<b>960</b>
<b><u>BOARD OF ASSESSORS (1)</u></b>						
DAVID G. BERRY	123	161	141	133	149	707
BLANKS	51	51	45	50	53	250
WRITE-INS	0	1	1	1		3
<b>TOTAL</b>	<b>174</b>	<b>213</b>	<b>187</b>	<b>184</b>	<b>202</b>	<b>960</b>
<b><u>GOODNOW LIBRARY TRUSTEE (2)</u></b>						
JILL W. BROWNE	136	163	142	145	163	749
LILY A. GORDON	135	167	151	153	157	763
BLANKS	74	95	80	68	83	400
<b>TOTAL</b>	<b>348</b>	<b>426</b>	<b>374</b>	<b>368</b>	<b>404</b>	<b>1920</b>
<b><u>SUDBURY HOUSING AUTHORITY (1)</u></b>						
STEPHEN B. SHUGRUE	114	158	138	136	149	695
BLANKS	58	55	49	48	53	263
WRITE-INS	2	0	0	0	0	2
<b>TOTAL</b>	<b>174</b>	<b>213</b>	<b>187</b>	<b>184</b>	<b>202</b>	<b>960</b>
<b><u>BOARD OF HEALTH (1)</u></b>						
CLAUDIA W. BUSER	31	71	52	42	51	247
LYNNE GEITZ	82	91	81	97	101	452
BLANKS	61	51	51	45	49	257
WRITE-INS	0	0	3	0	1	4
<b>TOTAL</b>	<b>174</b>	<b>213</b>	<b>187</b>	<b>184</b>	<b>202</b>	<b>960</b>
<b><u>MODERATOR</u></b>						
THOMAS G. DIGNAN, JR.	136	173	142	144	166	761
BLANKS	35	38	44	38	36	191
WRITE-INS	3	2	1	2	0	8
<b>TOTAL</b>	<b>174</b>	<b>213</b>	<b>187</b>	<b>184</b>	<b>202</b>	<b>960</b>

Annual Town Election-March 31, 2003 (Continued)						
	Pct 1	Pct 2	Pct 3	Pct 4	Pct 5	TOTAL
<b><u>PARK &amp; RECREATION COMMISSION( 2)</u></b>						
THOMAS FRANCIS DOWEY	61	78	55	69	75	338
GREGORY W. HUNT	96	97	119	99	100	511
BLANKS	66	101	72	62	82	383
WRITE-INS	1	0	0	0	2	3
<b>TOTAL</b>	<b>348</b>	<b>426</b>	<b>374</b>	<b>368</b>	<b>404</b>	<b>1920</b>
<b><u>PLANNING BOARD (2)</u></b>						
WILLIAM J. KELLER, JR.	114	152	143	130	153	692
CHRISTOPHER MORELY	112	159	130	129	148	678
BLANKS	119	114	101	107	101	542
WRITE-INS	3	1		2	2	8
<b>TOTAL</b>	<b>348</b>	<b>426</b>	<b>374</b>	<b>368</b>	<b>404</b>	<b>1920</b>
<b><u>PLANNING BOARD (1)</u></b>						
MICHAEL C. FEE	100	134	104	102	118	558
JOSEPH E. MARCKLINGER	34	41	53	57	50	235
BLANKS	40	38	29	25	33	165
WRITE-INS			1		1	2
<b>TOTAL</b>	<b>174</b>	<b>213</b>	<b>187</b>	<b>184</b>	<b>202</b>	<b>960</b>
<b><u>SUDBURY SCHOOL COMMITTEE (2)</u></b>						
SUSAN NICKLAUS IULIANO	118	159	142	134	156	709
ALEXANDRA S. CROWE	114	159	127	129	148	677
BLANKS	112	107	105	105	99	528
<b>TOTAL</b>	<b>348</b>	<b>426</b>	<b>374</b>	<b>368</b>	<b>404</b>	<b>1920</b>
<b><u>LINCOLN-SUDBURY REG.DIST.SCHOOL COMM. (2)</u></b>						
MARK T. COLLINS	143	172	147	136	163	761
ERIC A. HARRIS	96	111	93	104	94	498
THEODORE H. FEDYNYSHYN	54	89	77	74	88	382
BLANKS	55	54	57	54	57	277
WRITE-INS					2	2
<b>TOTAL</b>	<b>348</b>	<b>426</b>	<b>374</b>	<b>368</b>	<b>404</b>	<b>1920</b>

# FINANCE



*Debra Regensburger, Grade 3, Nixon School*

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# FINANCE COMMITTEE

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The nine-member Finance Committee is appointed by the Town Moderator for a three-year term. After completion of the Annual Town Meeting in April, the terms of three existing members expire and they are either re-appointed or replaced by the Town Moderator. The Committee's charter is to make recommendations to Town residents at the Annual Town Meeting for a non-override operating budget and to consider and make recommendations to the Town on all other matters that have direct or indirect financial implications to the Town. The Committee operates with liaisons to each of the Town's major departments, Sudbury Public Schools, Lincoln-Sudbury Regional High School, as well as the Capital Planning and Strategic Planning Committees.

The FY 2004 budget process was dominated by a \$3 billion state budget deficit, the specter of reduced state funding and the uncertainty surrounding the new administration on Beacon Hill and its attempts to make structural changes to the formulas that drive state aid. The Town's fiscal situation continues to be severely constrained by increases in pension, insurance and benefits costs diverting the bulk of Proposition 2½ revenue increases that could otherwise be used for salaries and other operating costs. Additionally, seniors and others have voiced their concerns with the level of the Town's property taxes by passage of Article 54, proposing a tax exemption for seniors aged 60 and older. At the time of this writing, passage by the state legislature of the Town's home rule petition for this seniors' tax exemption does not look likely. A committee formed by the Board of Selectmen, the Property Tax Equity Review Committee ("PTERC"), has been formed and is working toward proposing an article to be addressed at the 2004 Town Meeting.

The Finance Committee recommended an Operating Budget for FY04 of \$61,991,453 which is within Proposition 2 ½ (Non-Override). This is an increase of \$334,718 over FY03. The FY04 budget started by proposing funding for Town services, Sudbury Public Schools, and the Lincoln-Sudbury Regional High School assessment at FY03 amounts for salaries and other expenses, but due to increasing pension and insurance costs, reductions were required in personnel and other expenses for all three (3) cost centers.

Given the economic environment, the Finance Committee was unanimous in its recommendation to the Board of Selectmen not to propose an override budget for FY04.

The proposed FY04 Budget does not provide additional funding to address increasing demands for Town services due to population growth and student growth in Sudbury Public Schools and Lincoln-Sudbury Regional High School. Throughout the year, the Committee continued to work with the Town and Schools to gain further insight into their current and future fiscal needs, to explore opportunities for additional sources of revenue, and to encourage their efforts in controlling costs and generating fee revenues. Our growing population continues to increase the demand for Town and School services resulting in expenses outpacing existing sources of revenue. With the vast majority of the Town's revenue tied to property taxes and the limitations of Proposition 2 ½, the Town is likely to face difficult decisions, for the foreseeable future, in the level of services it wishes for its residents against the specter of overrides that may be necessary to support those services.

# BOARD OF ASSESSORS

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The membership of the Board of Assessors remained consistent in 2003. Assessor David Berry was re-elected for a third term, joining Chairman Liam Vesely, and fellow Assessor Trevor Haydon. The Assessing Office welcomed a new staff member. John Irish is an enthusiastic, knowledgeable addition to the Office. John's experience with various software applications and his public relations expertise are integral to the extensive public service required of the Office.

The Office of the Assessors addressed each new initiative and challenge presented during 2003. FY02 Supplemental Tax on Certain New Construction (Chapter 203) resulted in 52 properties being subject to the supplemental tax, resulting in \$188,813 in tax revenue. The supplemental bills were issued in January of 2003. The Community Preservation Surcharge Program implemented for FY03 resulted in the net surcharge raised as \$1,030,840. The Assessors Office processed 190 Community Preservation Surcharge Exemptions in the amount \$16,191. The issue of Senior Tax Relief is not a new

one to face the Board of Assessors. The Board annually deliberates over many hardship applications since a non-binding resolution was passed locally at the 1998 Annual Town Meeting. The State Income Tax Credit for Certain Seniors known as the Circuit Breaker or Birmingham Bill is just that, an income tax credit. In addition to age, eligibility is based on assessed valuation and the amount of real property taxes paid during the calendar year. The Office offered assistance to applicants in determining whether they may qualify for the credit. Sudbury's Senior Work Program generated 42 Senior Work abatements in the total amount of \$20,678. Chapter 320 of the Acts of 2002 dramatically changed the tax deferral (Clause 41A) requirements and payback implications. Chapter 320 of 2002 was a result of Sudbury's successful Home Rule petition, initiated by the Council on Aging. The FY03 number of deferral applicants was 24 and resulted in \$97,991 tax dollars being deferred. We look forward to continued and expanded utilization of the program in the year ahead.

In addition to the new programs requiring implementation or realization by the Board, our regular business activities resulted in the following: The authorization to grant (Local Option) additional exemption amounts continued. The process includes many hours of manual CPI and other factoring calculations to determine over 115 beneficiaries. FY04 is a year of revaluation, requiring that the values be certified by the Massachusetts Commissioner of Revenue. Property Values were subject to an interim adjustment for FY03. The Board of Assessors reviewed 66 abatement applications, 34 of which were processed as abatements in the amount of \$21,959. There were 137 exemptions granted totaling \$108,235.23 of the exemptions granted were due to hardship in the amount of \$45,847.

A conversion of the mass appraisal system from the State C.A.M.A. system to the Patriot Properties Appraisal System is now complete. The actual FY04 property tax bills will be generated from the values calculated on the new system. We welcome all property owners to view their new assessments on the Town Website <http://www.town.sudbury.ma.us> or by visiting us on the first floor of the Flynn Building.

## INFORMATION SYSTEMS

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The goal of the Information Systems Department is to increase productivity by streamlining the flow of information, and providing technical support and training to all town offices. We have been working with departments so that information generated from one can be utilized by many.

The new DPW building opened in June, 2003. The designs for networking and communications were completed in 2002. Beginning in January, 2003, the Information Systems Department worked to implement designs which involved moving cable TV, telephone and fiber optic network from the old to the new building through underground conduits. In addition the new telephone systems and computer networking were designed and installed.

Comcast provided the library with a free internet connection and this was used for wireless access in the library. Patrons may now bring their wireless devices to the library and have internet and printing services. All of the library terminals were replaced with PC's because of a software upgrade by Minuteman which no longer supported terminals.

A new 36" television, DVD/VCR combo unit, and computer now reside in the Fire Department's

training room. Fire Trainers use them for in-service presentations. Also added were two digital cameras, a photo printer and a laptop. The Department's paging software was replaced with a network version, allowing all its computers to page Firefighters through the internet or from a central dial-up modem.

An Audio Visual upgrade for the Town Hall was installed, including an electric screen, mounted computer/video projector, and whiteboard. The Sudbury Foundation provided the funding for the upgrade.

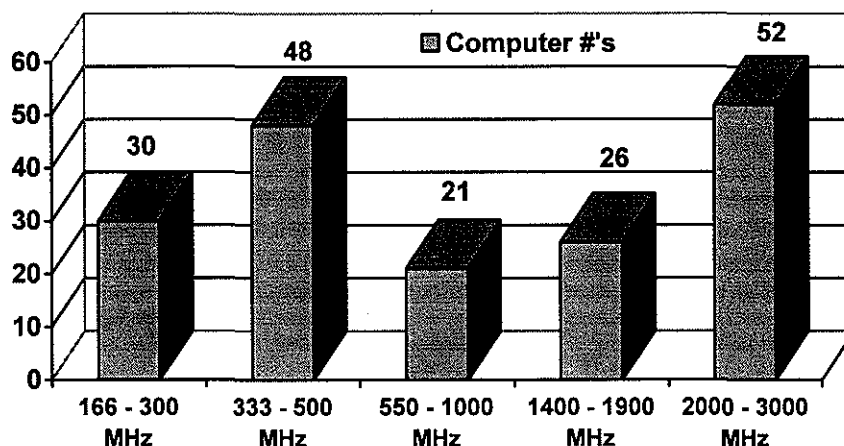
Picture ID cards for all students attending functions are now used at the Teen Center, along with two computer laptops with barcode scanners which verify student identities at events. This eliminates the possibility of out-of-town and/or older students from entering. Also, ID cards for police and fire employees were created with the personnel database. Personnel data has also been linked to a Fire Department billing database. The Recreation Department also has quarterly registration days using a networked computer setup.

New Police department mapping software replaces and enhances pin maps of criminal offenses and higher crime areas. Users visualize a map rather than

a list of raw data. Crime analysis is now simpler and more sophisticated.

In 2003 we purchased 29 new computers for our power users throughout the town. The computers we replaced were then given to employees who had slower computers. Their computers were put into the computer lab replacing the slower computers in the lab. The slower lab computers were then labeled as excess and made available to the public. Excess computer equipment was evaluated for workability. The equipment which was not working was removed from inventory and put into an area for disposal as hazardous waste. The computers that were okay were set up as packages which included the computer, a monitor, keyboard and mouse. The computers were Macintosh, 486 and Pentium machines that were 166 MHz and under. A list was put together of all these outdated machines and they were offered to the public through a Web Article and an article that appeared in the Sudbury Town Crier. We were able to find homes for this outdated equipment with a majority of the computers going to Sudbury residents.

**DESKTOP COMPUTER INVENTORY AS OF DECEMBER 2003 (177 COMPUTERS)**



The Town Website has added many new features, such as instant polling. Departments can now post polling questions for website visitors, who choose from a list of provided responses recorded in a database. The front page features rotating photos which change with each website visit. Other upgrades include Cable TV listings on the Cable Committee homepage, custom headers for a number of town committees and departments, and customizable buttons allowing departments and committees to add an internet link. The Recreation webpage allows visitors to see programs and register online, along with an online program evaluation.

The internal website, available only on Town computers, has also been improved. Employees now request equipment or computer help by submitting an online form. They also can page/text message staff through a web interface. An Internal Media Gallery has been added so that employees can share photos of office events. The document download, computer help and telephone help sections have also been expanded.

Servers at the Highway and Fire Departments were upgraded to Windows 2000, and a town server at the Fairbank Community Center houses Pool, Park and Recreation and Senior Center documents. The firewall servers at both the Library and Flynn building were also upgraded.

Telephone lines for Park and Recreation and the Atkinson Pool are now centralized, allowing one operator to answer and direct calls. The Police Department's new telephone system is managed through a web browser. It also has unified messaging, allowing voice mail messages to appear in an officer's email. The system connects to the telephone system at the DPW building, eliminating the need for outside telephone lines.

The Hosmer House is now connected to the Town Network, allowing the Historical Commission to manage the facility with a computer, email, internet, and network storage.

The electrical generator, originally at the Highway Garage, is now at the Flynn building. The generator will supply power to Flynn's computer network and telephone system during power outages.

# **PROPERTY TAX EQUITY REVIEW COMMITTEE**

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The Property Tax Equity Review Committee (PTERC) was pleased to report its findings and recommendations to the Selectmen, serving as the basis for an article developed by the Selectmen for consideration at Town Meeting. The Committee and its members devoted long hours to developing the research necessary to form well considered positions, and discussing the implications of that research for tax equity among Sudbury residential taxpayers.

The Committee began its work in early summer, having been formed largely in response to the emerging and urgent debate regarding the property tax burdens on seniors. Committee membership included appointees of the Selectmen, who were subject to a screening and review process, as well as appointees representing various other town committees. The Committee was comprised of both "senior" and "non-senior" members who were all eager to find tax relief that was equitable and fair.

To accomplish the substantial tasks placed before it in the limited time allotted, the PTERC broke into three subcommittees to focus on separate elements of the mission statement. Each subcommittee appointed a chairperson, and the groups moved forward to develop information for the entire PTERC to review and consider. All final reports of the Subcommittees were reported and are available on the town website. Additionally, a devoted group of members also formed a communications group, who worked on publishing frequent articles and columns announcing meetings, to help inform the public of PTERC's work.

While each subcommittee pursued its objectives, the full PTERC had the opportunity to review the

progress of the various subcommittees and offer suggestions or areas for additional research and consideration. Further, the full Committee met with local congressional representatives and Joint Committee of Taxation members, a Sudbury resident who is a statistician and has examined and interpreted his findings of migration, and various members of the community, both seniors and non-seniors. The PTERC is grateful to all people that offered comment and engaged in debate, thereby highlighting areas of concern for Sudbury residents.

In December, PTERC reported to the Board of Selectman its findings and a suggested course of action which if approved would offer tax relief to seniors in need and support an educational program to assist all seniors in better understating their options. The cost of this program for non-participants was closely examined and the Committee believes that the anticipated cost for the vast majority of residents will be modest and viable. This final report of the PTERC was approved by 91% of the Committee members. In addition, PTERC developed a confidential survey, sent to all senior Sudbury residents. It supported many of PTERC's projections regarding program cost and the needs of residents. The survey responses were strong with a 33% return rate.

PTERC members will continue working to help inform residents, share the knowledge we have acquired through our work and based on that knowledge support the passage of the Selectmen's Warrant Article at the upcoming Town Meeting. PTERC members are committed to a balanced and equitable tax relief solution and hope for thoughtful consideration of the findings and recommendations of the Committee.

## **FINANCE DIRECTOR – TOWN TREASURER/COLLECTOR**

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The Department of Finance consists of four divisions: Accounting, Assessing, Treasurer/Collector, and Technology Administration. The Town Accountant is Suzanne Petersen, Maureen R. Hafner is Director of Assessing, Mark Thompson is the Technology

Administrator, and Kerry A. Speidel, is the Town Treasurer/Collector, and also serves as Finance Director. As such, she serves as the Department Head for the Finance Department.



## **TREASURER AND COLLECTOR**

The Treasurer and Collector's Office has six primary responsibilities: cash management, investment management, management of long-term and short-term debt, trust funds management, tax collection, and delinquent account collection.

### **CASH MANAGEMENT**

The Treasurer is responsible for the receipts of all Town funds and the payment of all Town obligations. To fulfill this responsibility, the Treasurer maintains all Town bank accounts. In 2003, the Treasurer's office continued the concentration of Town funds in fewer bank accounts with continued positive results. The Town also uses a lock box account to accelerate the deposit of payments to the Town, and a sweep account to allow for investing "float funds" (i.e. cash that is earmarked for Town checks that have been issued, but not yet cashed). The office is also relying more on electronic funds transfers (EFT) to expedite the receipts of funds into Town bank accounts, and to disburse Town funds. EFT reduces transactions costs, and allows the Town to hold onto cash for longer periods of time, thus increasing opportunities for investment income.

### **INVESTMENT MANAGEMENT**

In FY03, the Town earned interest in the amount of \$295,447, compared to \$358,572 in FY02; \$996,097 in FY01, and \$968,359 in FY00. The drop in interest earnings, from FY03 to FY02 was due to declining interest rates. The major drop in interest earnings from FY03 and FY02 over prior years is the major drop in funds available to invest and the significant drop in interest rates. Generally, yield on town investments depends on two factors: interest rates and the amount of cash available to invest. Interest rates on the investment instruments legally available for investment of general funds dropped to approximately 1.5% during 2003, about seventy-five percent of the prior year rate. Depending on market conditions, US Treasury Notes and Overnight Repurchase Agreements backed by 102% collateral of US Treasury issues, were used for short-term investments, as well as the Massachusetts Municipal Depository Trust (MMDT). This is an investment pool for local governments, run by the State Treasurer's office, with a relatively high rate of return, maximum liquidity, and almost no risk. At no time did the Town knowingly hold a derivative product.

### **DEBT MANAGEMENT**

The Treasurer is responsible for issuing both short-term and long-term debt, maintaining all records of borrowing, monitoring construction cash flows, investing bond proceeds, and securing a credit rating for the Town's long-term debt.

#### **SHORT-TERM DEBT**

Short-term debt in Sudbury is issued for two purposes only: to provide cash for construction projects before the permanent debt is issued (known as bond anticipation notes, or BANs) and to provide upfront cash for projects whose costs will later be reimbursed by the state or federal government (known as Government aid anticipation notes, or GAANs). The Town has not needed to borrow for cash flow purposes. BANs in the amount of \$4,680,000 for the Department of Public Works Facility (ATM-01-07A) were issued in May 2002 and retired through the issuance of permanent bonds in April 2003. Additionally, State House Notes were issued in June 2003 in the amount of \$430,000 to purchase the Dickson Property. The purchase of this property was authorized at the Annual Town Meeting (ATM-03-32B) under the Community Preservation Act.

#### **LONG-TERM DEBT**

In FY03, the Town issued \$5,730,000 in permanent debt for the following projects: \$1,000,000 for Sudbury Public Schools construction (STM-94-7); and \$4,730,000 for the Department of Public Works Facility (ATM-01-07A). These bonds received AAA rating from the Standard & Poor Corporation. This is the highest credit rating possible for municipal debt. This rating reflects the culmination of efforts by Town officials for several years to impress the credit rating firms with improvements in the Town's overall management and financial planning. The rating also recognizes the continued growth in the Town's tax base. Shown below is the Treasurer's Debt Statement for FY2002, which summarizes long-term debt activity.

### **TOWN TRUST FUNDS**

The Trustees of Town Donations oversee the Town Trust Funds. The four-member Board of Trustees include the members of the Board of Selectmen, plus the Treasurer. The Trust Funds are continuing to perform on a consistent and monitored level. A three-member Investment Advisory Group consisting of David Wilson, David Pettit, and Fred Pryor, make recommendations to the Trustees on all investment decisions. Generally, the philosophy of the

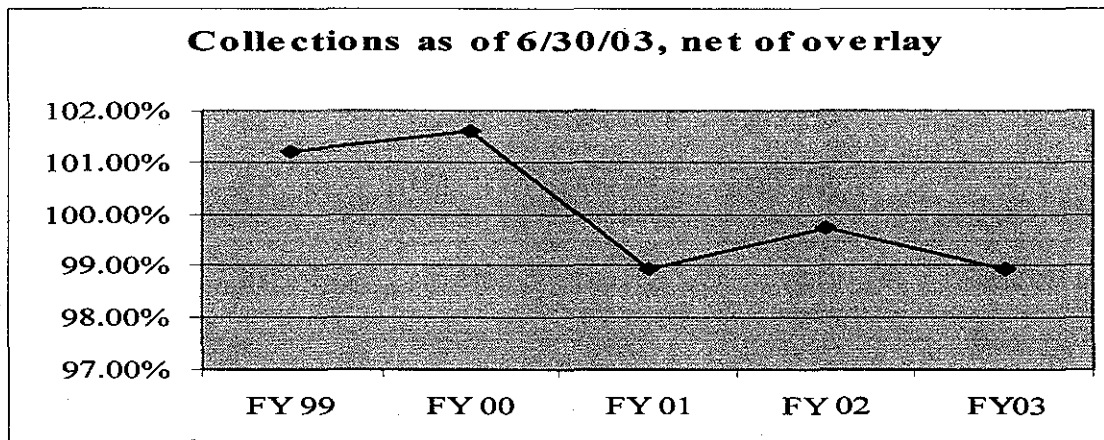


Investment Advisory Group is to aim for investments that produce a consistent stream of income for the beneficiaries while protecting the principal to the greatest extent possible. The table below summarizes FY03 Trust Activity.

	NON EXPENDABLE PORTION		EXPENDABLE PORTION	
	7/1/02	6/30/03	7/1/02	6/30/03
Pooled Trusts	Balance	Balance	Balance	Balance
Gertrude Farrell	0	0	26.38	30.65
Forrest Bradshaw Memorial	1,000	1,000	258.37	208.78
Goodnow Library	254,386.30	254,386.30	52,553.21	66,563.14
Lydia Raymond	854.79	854.79	467.10	298.68
Rhoades Memorial	3,793.46	3,793.46	1,735.51	1,808.22
Annie Thorpe Fund	6,222.27	6,222.27	10,413.31	11,345.58
Cheri-Anne Cavanaugh Fund	1,045.04	1,045.04	7,204.44	6,073.69
Discretionary/Charity	51,370.67	51,370.67	11,012.00	9,423.81
Raymond Mausoleum	1,020.10	1,020.10	2,399.46	2,591.11
Raymond Scholarship	14,379.50	14,379.50	61.87	363.12
Tercentenary Fund (Yr 2075)	0	0	388.87	410.83
School Fund	276.11	276.11	7,927.47	8,464.12
Perpetual Care	596,840.91	627,215.91	142,270.85	136,178.27
<b>Total Pooled Trust Funds</b>	<b>931,189.15</b>	<b>961,564.15</b>	<b>236,718.84</b>	<b>243,759.99</b>
Wood-Davison House	0	0	44,392.01	45,044.09
Harry C. Rice	0	0	91,500.97	92,815.18
<b>Total, all Trusts</b>	<b>931,189.15</b>	<b>961,564.15</b>	<b>372,611.82</b>	<b>381,619.26</b>

#### COLLECTIONS MANAGEMENT

The net property tax levy for FY2003 to be collected was \$48,080,751. The table below illustrates collection rates as of June 30, 2003 net of reserve for abatements.



**TREASURER'S STATEMENT OF INDEBTEDNESS, JUNE 30, 2003**

Permanently Issued Original Issue	Purpose	Authorization	6/30/200 Ending Balances	FY 03 Principal Paid	FY 03 Refundings	FY 03 New Issues	6/30/2003 Ending Balances
	Unisys Land	91S-2	\$495,000	\$55,000		\$0	\$440,000
	Melone Lane	91-36	\$495,000	\$55,000		\$0	\$440,000
<b>\$2,010,000</b>	<b>7/15/92</b>		<b>\$990,000</b>	<b>\$110,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$880,000</b>
	Fairbank Parking Lot	94-39	\$0	\$0	\$0	\$0	\$0
	Tennis Courts	94-40	\$0	\$0	\$0	\$0	\$0
	Nixon Addition	94-62	\$890,000	\$330,000	\$0	\$0	\$560,000
	Curtis School Roof	94-61	\$60,000	\$20,000	\$0	\$0	\$40,000
<b>\$3,875,000</b>	<b>2/15/95</b>		<b>\$950,000</b>	<b>\$350,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$600,000</b>
	Tennis Courts	94-40	\$1,668	\$335	\$0	\$0	\$1,333
	Drainage	94-38	\$18,784	\$3,774	\$0	\$0	\$15,010
	Library	95-15	\$1,210,483	\$243,202	\$0	\$0	\$967,281
	School Const.	94-62	\$848,803	\$164,000	\$0	\$0	\$684,803
	Curtis School Roof	94-61	\$20,618	\$4,100	\$0	\$0	\$16,518
	School Renovation	96-31	\$955,071	\$198,464	\$0	\$0	\$756,607
	School Land, revoted	97-13	\$229,573	\$46,125	\$0	\$0	\$183,448
<b>\$7,870,000</b>	<b>7/15/97</b>		<b>\$3,285,000</b>	<b>\$660,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,625,000</b>
	Meachen-Meggs I	97S-1	\$3,017,500	\$177,500	\$0	\$0	\$2,840,000
	Weisblatt Land	98-8	\$4,162,500	\$262,500	\$0	\$0	\$3,900,000
<b>\$8,505,000</b>	<b>6/1/99</b>		<b>\$7,180,000</b>	<b>\$440,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,740,000</b>
	Curtis School	STM 94-7	\$21,043,897	\$3,577,918	\$0	\$0	\$17,465,979
	Haynes School	STM 94-7	\$7,536,103	\$1,272,082	\$0	\$0	\$6,264,021
	Piper Land	00-13	\$0	\$0	\$0	\$0	\$0
<b>\$34,305,000</b>	<b>12/01/00</b>		<b>\$28,580,000</b>	<b>\$4,850,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$23,730,000</b>
	Loring School	STM 94-7	\$10,000,000	\$543,000	\$0	\$0	\$9,457,000
	Haskell Field						
	Improvements	ATM 01-7B	\$205,000	\$25,000	\$0	\$0	\$180,000
	Rt. 117/ Traffic Light	ATM 01-11	\$132,000	\$15,000	\$0	\$0	\$117,000
	Walkways	ATM 01-7D	\$155,000	\$40,000	\$0	\$0	\$115,000
	Walkways	ATM 00-7	\$155,000	\$40,000	\$0	\$0	\$115,000
	Little League						
	Complex	ATM 00-15	\$190,000	\$25,000	\$0	\$0	\$165,000
	Feeley Field						
	Restrooms	ATM 01-7C	\$48,000	\$12,000	\$0	\$0	\$36,000
<b>\$10,885,000</b>	<b>10/01/01 Series A</b>		<b>\$10,885,000</b>	<b>\$700,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,185,000</b>
	Refund 1992 issue	97S-1	\$55,000	\$10,000	\$0	\$0	\$45,000
		98-8					
<b>\$935,000</b>	<b>10/01/01 Series B</b>		<b>\$55,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$45,000</b>
	Loring School	STM 94-7	\$0	\$0	\$0	\$1,000,000	\$1,000,000
	Public Works Facility	ATM 01-07A	\$0	\$0	\$0	\$4,730,000	\$4,730,000
<b>\$5,730,000</b>	<b>04/01/03</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,730,000</b>	<b>\$5,730,000</b>
<b>Total, Permanently Issued</b>			<b>\$51,925,000</b>	<b>\$7,120,000</b>	<b>\$0</b>	<b>\$5,730,000</b>	<b>\$50,535,000</b>

**DELINQUENT ACCOUNTS COLLECTIONS MANAGEMENT**

The Collector's office takes very seriously its responsibility to collect all taxes due the Town. Failure to do so reduces the cash the Town has available to pay its bills, affects our cash flow, impacts the Town's overall financial statements, and would be inequitable to taxpayers who do pay their taxes promptly.

After the statutory deadline for payment of tax bills has passed, and additional notices requesting payment have been sent, all overdue accounts are turned over to the delinquent accounts collection program. Overdue motor vehicle excise bills and personal property tax bills are assigned to a deputy collection service, Kelley & Ryan, for further collection action. Payment plans are available for delinquent real estate tax accounts. Owners who do not choose to enter into a payment plan have their account put into Tax Title status, whereby a lien is recorded against the property's deed, or is increased if there are prior year delinquencies. Once a parcel has a Tax Title lien filed at the Registry of Deeds, the owner generally cannot sell the property, refinance, or obtain any credit that uses the property as collateral until the lien has been satisfied. Finally, after a property has been in Tax Title for a number of years, and has many thousands of dollars in back taxes, the Collector's office turns the account over to the Town Counsel with a request that foreclosure action be initiated. The Table below summarizes tax title activity for FY03.

**TAX TITLE ACTIVITY, FY03**

As of 6/30/2002	912,197
New amounts added to tax title	103,011
Payments	(257,869)
Net change	(154,858)
Ending balance, 6/30/2003	757,339

## **TOWN ACCOUNTANT**

In accordance with the provisions of Chapter 41, Section 60 and 61 of the General Laws of the Commonwealth, the following is the statement of all financial transactions during Fiscal Year July 1, 2002 to June 30, 2003. Included in this report are receipts, fund accounts, the balance sheet, and appropriations and expenditures.

**SCHEDULE OF APPROPRIATIONS & EXPENDITURES FY03**

Account Number	Title	Appropriation FY03	Transfers	Expenditures FY03	Ending Balance
<b>1220</b>	<b>Selectmen</b>				
	Salaries	231,110.00	(4,930.00)	217,626.00	8,554.00
	Expenses	33,632.00	750.00	27,136.00	7,246.00
	Current Year Articles	1,400.00		1,202.00	198.00
	Prior Year Articles	26,113.00		7,512.00	18,601.00
<b>1310</b>	<b>Personnel</b>				
	Salaries	117,493.00		109,280.00	8,213.00
	Expenses	5,100.00		3,488.00	1,612.00
	Expenses C/F	795.00		179.00	616.00

<b>1320</b>	<b>Accounting/Finance</b>				
	Salaries	184,431.00	(6,503.00)	177,927.00	1.00
	Expenses	47,470.00	4,603.00	39,135.00	12,938.00
	Expenses C/F	11,791.00		6,974.00	4,817.00
<b>1370</b>	<b>Assessors</b>				
	Salaries	191,402.00	(4,999.00)	182,486.00	3,917.00
	Expenses	27,500.00	4,999.00	8,896.00	23,603.00
	Assessors CF	32,613.00		9,924.00	22,689.00
<b>1380</b>	<b>Treasurer/Collector</b>				
	Salaries	217,846.00	1,500.00	214,616.00	4,730.00
	Expenses	65,400.00	(2,750.00)	43,683.00	18,967.00
	Expenses C/F	23,682.00		7,539.00	16,143.00
<b>1390</b>	<b>Information Systems</b>				
	Salaries	113,028.00	2,175.00	115,158.00	45.00
	Expenses	143,445.00	(2,175.00)	138,644.00	2,626.00
	Expenses C/F	21,291.00		21,291.00	0.00
<b>1510</b>	<b>Law</b>				
	Salaries	70,392.00	(4,000.00)	66,389.00	3.00
	Expenses	78,955.00	36,815.00	115,004.00	766.00
	Expenses C/F	579.00		306.00	273.00
<b>1590</b>	<b>Records Preservation</b>				
	Expenses	1,000.00		932.00	68.00
	Expenses C/F	182.00		168.00	14.00
<b>1610</b>	<b>Town Clerk</b>				
	Salaries	157,913.00	(1,242.00)	153,548.00	3,123.00
	Expenses	38,654.00	4,189.00	28,693.00	14,150.00
	Expenses C/F	1,147.00		1,147.00	0.00
<b>1710</b>	<b>Conservation</b>				
	Salaries	61,547.00	1,168.00	62,715.00	0.00
	Expenses	5,218.00		5,175.00	43.00
	Expenses C/F	0.00		0.00	0.00
	Prior Year Articles	71.00		0.00	71.00
<b>1720</b>	<b>Planning Board</b>				
	Salaries	93,838.00	(3,500.00)	90,105.00	233.00
	Expenses	2,500.00	3,500.00	2,168.00	3,832.00
	Expenses C/F	750.00		750.00	0.00

<b>1730</b>	<b>Board Of Appeals</b>				
	Salaries	22,483.00	2,300.00	24,049.00	734.00
	Expense	1,850.00	(400.00)	1,392.00	58.00
	Expenses C/F	20.00		20.00	0.00
<b>2100</b>	<b>Police Department</b>				
	Salaries	1,919,206.00	(6,718.00)	1,875,636.00	36,852.00
	Expenses	126,023.00	9,547.00	120,207.00	15,363.00
	Capital Expense	122,500.00		100,633.00	21,867.00
	Expense C/F	5,746.00		4,234.00	1,512.00
<b>2200</b>	<b>Fire Department</b>				
	Salaries	2,069,564.00	14,689.00	2,084,243.00	10.00
	Expenses	193,220.00	1,058.00	177,462.00	16,816.00
	Capital Expense	40,000.00		39,882.00	118.00
	Expenses C/F	41,729.00		41,394.00	335.00
	Current Year Articles	130,000.00		0.00	130,000.00
	Prior Yr Articles	66.00		0.00	66.00
<b>2510</b>	<b>Building Department</b>				
	Salaries	329,415.00	(16,999.00)	296,049.00	16,367.00
	Expenses	306,300.00	12,000.00	237,592.00	80,708.00
	Capital Expense	9,500.00		8,780.00	720.00
	Expenses C/F	205,256.00		90,898.00	114,358.00
	Prior Year Articles	105,214.00		3,943.00	101,271.00
<b>2920</b>	<b>Dog Officer</b>				
	Salaries	8,994.00		8,994.00	0.00
	Expenses	1,560.00		1,553.00	7.00
<b>3000</b>	<b>Sudbury Schools</b>				
	Total Appropriation	22,118,366.00		20,095,575.00	2,022,791.00
	Carried Forward	1,675,253.00		1,587,284.00	87,969.00

<b>3010</b>	<b>Lincoln/Sud Reg HS</b>	12,206,692.00		12,206,692.00	0.00
<b>3020</b>	<b>Minuteman Tech</b>	378,971.00		378,920.00	51.00
<b>4100</b>	<b>Engineering</b>				
	Salaries	287,804.00	12,460.00	300,170.00	94.00
	Expense	19,512.00		18,033.00	1,479.00
	Expenses C/F	1,004.00		1,004.00	0.00
<b>4200</b>	<b>Streets &amp; Roads</b>				
	Salaries	661,624.00	(12,229.00)	649,395.00	0.00
	Expenses	702,095.00	9,000.00	661,733.00	49,362.00
	Capital Expense	115,162.00		98,274.00	16,888.00
	Expenses C/F	28,288.00		28,288.00	0.00
	Current Year Articles	69,935.00		65,533.00	4,402.00
	Prior Year Articles	103.00		0.00	103.00
<b>4210</b>	<b>Snow &amp; Ice</b>				
	Salaries	89,225.00		100,672.00	(11,447.00)
	Expenses	182,535.00	84,308.00	297,380.00	(30,537.00)
<b>4300</b>	<b>Landfill</b>				
	Salaries	86,648.00		73,006.00	13,642.00
	Expenses	147,229.00		129,472.00	17,757.00
	Expenses C/F	4,900.00		4,476.00	424.00
<b>4400</b>	<b>Trees &amp; Cemeteries</b>				
	Salaries	204,346.00	468.00	180,683.00	24,131.00
	Expenses	57,521.00		49,146.00	8,375.00
	Expenses C/F	10,845.00		10,845.00	0.00
<b>4500</b>	<b>Parks &amp; Grounds</b>				
	Salaries	147,382.00	5,968.00	153,107.00	243.00
	Expenses	20,350.00		19,954.00	396.00
	Capital	7,268.00		7,268.00	0.00
<b>5100</b>	<b>Board Of Health</b>				
	Salaries	162,067.00		162,066.00	1.00
	Expenses	135,095.00	17,000.00	110,549.00	41,546.00
	Expenses C/F	3,355.00		2,829.00	526.00



<b>5410</b>	<b>Council On Aging</b>				
	Salaries	107,568.00	0.00	107,568.00	0.00
	Expenses	6,950.00	2,960.00	9,910.00	0.00
	Capital	2,960.00	(2,960.00)	0.00	0.00
	Expenses C/F	134.00		116.00	18.00
<b>5420</b>	<b>Youth Commission</b>				
	Salaries	34,264.00		34,263.00	1.00
	Expenses	4,550.00		3,924.00	626.00
<b>5430</b>	<b>Veterans Services</b>				
	Salaries	9,869.00		9,663.00	206.00
	Expenses	2,250.00	7,944.00	8,879.00	1,315.00
<b>5440</b>	<b>Family Services</b>				
	Salaries	40,257.00	(4,995.00)	3,859.00	31,403.00
	Expenses	725.00	4,995.00	272.00	5,448.00
<b>6100</b>	<b>Library</b>				
	Salaries	487,619.00	1,059.00	487,794.00	884.00
	Expenses	273,681.00		270,097.00	3,584.00
	Capital	12,100.00		12,100.00	0.00
	Expenses C/F	662.00		662.00	0.00
<b>6200</b>	<b>Recreation</b>				
	Salaries	81,081.00		80,500.00	581.00
	Expenses	1,250.00		1,231.00	19.00
	Capital Expense	3,960.00		3,896.00	64.00
	Expenses C/F	1,875.00		1,875.00	0.00
	Prior Yr Articles	1,715.00		0.00	1,715.00
<b>6210</b>	<b>Atkinson Pool</b>				
	Salaries	241,438.00		232,243.00	9,195.00
	Expenses	182,839.00	10,000.00	175,004.00	17,835.00
	Capital Expense	8,000.00		8,000.00	0.00
	Expenses C/F	1,498.00		1,498.00	0.00
<b>6500</b>	<b>Historical Comm</b>				
	Expenses	5,950.00		5,947.00	3.00
	Expenses C/F	2,109.00		2,109.00	0.00

<b>6510</b>	<b>Historic Districts Comm</b>				
	Salaries	1,221.00		1,149.00	72.00
	Expenses	275.00		60.00	215.00
<b>7100</b>	<b>Debt Service</b>	9,834,201.00	0.00	9,548,254.00	285,947.00
	Expenses C/F	76,104.00		76,104.00	0.00
<b>8200</b>	<b>State Assessment</b>	262,541.00		266,096.00	(3,555.00)
<b>9000</b>	<b>Employee Benefits</b>				
	Expenses	5,819,220.00		5,708,577.00	110,643.00
	Expenses C/F	6,461.00		3,391.00	3,070.00
<b>9250</b>	<b>Operations Expense</b>	210,780.00	0.00	180,909.00	29,871.00
	Expenses C/F	6,000.00		5,789.00	211.00
<b>9500</b>	<b>Transfer Accounts</b>				
	Reserve Fund	160,000.00	(160,000.00)		0.00
	Salary Adjustment	20,000.00	(19,555.00)		445.00
	Finance Comm Exp	1,500.00	(1,500.00)		0.00

### COMBINED BALANCE SHEET - JUNE 30, 2003

ASSETS	General Fund	Special Revenue	Capital Projects	Enterprise	Trust & Agency	Long Term Debt	Total
Cash and Investments	6,903,388	3,774,945	1,555,014	208,979	6,694,212		19,136,538
Receivables:							0
Other Receivable					76,161		76,161
Real Estate & Personal Property Taxes	430,383	11,151					441,534
Tax Liens	757,339						757,339
Tax Deferrals	236,673						236,673
Tax Foreclosures	17,454						17,454



Excise Taxes	304,280						304,280
Intergovernmental							0
Fixed Assets				736,293			736,293
Working Capital Deposit	3,000						3,000
Amounts to be Provided for Retirement of							
Long Term Obligations						50,545,000	50,545,000
<b>TOTAL ASSETS AND OTHER DEBITS</b>	8,652,517	3,786,096	1,555,014	945,272	6,770,373	50,545,000	72,254,272
<b>LIABILITIES AND FUND EQUITY</b>							
<b>LIABILITIES:</b>							
Warrants Payable	272,565			33,505			306,070
Other Liabilities	568,053						568,053
Amount Due Depositors					749,615		749,615
Reserve for Abatements	527,681						527,681
Deferred Revenue	1,218,447	11,151			76,161		1,305,759
Bonds & Notes Payable			430,000			50,545,000	50,975,000
<b>TOTAL LIABILITIES</b>	2,586,746	11,151	430,000	33,505	825,776	50,545,000	54,432,178
<b>FUND EQUITY:</b>							
Retained Earnings				165,614			165,614
Contributed Capital				736,293			736,293

Reserved for:							0
Encumbrances and Continuing Appropriations	2,973,710			9,860			2,983,570
Expenditures	1,213,138						1,213,138
Nonexpendable Trust					961,564		961,564
Designated for:							0
Snow & Ice Appropriation Deficit	(41,984)						(41,984)
Unreserved	1,920,907	3,774,945	1,125,014		4,983,033		11,803,899
<b>TOTAL FUND EQUITY</b>	6,065,771	3,774,945	1,125,014	911,767	5,944,597		17,822,094
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	8,652,517	3,786,096	1,555,014	945,272	6,770,373	50,545,000	72,254,272

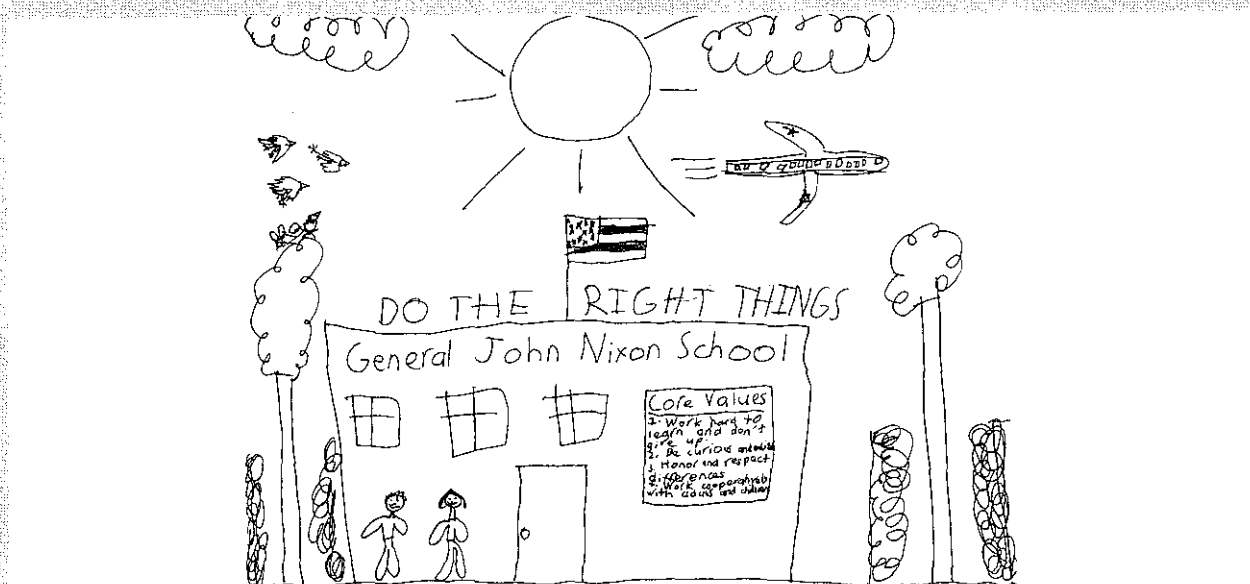
### FY03 SCHEDULE OF REVENUES

			Variances Favorable (Unfavorable)
<b>GENERAL FUND</b>		<b>Budget</b>	<b>Actual</b>
Real Estate and Personal Property Taxes			
Net of Reserves for Abatement Net of Reserve	48,080,751	48,584,412	503,661
Excise Taxes	2,658,734	2,701,943	43,209
Intergovernmental	8,202,538	7,896,094	(306,444)
Departmental and Other	1,012,635	1,988,044	975,409
Investment Income	425,000	294,399	(130,601)
<b>Total General Fund Revenues</b>	<b>60,379,658</b>	<b>61,464,892</b>	<b>1,085,234</b>
<b>ENTERPRISE FUNDS</b>			
Atkinson Pool			
Fees	350,000	357,004	7,004
Transfers From General Fund	113,015	123,015	10,000
<b>Total Revenues Atkinson Pool Enterprise</b>	<b>463,015</b>	<b>480,019</b>	<b>17,004</b>
Solid Waste			
Fees	233,877	251,707	17,830
<b>Total Revenues Solid Waste Enterprise</b>	<b>233,877</b>	<b>251,707</b>	<b>17,830</b>

**SCHEDULE OF UNEXPENDED APPROPRIATION  
BALANCES CARRIED FORWARD TO 2004**

Accounting	12,937.00
Appeals	46.20
Assessors	23,603.47
Board of Health	24,012.33
Building	179,185.91
Conservation	35.03
Debt Service	285,947.21
DPW	75,879.91
Fire	16,816.23
Historic Districts Comm.	25.00
Information Systems	2,136.42
Law	584.00
Library	2,993.17
Personnel	244.38
Planning	3,652.25
Police	36,909.66
Records Preservation	68.00
Recreation	0.00
Sudbury Public Schools	1,908,726.00
Selectmen	3,187.42
Town Clerk	13,009.74
Treas/Collector	23,544.70
Unclassified Operations	8,387.97
Unclassified Employee	107,205.32
Benefits	
Youth Commission	600.00
Gen. Fund Continuing	244,333.42
Articles	
<b>Total General Fund C/F</b>	<b>2,974,070.74</b>
Landfill Enterprise	260.00
Atkinson Pool Enterprise	9,600.00
<b>Total Enterprise Fund C/F</b>	<b>9,860.00</b>

# EDUCATION



Chuka Dimunah, Grade 4, Nixon School

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# SUDBURY PUBLIC SCHOOLS

## SUPERINTENDENT'S REPORT

In a climate of financial uncertainty, significant change in leadership, and increasing state and federal compliance requirements, Sudbury Public Schools continues to be recognized as an exemplary school district in Massachusetts and a great place to learn and work.

This school year saw 28 new teachers and six new administrators come to Sudbury. Of these 34 educators, twenty-seven came here from other school districts for the opportunity to become part of Sudbury Schools. They join a school system in which the teaching staff averages eight years of service, in which 76% have advanced degrees, and which commits a full 78% of a \$22 million budget to the continuing improvement of its staff's skills and abilities through professional development.

While many of the key leaders are new to Sudbury and change is inevitable, the standards and expectations for students and our staff will not change. The culture for excellence permeates the schools and the town. The excellence, the core values, the culture and traditions continue to be honored. But being good is not good enough. So, Sudbury Public Schools has committed to improving on excellence as its means for ensuring our students are able to reach their intellectual and personal potential.

The national and state economy is showing positive signs of improvement. For Sudbury Public Schools, however, the near-term portends that the budget will continue to be compressed. This is happening at the same time our enrollment continues to grow, the cost of retaining and recruiting talented staff increases, and the demands for higher standards for students and faculty continue to rise. Over the

past three years, district leaders, in collaboration with the School Committee and a supportive, engaged parent community, have made difficult decisions to reduce costs while maintaining the integrity of the educational program for students. This challenge will continue; class size and a broad-based curriculum with rich co-curricular opportunities will again face financial pressure. Nevertheless, this will never be an excuse for less quality or lower standards of performance in Sudbury.

Collaboration and core values; change and challenge; excellence and excited students. These are the hallmarks of Sudbury Public Schools and why being a part of this learning community continues to be desirable and rewarding.

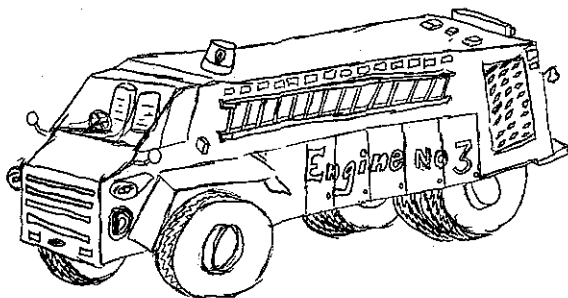
For more information, or to discover ways to become more involved in a dynamic school district, please call Dr. John R. Brackett, Superintendent, at 978-443-1058 x211.

## STUDENT ENROLLMENT

The rate of enrollment growth for Sudbury Public Schools continues just under 2% per year. Enrollment figures increased from 3003 on October 1, 2002 to 3053 on October 1, 2003 for grades K-8. Pre-school enrollment for 3 and 4 year olds is 69 students as of November 1, 2003. Birth rates continue to fluctuate year to year with an average rate of 233 births per year for 2000, 2001, and 2002. That average is reflective of the average higher birth rate for the previous five years (1995-1999). If enrollment in Kindergarten continues to be high and new pre-school programs are needed, a space study at the elementary level will need to be initiated within the next two years.

## CURRICULUM

During the past year, the literacy specialists, building administrators and English Language Arts curriculum specialist worked to complete the Sudbury Comprehensive Literacy Program (CLP). This document describes the reading, writing and word study components that should be in place in elementary classrooms, and the teaching strategies that will optimize students' literacy learning. Now that this document is completed, the District is beginning the



Tommy Hunt, Grade 5, Noyes School

implementation stage of the process. Elementary teachers will spend much of their professional development time this school year expanding their knowledge in this area and putting into practice the recommendations contained in the CLP.

Sudbury Public Schools strive for all children to have both a conceptual understanding of the fundamental ideas in mathematics (numbers, patterns, data and space), as well as the procedural knowledge for how to use those ideas. These two types of learning form a spiral, not a progression. Students continually move between these two types of thinking to deepen their mathematical proficiency. At all grade levels, teachers are evaluating their instructional practices to determine areas of relative strength and weakness, and developing lessons and strategies to address gaps.

The Sudbury Public Schools Science and Technology/Engineering curriculum is one that supports rich investigations into the four domains of science: earth and space, physical, life, and technology/engineering. Students experience a variety of hand-on investigations that build on their curiosity and work to dispel misconceptions they have about the world around them. Teachers at all grade levels are enthusiastic and committed to using a variety of forms of assessment to help guide instruction as well as document student learning and progress.

The K-8 Social Studies program is designed to help students become informed in four main areas, geography, history, economics, and civics and government. To that end, one focus for the 2003-2004 school year is revising the learning expectations at the middle school level to meet state and national standards as well as to complement the K-5 curriculum. At the elementary level, the curriculum continues to evolve to meet new state standards as well as provide consistent and meaningful experiences for students. Connecting literacy, math, science, and social studies through a variety of lessons at each grade level provides students the opportunity to learn in a multi-disciplinary fashion. At grade four, students continue to participate in Bridges, an intergenerational program involving Sudbury Senior Citizens.

The 4<sup>th</sup> grade SERF funded project "Food Bytes Count" is being updated and will be reintroduced later this year. This unit models the teaching of at least four areas of curriculum in context: Math, Health, Language Arts and Technology, within one integrated unit.

Technology continues to be integrated at increasing levels in all of our schools in support of our K-8 Student Technology Standards and Learning Expectations. Ongoing professional development opportunities, in a variety of methods, is available to staff through the year to support that effort. Sudbury is continuing the Project MEET (Massachusetts Empowering Educators with Technology) initiative. This fall, 12 Sudbury teachers spent four Saturdays learning new technologies and creating web based lessons and/or web pages to incorporate into their curriculum. Teachers are provided with laptop computers to facilitate their learning and the tools to enhance their teach with technology.

The comprehensive wellness program provides for students, grades pre-K through 8, a sequential curriculum that addresses a variety of topics related to health. Students learn health concepts and develop skills that support healthful lifestyles through wellness education that occurs across the curriculum. Wellness education is organized by the state framework into four major strands: personal health, mental and social health, personal safety, and community and environmental health. In Sudbury we recognize that the environment of each classroom and each school community provides many opportunities to teach and model wellness. As a result, all Sudbury Public School employees have important contributions to make in supporting healthful lifestyles of children and their families.

Art, Music, and World Language are critical components of Sudbury's unified arts curriculum in all grades K-8. Spanish instruction is provided to all elementary students. Middle School students are exposed to both French and Spanish.

#### **STUDENT ASSESSMENT**

The Massachusetts Comprehensive Assessment System (MCAS) currently requires students to participate in MCAS scores in grades three through eight. The grades and content areas of testing are:

Reading: Grade 3  
English/ Language Arts and Writing: Grades 4 and 7  
Mathematics: Grades 4, 6, and 8  
Science: Grades 5 and 8

The MCAS tests are designed to help identify those students who need improvement in various subject areas and to provide information on those specific areas on which to focus improvement efforts. Sudbury students continue to demonstrate proficiency at a rate 20 – 30 % higher than other school Districts in the state. The scores are also comparable to those of other EDCO communities, which represent several of the higher performing school Districts in the area, if not in the State. Other ways in which students are assessed include standardized tests, teacher-created assessments, and students' in-class products.

#### **SCHOOL REPORTS**

The Haynes Elementary School began the 2003-04 school year with 418 students, preschool through grade five. Principal Susan Carlson is in her second year. With the implementation of a District-wide Comprehensive Literacy Plan, teachers have conducted reading and writing assessments with all students in order to provide developmentally appropriate, individualized instruction. Each grade level has earmarked a particular focus for professional development in literacy, such as the use of non-fiction in teaching guided reading. Many new teachers have joined veteran teachers in implementing Open Circle, a social competency program, furthering the school's goal of fostering respect, responsibility and good communication among students. Fifth graders assume leadership positions such as buddying with first graders for introducing the lunchroom experience, serving on Student Council, and assisting in teaching Open Circle principles.

The principal of Israel Loring Elementary School, Ronald J. Eckel, is in his fifth year at Loring. The Assistant Principal, Jennifer G. Parson, is in her third year. The school serves 577 students in grades K through five. Major focal points for this year's School Improvement Plan include creation of a student handbook, the expansion of the social competency program, staff mentoring and peer coaching, electronic dissemination of notices, the development of differentiated instruction to challenge all students, and the examination of instructional practice and teacher training in math instruction. Several staff members have been awarded SERF grants in the fields of supporting students during times of loss, guided reading, Mexican culture, and spelling with success.

The General John Nixon School serves students in grades K through 5 and has a current enrollment of 486 students. Rita Bissonnette-Clark is in her fifth year as principal of the school, which is staffed by 21 classroom teachers and a combination of approximately 40 other specialists, special educators and teacher assistants. Major focal areas in this year's School Improvement Plan include Teaching and Learning, Communication and Core Values. Comprehensive Literacy, and sharing best practice in Math, Social Studies and Science instruction are highlights of our teaching and learning goals, and through the generosity of SERF grants and PTO Enrichment funds, the Nixon school have been able to develop a leveled reading library to support our guided reading professional development initiatives at all levels K through 5. In the area of communication, a new Nixon PTO web site including online weekly notices, Gazette newsletter, and links to Sudbury are up and running thanks to the efforts of a PTO sub-committee. In the area of Core Values we continue our efforts to create a bully-free school environment and instill the values and practice of community service. Parent are partners in the education of their children and as a result, there are numerous opportunities for parent involvement at our school.

Peter Noyes Elementary School serves 642 students, grades pre-K - five. The school principal is Annette Doyle, who is in her third year. The assistant principal is Kristin Moffat, who is in her first year. A major curriculum focus at Peter Noyes is the implementation of the District's Comprehensive Literacy Plan. Teachers have set goals and will attend training during professional development days around topics related to the CLP. In addition, the School Improvement Plan highlights other focus areas such as using assessment to guide instruction, advancing use of the Open Circle curriculum, and incorporating ideas gained through the Spring 2003 Parent and Teacher surveys. The Noyes PTO is also applying for matching grant funding to replace the school's greenhouse this year. Another goal the school has is to increase its use



of technology to improve communication; for example, to put the newsletter and other helpful information and forms on the school web site.

The Ephraim Curtis Middle School serves students in grades six through eight and has an enrollment of 1,000 students. This year ECMS welcomed a new principal, Kathryn Codianne, and a new seventh grade Housemaster, Eula Walsh. A major school-wide initiative is the implementation of a sixth through eighth grade research skills curriculum. This curriculum articulates a scope and sequence for teaching and applying research skills and was developed by a team of English Language Arts and Social Studies teachers over the summer. Technology teachers developed a companion document that provides information on using the Internet and online databases for research. The technology document also provides teachers and students with a means for evaluating web sites. ECMS is fortunate this year to have qualified for Title I funds. These funds will be used to hire a Math Proficiency Teacher who will work with students in need of additional support in math.

#### **SCHOOL COUNCILS AND SIPS**

The Education Reform Act of 1993 established School Councils at all schools in the Commonwealth. Each School Council is co-chaired by the building principal with membership that includes parents, teachers and community members. The Council assists the principal in identifying educational needs of the students, reviewing the annual school budget, and formulating a School Improvement Plan (SIP). The Council and the principal are responsible for the adopting of educational goals for the school and formulating a plan to advance such goals and improve student performance. They also address professional development for the school's professional staff, the enhancement of parental involvement in the school, safety and discipline, extracurricular activities, and other issues agreed upon by the principal and the council.

#### **THE SUDBURY EDUCATION RESOURCE FUND (SERF)**

The Sudbury Education Resource Fund (SERF) is a non-profit, tax-exempt, organization that awards education-related grants twice yearly to the Sudbury K-12 public schools. SERF coordinates a bank of resources and expertise, providing grants for educational pursuits, curriculum support, student enrichment, and professional development. Since its establishment in 1991, SERF has granted over \$427,000 to Sudbury's schools. During the 2002-2003 grant cycles, over \$54,000 was awarded, including grants for the expansion of the leveled book library for intermediate grade readers, the development of a curriculum guide on Mexico for second grade, and an interdisciplinary unit on the history and literature of the Silk Road to support the seventh grade student of Ancient Cultures. Membership in SERF is open to all individuals interested in contributing time and energy.

#### **PARENT INVOLVEMENT**

Sudbury has a tradition that welcomes parent involvement in our schools. Parents are active supporters of many of our programs and countless activities within individual classrooms. Each of our schools has an active parent organization providing a formal way for parents to be involved in Sudbury's schools.

#### **METCO PROGRAM**

The Metropolitan Council for Educational Opportunity (METCO) was created 37 years ago by urban and suburban educational collaborators who believed that all children should have access to quality education in suburban school Districts. The Sudbury K-8 enrolled its first students on January 27, 1975, when forty students were placed in the five Sudbury Elementary Schools. In September of the 1975-76 academic year, the enrollment of Boston students increased from forty to seventy. Currently, this grant-funded program supports seventy students annually. Students completing grade 8, and any other student(s) leaving the Sudbury METCO Program, are replaced with the number of new elementary students needed to maintain the set number of 70 for the next fiscal year.

Students from Boston participate in a variety of activities. For example, reading and test-taking skills are strengthened by after school programs such as EXCEL. Sudbury METCO students have mentoring opportunities with older students from Lincoln-Sudbury Regional High School. Sudbury METCO parent meetings are held at METCO Inc. approximately once a month and provide Boston parents with an opportunity to discuss issues that are relevant to their children's academic progress and social well being.



### **SPED**

In accordance with Massachusetts Special Education Law 603CM 28.00 and the federal individuals with Disabilities Education Act, Sudbury offers a continuum of services designed to identify and serve children with disabilities. Eligibility for special education is determined by the presence of a disability which impacts a child's effective school progress and for whom specialized instruction is required.

Sudbury is an inclusive school community and places a high priority on meeting the needs of children within the context of the general education program and classroom. This inclusion fosters social as well as academic growth and allows all children to be a part of our school system. Prior to referring a child for a special education evaluation, parents are encouraged to work with the building-based Child Study Team. The Child Study Team consists of a group of educators who work to address each child's unique needs through creative options and planning within the general education program.

### **PROFESSIONAL DEVELOPMENT**

As the District recognizes the uniqueness of each teacher and celebrates the diversity of each school, it also respects the need for a systemic approach to the education process. The Sudbury Public Schools embodies a culture that is highly supportive of professional development as a key strategy for maintaining excellence in teaching. A Professional Development Committee consisting of teachers and administrators meets regularly to identify priorities and to design strategies for a comprehensive professional development program. Two full days for professional development events, inservice workshops throughout the year, ongoing support for conference attendance, study group activities, and partial tuition reimbursement for graduate courses are some of the strategies used in growing the capacity of our staff. Teachers new to the system participate in a multi-day program customized to enhance their understanding of Sudbury's learning expectations and school culture. Mentoring workshops prepare veteran teachers for working closely with newer teachers to ensure smooth transitions. A commitment to having all Sudbury teachers participate in a graduate course entitled *The Skillful Teacher*, developed by the organization Research for Better Teaching, further ensures a common base of knowledge and capability for our educators. As Sudbury brings more new staff aboard (approximately 60% of the District's teachers have been hired in the past five years), the ongoing need for quality professional development is clear. The Professional Development Committee works to align these efforts with the priorities of the schools and of the Districts, the District's Learning Expectations, and the State Curriculum Frameworks.

### **PERSONNEL**

Retirees: Beverly Corcoran-36 years; Mary Holt Saltus-32 years; Phyllis Fox-31 years; Christine White-30 years; Marie Sigman-29 years; Polly Gavin-16 years; Judith Menegakis-15 years; Sandra Harding-13 years; Nancy Scofield- 9 years.

In addition, William Hurley retired after 8 years as Superintendent of Schools, Kevin Plodzick retired from the position of Principal of the Curtis Middle School after 9 years, and Paul Funk, Director of Business and Finance, retired after 6 years. Dr. John R. Brackett started as the new Superintendent of Schools on July 1, 2003, as well as Robert Milley, Assistant Superintendent, and Mary Will, Director of Business and Finance. Kathryn Codianne is the Principal of the Ephraim Curtis Middle School.

## **LINCOLN-SUDBURY REGIONAL HIGH SCHOOL**

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### **SUPERINTENDENT'S REPORT**

The major initiatives at the Lincoln-Sudbury Regional High School in the 2002-03 school years have been maintaining the high quality of educational services and opportunities for which the school is well known, and carefully planning

and managing the construction of the new school.

The first of these has been a challenge because of the inevitable and obvious budget problems that

both towns have been confronted with in recent years. As a result of these problems, which coincide with continuing enrollment growth, we have not been able to keep up with our full commitment to students and parents as we would under more normal circumstances. Class sizes have grown, programs have been cut or curtailed, and we have not been able to hire new faculty members to keep pace with our growing student population. Having said that, I believe that wise decisions were made that have resulted in our mission being somewhat compromised, but not yet deeply eroded.

The faculty continues to be committed to the school and its principles, and student performance continues to be high by all indices and measurements. College acceptance patterns continue to be impressive, SAT scores and other standardized test scores remain at or near the top of those from other comparable schools, and our efforts to provide support to students to pass the MCAS tests have been successful.

One of the school's noteworthy accomplishments in the 2002-2003 school year was winning the prestigious Dalton Award, which recognizes the high school with the best overall won-loss record in interscholastic athletics for a year period. This is an award last received in 1991, and it is all the more significant this year in that none of our teams were able to play on home fields, because of the new building that is being constructed. The building project has taken tremendous amounts of time, but the burden has been shared impressively and sensibly across a broad range of committees, town officials, and school personnel. An exceptionally active and highly professional Building Committee, consisting of members from both towns, as well as the school, has been aggressively involved in all aspects of the project, which has resulted, with less than a year to go before completion, in a project that is on schedule, and on budget. That, in itself, is good, and even unusual news in the world of school projects. Even better news is the fact that the school that is being built is an excellent, thoughtful, well-designed facility of which all residents will be justifiably proud, and which will serve the students of Lincoln-Sudbury exceptionally well in the years to come.

#### **REGIONAL SCHOOL COMMITTEE**

We are proud that Lincoln-Sudbury was recognized in the Boston Magazine as one of the top ten schools in the state. This is particularly rewarding in light of the continued growth in student population coupled with the decrease in funding from the State. In October 2003 there were 1418 students in the school, an increase of 3% from the previous year and a 14% increase since the 2000-01 academic years. Unfortunately State Aid to the district decreased by 20% for the year.

The teaching staff at Lincoln-Sudbury is a strong and diverse group dedicated to ensuring the highest quality education for our students. While most new staff are experienced teachers, the loss of teachers who have been integral to Lincoln-Sudbury for a generation of students gives one pause. Teachers retiring last year included Barry Copp, Vicki Endelmann, Karin Flynn, Gisele Sampson, Sandra Topalian, and Betsey Wood.

Chuck Schwager retired from the Committee in April after serving for six years. Mark Collins was elected to his first term this year.

The new high school is proceeding on time and on budget. We expect to have it open in Fall 2004 as planned. The School Committee is grateful to the dedicated efforts of the Building Committee, comprised of residents from both Lincoln and Sudbury, for their oversight of the building process. The School Committee is particularly grateful for Jack Ryan's able chairing of the committee over the years.

The loss of our athletic fields for two years has required creativity and flexibility on the part of coaches, players and the Lincoln and Sudbury Park and Recreation Departments. All can be proud of the winning records from the 2002-2003 academic year. The winning percentage of all sports was 73.82 and won the school the prestigious Ames Award from the Boston Globe.

## ANNUAL REGIONAL DISTRICT ELECTION

The Regional District Election was held in conjunction with the elections in Lincoln and Sudbury on Monday, March 31, 2003 and certifications of the results were received from Nancy J. Zuelke, Town Clerk of Lincoln, and Barbara A. Siira, Town Clerk of Sudbury, as follows:

For two 3-year terms:	<b>Lincoln</b>	<b>Sudbury</b>	<b>Total</b>
Mark T. Collins	202	761	963
Theodore H. Fedynyshyn	78	382	460
Eric A. Harris	1181	498	1679
Write-Ins	--	2	2
Blanks	1167	277	1444
<b>Total</b>	<b>2628</b>	<b>1920</b>	<b>4548</b>

### LINCOLN-SUDBURY REGIONAL HIGH SCHOOL PLACEMENT OF THE LAST FIVE GRADUATING CLASSES

	<u>Class of</u> <u>1999</u>		<u>Class of</u> <u>2000</u>		<u>Class of</u> <u>2001</u>		<u>Class of</u> <u>2002</u>		<u>Class of</u> <u>2003</u>	
Four-Year College	238	85.0%	208	83.4%	237	83.5%	244	84.0%	290	89.5%
Jr. and Comm. College	13	4.6%	11	4.4%	13	4.6%	13	4.5%	8	2.5%
Prep. Post Graduate Schl.	3	1.07%	9	3.6%	5	1.8%	5	2.0%	2	6.0%
Spec. Tech Schools	1	36%	0	0	0	0	1	5%	0	0
All Post Secondary Education							4	1.0%		
<b>Total</b>	<b>255</b>	<b>91.07%</b>	<b>228</b>	<b>91.4%</b>	<b>255</b>	<b>89.8%</b>	<b>267</b>	<b>92%</b>	<b>300</b>	<b>92.6%</b>
<b>Other</b>										
Employed	19	6.78%	13	5.2%	23	8.1%	5	2.0%	4	1.2%
Military	0	0	3	1.2%	1	3%	7	2.0%	6	1.9%
Miscellaneous	6	2.14%	5	2.0%	5	1.8%	12	4.0%	14	4.3%
<b>Total</b>	<b>25</b>	<b>8.93%</b>	<b>21</b>	<b>8.4%</b>	<b>29</b>	<b>10.2%</b>	<b>24</b>	<b>8.0%</b>	<b>24</b>	<b>7.4%</b>
<b>Total Placements</b>	<b>280</b>	<b>100%</b>	<b>249</b>	<b>100%</b>	<b>284</b>	<b>100%</b>	<b>291</b>	<b>100%</b>	<b>324</b>	<b>100%</b>

**DISTRIBUTION OF PUPILS ATTENDING REGIONAL HIGH SCHOOL  
AS OF OCTOBER 1, 2003**

	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>
Lincoln	168	167	182	186	177
Sudbury	902	976	1,022	1,090	1,138
METCO	83	81	91	87	88
Other (Tuition)	20	20	20	14	5
<b>Total</b>	<b>1,173</b>	<b>1,242</b>	<b>1,315</b>	<b>1,377</b>	<b>1,418</b>
Boys	579	613	670	691	717
Girls	594	629	645	686	701
<b>Total</b>	<b>1,173</b>	<b>1,242</b>	<b>1,315</b>	<b>1,377</b>	<b>1,418</b>
9 <sup>th</sup> Grade	320	338	355	363	383
10 <sup>th</sup> Grade	301	320	345	361	354
11 <sup>th</sup> Grade	297	299	322	339	351
12 <sup>th</sup> Grade	255	285	293	314	330
<b>Total</b>	<b>1,173</b>	<b>1,242</b>	<b>1,315</b>	<b>1,377</b>	<b>1,418</b>
<b>Tuition Pupils Attending</b>	<b>41</b>	<b>38</b>	<b>28</b>	<b>22</b>	<b>5</b>
<b>Other</b>					



**LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT  
TREASURER'S REPORT  
JULY 1, 2002 - JUNE 30, 2003**

TOTAL CASH BALANCE JULY 1, 2002	9,256,969.84
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	<b>DISTRICT FUND</b>
DISTRICT FUND CASH BALANCE JULY 1, 2002	7,962,885.14

**RECEIPTS:**

**OPERATING ACCOUNTS**

Sudbury Assessment	12,206,692.22	
Lincoln Assessment	<u>2,203,163.40</u>	
TOTAL ASSESSMENTS		14,409,855.62
Chapter 70	2,139,973.00	
Transportation Aid	<u>236,687.00</u>	
TOTAL STATE AID		2,376,660.00
ANTICIPATED RECEIPTS	249,600.00	249,600.00
Miscellaneous Income	566,339.14	
FY '03 Encumbrance 1	20,000.00	
FY '03 Encumbrance 2	60,000.00	
Petty Cash Refund	1,000.00	
Stabilization Fund	37,301.06	
Tailings	<u>0.00</u>	
TOTAL SUNDRY INCOME		<u>684,640.20</u>
BOND ANTICIPATION NOTE	50,000,000.00	
BAN Premium	502,619.18	
Bid Document Deposits	<u>0.00</u>	
BOND ANTICIPATION NOTE	50,502,619.18	50,502,619.18
<b>TOTAL OPERATING RECEIPTS</b>		<b>68,223,375.00</b>

DEDUCTION ACCOUNTS:

Federal Withholding Tax	1,366,841.17
MA Withholding Tax	501,380.23
Federal Withholding Tax FICA	125,528.19
Health Insurance	429,155.71
MA Teachers' Retirement	935,848.46
Middlesex Retirement	180,478.75
Disability Insurance	54,095.29
Tax Sheltered Annuities	451,923.76
Credit Union	363,734.40
L-S Teachers' Association	63,287.52
Deferred Compensation	32,093.25
Section 125, Flexible Spending Plans	110,168.98
Attachments	2,100.00
United Way	<u>706.00</u>

**TOTAL DEDUCTION RECEIPTS**

**4,617,341.71**

**TOTAL DISTRICT FUND RECEIPTS**

**72,840,716.71**

**TOTAL DISTRICT FUND INCOME**

**80,803,601.85**

**DISBURSEMENTS:**

OPERATING ACCOUNTS

Operating Budget	16,503,041.75
Equipment Budget	145,038.87
Capital Projects	46,726.40
Debt Service - principal	175,000.00
Debt Service - LT interest	9,650.00
Debt Service - ST interest	<u>274,246.58</u>

**TOTAL BUDGET DISBURSEMENTS**

**17,153,703.60**

**BUILDING PROJECT**

**23,038,642.42**

**23,038,642.42**

**BAN Redemption**

**10,000,000.00**

**10,000,000.00**

**FY '02 Encumbrance**

**10,355.26**

**10,355.26**

**STABILIZATION FUND**

**0.00**

**0.00**

**PETTY CASH ADVANCE**

**1,000.00**

**1,000.00**

**EXCESS & DEFICIENCY FUND**

**0.00**

**0.00**

**TAILINGS**

**0.00**

**0.00**

**DEDUCTION ACCOUNTS:**

Federal Withholding Tax	1,366,841.17	
MA Withholding Tax	501,380.23	
Federal Withholding Tax FICA	125,528.19	
Health Insurance	443,528.25	
MA Teachers' Retirement	935,848.46	
Middlesex County Retirement	180,478.75	
Disability Insurance	54,095.29	
Tax Sheltered Annuities	452,223.76	
Credit Union	363,734.40	
L-S Teachers' Association	63,287.52	
Deferred Compensation	32,093.25	
Section 125, Flexible Spending Plans	110,168.98	
Attachments	2,100.00	
United Way	<u>706.00</u>	
TOTAL DEDUCTION DISBURSEMENTS		<u>4,632,014.25</u>

<b>TOTAL DISTRICT FUND DISBURSEMENTS</b>	<b><u>54,835,715.53</u></b>
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CASH BALANCE DISTRICT FUND ON JUNE 30, 2002	25,967,886.32
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STUDENT ACTIVITY FUND BALANCE ON JUNE 30, 2002	169,162.73
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CASH BALANCE REVOLVING & GRANT ACCOUNTS ON JUNE 30, 2003	<u>1,193,286.62</u>
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<b>TOTAL CASH BALANCE JUNE 30, 2003</b>	<b><u>27,330,335.67</u></b>
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**OUTSTANDING DEBT**

School Bonds (final payment 08/15/03, 3.77% interest)	150,000.00
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Bond Anticipation Notes Interest rate: 2.5% = \$1,246,575.34 due 10/10/03)	50,000,000.00
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**EXCESS & DEFICIENCY FUND**

Cash Balance July 1, 2002	380,169.50
Approved Transfer	0.00
Disbursements	<u>0.00</u>
Cash Balance, June 30, 2003	<u>380,169.50</u>

**STABILIZATION FUND**

Voted establishment spring town meeting 1992	0.00
Cash Balance July 1, 2002	328,759.91
FY '03 Funding	32,162.00
Interest Income	5,139.06
Disbursements	0.00
Cash Balance, June 30, 2003	<u>366,060.97</u>

**MISCELLANEOUS INCOME**

Interest Income	82,534.57
Interest Income - BAN	478,240.87
FY '00 Sundry	<u>5,563.70</u>
	<u>566,339.14</u>

**ANTICIPATED RECEIPTS**

Athletic User Fees	157,940.00
Athletic Gate Receipts	5,000.00
Tuition Receipts	20,000.00
Cafeteria Receipts	20,000.00
Medicaid Receipts	14,292.50
Parking Receipts	<u>32,367.50</u>
	<u>249,600.00</u>



**LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT**

**BALANCE SHEET**

**June 30, 2003**

<b>Assets</b>	
Fleet Bank Depository	1,155,651.86
Fleet Bank Payroll	119,856.60
Unibank	1,884,431.05
Banknorth	20,315,938.27
Eastern Bank	1,100,840.92
Fleet Student Activity	169,162.73
MMDT	2,248,068.95
MMDT-Kirshner Artist Fund	33,065.87
Boston Safe 1	334,311.41
Boston Safe 2	194,381.99
Boston Safe 3	-225,373.98
<b>TOTAL ASSETS</b>	<b>27,330,335.67</b>

**Liabilities & Reserves**

<b><u>GENERAL FUND</u></b>	
FY '02 Encumbrance	9,644.74
FY 03 Encumbrance 1	20,000.00
FY 03 Encumbrance 2	60,000.00
Surplus Revenue (Reserved for Assessments)	2,239,752.86
Excess & Deficiency	380,169.50
Stabilization Revenue	366,060.97
Tailings	2,086.39
Disability Insurance	3,775.94
Health Insurance	87,094.04
TSA	-300.00
<b>TOTAL GENERAL FUND</b>	<b>3,168,284.44</b>

<b><u>SPECIAL REVENUE FUND:</u></b>	
Adult Education	30,201.01
Athletic Gate Receipts	13,875.66
Building Use	97,886.43
Capital Outlay	13,334.52
Computer Contract	3,003.73
Damage to School Property	2,525.99
Donations	105,479.40
Fitness Center User Fees	582.36
Kirshner Artist Fund	33,065.87
Library Copy Machine	9,750.10
Lost Books	39,496.59
Medicaid	47,153.50
Nursery School	68,624.15
Van User Fee	2,350.00
School Lunch Program	86,506.72
Tuition	471,630.58
FY '03 MCAS Grant	6,502.54
4th Quarter Out-of-District Grant	-33,109.52
<b>TOTAL SPECIAL REVENUE FUND</b>	<b>998,859.63</b>

<b><u>TRUST FUND:</u></b>	
Medical Claims Trust Fund	194,426.99

<b><u>AGENCY FUND:</u></b>	
Student Activity Fund	169,162.73

<b><u>CAPITAL PROJECT FUND:</u></b>	
Capital Project Revenue	22,273,417.65
Capital Project Premiums	526,184.23
	<b>22,799,601.88</b>

<b>TOTAL LIABILITIES &amp; RESERVES</b>	<b>27,330,335.67</b>
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## LSRHS CLASS OF 2003

Daniel Jack Adams  
 Laura Marjorie Adams  
 Karen E. Aerni  
 Colin D. Ahern  
 Kirsten Caroline Ahrendt  
 Taylor Ethan Allen  
 Jonathan William  
 Anderson  
 Tommy Mihrtad Anderson  
 \*Scott Douglas Andrews  
 Jessica Lynne Apsler  
 Dalyah Sahira Assil  
 Leigh Russell Audin  
 Stephen George Avgerinos

Robin Carla Avila

Jason Baker  
 John Andrew Baranowsky  
 Jason Michael Bardsley  
 Anna Marie Barrett  
 Tamara R. Bartlett  
 Hillary Chase Benoit  
 Stefon Tavaosto Benson  
 Elisabeth Maeve Benson-  
 Allott

Lenny Vitalyevich  
 Berkovich

Steven Eric Berkowitz  
 Jared Wells Besemer

\*Meghan Mary Biggins  
 Graham Andrew Biller  
 Stephanie Blanchette  
 Corey Lee Bobzin  
 Jacqueline Elizabeth

Boothby

Martin Joseph Boros  
 Bryan Leo Boughrum  
 Robert F. Brandon  
 Kyle N. Brandse  
 Samantha Micu Bray  
 Shira Rachel Brettman  
 Andrew Teerapat Brooks  
 Daniel Scott Brown  
 David Marguis Brown  
 Samuel W. Browne  
 James D. Buford  
 Caitlin Marie Burke

\*David Hutcheson  
 Burkhardt

Marissa Claire Burpee  
 Kevin Howard Byrne

Jameson Duggan Calitri  
 Justin Lee-Mathew  
 Cameron  
 Elizabeth A. Cantin  
 \*Lindsay Elizabeth  
 Carafone  
 Allison R. Casciotti  
 \*Adam Ross Cath  
 Andrew Joseph Centauro  
 III

Meredith Brooke Chandler  
 Alexandra Joan Chavarria  
 \*Michelle Chun  
 Joseph Anthony Ciampa  
 Erin Clark  
 Sarah Kathleen Clarke  
 Allison Maureen Cole  
 Ashley Collins  
 \*Beth Ann Colombo  
 Jared Y. Conrad-Bradshaw

Stephen Joseph Cordo  
 Brian Patrick Cotton  
 Jessica Irene Cox  
 Amanda Julia Cox  
 Heather Claire Crampton  
 Jena M.A. Crispo  
 Lauren D. Cromwell  
 Perry Crowell  
 Victoria Bess Crowley  
 Brendan Michael Crowley  
 Devin Hedley Currie  
 Benjamin William  
 Dauksewicz

Heidi A. Deck  
 \*Michael Christopher  
 DeSantis

Danielle Elizabeth  
 Desrochers

\*Alicia Gabrielle Dessain  
 Kevin John Devaney  
 Nicole Rosa Diarbakerly  
 Nicholas D. Dimancescu  
 Matthew Peter DiManno  
 Rachel Alyssa Dines  
 Brian William Donahue

\*Adam Vy Donovan  
 \*Brandon Peter Dorey  
 Katelyn Elizabeth Doyle  
 Laura Renee DuBois

Katherine Elizabeth Ely

Danielle Elizabeth Paler  
 Enscoe  
 Gregory Fedynyshyn  
 \*Francis J. Feger  
 Matthew Ross Fideler  
 Craig John Fischer  
 \*Christine Marie Fitzgerald

Kristin Elizabeth  
 Fleischmann-Rose  
 Joshua J. Flood  
 James Folts  
 Emily Julianna Fowler  
 Susan Elizabeth Francis  
 Alissa Lauren Frazier  
 Stefanie Michelle Freda  
 Matthew Francis  
 Freedman

Nathaniel Charles Gedney  
 Brendan A. Georges  
 Tal Jonathan Gerechter  
 Emily Jane Germanotta  
 Anthony Vincent  
 Giambalvo

David Allan Giannino II

\*Rebecca Susan Grant  
 James V. Green  
 Virginia Therese Green  
 Elaine Griffin  
 Kyle Patrick Griffin  
 Samantha E. Gross  
 Kimberly Elizabeth Gustin

Dustin Richard Hache'  
 Nia M. Hall  
 Timothy Bradford Hall  
 Greg Scott Halleran  
 Jocelyn Richards Hallstein  
 Elliott Seth Hankins  
 Cornelius Morgan

Hardenbergh V

Kent Michael Hatton  
 \*Rachel Fox Hayes  
 Melissa Anne Hilperts  
 Evan Roth Hoffman  
 Jameson Stewart Hollis  
 Victoria E. Horan  
 William Ripley Houpt  
 Correy R. Hunter

Anthony K. Ip

Catherine Isaacs  
\*Outi Kristiina  
Jaaskelainen  
Ruth Louise Jacob

\*Laurel Stephanie Karian  
Leland James Karn  
Ari Ross Kazin  
\*David Kiewook Kim  
Brian Seungwhan Kim  
Samuel Louis Kindick VI  
Kevin King  
Daniel Seth Kirshenbaum  
Lindsay R. Kleeman  
Michael S. Koster  
Richard A. Kotchie  
Jason Kurian  
Adam Kurtzer

Jessica Elizabeth LaHaise  
Kevin LaHaise  
Hilda H. Lai  
Lisa Mary Lamenzo  
James Robert Larsen  
Emily Ann Lederman  
Nicole Marie Legere  
Matthew J. Leisman  
Raquel Clark Leusner  
Jamie Marie Lewis  
Jonathan Lewitus  
Dunstan Liias  
Michael N. Link  
Stacey Lauren Link  
Terrence Michael Lomax  
Julie Nicole Lopez  
Sandra Louise Low  
\*Emily Rhea Lynch  
Christian Karrigan Lynch

Michael Thomas  
MacDonald  
Nicholas A. MacPhee  
Meredith Karin Mahnke  
\*Corrine Catherine  
Mahoney  
Brian Twomey Mahoney  
Mariaana J. Malinen  
\*Janine Hayley Mandel  
Nicholas George  
Mandonas  
Elizabeth Ellen Manno  
Rachael Nichole Marolda  
Elizabeth Libby Mauro

Jessica Lynn McClanahan  
John William McCormack  
Jr.  
Lauren Ashley  
McGaughy  
Ryan Billings McGearry  
\*Martha Kang McGill  
Liza Victory McKenney  
Tad Mendes Jr.  
Michael Patrick Metcalfe  
Sara Sahdè Miller  
Steven John Milley  
\*Sara P. Mintz  
\*Eliona Mirman  
Alice Anne Mollo-  
Christensen  
Monica Moody  
C. Brian Moorhead  
Tucker Sean Morgan  
Catherine Teresa Morris  
Sarah Coffin Mullen  
Gregory P. Mullin  
Elissa Maria Mummolo  
Lauren Kate Myers-Wong

Adam Michael Nadolski  
Ellen Fleming Newcomb

Patrick Winthrop  
Newcomb  
A. J. Nichols  
Tiarra Marie Noblin  
Elyssa Marie Noce  
Carol Lynn Noland  
Timothy J. Noyes

Peter James O'Connell  
Tyraune Antwon O'Neal  
\*Alexander E. O'Neill  
Emily Catherine Ollquist  
Todd James Osborne  
Robert Anthony Oteri  
Ronald Rafael Otero

Tyler Erin Parnes  
Graham Joseph Patten  
Matthew Sayre Peirce  
Marc Hayden Pessolano  
Bernhard H. Peters  
\*Sarah Rose Peterson  
Anne C. Petrofsky  
Rachel Abbott Pettengill  
\*Patricia Lemos Pringle

Adam Robert Procter  
Matthew Lee Pruitt  
Elizabeth Ann Purcell

Crystal Ann Rando  
Christopher David  
Raymond  
Joshua Calaway Rickman  
\*John William Riordan II  
Adam Carter Roberts  
Natalie S. Robinson  
Travis Finn Robinson  
Aryana Holly Robinson  
Amy Kathleen Robison  
Erika Lynn Roderick  
Andrew Aaron Rogalin  
Michael Niti Romeri Jr.  
Joanna Roper  
Anna Denise Rothschild  
\*Sarrie Renee Rubin  
Brett D. Rudowsky  
Sade L. Ruffin  
Albert Thomas Ruggiero  
Mark Ilya Rutman  
\*Jennifer A. Ryan  
Nicholas Robert Ryder

Rachel Salamone  
Megan Elizabeth Salvucci  
Nicholas John Santolucito  
Kamalia Binti Sazali  
Michael Gavin Scanlan  
Allegra Elizabeth Schaub

Elizabeth Ann Schnorr  
Daniel Robert Schrager  
Michael Schwager  
Edward S. Schwarz  
\*Cameron Andrew  
McPhedran Scott  
Katherine Deblois Seaman  
Nicole Elaine Segalini  
Austin Edward Shellman  
Marquis Lee Short  
Ashley Nicole Simmons  
Jesse P. Simpson  
Nathaniel Travis Smith  
Stacie Christina Smith  
Sara E. Smith  
Emily Kirsten Socha  
John I. Spong  
Andrew Martin Stager  
\*Alexander T. Stanton

Erik Vincent Steiner  
Jonathan Gilmore Stott  
Laura Jane Strait  
Erin Marie Sullivan  
\*Abigail Fonay Swain  
Kevin Michael Sweeney

Matthew Talbot  
Kumiko Elisa Tanaka  
Kenneth William Taranto  
David Earnest Taylor  
Sara Beth Teig  
Cyril Joseph Thomas  
\*Eve Thomas  
Rachel Laura Tunnicliffe  
Joshua Hunsulee Tuxbury  
Alexandra Tzovaras  
Christina Tzovaras

Jerry Dubey Ullman

Pallavi N. Verma  
Gina Louise Volante

\*Shan Y. Wang  
\*Bryan Edward Warner  
Katrina C. Washington  
Matthew Joel Wauhkonen  
\*Kipp A. Weiskopf  
Allison Wells  
Amanda Tracey Whalen  
Lawrence Thomas White  
Vanessa Alexis Wiegel  
Joseph Azel Wilson Jr  
Ryan Christopher  
Wimberly  
Julia Catherine Wolfe  
Jennifer Lindsey Wong  
Christina Lynn Woolford

Ashley Anne Yarnall

Chandra A. Zambruno  
Jennifer Alexandra  
Zampieron  
Sam Zebian  
Sandy Sue Zeng

**\*Cum Laude Society**

You are asked to remember  
Steven Edward Richard, a  
member of the Class of 2003  
who passed away during his  
senior year at Lincoln-  
Sudbury Regional High  
School.



*Photo taken by Ashley McQuillan, Lincoln-Sudbury Regional High School*

#### **LINCOLN-SUDBURY SCHOLARSHIP FUND**

The Lincoln-Sudbury Scholarship Fund (LSSF) was established when Lily Spooner, the business manager of the high school, retired. She requested that any gifts in her honor be used to provide higher education scholarships for Lincoln-Sudbury Regional High School graduates. A fund drive was initiated and the scholarship fund was established. Money was raised annually through direct-mail solicitation to Lincoln and Sudbury residents and also at Spring Thing, a since-discontinued carnival on the grounds of the high school.

In the fall of 1987, the LSSF endowment stood at \$150,000 and the committee, concerned about the rising cost of a college education, launched a capital drive to substantially increase the size of the fund. Also at that time, the LSSF Phonathon began, and the LSSF became a separate, non-profit corporation. The capital campaign raised over \$200,000, and the accompanying publicity prompted the late An Wang of Lincoln to establish the An Wang Scholar Awards. Ten awards totaling \$200,000 were made before Dr. Wang's untimely death. Another benefactor, the Sudbury Foundation, provided \$250,000 by matching individual contributions that were pledged during the five phonathons from 1991 to 1995. Today the endowment stands at approximately \$1.9 million, and our goal is to actively continue to grow it. These additional funds will enable us to increase scholarships, since the need for financial help for students continues to grow in our communities.

In late 1999, the fund was the recipient of an anonymous \$100,000 donation to fund "Creating Possibilities" scholarships. According to the wishes of the donor, these scholarships were granted to students based mainly on financial need. After awarding \$70,000 dollars to 8 deserving students in 2000, the fund disbursed an additional \$15,000 to 2 L-S graduates in 2001 and 2002. The last of this money was awarded in 2003.

The LSSF Selection Committee awarded over \$138,000 in scholarships to 39 members of the Lincoln-Sudbury Class of 2002. Awards totaling \$107,500 were made possible from contributions and investment income from the endowment, \$15,000 came from the "Creating Possibilities" funds, and \$16,000 was underwritten by various corporate, governmental, and family contributors.

LSSF awards four types of scholarships: memorial, fund, merit, and administered. The donor establishes the selection criteria for memorial awards. For example, the Chey Jones Memorial Scholarship is awarded to a graduating senior pursuing studies in the performing arts. Fund scholarships are awarded based on a formula of 40% financial need, 40% academic achievement, and 20% community service/athletics. There is currently one \$4,000 merit scholarship awarded annually by the LSSF. The recipient must be in the top 10% of the graduating class and submit a written essay. The Committee also selected recipients for scholarships administered by the LSSF, with funds and selection criteria provided by the sponsor.

#### **LINCOLN-SUDBURY SCHOLARSHIP FUND SCHOLARSHIPS (TOTAL AWARDED \$54,000)**

Robin Avila  
Alexander Grace  
Hilda Lai  
John Riordan  
Sade Ruffin  
Shan Wang (Merit Scholarship)

#### **LINCOLN-SUDBURY SCHOLARSHIP FUND MEMORIAL SCHOLARSHIPS (TOTAL AWARDED \$46,000)**

Janine Mandel	Bramwell B. Arnold Memorial Physics Award
Amanda Whalen	Sheryl Dakss Memorial Scholarship
Elyssa Noce	Malcolm L. and Eleanor Donaldson Scholarship
Aryana Robinson	George H. Fernald Jr. Memorial Scholarship
Emily Socha	Frank Heys Memorial Scholarship
Adam Donovan	John R. Kirshner Memorial History Award
Mark Rutman	Virginia K Kirshner Memorial Scholarship
Chandra Zambruno	Edward J. McCarthy Memorial Scholarship

Katrina Washington

Ashley Simmons

Jena Crispo

Gina Volante

Kristin Fleischmann-Rose

Gregory Mullin

Sarah Mullen

Henry M. Morgan Community Service Scholarship (funded by the METCO Scholarship Committee)

METCO Parent's Organization Merit Scholarship

Lily T. Spooner Memorial Scholarship

Sudbury Foundation Scholarship

Robert Wentworth Memorial Scholarship

John K. Wirzburger Memorial Scholarship

MLK Action Project / Hilary Shedd Social Justice Scholarship

**LINCOLN-SUDBURY SCHOLARSHIP FUND - ADMINISTERED SCHOLARSHIPS (TOTAL AWARDED \$14,000)**

Robert Oteri

Kevin Devaney

Brian Moorhead

Sara Miller

Erika Roderick

Rachel Dines

Katie Seaman

Christina Woolford

Thomas Anderson

Graham Patten

Justin Cameron

Kevin Byrne

Joshua Rickman

Laura Strait

Ravi Shankar Hoskere Memorial Scholarship

Chey Jones Memorial Scholarship

MassPort Scholarship

Middlesex Savings Bank Scholarship

Frank Pirello Sr. Memorial Scholarship

Ambika Ramachandra Foundation Scholarship

Wingate of Sudbury Scholarship

Wayland Business Association Scholarship

Wayland Business Association Scholarship

Ruth R. Corkin Memorial Music Scholarship

Ruth R. Corkin Memorial Art Scholarship

Newton Prouty DeNormandie Scholarship

Paul F. Hill Memorial Scholarship

Paul F. Hill Memorial Scholarship

**CREATING POSSIBILITIES SCHOLARSHIPS (TOTAL AWARDED \$15,000)**

Ashley Simmons

Elaine Griffin

**LINCOLN-SUDBURY SCHOLARSHIP FUND, INC. - STATEMENT OF ACTIVITIES**

	Years Ended June 30		
	2003	2002	2001
<b>Unrestricted Net Assets</b>			
<b>Support</b>			
Matching contributions	\$1,020	\$1,077	\$2,030
Unpledged Contributions	166,549	100,704	95,593
Investment Income	98,203	13,337	100,987
Grant Income	3,647		
Total Support	269,419	115,118	198,610
<b>Expenses</b>			
Scholarships awarded	124,000	119,115	111,000
Management and general	18,448	17,775	15,030
Fund raising expenses	969	2,023	3,165
Total Expenses	143,417	138,913	129,125
<b>Increase in Unrestricted Net Assets</b>	126,002	(23,795)	69,415
<b>Net Assets at Beginning of Year</b>	1,641,075	1,664,870	1,595,455
<b>Net Assets at End of Year</b>	1,767,077	1,641,075	1,664,870

For information concerning the Lincoln-Sudbury Scholarship Fund, Inc., call Lincoln-Sudbury Regional High School or John Ollquist (978-443-4215)

#### **LINCOLN-SUDBURY SCHOLARSHIP FUND - 2002-2003 BOARD**

Cappelloni, Meaghan	Student Rep.	Mooney, Kevin	Lincoln
Cappelloni, Patti	Sudbury	Moore, Cary	Sudbury
Danko, Tom	LSRHS Teacher	Moore, Jeff	Sudbury
Deck, Tricia	Lincoln	Noce, Louise	Sudbury
Donaldson, Kate	Student Rep.	O'Bray, Lauren	Student Rep.
Donaldson, Nancy	Lincoln	O'Bray, Pauline	Sudbury, Treasurer
English, Cynthia	LSRHS Teacher	Ollquist, John	Sudbury, President
Harris, Eric	Lincoln	Ritchie, John	LSRHS Superintendent
Kramer, Ann	LSRHS Teacher	Rose, Bettie	Sudbury, Exec. Director
Mahoney, Karen	Sudbury, Secretary	Smith, Betty	Lincoln
McNally, Sharon	Sudbury	Tatkow, Helene	Sudbury
Miller, Dwight	Boston		

#### **L-S STUDENT EXCHANGE COMMITTEE**

The Student Exchange Committee is a voluntary group of Lincoln and Sudbury residents and staff members of the regional high school whose mission is to promote international understanding at the high school and within the two communities. The Committee selects exchange students and host families, and provides scholarship support for student ambassadors to other countries.

Our student ambassadors last summer were Anjuli Wagner who spent time in Mexico, and Gerald McElroy who traveled to France. We have two exchange students in our community this year. They are Minh Quang Nguyen from Hanoi, Vietnam, who is living with the McLellan family in Sudbury, and Haakon Devold from Tvedestrand, Norway, who is living with the Kamen/Veldman family also in Sudbury. They are both taking a full academic load of courses, participating in extra-curricular activities and are generally experiencing American life. They will have opportunities to share information about their travels and their countries with the school, civic and professional groups in the area.

The Student Exchange Committee continues to support International Connections, a club at the high school. It is a group of high school students and teachers who are interested in building connections, and providing support for those with international interests and/or backgrounds. This past September, the fifth annual two-day retreat was held in Vermont and other social gatherings with an international flavor are planned for the year.

Fundraising and donations support the Committee's projects. Sales of the school calendar generate funds that are available to our high school students for foreign travel programs. If you would like more information about hosting a foreign student or joining in this interesting and important work, please contact any member of the Committee or the world language department at Lincoln-Sudbury Regional High School.

## **MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL**

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#### **SUDBURY GRADUATES IN THE CLASS OF 2003**

Kelsey Byers, Biotech Academy (Valedictorian)  
Kevin Allenberg, Computer Programming  
Matthew Weiler, Health Sciences  
Mark Mancini, Landscape Management

Sudbury Member, Minuteman Regional School Committee -- Atty. Paul Lynch (Vice chair)

**MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT**  
**OPERATING FUND --COMPARISON OF BUDGET TO ACTUAL FOR FY03**  
(Year Ending June 30, 2003--Unaudited)

REVENUES	FY 02 ACTUAL	FY03 BUDGET	FY03 ACTUAL/ ENCUMBERED	TRANSFER/ RECEIPTS	AVAILABLE
DISTRICT ASSESSMENTS	\$7,252,023.00	\$7,497,855.00	\$7,497,855.00	\$0.00	\$0.00
CHAPTER 70 AID	2,557,038.00	2,557,038.00	2,530,950.00	0.00	(26,088.00)
CURRENT TUITION	0.00	279,289.00	304,528.00	0.00	25,239.00
TRANSPORTATION REIMB	959,806.00	778,747.00	800,334.00	0.00	21,587.00
CHOICE	317,019.00	592,598.00	592,598.00	0.00	0.00
OTHER PROGRAM INCOME	321,685.00	250,971.00	230,233.00	0.00	(20,738.00)
CERTIFIED E&D	84,697.00	15,185.00	15,185.00	0.00	0.00
PREV YEAR'S TUITION	2,945,017.00	3,701,837.00	3,701,837.00	0.00	0.00
<b>TOTAL</b>	<b>\$14,437,285.00</b>	<b>\$15,673,520.00</b>	<b>\$15,673,520.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>EXPENSES</b>					
BUILDING TRADES	\$76,059.00	\$91,494.00	\$67,015.00	(\$636.00)	\$23,843.00
COMMERCIAL SERVICES	18,123.00	22,695.00	15,169.00	0.00	7,526.00
ELECTRONICS	35,769.00	37,579.00	29,602.00	(190.00)	7,787.00
GRAPHICS	59,034.00	76,079.00	64,068.00	7,874.00	19,885.00
HEALTH INSTRUCTION	24,716.00	24,575.00	20,105.00	0.00	4,470.00
METAL FABRICATION	34,536.00	35,229.00	28,592.00	0.00	6,637.00
POWER MECHANICS	17,253.00	17,200.00	11,072.00	0.00	6,128.00
TECHNOLOGY	80,323.00	88,232.00	79,199.00	382.00	9,415.00
AFTSCH PROGRAM	13,674.00	14,820.00	12,938.00	(665.00)	1,217.00
REGULAR OCCUPATIONAL	2,386.00	4,485.00	4,068.00	0.00	417.00
SPECIAL TRADES	26,957.00	30,449.00	26,595.00	442.00	4,296.00
SAFETY	10,958.00	15,150.00	12,834.00	0.00	2,316.00
COMMUNICATIONS	38,106.00	41,073.00	33,817.00	(25.00)	7,231.00
HUMAN RELATIONS	12,625.00	21,532.00	14,738.00	(1,200.00)	5,594.00
MATH	49,471.00	43,800.00	39,778.00	18.00	4,040.00
SCIENCE	65,599.00	68,490.00	51,223.00	0.00	17,267.00
PHYSICAL EDUCATION	4,724.00	7,000.00	1,328.00	(50.00)	5,622.00
ATHLETICS	111,915.00	103,330.00	88,333.00	0.00	14,997.00
BUSINESS INSTRUCTION	422.00	4,525.00	4,257.00	(399.00)	(131.00)
FOREIGN LANGUAGE	11,696.00	18,800.00	9,610.00	0.00	9,190.00
ART	5,591.00	8,225.00	4,601.00	0.00	3,624.00
MUSIC	92.00	400.00	250.00	0.00	150.00
ALTERNATIVE EDUCATION	11,553.00	10,000.00	0.00	0.00	10,000.00
INSTRUCTIONAL RESOURCES	75,490.00	84,564.00	80,836.00	1,518.00	5,246.00
PUPIL SUPPORT	41,947.00	54,072.00	66,897.00	14,576.00	1,751.00
PRINCIPAL	90,425.00	95,050.00	83,660.00	3,705.00	15,095.00
VOCATIONAL COORDINATOR	5,748.00	6,885.00	6,838.00	0.00	47.00
COMPUTER SERVICES	14,151.00	31,900.00	8,152.00	4,369.00	28,117.00
DEAN	3,087.00	3,620.00	2,650.00	0.00	970.00
DISTICT PROGRAMS	122,159.00	261,490.00	262,554.00	(19,014.00)	(20,078.00)
LEGAL FEES	67,478.00	28,760.00	36,190.00	0.00	(7,430.00)
AUDIT FEES	43,000.00	47,000.00	45,000.00	0.00	2,000.00
SUPERINTENDENT	6,199.00	6,794.00	5,128.00	0.00	1,666.00
PLAN/ACADEMICS	41,998.00	42,300.00	46,444.00	649.00	(3,495.00)
BUSINESS OFFICE	16,648.00	43,720.00	19,594.00	0.00	24,126.00
RISK INSURANCE	168,631.00	222,230.00	193,062.00	0.00	29,168.00
RETIRED/EMPLOYEE BNFT	1,264,460.00	1,479,663.00	1,469,429.00	24,110.00	34,344.00
TRANSPORTATION	1,067,811.00	1,055,885.00	1,048,873.00	0.00	7,012.00
CAFETERIA	4,760.00	7,850.00	7,536.00	0.00	314.00
OPER & MAINTENANCE	799,485.00	1,048,900.00	1,069,250.00	67,313.00	46,963.00
EQUIPMENT PURCHASES	149,910.00	250,000.00	249,696.00	500.00	804.00
DEBT MANAGEMENT	0.00	0.00	0.00	0.00	0.00
SALARIES	9,636,338.00	10,117,675.00	10,120,341.00	11,590.00	8,924.00
<b>TOTAL</b>	<b>\$14,331,307.00</b>	<b>\$15,673,520.00</b>	<b>\$15,441,322.00</b>	<b>\$114,867.00</b>	<b>\$347,065.00</b>
EXCESS REVENUE	\$105,978.00		\$232,198.00	\$114,867.00	\$347,065.00



# HUMAN SERVICES



*Sean Brodeur, Grade 4, Loring School*

GOODNOW LIBRARY	P. 72	YOUTH COMMISSION	P. 83
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# THE GOODNOW LIBRARY

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Each year the Massachusetts Board of Library Commissioners gathers data from the public libraries in the state and produces comparative reports. Goodnow traditionally ranks as one of the top ten libraries in its population range for circulation per capita figures – the most significant measure of library use. This year we were eighth. Starting several years ago, a nationwide rating of libraries was established (Hennen's American Public Library Ratings Index). It based its rating of public libraries on information gathered annually by the American Library Association. As reported in the Boston Globe, the latest rating by Hennen further substantiates the exceptional use of Goodnow by Sudbury residents. It gave Goodnow the ninth highest ranking among more than 100 libraries serving communities in the 10,000 - 25,000 population range throughout the state. The rating took into consideration traditional output measures, (circulation and hours open), as well as factors such as PC availability and Internet access.

In addition to showing that the Goodnow Library remains one of the busiest libraries in Massachusetts, the latest Massachusetts Board of Library Commissioners' report also shows that Goodnow remains one of the most cost-effective libraries – supporting exceptionally high circulation with a relatively small staff and smaller budgets. Goodnow's ratio of circulations per full time equivalency is well above libraries serving comparable communities – almost 20 % higher. Its per capita total appropriation and its per capita spending on library materials are significantly less than these libraries – 17% and 27% respectively. These differences are even more pronounced when Goodnow is compared to the libraries serving comparable communities in our immediate area.

Goodnow has consistently accepted the challenge of maximizing the resources at its disposal to meet the community's exceptional use of the Library. The Library focuses on basic library services while emphasizing personal service. It strives to streamline operations (capitalizing on efficiencies from automation and telecommunication). The staff has the good fortune of working with a dedicated group of volunteers and exceptional Friends of the Library

organization. (The Library has the equivalent of 1.5 full-time employees in volunteers.) Goodnow collaborates with other libraries and with library organizations to improve and expand services. The reports cited above demonstrate that these efforts have been successful. The challenge is becoming more difficult with each succeeding year as the demand for library grows while the Library's financial resources remain largely flat.

## BASIC ACTIVITIES

### CIRCULATION

Use of Goodnow Library resources and services increased again this past year. Annual circulation exceeded 274,000 – 169,000 adult and 105,000 youth and children's items. Thanks to the generosity of the Friends, the Library was able to offer borrowers a wide variety of audio-visual resources and museum passes. Audio-visual materials (videos, DVD's, audio-books and CD's) made up 28 percent of circulation. For the second year, more than 1,900 families took advantage of the Library's museum passes. The Library carried out more than 27,000 inter-library loan transactions – an increase of more than 45 percent over the previous year.

Nine new volunteers joined the Library this year. They became part of a group of talented and enthusiastic people who help us carry out a variety of vital operations on a weekly basis. We consider ourselves fortunate to have the opportunity to work with such supportive and dedicated members of the community. Many of the new volunteers are helping staff cope with the dramatic increase in inter-library loans that has taken place since the Minuteman Library Network moved to a new automated system in July. This activity has gone up by more than 50 percent. It involves packing, unpacking and processing hundreds of items a day. Without the additional volunteer assistance, staff would have had to draw back on other services to manage this situation.

Adult book clubs remain extremely popular in Town. Goodnow assists more than 20 local book discussion groups by getting multiple copies of books from other libraries. The Friends actively support two discussion groups. The

Library-sponsored book discussion groups for children and for young adults continue to flourish both in attendance and participation. A number of participants graduate from the children's to the young adult group. The discussion groups began as an experiment several years ago. They have become a valuable component of our youth services.

#### REFERENCE

User activity in the reference area centers on electronic resources. Use of PCs for research and word processing continues to grow. Staff are investing more time assisting and instructing library users with these resources. In particular, users are taking greater advantage of the databases available through the MLN system—those available within the Library and remotely - from home, school or work. **From within the Library, users conducted more than 8,000 searches of databases made available through Goodnow.** The Reference staff is participating in a new reference service that reaches out to users anywhere at any time. It is described under "Highlights and Trends."

#### CHILDREN'S

The Children's Department held 260 story hour and craft programs this year. There were 3,750 children and parents participating in the regular programs and Special Programs. Once again local residents joined professional musicians and storytellers to provide a variety of experiences and activities. An "Origami Workshop" opened the calendar year and the fun continued with Special Story-times, a scrapbook making program, a New England Aquarium presentation of "Rockhopper Hop," a "Howlariious Halloween" program, a magic show and more. During National Children's Book Week, favorite books and stories came to life through dramatizations by Andrea Wright. The special story-times were made possible by the generosity of a number of volunteer storytellers and readers.

As noted last year, users of the Children's Room seem to be getting younger and younger. At Goodnow, Special Programs enhance our regular schedule of weekly children's programs by offering a variety of enriching experiences for children and their families. The Children's staff strives to present new artists, award winning performers, experts in natural sciences, and other presenters who share and bring out the fun and creativity in audiences of all ages. Offering special programs for each age group served by the Children's Department, toddlers, preschoolers on up through fifth grade, is a daunting challenge. A concerted effort is made to present at least one "age appropriate" program per year for each group.



#### YOUNG ADULTS

Over the last four years significant progress has been made in strengthening young adult services. It began with offering users an attractive Young Adult Room. The Library then allocated more funds for young adult book and audio-visual materials and established the young adult book discussion program. Most recently, Goodnow hired a part-time Reference Librarian with experience working with young adults. As a result, young adults, particularly middle school students, are making greater use of the Library - circulation of young adult materials increased by more than 20 percent.

#### MEETING ROOMS

Attendance was up by more than 10 percent this year. Two hundred and twenty-two meetings took place in the Community Meeting Room. A wide variety of local groups and organizations, as well as, a number of

town agencies and committees used the room. The Library is pleased to offer the room as a resource to the many organizations that contribute to the quality of life of Sudbury. The garden clubs, Sudbury Historical Society, League of Women Voters, and Sudbury Villagers are some of our well-known users. Some of the other groups using the Room were: Metrowest Growth Management Committee, Town Bike Trail Committee, Sudbury Special Needs Advisory Council, Fiends of Assabet River Refuge, and Sudbury Wayland Domestic Violence Committee. More than 5,100 people were in attendance. There were 51 meetings (569 people) held in the Small Conference Room.

The monthly exhibits displayed at Goodnow have become an anticipated event. Library users look forward to sampling the variety of artistic works displayed by artists in our area.

#### **FRIENDS**

As has always been the case, much of the Library's success this past year was due to the contributions of the Friends of the Goodnow Library. With only a few exceptions, adult programming is carried out by the Friends. The Sunday Afternoon at Goodnow series and other special programs sponsored and funded by the Friends attract a strong following. This success reflects the hard work of a group of talented and generous people – the Officers of the Friends. They are committed to contributing to the quality of life in Sudbury through their support of the Library. The Sunday Afternoon series provided something for everyone. The programs included: "Ethan Anthony on Architect Ralph Adams Cram," "David Chanoff's The Lost Boys of Sudan," "Janice Rudolf's The Process of Sculpture," "The Curse of the Bambino," and "The Nature of Black Humor." Once again the Friends were successful at drawing upon local people with unusual skills, knowledge and experience to present programs.

The Sudbury Day Trippers, a collaborative between Goodnow Library/Friends and Fairbanks Senior Center, was established four years ago with the goal of creating special social opportunities for adults of all ages to get together. This has become a great partnership. The Day Trippers traveled by bus to Boston for two theatre performances this year.

In addition to adult programming, the Friends offer significant financial support to Goodnow both in on-going commitments, such as the Library's audio-visual collections, special children's programming and museum passes, and one time investments – purchasing a Bulletin Board kiosk and new software for Goodnow's archival database. Funding from the Friends enables the Library to establish and expand new or special collections without sacrificing its commitment to the on-going demands for traditional materials. Strengthening the instructional/educational DVD and Books on CD collections for adults and children was a high priority for the Friends again this year.

#### **HIGHLIGHTS AND TRENDS**

##### **WIRELESS ACCESS TO THE INTERNET**

Working with Town Technology Administrator Mark Thompson, the Goodnow Library installed a wireless system at the end of the year. The system enables library patrons to use their own laptops or palm devices at the Goodnow Library to access the Internet. Requests for this capability had been growing steadily.

Until recently, it wasn't feasible for Goodnow to offer this service due to the cost and several logistical and security issues. These are no longer concerns. Several generous donations paid for the system. The system will offer users direct Internet access through a free connection supported by Comcast. There are no significant annual costs. The wireless network is configured so that it presents no security risks to the Minuteman Library Network or the Town Network.

The wireless system has advantages for library users and staff. Library customers will be able to use their own laptops at the Library as they would at home, work or school. Users gain the advantage of working with their own equipment, software applications and files and still have access to the Internet and Goodnow's resources and services. In the Community Meeting Room, and particularly in the Small Conference Room, groups will have a much easier time incorporating Power Point presentations and Internet resources into their programs.

The system is a cost-effective way for Goodnow to meet current and near future user needs for access to the

Internet and other electronic resources. The wireless system provides up to 150 connections for the cost of three PCs. Since laptop users know their own equipment and software, the wireless system should reduce the amount of time the staff currently invests troubleshooting and advising library customers on how to use Goodnow equipment and software.

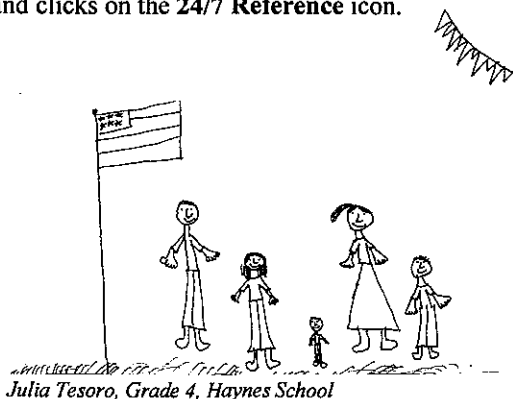
#### **NEW AUTOMATED SYSTEM**

July marked the introduction of the new Minuteman Library Network (MLN) system. The new system is PC-based. In addition to being more user friendly, the system offers staff and users the ability to do much more than they could with the old system. The new system's on-line catalog has expanded capabilities. Library staff and users are able to perform more precise searching with the new system and distinguish easily between various formats, such as video versus DVD, or book-on-tape versus book-on-CD. This makes it easier for the staff and for library users to find items within the library. The system makes placing requests and renewing items on-line quick and simple. Users can check the status of their borrowing, update their email addresses and establish PIN numbers on-line from home. The Network invested great effort in selecting a new system and planning the switch from the old to the new system. Migrating from the old system to the new and becoming familiar with all the changes was a daunting task for the Network and the Goodnow staff. This transition also placed a burden on the public. Library users had to learn how to use a new on-line catalog to search for material and place reserves and network requests. Fortunately most users learned quickly. Almost all of our users think the new on-line system is easier to use and more efficient. We are extremely grateful to the Minuteman staff, the member libraries of MLN, our staff and the public for their support and understanding during the transition.

#### **VIRTUAL REFERENCE 24/7**

Information needs are expanding. Library users are looking for convenient and immediate access to professional reference service and quality information resources - the more direct and specific the better. Libraries are looking for cost effective responses to these needs. Visiting and telephoning a library for reference service are excellent options for acquiring help, but they are not always accessible when the need arises. Information needs often extend beyond regular library schedules. The Internet is available at all times, but it can be a confusing, unreliable and haphazard source for information. A library cooperative formed three years ago offers a new information service option. It is called **24/7 Reference** service. This new service is at the cutting edge of library reference service. It is made up of more than one hundred libraries across the United States. The **24/7 Reference** service relies on the Internet and custom made chat software to enable library users to ask reference question 24 hours a day, seven days a week and 365 days a year. It allows the user to receive prompt interactive professional reference help, anywhere at any time, through any Internet connection. Not only is the user interacting with a librarian in real time, but the chat software allows the librarian to share the information and sources with the user on the user's screen. The collaboration among the libraries makes this service possible. This March Goodnow became a member of **24/7 Reference**. The public libraries of Concord, Lexington, Natick, Newton, Sudbury and Watertown are sharing a single membership "seat" in **24/7 Reference**. This allows us to share the costs and staffing responsibilities associated with owning a "seat." We are calling ourselves the Metrowest 24/7 Reference Co-op.

To access this free library service, an individual simply goes to the Goodnow Library's homepage at <http://sudbury.library.ma.us> and clicks on the **24/7 Reference** icon.



## STRATEGIC PLAN

Providing the most effective and efficient service possible to a community that places a high value on library resources and services is a welcomed challenge. Planning is a critical element to meeting this challenge successfully. Goodnow's most recent strategic plan focused on establishing the new Library and a plan of service for it. Towards the end of the past year, the Library Trustees began the process of establishing a new strategic plan. The effort will become a major goal this upcoming year.

## SPEED READ

The Circulation Department replaced the Rental Collection of best sellers with a "speed read" collection. The Rental Collection was established some years ago as a means of reducing the high demand and long reserve lists for bestsellers. A special collection of the most sought after items was created. These items could not be reserved or renewed and only circulated for one week. Users were charged \$1 for borrowing a "Rental Book." Those not wanting to rent a copy could reserve a regular copy. The \$1 fee seemed to become an impediment. The collection did not circulate as well as expected and therefore did not have as significant an impact on reducing reserve lists as hoped. The purpose and circulation policies for the Speed Read collection are the same as the Rental except that there is no charge for borrowing a Speed Read item. So far it is working well. Speed Read books have circulated at a much higher rate per month than the Rental Collection did – almost three to one.

## THANK YOU

### GARDEN CLUBS

In our old building we were indebted to the garden clubs for making a rather dismal interior and exterior brighter and more inviting. Now we are indebted to them for accentuating and complementing the Library's aesthetics. The basic setting has changed but our appreciation for the contributions of the Thursday Garden Club and Sudbury Garden Club remains the same. The staff and public are grateful for the thought and effort that the clubs invest in decorating the interior and exterior of the Library.

### OTHER DEPARTMENTS

We are appreciative of the efforts of the Selectmen, Town Manager, Assistant Town Manager and other Town officials and departments for their assistance. We have come to rely a great deal on the advice and assistance of the Building, Highway and Park departments. Special thanks go to the Town's Technology Administrator and Assistant Administrator for helping us initiate and support our computer resources.

## STATISTICS

Circulation	274,195
Children's Programs	260
Children's Program Attendance	3,750
Meeting Rooms Use	222 – 5,701
Interlibrary Loans	27,805
<b>Revolving Fund</b>	
Revenue:	\$2,075
Expenditures:	\$0
Balance:	\$8,258 (designated for meeting rooms costs, e.g. capital items such as carpeting or painting)

# COUNCIL ON AGING

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By way of background, the Sudbury Senior Center opened its doors in 1991, under the auspices of the Council On Aging. Like any new organization, the first tasks were to identify the needs and interests of our constituents, and to respond to those needs. It seemed like there was never sufficient time to stop and plan strategically from an organizational and administrative perspective. In the spring of 2001, at its annual retreat, the Council decided to step back and take a broader, long-term approach. Thus, a process of self-assessment using guidelines established by the National Institute of Senior Centers (NISC) was begun. The purposes of this major undertaking were to review, evaluate and formalize all the policies and procedures for the Senior Center, making recommendations for improvement where needed. During the remainder of the year, Co-Chairs of the Self-Assessment Committee were recruited, as were leaders of all of the sub-committees in the areas of administration and human resources, community linkages, facility, fiscal management, governance, methods of evaluation, mission/purpose, program planning, and records and reports. Each of the nine leaders in turn recruited members to work on their own committees. A Council member was assigned to each committee, in all, over 50 individuals were involved in this process. Many (but not all) of the task force members were senior citizens, including some who had not been previously involved as participants in Senior Center activities. This helped bring a fresh view to Senior Center operations. During 2002, these committees met, some once or twice, others more frequently. Team members were assigned to solicit information independently about Senior Center practices, linkages, and administration, and bring their findings back to their committees. From the wealth of information received, reports were generated on current policies and procedures (both formal and informal). Reports were received by the end of the year.

This year, the Sudbury Senior Center completed the accreditation process begun two years earlier. In February of this year, the Council On Aging met on two successive Saturdays to review committee reports and recommendations and to develop a series of work plans that would bring the Center in line with nationally accepted standards. The Council also made the decision to seek accreditation from the NCOA/NISC. A

mission statement was approved, an up-to-date brochure produced, a Volunteer Handbook, and a Policies and Procedures Manual developed, and a complete overhaul of fiscal policies accomplished. Work space was redesigned where needed, lounge furniture reupholstered, and a new stove procured for the kitchen. These are but a few of the recommendations made by committees that the Council On Aging put into practice during the current year. In August, a comprehensive manual of documentation required by NCOA for accreditation was submitted and approved. On November 19<sup>th</sup>, a Peer Reviewer representing the NCOA spent the day at the Senior Center observing programs and meeting with participants, Town officials, and members of the Council On Aging and Self Assessment Task Force. Based on her recommendation to NCOA following the visit, we are optimistic that full accreditation will be granted. The Council On Aging is deeply grateful to the many Sudbury residents who gave so willingly of their time and talents to accomplish this monumental project.

As an outgrowth of the accreditation process, our program for tracking statistics was greatly improved and fully implemented in 2003. In FY03, 1576 different individuals were served through Senior Center programs.

## NEW INITIATIVES

- The Wellness Clinic, which had been discontinued for almost a year, was reinstated and re-energized. Through a grant from the MetroWest Community Health Care Foundation, the Senior Center once again offers a weekly clinic with a nurse providing one-on-one counseling for seniors. This program is intended for older adults with questions or concerns related to personal health issues, who are dealing with chronic diseases, or who would benefit by having a medical professional monitor their efforts to improve their health through diet and exercise. As part of this program, older adults are invited to participate in a 12-week study that demonstrates the value of nutrition and exercise in improving one's health. Various measurements as health indicators are taken before and after the 12-week period. In addition, a



Harvest Health Fair was organized in October.

- In collaboration with the Sudbury Police Department, a new program called Sudbury Police for Sudbury Seniors was initiated whereby a member of the department (usually Detective Richard MacLean) meets with seniors monthly to discuss issues dealing with personal safety—scams, identity theft, home and car security, etc. Our counseling office is available following the talk should anyone wish to discuss privately a matter of concern with a member of the police force.
- A series of Sunday Afternoon Winter Dances was inaugurated this year. Held in the Fairbank gym, these informal dances (which will be a continuing part of our program) are meant to “chase away the winter blahs,” as participants dance to a combination of live and recorded music. The cost is minimal.

#### **SPECIAL SERIES AND PROGRAMS**

Intergenerational programming continued to be a priority for the Senior Center. The award-winning BRIDGES program now offered in every 4<sup>th</sup> grade classroom in Sudbury as part of the curriculum continues to be enjoyed by both the seniors and students who participate; the Curtis Middle School Flute Choir shared performances with members of the Senior Strutters in our annual St. Patrick's Day party; students participating in the Student Exchange program at Lincoln/Sudbury Regional High School were invited to a pot luck luncheon; and the Holiday Crafts Bazaar attracted hundreds of small children and their parents to purchase craft items and play games led by students from the Curtis Middle School. The holiday craft items were created by the Thursday Crafters, a group that meets weekly at the Sudbury Senior Center. A tradition that has been much appreciated over the years is the annual Thanksgiving Dinner offered by high school students to senior residents of Sudbury and Lincoln.

Multi-session courses in the Lifelong Learning program continued to attract adults of all ages. This year, subjects were the *Vikings*, *Ben Franklin*, and *Modern Women Novelists*. The Council On Aging continued its series on Spiritual Eldering with a six-week workshop in the spring based on the book by Philip Simmons, *Learning to Fall: The Blessings of an Imperfect Life*, and a four-week workshop in the fall based on the book *Ethics for the New Millennium* by His Holiness The Dalai Lama. Computer classes are also an important part of our educational component. In cooperation with the Lincoln/Sudbury Adult Education program, courses in quilting are now being offered during the day at the Sudbury Senior Center.

In addition to the Lifelong Learning programs mentioned above, the Sudbury Senior Center provides a forum for health and other issues relevant to seniors through its popular Soup's On program. A sampling of topics covered this year were back health, over-the-counter drugs, osteoporosis—including a bone density screening, and blood pressure (what the numbers really mean). The Senior Center also offered a two-day safe driving course sponsored by the AARP.

Special entertainments were held throughout the year—often in conjunction with holidays such as Christmas, Valentine's Day, and St. Patrick's Day. We are deeply grateful to community groups who augment our offerings: the Sudbury Police Association (Policemen's Picnic), the L/S MLK Action Project (Thanksgiving Dinner), the Sudbury Garden Club (floral workshop), and the Wayside Inn (the Pancake Breakfast benefiting F.I.S.H., and the annual Christmas Dinner).

The Korean War Commemorative Committee completed its honoring of Korean War veterans in recognition of the 50<sup>th</sup> anniversary of the Korean War (1950 to 1953) with a gala dinner dance on Saturday, September 6<sup>th</sup> in the Fairbank Gym. (This was the date that the last known Korean War P.O.W. was returned home in 1953.) A well-known dance band, *The Suburbanaires*, provided extremely danceable music, and a full-course dinner added to a most enjoyable evening.

The Council On Aging was delighted to continue its collaboration with the Friends of the Goodnow Library as three trips were enjoyed by the Sudbury Day Trippers: *The Tale of the Allergist's Wife*, *The Producers*, and *Porgy and Bess*.



### ONGOING CLASSES AND PROGRAMS

Ongoing classes and programs this year have been Fit for the Future (aerobics, stretching, balance, and weights), Bingo, Bridge (playing and lessons), Canasta, Ceramics, Computer Basics, Cribbage, the Lifelong Learning program, a Movie Series, Quilting, Stamp Club, T'ai Chi, Tap Dance, the Thursday Crafters, Chair Yoga (new this year), and seasonal outdoor walks.

Our Volunteer Trip Coordinator planned many enjoyable day and overnight trips, including Patti Page and Brenda Lee concerts, Tanglewood, the Mount Washington Hotel, and Bill Foster's Lobsterbake. Multi-day trip destinations were Mackinac Island and the Pacific Northwest.

### COMMUNITY SERVICES

An Information and Referral Specialist (funded by the Executive Office of Elder Affairs) provides information about resources and services for older adults and their families in the Sudbury area. She can provide appropriate referrals for various needs, including: home care services, assisted living and nursing home facilities, support groups, adult day health services, etc. Through the efforts of our Volunteer Coordinator (funded by The Sudbury Foundation), the Council On Aging offers Friendly Visitor, In-Home Fix-It, Shopping Service, and Telephone Reassurance programs, as well as a Medical Equipment Loan Closet to enable frail elders to live more comfortably in their own homes. In addition, a lawn clean-up program now uses the volunteer services of young people from church and scout groups. The Council continues to administer the F.I.S.H. program, a volunteer organization that provides free transportation to residents needing rides to health-related appointments in the Boston area. In the area of health, Parmenter Health Services conducts a weekly blood pressure clinic and a yearly flu shot clinic at the Center (funded by the Sudbury Board of Health). A free health benefits counseling service called S.H.I.N.E. (Serving Health Information Needs of Elders) continues year round, tax assistance counseling is offered through the AARP during February, March and April, and a Legal Clinic is offered monthly (by appointment).

A full lunch is served at the Center on Tuesdays, Wednesdays, and Fridays at 12 noon—a program subsidized by Federal funds administered through the South Middlesex Opportunity Council (SMOC). Also, meals are delivered to residents through the Meals on Wheels program. Our van service operates Mondays through Fridays from 9 a.m. to 3 p.m. and is a vital link to the community for many elders and disabled adults who have no other means of transportation.



Sam Glick, Grade 3, Nixon

Our monthly newsletter, *The Sudbury Senior Scene*, contains information about events at the Senior Center and elsewhere relevant to seniors, and information about legal, social, health and other issues of interest. This newsletter is mailed to every household in Sudbury having at least one senior member, now more than 1500. We are especially grateful to the Friends of the Sudbury Senior Citizens for paying entirely for the mailing of this newsletter and for the many other ways the Friends serve the Senior Center. This year, the Friends have paid in full for the stipend of the Sudbury Senior Community Work Program Coordinator, expenses connected with the BRIDGES program, reupholstering of the reception area furniture, and the Volunteer Luncheon held to honor and to thank the more than 300 volunteers of many ages who help Sudbury residents and assist with programs at the Senior Center. They are also saving towards the purchase of a new van, which we share with the Sudbury School Department and which we anticipate will have to be replaced next year. The Senior Center is open from 9 a.m. to 4 p.m. Mondays through Fridays. It is staffed by a Director, Administrative Assistant, Receptionist, Information & Referral Specialist, Van Driver, Volunteer Coordinator, and a Meal Site Manager. We are deeply indebted to our many volunteers without whom we would not be able to provide the level of service that we do.

### ACCOUNTS WITH THE TOWN OF SUDBURY - FY03

The Town of Sudbury financially supports the Senior Center by funding salaries of the Director, Administrative Assistant, and Van Driver, and providing the physical plant. There is also a line item for expenses in the COA budget. (See the Town Accountant's report in another part of this annual report.)

The following COA accounts not reported in our Town budget but administered through the Accounting Office received the amounts stated below during FY '03:

Sudbury Foundation Grant Account (funds the Volunteer Coordinator position)	\$12,000.00
Van Donation Account (funds van repairs and stipends for sub van drivers)	\$ 3,074.35
COA Revolving Account (fees for classes)	\$ 7,176.50
State Aid (funds information and referral specialist)	\$11,225.00
<b>Total received in FY03</b>	<b>\$33,475.85</b>

## SUDBURY HOUSING AUTHORITY

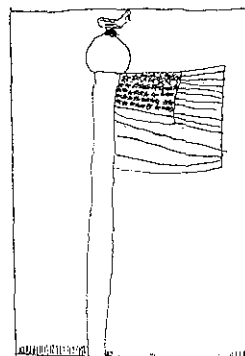
The Sudbury Housing Authority owns 21 units of family housing on scattered sites throughout Sudbury, in the form of either single family houses or duplexes. In order to qualify, family income must be under \$46,650 for a family of two, and ranges upward in approximately \$6,000 increments depending on family size. Rent is 27% of income and tenants are responsible for the cost of utilities. Due to the Commonwealth's fiscal crisis, state regulations were changed this year to raise family rents from 25 to 27% of income, averaging a \$53 monthly increase per SHA family. There has been only one vacancy among these units during the past year, and an average of only one annual vacancy during the past 20 years. The waiting list for two and three bedroom family housing has been closed during 2003, due to the very long wait for those units. One family on the three-bedroom list has been waiting since 1991.

Up to \$320,000 in funding from taxes raised by the Community Preservation Act was voted at Annual Town Meeting to leverage the financing necessary for construction of 16 units of additional affordable family rental housing on Town-owned land. Warrant Articles requesting specific sites were submitted and withdrawn by the Housing Authority due to a lack of broad-based support for the particular sites. The SHA then requested that the Selectmen appoint a site selection panel to conduct a thorough review of all Town-owned land and to make recommendations of the best possible sites for consideration at the 2004 Annual Town Meeting.

This request resulted in the formation of the Blue Ribbon Housing Site Selection Committee.

The SHA's Musketahquid Village consists of 64 one-bedroom apartments in Sudbury Center, which are designated for seniors and disabled people who meet state guidelines for low-income rental housing. Residency is limited to those with incomes under \$40,800 for one person and \$46,650 for two people. Rent is 30% of income and includes the cost of utilities.

Homeownership does not disqualify an applicant. In contrast to the very long wait for family housing, the waiting list for Musketahquid Village is relatively short and qualified Sudbury residents can generally expect to be housed within a few months. There were eight vacancies at Musketahquid Village in 2003. Three of those were given to people with no prior Sudbury connections, due to the lack of a local need for rental housing for low income seniors.



*Matt Fiorentino, Grade 3, Nixon School*

The SHA's operating expenses are paid for entirely with the rents collected. Routine maintenance is performed by SHA staff. Some major projects completed last year include replacing three roofs, replacing more of the Village sidewalks, reupholstering some of the community building furniture, purchasing a new tractor, replacing two boilers, refinishing some kitchen cabinets, repairing chimneys, and landscaping improvements.

Bettie Kornegay and Kelley French retired from the SHA Board, and Stephen Shugrue and Maria Fraser were appointed and elected to fill their vacant positions. The Board of Commissioners of the SHA meets at 8 p.m. at Musketahquid Village, 55 Hudson Road, on the first Monday of each month. Visitors are always welcome. Please call Jo-Ann Howe at (978) 443-5112 if you are interested in volunteering time either as a member of the Board or to work on a special project.

## **PARK AND RECREATION COMMISSION**

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The Park and Recreation Commission is a five-member elected board with each member serving a three-year term. The Commission has been working hard to oversee the recreation facilities and programs managed by the Director of the Park and Recreation Department. The Park and Recreation Commission generally meets one or two times per month at the Fairbank Community Center, and the public is welcome.

Park and Recreation complexes include the Atkinson Pool and the Fairbank Community Center. Additionally, there are four major field areas that host recreational programs governed by independent user groups. Featherland Park has a softball field, Little League baseball field, public tennis courts, and an area for public ice-skating in the winter months. Feeley Park is host to baseball, softball, tennis and soccer. Davis Field has been a site for boys and girl's lacrosse, Pop Warner football and to the Charles River Radio Controllers for flying electric power model airplanes. Finally, Haskell Recreation Area, adjacent to the Fairbank Center provides fields for soccer, boys and girls lacrosse, and includes the Dr. Bill Adelson Toddler Playground, a skateboard park, and a baseball diamond. Ti-sales field was utilized this year for Boys and Girls Lacrosse, adult leagues and soccer. School fields are made available to the Park and Recreation Department during non-school hours and provide a further valuable

recreational resource. We will continue to work with the School Department to up-grade those fields whenever possible.

The Fairbank Community Center is the home of the Park and Recreation office, the Teen Center, indoor and outdoor basketball courts, a golf putting green, and an outdoor sand volleyball court. Use of this facility is primarily for Park and Recreation programs. The Atkinson Pool is a year-round, indoor aquatics facility with an eight-lane pool and separate diving well. The Pool offers a variety of aquatics programs, which are open to the public for both residents and non-residents and is handicapped-accessible.

Because the High School fields were not available this year, much of the time and energy of the Park and Recreation Department went to allocating field resources so that all the Town athletic programs, including those of the High School, could be accommodated. New parking was added to the Haskell complex and the Feeley bathrooms were repaired and refurbished.

Administratively, the Department became fully staffed with the hiring of a Recreational Program Director and an Aquatics Supervisor, instituted online registrations, offered more activities and was financially self-sufficient. Also this year the facilities were up-graded with repairs and improvements to the pool heating, lighting, and locker rooms.

## **OFFICE OF VETERANS SERVICES**

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The State Office of Commissioner of Veterans Affairs was elevated to cabinet status with Secretary Thomas G. Kelley retaining the post.

Events honoring Korean War veterans were completed and records forwarded to Washington D.C. Wayland Veterans Service Officer John Turchinetz participated in the commemorative programs.

Memorabilia loaned by veterans is annually displayed Veterans' Day and Memorial Day at Goodnow Library, prepared by Arnold Kramer, Carlo LePordo, Virginia Maenpaa and Winifred Grinnell.

In compliance with Secy. Kelley's directives, the Veterans Service Officer (VSO) holds office or is active in: Sudbury American Legion Post (past commander, current executive board, chaplain), Veterans Foreign Wars, Disabled American Veterans, Special Forces Assn., Reserve Officers Assn. (past department president, council member, past president Boston Ch.), Employer Support Guard and Reserve (particularly active due to increased mobilization), Assn. U.S. Army, Military Officers (MOAA), Military Intelligence Assn. New England, others. VSO annually attends Veterans' Day State House ceremonies as Military Aide to the Governor.

She presented an ROTC award for Freedom's Foundation, attended Cushing Chapel observances honoring Korean War veterans, served as speaker at a flag transfer ceremony, and Veterans' Day observances as a courtesy to requests from other towns.

Veterans Advisory member Winifred Grinnell placed flags by Memorial Day on all veterans graves marked with special holders denoting their war service.

Christmas gifts supplied by the Massachusetts American Legion were distributed to local veterans in nursing homes and Musketahquid, some were also on Christmas lists.

Special Forces returnee Sgt. First Class Richard Martin was invited as guest speaker to Sudbury Rotary, and some of the above organizations. A cable program is planned.

The 6<sup>th</sup> annual flag retirement ceremony was carried out by the Girl Scouts and Brownies at the American Legion Post. Townspeople are invited to bring worn flags to the Post for proper disposition.

The VSO is a state certified veterans' service officer. State and Massachusetts and Northeast Veterans Assns. training is attended to keep current in legislative and regulations changes, and share experiences in handling service and benefit requests. These involve various benefits (financial assistance, funeral, health needs, disability among others). Two veterans are currently receiving benefits. One funeral was covered. As American Legion chaplain, she says the prayer at funeral services with a Legion contingent sent for all veterans and is master of ceremonies for Memorial Day.

## **CABLE TELEVISION COMMITTEE**

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This year, the Cable Television Committee was able to take a breather from the hectic pace of the last few years and start looking toward future goals. After three years of hard work, our new license has been completely implemented. The entire Town has access to cable, and nearly one out of every four homes has installed broadband.

For Channel 8, the Sudbury Access Channel, we continued to upgrade equipment and convert to an all-digital operation. Also, with the help of our Access Coordinator, Rick Dorman, we continued to increase the amount of local programming. One notable achievement this year was our increase in the amount of live programming. We have always carried Town Meeting live, but this year we also started carrying Selectmen's meetings, and special events like Sudbury Day. For the second year, the HOPEsudbury Telethon was a popular live event, raising over \$28,000 for many worthy causes.

Like most of the Town, we are looking forward to the opening of the new high school in 2004. We've worked with the High School A/V designers to insure that our new studio is properly set up, and that we have appropriate cabling in other parts of the new complex.

Residents should be aware that there are two cable-casting facilities in Sudbury available for their use, representing nearly \$100,000 of new investment by Comcast. At our studio in LSRHS, there is a full complement of broadcast and editing equipment, including state-of-the-art digital cameras and recording decks, and digital non-linear editing systems and software. After training, residents can use this equipment to create and edit professional quality programming for our Access channel, using either the on-site studio (after the new High School is completed), or on-location anywhere in Town. At the Town Hall (and in late 2004, at the Goodnow Library), the main meeting room is wired for video and sound, so that a single volunteer can produce a professional-quality recording (or live broadcast) of any meeting or presentation. Although the Access Coordinator has limited responsibility for cable casting a small number of Town events, the essence of Public Access is programming produced for residents, *by* residents. All interested residents are encouraged to contact the Access Coordinator at the studio to discuss programming and arrange training at 978-443-9507.

Currently, volunteers cover L-S sports, special Town events such as the July Fourth Bicycle Contest and Parade, and various Town meetings.

Every year, a number of imaginative programs are generated by individuals and groups, including the HOPEsudbury Telethon, which in 2003 was produced almost entirely by volunteers.

The Cable Committee recommends that dish owners sign up for COMCAST's most "basic" service (costing roughly \$10/month) as their method of receiving local broadcast channels with high quality. While we are not marketing COMCAST, we believe that all residents should be able to watch our local Access channel (Channel 8), included in the basic package.

With our new, expanded access operation, we are putting many more Town and School meetings and events on the air, with quality that can truly be called broadcast-quality. The result is a channel which serves as a true "window" into Sudbury, of interest to all residents.

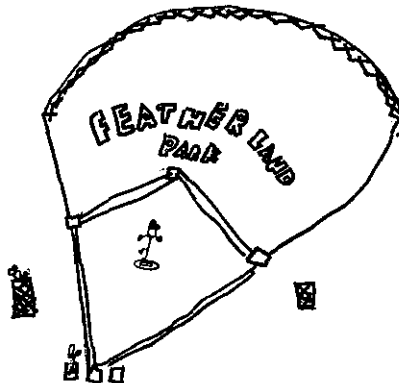
Lastly, the Cable Committee had some personnel changes this year. We saw two members, Kevin Griggs and Bijan Sabet, leave, and remaining members Jeff Winston (Chairperson), Margaret Fredrickson (Vice-Chairperson), Marty Greenstein (Secretary), Peter Boers, Michael Daitzman and Don Ziter were joined by new member and producer extraordinaire, Linda Wade.

The Sudbury Cable Committee generally meets on the second or third Tuesday on the month at 7:30 p.m. at the Fire Station. All residents are invited to attend. Questions or problems can be sent to: [cablecommittee@town.sudbury.ma.us](mailto:cablecommittee@town.sudbury.ma.us)

## YOUTH COMMISSION

The Youth Commission is a Town-sanctioned body that supports the efforts of the Youth Coordinator and advocates for the needs and concerns of youth (grades 6 through 12) to the community at large. Commission members, appointed by the Board of Selectmen, include parents of adolescents as well as adults who work closely with young people in our community.

Jill Resnick, Sudbury's Youth Coordinator, continued her success in developing relationships with middle and high school age youth as well as



Malcolm Joseph, Grade 4, Haynes School

networking with members of the community to increase programming and activities for the youth of Sudbury. The popular "Get on the Bus" summer day trip series increased its number of trips last summer. After school activities and community service programs for middle school students have been well-attended, such as the outings to help residents at Musketahquid Village and creating Blizzard boxes for senior citizens. All proceeds from the Coffee Houses run by and for high school students now go to charity. Additional youth programs included movie nights, a get-acquainted event for 5th graders entering middle school, and trips to Boston for sporting events.

In March, the commission held its second annual fundraiser, the Basketball Jamboree, which raised over \$1,000 to defray transportation and programming costs.

In July, Jill Resnick notified the Youth Commission she would be resigning from the Youth Coordinator position effective August 1, 2003. The Youth Commission has been working with the Town to try to find a way to sustain the programs and relationships created by the Youth Coordinator for middle school and high school aged youths.

The Commission will continue to work with the Town in finding a solution to the vacancy created by the Youth Coordinator's resignation and continue to lend support to existing programs for Sudbury youth.

## **BOARD OF HEALTH**

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The Board of Health is the official agency responsible for addressing the health needs of the community. Traditional public health duties include site evaluation for subsurface sewage disposal, inspection of food service establishments and supplying community-based health care services, as well as involvement in environmental health issues, such as hazardous waste, rabies, mosquito control, public groundwater supply and surface water protection in coordination with other boards.

### **SUBSURFACE DISPOSAL OF SEWAGE**

To assure that individual septic systems will not have an impact on the environment and public health, thorough field evaluations were conducted on more than 25 new single-family residential lots and two multi-unit housing projects to determine groundwater elevation, suitability of soil, elevation of bedrock, and presence of wetlands. In addition, septic replacement systems were elevated and inspected for more than 70 existing dwellings or buildings. Proposed additions to existing buildings were reviewed for adequate septic systems. A total of 29 permits for new construction disposal systems and 157 permits for septic system replacement or repairs were issued. Inspections of septic system construction were conducted for more than 30 new homes in Sudbury and two multi-unit projects; and one

private school expansion project. Under the State Environmental Code, Title 5, governing septic systems, the Board of Health has been required to review more than 200 septic system inspection reports prior to property transfers.

### **COMMUNITY SOCIAL WORKER**

Services continued to be provided for residents of all ages by our Community Social Worker. These included: case management, consultation, information and referral, advocacy and support. Crisis intervention and on-call availability were provided as well. Community outreach activities, such as fuel and healthcare assistance, were conducted throughout the year. Several programs and projects were held with local clubs, churches, and schools. The Community Assistance Fund (developed with HOPEsudbury) provided financial assistance for twenty-five families. Contractual agreements were maintained with several private practitioners for outpatient mental health and senior outreach services. A new contract was developed with Eliot Community Services. The Cavanaugh Fund continued to assist adolescents in need of crisis counseling. The Board of Health would like to acknowledge the numerous hours of free and reduced mental health care provided by area therapists. We are grateful for the contributions of Nan Foster, Nancy Morse,

Barbara Rosenbaum, Michelle Stakutis, Marie Sigman and Dr. Charles Carl.

#### **NURSING SERVICES**

Parmenter Health Services, Inc. was contracted to supply nursing services, including home health care; communicable disease follow-up; flu, pneumonia inoculations; and adult clinics for testing of blood pressure and cholesterol monitoring.

#### **MOSQUITO CONTROL**

To avoid an outbreak of Eastern Equine Encephalitis and control nuisance mosquitoes, we continued to provide licensed mosquito control through the East Middlesex Mosquito Control Project. Control of West Nile Virus carried by mosquitoes represents a new concern in Massachusetts.

#### **WEST NILE VIRUS**

In cooperation with the Massachusetts Department of Public Health surveillance program, the Board of Health submitted birds to the State Laboratory Institute for West Nile Virus testing. Birds collected in Sudbury tested positive for West Nile Virus. The testing by MDPH indicated widespread occurrence of WNV in birds in Massachusetts.

#### **HAZARDOUS WASTE**

The Board of Health participates in the review of all environmental assessments and remediation plans for hazardous waste sites in Sudbury listed by the Department of Environmental Protection. A local hazardous waste collection day was conducted on November 1, 2003. The Minuteman Hazardous Product Facility in Lexington processed hazardous waste for Sudbury residents from April to November for a fee. Residents disposed of waste oil in the storage tank located at the transfer station.

#### **RABIES**

The annual rabies clinic was held on March 22nd at which time 18 dogs and 17 cats were vaccinated. State law requires all cats, as well as dogs, be vaccinated. Rabies in Massachusetts continues to pose a threat to humans and domestic animals from wild animals including raccoons, skunks, woodchucks and foxes.

#### **COMPLAINT INVESTIGATION/SURVEILLANCE**

The Board continued its program of complaint investigation and surveillance which detected, monitored, and investigated conditions which contribute to illness and/or cause a nuisance condition.

#### **RESTAURANT AND FOOD SERVICE**

Fifty licensed food service establishments were inspected to assure compliance with the State Sanitary Code.

Lynne Geitz was elected to a three-year term in March. Robert C. Leupold served as the Director and Michele Korman served as Health Coordinator. Martha Lynn served as Community Social Worker. Paula Adelson served as Animal Inspector.

### **BOARD OF HEALTH FINANCIAL REPORT - JULY 1, 2002 - JUNE 30, 2003**

#### **Receipts:**

Sewerage Permits	\$ 21,230.00
Funeral Home	10.00
Installer Permits	5,155.00
Garbage/Hauler Collection Permits	1,800.00
Milk and Cream Licenses	60.00
Food Service Permits	9,120.00
Stable Permits	100.00
Site Fees	4,000.00
Well Permits	3,400.00

Permit Renewals	1,276.00
Massage Permits	650.00
Camp Permits	150.00
Pools/Ponds Permits	140.00
Copies	<u>242.50</u>

Total

\$ 47,333.50

## EAST MIDDLESEX MOSQUITO CONTROL PROJECT

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The East Middlesex Mosquito Control Project conducts a program in Sudbury consisting of mosquito and West Nile Virus surveillance, larval and adult mosquito control, ditch maintenance and public education.

The risk of mosquito borne transmission of West Nile Virus continues to be a local health concern. In 2003 there were 15 residents from Massachusetts that contracted West Nile Virus. The Project participated in the State's Surveillance and Response Plan to Reduce the Risk of West Nile Virus Transmission and Human Encephalitis. Frequent rains produced moderate mosquito activity during the summer with peak populations occurring in late August.

The adult mosquito/West Nile Virus surveillance program used traps to collect mosquitoes from as many as 6 Sudbury locations per night. Between May and October, information was used from 45 mosquito trap collections from 13 different nights. Selected trap collections during the late summer and fall were tested for WNV by the Massachusetts Department of Public Health.

The larval mosquito control program relies on the larvicides *Bacillus thuringiensis var. israelensis* (Bti), *Bacillus sphaericus*, and methoprene. The EPA classifies the larvicides as relatively non-toxic. An April helicopter application of Bti controlled mosquito larvae at 591 wetland acres. Field crews using portable

sprayers made 67 site visits and applied Bti in the spring and the summer to 38 wetland acres when high densities of mosquito larvae were found breeding in stagnant water. Between June and September, Project personnel made two applications at a total of 3,666 roadside catchbasins of Altosid Briquets (methoprene) and *Bacillus sphaericus* to control *Culex* mosquito larvae.

The adult mosquito control program used truck-mounted aerosol sprayers at night to treat 2,749 acres when survey traps indicated high populations of mosquitoes. The Project used a formulation of resmethrin to control adult mosquitoes. Advance notification of the spray program was done through newspaper notices in the MetroWest Daily News, notices on the Project's web site and via a recorded telephone message at 781- 893-5759.

The Project's public education program is designed to develop awareness within the public and the private sectors as to their roles in mosquito control. The Project serves as a resource to residents, schools, municipal officials and the local media on controlling mosquitoes, breeding sites and mosquito borne diseases. A web page provides residents with information on mosquitoes, Project control programs and related topics. The website address is [www.town.sudbury.ma.us/services/health/emmp](http://www.town.sudbury.ma.us/services/health/emmp).

## PARMENTER HEALTH SERVICE AND WAYSIDE HOSPICE

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Parmenter Health Service/Wayside Hospice (formerly the Sudbury Visiting Nurse Association) continues a long tradition of home health care excellence to the Town of Sudbury by virtue of the

commitment of the staff and Board members and the continuing support of community residents and the Sudbury Board of Health. A local, non-profit home health provider, Parmenter VNA & Community



Care carries forward the 58 year commitment of the Sudbury VNA to town residents. Parmenter VNA & Community Care is accredited with commendation by the Joint Commission on Accreditation of Healthcare Organization.

#### **HOME HEALTH CARE**

Home health care is the heart of the wide range of services provided by Parmenter VNA & Community Care. The Sudbury Board of Health, in part, provides a safety net to Town residents whose care is not covered by insurance and who are unable to pay privately. Residents have come to expect responsive, personal, high quality services which local, non-profit providers Parmenter Health Services continue to offer without regard to ability to pay. However, approximately 15% of the costs of providing this range and quality of care to area residents is not funded or underfunded. Grants, gifts and donations to Parmenter VNA & Community Care and Wayside Hospice from hundreds of community residents help support free and subsidized care to neighbors in need.

#### **WAYSIDE HOSPICE**

The close working connection between Wayside Hospice and the Agency's home care program means that clients benefit from continuity of care. The same visiting nurses, aides and social workers who care for patients in the earlier stages of illness can, if needed, follow patients through the final stages of living, working hand in hand with other members of the hospice team who introduce specialized care for the entire family. While most hospice care is provided in the home, sometimes this is not possible. In 2000, Parmenter VNA opened a lovely six bed hospice residence, the Miriam Boyd Parlin Residence. One of only six such residential hospices in the state, this provides an important new resource for area residents who are dealing with end of life care issues. Local volunteers have been instrumental to Wayside's success. Some volunteers work directly with patients and families providing the special comfort that money cannot buy. Other volunteers play an equally important role in fundraising and special events, office support, community education and professional consulting.

#### **COMMUNITY SERVICES AND PUBLIC EDUCATION**

Supported by the Sudbury Board of Health and in cooperation with the Sudbury Council on Aging, Parmenter provides free hypertension and blood sugar screening clinics at the Fairbank Senior Center. Also, in an effort to bring services to where people are, regular screening clinics are held at Longfellow Glen and Musketahquid Village.

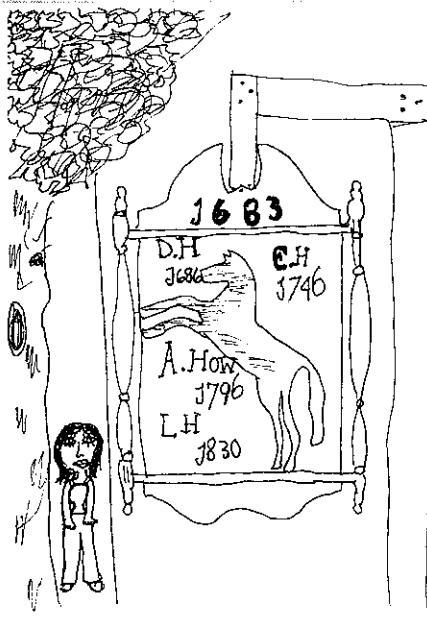
In cooperation with the Sudbury Council on Aging and through the support of the Sudbury Board of Health, Parmenter VNA & Community Care and Wayside Hospice provide free public education programs. The programs help area residents learn and think more about health care options and issues. With the many changes in the health care system, consumers need to take a more active role in understanding and exercising their rights to make choices, and to equip themselves with knowledge that will improve the quality of their lives and those of their families.

CPR courses, a baby-sitter training course, a home safety course were also offered to the public.

#### **SERVICES SUPPORTED BY THE SUDBURY BOARD OF HEALTH**

- ~ Health Guidance/Education Home Visits - 103 visits
- ~ Communicable Disease Follow-up - 29 follow-up contacts
- ~ Immunization/TB Testing - 64 persons tested
- ~ Flu Clinics - 438 persons immunized
- ~ Preschool Vision Screening - 14 children screened
- ~ Community Screening Clinics - 1,332 contacts
- ~ Distribution of Biologics
- ~ Public Education Programs:
  - Resources for Caregivers, a Panel Presentation at the Sudbury Council on Aging

# OUR HERITAGE



*Anna Clement, Grade 4, Loring School*

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HISTORIC DISTRICTS COMMISSION	P. 91	SUDBURY DAY COMMITTEE	P. 93
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# TOWN HISTORIAN

Thankfully the quest for Babe Ruth's piano has been relegated to the back burner, although it burbles to life now and again. Electronics experts searched the pond once more in early summer and found several likely targets which the dive team has yet to investigate. Over the two years since the mention of the piano in *Sudbury, 1890-1989*, the piano was front page news on the *New York Times*, *Philadelphia Inquirer*, *Los Angeles Times*, as well as local media and the Boston TV stations.

Besides the *Today Show* segment which was shot in the First Parish Church, the Town Historian appeared on radio talk shows all over the United States and Canada.

*Sudbury, 1890-1989* continues to sell briskly in local bookstores and from the Sudbury Historical Society.

The Town Historian conducted several bus tours of the town including a "nostalgia trip" for the members of Sudbury High School classes of '53, '54 and '55. Mark Thompson and his staff have added pictures and put the tour on the town

website which has already drawn comment from as far away as Montgomery, Alabama. It can be found under "About Sudbury" on the website.

The Historian has been involved with the usual research of family trees and old houses, not to mention several Sudbury tours for Cub Scout packs and Girl Scout troops.

The Historian continues to work closely with the Sudbury Historical Society and the Historical Commission. The Society has turned the upper floor of the Town Hall into a museum with revolving exhibits. Curator Lee Swanson welcomes donations of objects and papers belonging to old Sudbury families. Call him at (978) 443-3747 for museum hours or donations. Special tours are available for school groups or organizations by calling the Society.

For residents and others wishing to do their own research, here is a brief guide as to where to look for information. Please note that most of these facilities are understaffed and are not equipped to handle walk-ins. Please call ahead to make an appointment.



*Memorial Day Table at Hosmer House*

*Photo by Tim Coyne*

## TOWN CLERK'S OFFICE, TOWN HALL

1. Vital statistics (births, marriages and deaths) from 1638 to present
2. Town Reports
3. Some files on old Sudbury Families

## GOODNOW LIBRARY

1. Town records from 1638-1800 on microfilm
2. 18th Century Land Records for Massachusetts
3. Some of the Thomas Stearns Papers
4. Hudson's History of Sudbury, Annals, Index
5. Other town, local and family histories
6. Some Revolutionary War military records

7. Database of Sudbury Town Documents, 1638-1850
8. Microfilmed issues of Sudbury Citizen, Fence Viewer, Town Crier 1959-present
9. Town Reports
10. Oral Histories (More of these are available at the Lincoln-Sudbury library.)

#### MIDDLESEX COUNTY REGISTRY OF DEEDS

North Cambridge, Massachusetts

Deeds and other land transaction records (Your real estate agent can tell you the best way to find the information you want.)

#### MIDDLESEX COUNTY PROBATE COURT

North Cambridge, Massachusetts

Wills and inventories (Knowing the approximate date that the will was probated will help speed up the search process.)

#### *PICTORIAL HISTORY OF SUDBURY*

The reproduction of most of the maps in this book is excellent and several include the names of property owners.

#### NEW ENGLAND GENEALOGICAL SOCIETY

Newbury Street, Boston

Genealogies, family histories, personal papers and files. Some of the Thomas Stearns papers.

#### WAYSIDE INN ARCHIVES

Wayside Inn Road, Sudbury, Massachusetts

Books and papers of the Wayside Inn and its innkeepers from 1702 to the present. Open to bona fide scholars and researchers by appointment. Extensive collection of pictures and prints. Call (978) 443-1716.

#### SUDBURY HISTORICAL SOCIETY

Sudbury Town Hall, second floor. (978) 443-3747

Display of local Indian artifacts and farm tools. Sudbury memorabilia. Lee Ford Swanson, Curator.

## **SUDBURY HISTORICAL COMMISSION**

This has been a very exciting and busy year for the Sudbury Historical Commission, and much has been accomplished. Community Preservation Funds were requested to survey and refurbish the Hosmer House, and some work has started. Flashing on the roof over the General Store has been restored already, eliminating the water leaks into the Store Room. The alarm system for the house has been improved and upgraded.

A splendid job was done by our Junior Docents and their mothers to restore and replant the Fairie Garden in time for the dedication of the September 11 Memorial Garden in Heritage Park. The Hosmer House was open prior to the

dedication as a place for the friends and relatives of Sudbury's victims to gather.

In April, at the dedication of the Section House, we accepted George Voorhees' gift of the Fairmont Maintenance Railroad Car to be stored in the Section House. Unfortunately, George died shortly after the dedication.

At our Memorial Day Open House, 24 deceased Sudbury citizens (former Town workers, volunteers, and elected officials) were honored for their dedicated service to the Town. The 4<sup>th</sup> of July Open House featured Deann Rubin's tapestry display and demonstration.

The Commission received information about an 1850 Quilt made by Sudbury residents, containing signatures of some prominent citizens. The information was given to the Sudbury Historical Society, who then obtained the quilt. In addition, Lyn MacLean received a large number of photographs of old Sudbury scenes, and many of them were passed on to the Historical Society. Also, several boxes of glass slide photo negatives taken in the early 1900's were received, and plans were formulated to locate someone capable of providing prints from them.

Our office has been set up with a new computer and printer, so additional historical records can be recorded and shared with the Town offices and the public. Many hours were spent sorting Florence Hosmer and her brother, Albert's sheet music, some of which will be put on display at a future event. In addition, a new Docent Program was instituted, and a luncheon and training sessions for the new docents were held. The need for more docents still exists.

With regret, long-time valued member, Muriel Plonko, advised the Commission that she did not wish to be reappointed. However, Muriel will direct our Historic Research Sub-committee. The Commission welcomed Jim Hill as her replacement. Jim did an excellent job of spearheading efforts to design and print the new Hosmer House brochure, which is now available.

Our annual Holiday Open House this year was in the theme of Celebrations Around the World, with the eleven rooms being decorated by the Villagers, Newcomers, Junior Docents and others. This year's cup plate depicted Miss Hosmer herself taken from a self-portrait, which presently hangs in the Ballroom.

The Commission sincerely thanks all our volunteers for their continuing efforts serving as docents, or helping to sort, restore, and evaluate the wonderful treasures in the Hosmer House.

## **HISTORIC DISTRICTS COMMISSION**

In an effort to ensure that Sudbury retains its historic character and charm, the Historic Districts Commission was formed by the Town of Sudbury 40 years ago to preserve and protect buildings, landscaping, stone walls, and other features of historic or architectural significance within designated historic districts. Currently, there are four historic districts in Sudbury: Wayside Inn Districts 1 & 2, King Philip Historic District, and Town Center Historic District. New historic districts are created when residents of an area make a proposal to the Annual Town Meeting.

Guidelines to define consistent standards for granting a Certificate of Appropriateness as required by the Massachusetts General Laws have been developed for residents of historic districts and are accessible on the Town website. Historic Districts Commission members are available to advise, respond to questions, and to act as a resource.

During the past twelve months, 17 Certificates of Appropriateness were issued for construction, alterations, or changes of paint color. One Permit for Demolition was granted.



*Lyn MacLean at the Section House*

*Photo by Tim Coyne*

# MEMORIAL DAY COMMITTEE

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Rain drove the Memorial Day observances into Town Hall this year, even though the Girl Scouts and Brownies gamely defied the weather by gathering at Our Lady of Fatima parking lot preparing to join the parade.

The program at Town Hall included prayers to include all the war memorials: Revolutionary War, War of 1812, Spanish-American War, Civil War, World War I, World War II, Korean War, and Vietnam War.

Lt. Col. Mary Jane Hillery (Retired Army Persian Gulf I veteran), military aide to the Governor of the Commonwealth and recipient of the Defense Superior Service Medal, was parade marshal. Her talk was a reminder of the freedoms won and kept for us by the veterans of the services, rather than the orators.

Winners from the Sudbury Schools of the annual essay contest were introduced. The grand prize

winner was Hannah Holden, a fifth grader at the Peter Noyes Elementary School, who read her essay. Hannah won a Savings Bond plus dinner for two at the Wayside Inn. Other winners included Emma Franchek, Olivia Gutowski, Harrison Weisberg, Ryan Kreutz, Grace McDermott, Chris MacKinnon, Emily Gazda and Jeremy Wei. Winners received Savings Bonds donated by the following benefactors: VFW Post 8771 (plus dinner for two at the Wayside Inn), Sudbury Chamber of Commerce, Duckett Funeral Home, Twillingate Gardens, Robert A. Maier (Sudbury Family Chiropractic), and Fred Hitchcock.

The Sudbury "Senior Strutters" sang patriotic musical selections, and trumpet players were Robert Coe and Dean Yarbrough.

Sudbury American Legion Post 191 Commander Spencer Goldstein served as master of ceremonies.

## SEPTEMBER 11 MEMORIAL GARDEN COMMITTEE

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On September 11, 2003, the Town of Sudbury dedicated the September 11 Memorial Garden in Heritage Park. Over 300 people attended a poignant ceremony, paying tribute to all who perished in the terrorist attacks of September 11, 2001. In particular, the attendees honored three beloved Sudbury residents who lost their lives in the terrorist attacks – Geoffrey Cloud, Peter Goodrich, and Cora Holland.

The Memorial Garden features a commemorative center stone of Sudbury granite, where engraved bronze plaques recount the events of September 11, 2001 and memorialize the three Sudbury residents who were lost. The stone is surrounded by a circular walkway, three bluestone benches, and flowering plants and trees.

The dedication of the September 11 Memorial Garden was the culmination of 14 months of work by the September 11 Memorial Garden

Committee. The Committee, a volunteer group of eighteen residents and Town employees, was convened by the Town Manager and Board of Selectmen soon after the terrorist attacks occurred.

In July 2002, the newly formed Committee identified a location for the memorial in Heritage Park. On September 11, 2002, the Committee publicly presented the design for the Memorial Garden and dedicated its future site. During the next twelve



*September 11 Memorial Garden*

*Photo by Clay Allen*

months, the Committee raised over \$35,000 for the project, selected the center stone, designed four bronze plaques, identified appropriate trees and plantings, oversaw the construction and planting of the Garden, and planned and conducted the dedication ceremony.

The Committee worked closely with the Cloud, Goodrich, and Holland families along the way to ensure that the Memorial Garden met their needs. In addition, the Committee regularly informed the public about progress on the Garden through newspaper articles, local distribution of brochures, and television coverage.

With its work completed, the September 11 Memorial Garden Committee was dissolved at the close of 2003. It leaves a stunning landmark and an enduring legacy to the Town of Sudbury. This legacy will be protected and maintained by a new Memorial Garden Oversight Committee, a small group of residents to be appointed by the Board of Selectmen and whose ongoing work will begin early in 2004.

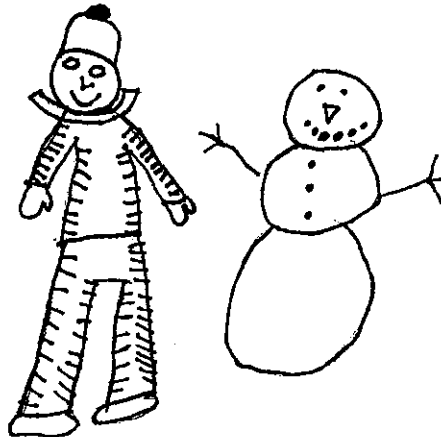
In concluding its activities, the September 11 Memorial Garden Committee gratefully acknowledges the inspiring generosity of local businesses, community residents, and Town employees. The outpouring of support the Memorial Garden received is a tribute to the spirit and compassion of the Town of Sudbury -- a community that promised never to forget what happened to our country on September 11, 2001, or what happened to our cherished friends and neighbors.

## **TOWN REPORT COMMITTEE**

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The Town Report Committee's (TRC) goal is to create and distribute the Town Report to each Sudbury household. This document details the prior year's activities and finances of each official, board, commission or committee that make up Sudbury's government. Massachusetts General Laws Chapter 40, Section 49, requires the Selectmen to provide residents with this Report.

The Committee begins its work in October, with the selection of a printer (lowest bidder) and ends the project early in March when the Town Reports are delivered to Town Hall. Boy Scout Troop #61 delivers the Reports to all residents. During the winter months, the Committee collects and edits the narrative reports; collects artwork from schoolchildren and photographs from the general public; and finally proofreads the printer's galleys. Interspersing artwork in amongst the reports has been a practice since 1965.



*Brianna Ryan, Grade 3, Haynes School*

The Town Report requires much time and care from volunteers throughout the committee. This year's committee would like to thank Mary Daniels and Jan Silva for all of their help and patience. We'd also like to thank all of the committees who put together their reports in such a professional manner. The Annual Report for the Town of Sudbury has a long history of winning awards from the state, and it is our hope that this year's Report will be no exception.

## **SUDBURY DAY COMMITTEE**

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The Sudbury Day Festival took place from 12 noon – 5 p.m. on Saturday, September 20<sup>th</sup> in the Town Center. This year's multi-cultural festival

featured almost 60 vendors/exhibitors (about two-thirds were exhibitors), three stages of

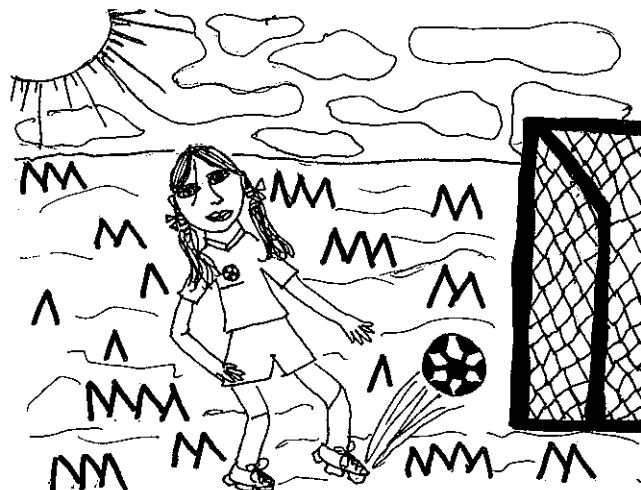
entertainment, an international food court representing seven countries and a children's pavilion, as well as many free hands-on children's crafts.

The success of the Sudbury Day Festival can be measured in five ways:

1. **Financially** – Through the diligent work of the Sudbury Day Committee, we had in-kind donations of about \$4,000 and event revenue of a little over \$15,100. The final cash cost of this event was \$10,560, leaving a little over \$4,000 as seed money for 2004. The total expenditures were \$14,636 and donations/event revenue was \$18,817.
2. **Attendance** – We estimate that between 2,500 and 3,000 people attended the festival, a significant increase over 2002's estimate of between 1,000 and 1,500. About 600 "Children's Pavilion Around the World" passes were sold as well as numerous tickets to visit the individual booths. This area alone brought in over \$5,000!
3. **Volunteers** – We had over 40 people volunteer the day of the event who helped out with set-up, take-down and in the Children's Pavilion area.
4. **Community Building** – The Sudbury Day Festival offered a fun arena for people of all ages from Sudbury and the surrounding area to come together and enjoy a day filled with food, hands-on children's activities and entertainment. Furthermore, it exposed them to the services that are available in our area.
5. **Vendor/Exhibitor Feedback** – After the event, all vendors/exhibitors and sponsors received a letter thanking them for participating in this year's festival and an invitation to participate in 2004. Additionally, this same group received follow-up calls asking them for their feedback and suggestions on how to improve next year's festival. Everyone we spoke to said they were very happy with the event and how it was run. The only complaint was that the main stage needs to be more central. The vendors/exhibitors in particular felt like they missed out on this portion of the festival.



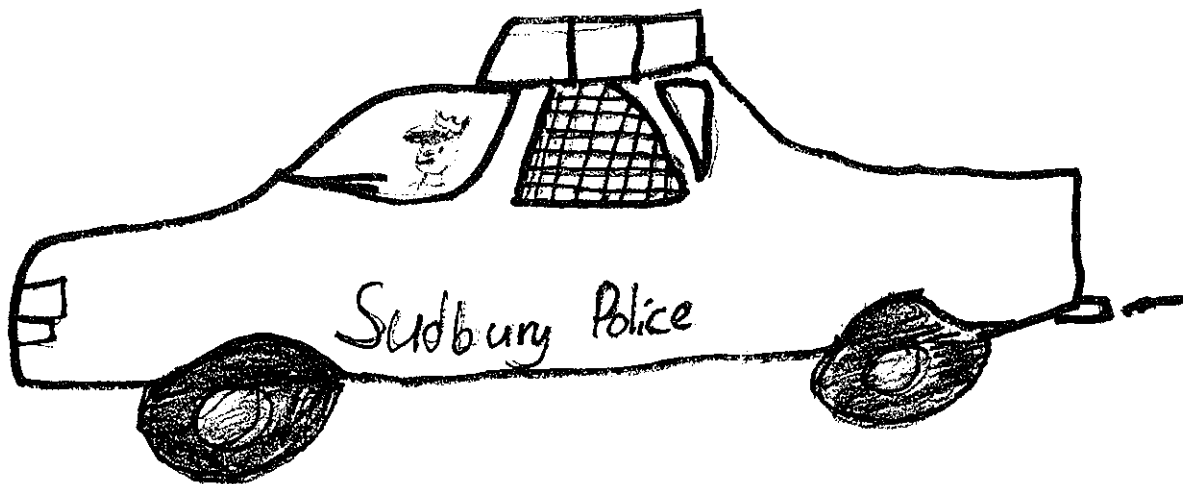
*Molly Roach, Grade 5, Haynes School*



*Hadley Allen, Grade 4, Loring School*



# PUBLIC SAFETY



*Andrew Jacobson, Grade 3, Haynes School*

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# POLICE DEPARTMENT

The Sudbury Police Department responded to 14,177 calls for service, a slight decrease from the 14,892 calls the previous year. One hundred and twenty-two individuals were taken into custody for violations of the law and 17 individuals were placed into protective custody. There were 1,242 alarm calls, 132 larcenies, 22 breaking and enterings, 9 assault and batteries, 57 domestic disturbances, 4 sexual assaults and 1 robbery. The department also responded to 507 motor vehicle accidents, 73 involving personal injuries. Sadly, there were three fatalities as a result of accidents on our roadways.

We have made great strides in our effort to prepare the department and community to respond effectively to threats that have affected our lives in the aftermath of September 11<sup>th</sup>, 2001. Last spring, the department applied for, and received, an anti-terrorism grant from the Commonwealth of Massachusetts. This grant allowed the department to purchase five automated defibrillators, hazardous material suits and gas masks for each officer, and an equipment/command trailer, which will be utilized at all critical incidents. This fall, the department became a member of the Metropolitan Law Enforcement Council. This is a regional police group consisting of over 40 communities that assign officers to train for, and respond to critical incidents that occur within their member communities.

The department's Drug Abuse Resistance Education Program (DARE) has had another successful year working with the Sudbury school graduating 364 fifth grade students. Private donations from our local businesses and citizens have allowed the department to continue this very important and popular program. The department has also initiated a new program in conjunction with the Sudbury Council on Aging that is geared to addressing issues of concern within Sudbury's senior population. This program consists of monthly group meetings and presentations at the senior center, and the opportunity for seniors to meet with a Police officer individually if desired.

Traffic enforcement as always has been a major priority of the Sudbury Police Department. We continue to use high visibility enforcement in an effort to reduce the number and severity of accidents, and to deter aggressive driving on our roadways. We have also utilized our portable traffic trailer to gather data and to encourage drivers to be aware of posted speed limits, and to comply with them willingly. Sudbury officers issued a total of 5,861 traffic citations, of

which 1,588 were civil complaints and 4,273 were warnings.

The Police Department and the office of parking clerk collected the following fees and fines for fiscal year July 1, 2002 to June 30, 2003:

Traffic and Court fines:	\$ 73,583
Paid detail admin fees:	\$ 35,869
False Alarms:	\$ 6,620
Parking Clerk:	\$ 3,225
Licensing Fees:	\$ 1,675
Copier Fees:	\$ 2,198
<b>TOTAL:</b>	<b>\$ 123,170</b>

In closing, since this is my last official Town Report, I would like to thank the residents of Sudbury for giving me the opportunity to serve this community for over 38 years, the last 22 years as Police Chief. It has truly been an honor and a privilege.

Peter B. Lembo  
Police Chief



Chief Peter B. Lembo

Courtesy of Sudbury Police Department

# BUILDING DEPARTMENT

Calendar Year	New Residence		Residential Add'ns & Reno's		Non-residential		Swimming Pools		Wood Stoves, Sheds, etc. Permits
	Permits	Value	Permits	Value	Permits	Value	Permits	Value	
1998	80	20,519,140	309	8,785,339	49	2,780,000	14	216,945	30
1999	52	15,094,325	292	10,093,490	45	7,227,943	11	192,000	84
	*11	2,003,142							
2000	75	23,341,125	310	13,099,590	56	1,971,561	20	517,900	57
	*5	1,271,000							
2001	31	12,538,360	281	11,467,233	35	1,930,700	13	242,700	52
	*11	3,190,470							
2002	27	12,023,930	294	16,221,240	39	10,647,188	6	162,500	24
	*16	5,776,000							
2003	28	9,600,980	285	16,358,298	35	9,466,199	16	450,949	52
	*9	3,035,000							

## 2002 Permits Issued

Quantity	Source	Fees Collected
432	Building	511,239
605	Wiring	135,191
603	Plumbing & Gas	42,725

689,155 \*\*

## 2003 Permits Issued

Quantity	Source	Fees Collected
425	Building	406,504
581	Wiring	48,341
541	Plumbing & Gas	37,675

492,520

\*Tear down & reconstructs-not part new residence permits

\*\* Includes \$307,602 in permit fees for new construction at LSRHS as well as reflects an increase in building permit fees from \$5 per thousand dollars to \$10 per thousand dollars for 40% of the year.

# DOG OFFICER/ANIMAL CONTROL OFFICER

During the 2003 calendar year, 16 dogs were picked up, of which 13 were claimed by their owners, one was given to the Buddy Dog Humane Society, and two were euthanized.

Throughout the year, there were a total of 769 calls logged; 277 less than the last year. The breakdown is as follows:

January – 65; February – 57; March – 34; April – 47; May – 77; June – 71; July – 56; August – 81; September – 83; October – 83; November – 58; December – 57.

Please remember that all dogs must be licensed at the Town Clerk's office, and that Sudbury has a 24 hour leash law. The licensing period runs from January 1<sup>st</sup> through March 31<sup>st</sup>. A low-cost Rabies/Licensing Clinic will be held on March 20, 2004; call the Board of Health for more information. All dog and cat bites must be reported to the Animal Inspector through the Board of Health.

# SEALER OF WEIGHTS AND MEASURES

Devices Tested – Calendar 2003

Device	Quantity	Fees
Gasoline Pumps	57	\$456
Scales (10 lbs. or less)	6	\$24
Scales (10-100 lbs.)	45	\$270
Scales (100-1,000 lbs.)	3	No Fee (municipal)
Total:	111	\$750

## OFFICE OF CIVIL DEFENSE

The Office of Civil Defense was relatively busy working with state and federal agencies to upgrade emergency response plans. The office is receiving more demands from the state and federal level to develop Emergency Response Plans and to prepare for Homeland Security, however very little funding is coming down to the local level and there are virtually no funds locally to work on the projects. I have reported before that the function of Civil Defense Director rests with the Fire Chief and while that may have worked well in the past it is no longer the ideal situation.

I submitted two lengthy Assessment Surveys to the Department of Public Safety. These surveys were mandatory in order to receive future federal funding through the Department of Public Safety. The surveys were over 150 pages and required data input from the Fire Department, Fire EMS, Board of Health, Police Department and Town Administration. Although the survey forms were available on-line due to the fact the entire country was trying to submit at the same time, I found it essential to do the work nights and weekends to reach the server and to be able to stay on-line. I hope the surveys will be of some use but I fear like so much of what we submit it will go nowhere and next year they will be 'asking' for the same information all over again.

We received a reimbursement grant from MEMA to assist us in updating our Emergency Response Plan. The grant was for \$4,300, however, to date we have only received \$551.40; I have applied for another \$1,242.72 through the end of the year but that has not

been received. I have worked on updating the plan and to include a new section on response to Weapons of Mass Destruction. As Director, I attended a seminar by the Office of Homeland Security on Weapons of Mass Destruction for guidance on developing our plan.

We were able to assist the DPW in receiving reimbursement for the major snowstorms in the winter of 2003. They were able to recover \$50,915.52 for the Town.

The towns of Lincoln, Wayland, Weston and Sudbury held a joint training session for emergency response. Included in the session were the Town Managers/Administrators, Fire Departments, Police Departments, Boards of Health, DPW's and Emergency Managers. These towns have been also meeting, along with Concord, to develop regional Local Emergency Planning Committees. The training session was funded by a grant from the Crossroads Foundation and for Sudbury our personnel costs are included in the reimbursement grant previously noted. The towns recognize that coordination must be done regionally as an event in any town will affect the other towns and this joint training session certainly pointed that out. We will continue to explore regionalization of these services.

The Town will be faced with appointing a new Civil Defense Director in 2004, and I would urge the town to consider moving this function out of the Fire Department, or the Fire Chief should be given an Asst. Chief who can assume some of this function.

The position has become time consuming and, in order to maximize federal and state reimbursements, it is essential that 10 or more hours per week be devoted solely to emergency planning. Emergency planning is no longer just weather related; it has now become all encompassing, including preparation for hazardous materials and weapons of mass destruction. All WMD's are not explosives, but include chemical and biological agents. This level of preparedness requires a person who can devote the time and has the experience and training to work with both state and federal agencies to develop the plans and to maximize our grants.

## **FIRE DEPARTMENT**

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The Fire Department responded to 1663 calls for assistance in 2003. Of this total, 11 were reported structure fires. Most were quickly controlled and extinguished but three house fires rendered the homes uninhabitable while repairs were made. These three fires occurred when the owners were away and were reported by neighbors or passersby; obviously at that point the fires had substantial headway. A garage was also destroyed in an early morning fire in December; again this building was well involved in fire before it was reported. As in the past, I strongly recommend that alarm systems be connected to a central station monitoring company so that we receive notification if you are not home. Early notification is the key to controlling structure fires.

The ambulance was requested 829 times and transported 663 times to area hospitals. Sixteen medical transports were handled by neighboring towns for simultaneous calls. ALS-Paramedic service continues to be a major concern for us. During the year Leonard Morse Hospital in Natick shut down its paramedic service leaving us only with Emerson Hospital to service 13 communities. As a result we signed partnership agreements with AMR and Events EMS to provide backup ALS service to Emerson Hospital. A group of Fire Chiefs has been meeting to explore a regional fire service based ALS service for four or five towns. This group hopes to make recommendations to the Board(s) of Selectmen in 2004. The ambulance generated \$225,718.86 in user fees. These funds were deposited in the Ambulance Reserve for Appropriation Account and are used to offset the Fire Department budget. We purchased a new ambulance this year from the fund and expect to get 5 years of front line and 5 years of reserve use from it.

The Department collected \$13,379 in permit and copy fees in 2003. This represents an increase over 2003 and is due to a permit/fee increase voted by the Board of Selectmen. The change came after state legislation was passed that allowed an increase in fees charged for permits to more accurately reflect

the cost of providing the permit. We issued 91 permits for new residential construction and renovation. We also inspected 291 homes for compliance with smoke detector laws (MGL Chapter 148, Section 26F) on resale. In addition, the Department issued the following permits:

- 55 Oil Tank and Oil Burner Installations
- 15 Tank Removals
- 45 LPGas Installs
- 2 Tank Truck (transporting flammable liquids)
- 4 Blasting
- 14 Miscellaneous. Includes sprinkler modification, alarm modifications, etc.
- 31 Municipal Master Box (fire alarm) Connection

The Department continued its public fire education program in the schools with FF/EMT Kevin Moreau visiting all elementary school classrooms. Many youth groups and citizens came through the fire stations for tours and fire education. FF/EMT Moreau was nominated for Fire Safety Educator of the Year and received a citation from the Fire Marshal at an awards ceremony; the recognition was well deserved.

Fire Captain Joseph Helms and FF/EMT David Boyd retired this year. Captain Helms served the Town for over 40 years. Kenneth MacLean was promoted from Fire Lieutenant/EMT to Fire Captain/EMT to replace Captain Helms. David Boyd served the Town for 37 years, having begun his career with the town Highway Department in 1966 and transferring to the Fire Department in 1968. FF/EMT Boyd was replaced by FF/EMT Kyle Gordon who transferred from the Maynard Fire Department, and the vacancy created by Captain Helms' retirement was filled by Kevin Morrissey who transferred here from the Devens Fire Department. The Town has been extremely fortunate to have been able to hire well trained and experienced

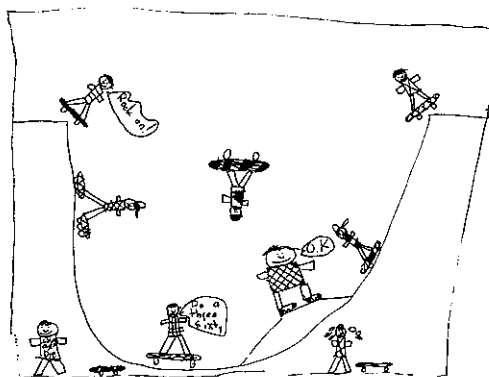
FF/EMT's and this speaks highly of the reputation the Department and the Town have as a good place to work and have a career.

The Department requested that the Town replace Engine 5, a 1973 International that has served the Town well but is in need of replacement. Engine 5 is a reserve truck that does fill-in when a front line piece of apparatus is being serviced. Our plan is to replace Engine 5 and move Engine 3, a 1989 pumper, to reserve status as it is 15 years old and showing its age. Experience has shown us that fifteen years of front line service is the maximum that we can get from a fire pumper, after that the repair costs and down time begin to increase dramatically. By moving the truck to reserve status at 15 years and using it as a backup we can get another 5 years use, thus getting a full 20 years of use from a truck. Engine 5 at 34 years is well passed its time and should be replaced; it has been eligible for Antique Plates for 9 years.

The Department received grants this year from Tenet HealthCare Foundation, two from the Commonwealth of Massachusetts Department of Public Safety and one from the Federal Emergency Management Agency Firefighter Assistance Program. The Tenet grant was for \$2,000 to enhance our EMT training. The grants from the state were for Fire Safety Education (SAFE) in the amount of \$1,400 and Firefighter Safety in the amount of \$31,000. The FEMA grant was awarded in August and we received the actual grant the last week of December in the amount of \$31,122. This grant was competitive in nature and was part of a nationwide Firefighter Assistance Program; we will use the funds to replace all our air bottles which have an expiration date this coming year. Fire District 14 of which we are a member community received a grant from Homeland Security in the amount of \$250,000. This grant is being used to upgrade radio communications among the 23 member communities with a mobile radio repeater system and a cache of portable radios that can be brought to a disaster scene. Each town will also receive a base radio with all district town radio frequencies. Also being purchased is a trailer with disaster supplies that will be available to any of the towns; the vehicle and trailer will be housed in Shrewsbury and could be in Sudbury within 25 minutes of our requesting it. The District grant was also a competitive grant and much work was put in by the District 14 Fire Chiefs, especially Northboro Chief David Durgin, to secure the grant. The Department recognizes that we must be pro-active in seeking grant money and in working cooperatively on a regional basis with other fire departments to maximize our resources; we will continue working in this direction.

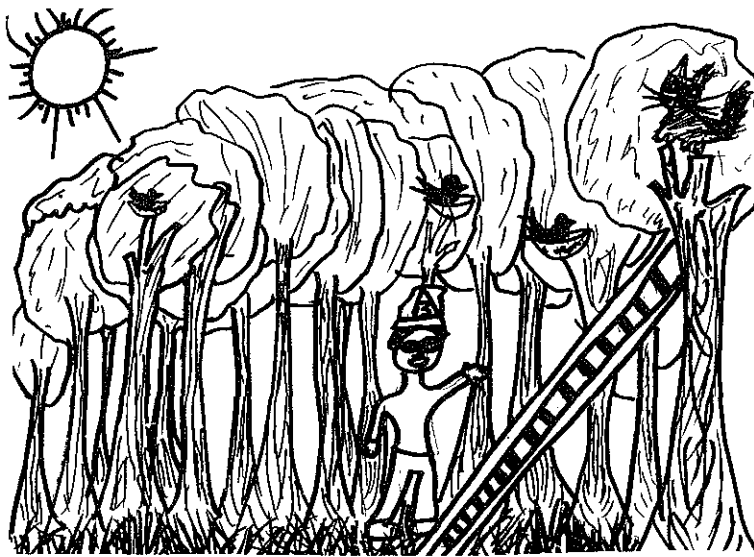
This will be my final annual report as I am retiring from the Fire Department on January 3, 2004, ending a career that began in 1966 as a call firefighter. I have served as your Fire Chief since 1983 and it has been a wonderful and rewarding experience. I would like to thank all the Fire Department members I have worked with over the years and all the Town officials, boards and committees that have been involved with the Fire Department for their support over the years. I leave the Department feeling it is in very good condition. I have guided it and watched it grow, but it is now time for another Chief to move it to the next level. The fire service has changed greatly in my time from being a fire suppression department to a department whose mission now includes emergency medical services, environmental protection, and first-line defense in homeland security. I would ask the citizens of Sudbury to continue their support of the Fire Department and to recognize the many roles it now plays and to increase the staffing levels that have remained the same since 1978 even as our work load and the technical skills required have greatly increased. Thank you for allowing me the opportunity to have served you.

Michael C. Dunne  
Fire Chief



Ian Kinney, Grade 3, Nixon School

# PUBLIC WORKS



*Jessica Wong, Grade 3, Loring School*

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# PUBLIC WORKS

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On June 14<sup>th</sup>, the following departments moved into the new Town offices at 275 Old Lancaster Road: Public Works, Engineering, Building, Conservation, Planning and Board of Health.

## HIGHWAY

Sudbury spent \$309,725 Chapter 90 funds to maintain 6.82 miles of roads. They include Water Row; Wake Robin Road, Juniper Road, and Hilltop Road; Crescent Lane, Minebrook Road and Poplar Street; Beckwith Street, Guzzlebrook Drive and Pelham Island Road; Goodman's Hill Road; Forest Street and Woodberry Road; Puritan Lane and Pilgrim's Path; Bigelow Drive, Witherell Drive and Philemon Whale Lane.

Drainage systems were repaired or installed on Basswood Avenue, Goodman's Hill Road, Maynard Road and at Peter Noyes School. Wayside Inn Bridge over Hop Brook was replaced.

Walkways were built on Raymond Road (Route 20 to Feeley Park) and a southerly extension of Peakham Road (Robert Best Road to #161 Peakham Road) was constructed. Pratt's Mill Road walkway was repaired and resurfaced for its entire length, Horse Pond Road walkway was repaired and resurfaced from the State Police Crime Lab to Pratt's Mill Road, and the walkway from Willis Lake Drive to Butler Place was repaired and resurfaced. 2,148 ft. of guardrail were replaced at various locations throughout town.

## TREES AND CEMETERIES

Over 2 acres of trees were removed for the expansion of Mt. Pleasant Cemetery. A new access road was

designed and is currently under construction connecting New Town Cemetery to Concord Road.

## PARKS & GROUNDS

Heritage Park went through some upgrades with improvement to the stone dust walkways, installation of an irrigation system, brush removal, and miscellaneous cleanup. All work was completed in conjunction with the September 11 Memorial Garden.

## TRANSFER STATION

The Town received a grant from The Sudbury Foundation in the amount of \$6,600 to have a consultant research the current Transfer Station operation and compare the operation to a proposed Curbside Pay As You Throw program.

## ENGINEERING

The Engineering Department performed a baseline survey for the expansion of Mt. Pleasant Cemetery; provided line and grade for drainage projects at Bent Road, Basswood Avenue, Maynard Road and Meadow Drive; provided design and construction layout for Haskell Field parking lot.

## DPW MINING REVOLVING FUND

The DPW revolving fund article was approved at Town Meeting again this year, allowing mining a piece of Town property. The income is to cover associated costs, purchase and maintenance of capital equipment, and reclamation of the property. Receipts came to a total of \$200,397 (\$100,000 was transferred to the General Fund) with a balance of \$100,397.

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# PAY PER THROW ADVISORY COMMITTEE

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The Pay Per Throw Advisory Committee continued its review of the Town's waste management practices. On July 15, 2003, the Committee appeared before the Selectmen to recommend that the Town adopt a curbside "Pay As You Throw" program serving all residents. Pay-as-you-throw programs encourage recycling by charging for waste disposal on a per unit basis, such as by the bag or barrel. The report to the Selectmen was the culmination of approximately 18 months of research into, among

other things, waste management practices of municipalities with similar demographics, the options available for waste management, the costs of various waste management practices, and the recycling history of Sudbury and similar towns. The Committee based its recommendations on (a) solid waste disposal that accompanies implementation of a pay-as-you-throw system. After contacting the major private haulers and reviewing the economic advantages of having a town-wide curbside contract



and (b) the environmental benefits gained by the increase in recycling and decrease in the budgets for other municipalities using curbside pay-as-you-throw systems, the Committee concluded that the typical homeowner currently using a private hauler could save approximately \$100 per year in waste disposal costs through a town-wide program. In addition, the increase in recycling use at the Sudbury transfer station, a pay-as-you-throw facility, has mirrored similar improvements in recycling (and related reductions in solid waste disposal) experienced in other pay-per-throw programs. Consequently, the expectation is that a town-wide program could cut the volume of solid waste disposed by all households in half by encouraging better waste management practices. The Committee also found that a town-

wide curbside program will have the ancillary benefits of providing the Town with more control over hauler practices, reducing the number of waste disposal trucks on the roads of Sudbury, and potentially broadening the scope of waste disposal services available to town residents.

On the advice of the Committee, the Selectmen have retained consultants to review town waste management practices and the findings of the Committee. Should it be determined that a town-wide pay per throw program is feasible and desirable for Sudbury, the Committee will work closely with the consultants and the Selectmen to offer a curbside program to the citizens of Sudbury.

## WAYLAND-SUDBURY SEPTAGE DISPOSAL FACILITY

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This was the sixth year in our transition following the Wayland and Sudbury Town Meetings' adoption of the administrative changeover to a Committee structure. The long-time plant supervisor, Robin Kaiser, retired in December. The new system of billing the haulers using the facility, rather than individual homeowners, has proven to be a significant improvement in administration of the operations. Camp Dresser & McKee (CDM) continues under contract to provide excellent administrative and technical assistance to the facility.

The facility is serving as a true regional septage treatment facility, with 49.5% of the septage received coming from communities other than Wayland and Sudbury, at 25.8% and 24.7%, respectively. However, not all septage generated in Wayland and Sudbury is disposed of at the facility. Some of the septage haulers choose to use other wastewater treatment facilities, which results in the cost per gallon of treatment increasing. If all septage generated in Wayland and Sudbury were disposed of at the facility, the cost of disposal and treatment could be kept relatively stable for the citizens of the two towns.

The facility received and treated 6,405,976 gallons of septage and generated \$457,489 in revenue. This represented about a \$55,000 increase over the previous year. In addition, annual operating expenses were reduced by about \$100,000. The Septage Committee was forced to implement a small rate increase, from \$0.06 to \$0.065 per gallon, effective February 2003, in order to generate increased

revenue to support the operation. The facility staff, the Septage Committee, and CDM continue to work on increasing efficiency, decreasing costs, and maintaining the high level of septage treatment and effluent quality. The quality of the effluent (treated wastewater) met all of the parameters of the facility's discharge permit every month during the year.

We began a significant Capital Improvement project that will be completed in December 2003. The truck scales have been online for twenty years, and one of the two scales began to show some severe structural deterioration. The facility, with the assistance of CDM, advertised and received bids for the scale replacement and replacement of the outdated scale electronic readers. The new equipment, which includes PC-based data management software and digital scale readers, will offer opportunities to provide increased information to the Health Departments of both towns as well as greater flexibility and service to the septage haulers.

The Wayland-Sudbury Septage Committee is pleased with the performance of the plant, the results of the new billing procedures, and the cost-cutting efforts achieved this past year and look forward to continuing to improve the service provided to the community and the environment.

# PLANNING AND DEVELOPMENT



*Peter Stewart, Grade 3, Loring School*

PLANNING BOARD	P. 105	SEWER ASSESSMENT TECHNICAL ADVISORY COMMITTEE	P. 109
METROWEST GROWTH MANAGEMENT COMMITTEE	P. 106	METROPOLITAN AREA PLANNING COUNCIL	P. 110
PERMANENT BUILDING COMMITTEE	P. 107	CONSERVATION COMMISSION	P. 111
DESIGN REVIEW BOARD	P. 107	CAPITAL IMPROVEMENT PLANNING COMMITTEE	P. 112
LAND USE PRIORITIES COMMITTEE	P. 108	ZONING BOARD OF APPEALS	P. 113
COMMUNITY PRESERVATION COMMITTEE	P. 108	EARTH REMOVAL BOARD	P. 117
BLUE RIBBON HOUSING SITE SELECTION COMMITTEE	P. 109	PERMANENT LANDSCAPE COMMITTEE	P. 117

# PLANNING BOARD

The Sudbury Planning Board exists under Section 81A of Chapter 41 of the Massachusetts General Laws. Its five members are elected by the Town and its duties are largely defined by state statute. In addition, other duties have been added from time to time by vote of the Sudbury Town Meeting, including long term planning studies, traffic circulation plans and bylaw codification.

The Board's major initiatives in 2003 were revisions to the Sign Bylaw (which were defeated at Town Meeting), designation of thirty-two public roads as scenic roads, working with various housing committees on affordable housing, and monitoring various developments under construction.

Two senior housing developments completed construction and final occupancy in 2003 - 39 units at Springhouse Pond, and 44 units at Frost Farm Village.

The Planning Board was well-represented on various Town committees. Chris Morely served as the

Planning Board representative to the Community Preservation Committee (CPC). Lisa Eggleston and Eric Poch served as the Planning Board representative to and chairs of the Sewer Assessment Technical and Citizen's Advisory Committees, respectively. Michael Fee served as the Planning Board representative on the Community Housing Committee and the Blue Ribbon Housing Site Selection Committee.

Walkway construction continued in 2003. Under the direction of the Town Planner and the Director of Public Works, walkway construction was completed on Peakham Road, Boston Post Road, Raymond Road and Mossman Road.

Residential development activity continued its decline from the 1990's, with only seven new residential building lots being created. The Board reviewed six site plan applications for commercial properties, and three Water Resource Protection District Special Permits were issued by the Board.

The following table sets forth those developments under construction (or within the authority of the Planning Board) in 2003:

SUBDIVISION	DATE APPROVED	LOTS APPROVED	LOTS DEVELOPED	PROTECTED FT. OF OPEN SPACE
Ledgewood II	1980	16	2	1700
Willis Hill	1986	60	50	9000
Liberty Hill Estates	1991	69	36	7500
Fairbank Farm	1999	3	0	
Dakin View I	1999	1	0	
Dakin View II	1999	11	7	1100
Frost Farm ISD	2000	44 units	16	5 acres
Whitehall Est. II	2001	3	0	400
Twillingate Meadow	2001	4	4	500
Hawes Farm	2001	3	0	450
Mercuri Estates	2002	2	2	400
Forestside Estates	2002	5	5	500
Goodnow Farm	2002	6	5	900
Peter's Way Extension	2002	1	0	
Olde Wood Modification	2002	0		
Willis Hill II	2003	6	0	1000
Lawhorn	2003	1	0	

The current projects of the Planning Board follow the recommendations of the Master Plan in its attempt to achieve sustainability. The Board remains committed to working on these issues as implementation of the strategies in the Master Plan continues over the next decade. The Board continues to solicit citizen input regarding planning and development issues affecting the Town, and encourages your participation in meetings and special projects.

## METROWEST GROWTH MANAGEMENT COMMITTEE

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Established in 1985, the MetroWest Growth Management Committee (MWGMC) is an advisory coalition of the Towns of Ashland, Framingham, Holliston, Natick, Southborough, Sudbury, Wayland, Wellesley, Weston, the City of Marlborough, and the Metropolitan Area Planning Council (MAPC). The Committee facilitates inter-local collaborative planning and problem solving to enhance the quality of life and economic competitiveness of the MetroWest region. The Committee is a municipal governance and planning cluster—a learning network where shared knowledge, skills, and experience help speed up the process of innovation for the whole group.

One selectman/mayor or city council member and one planning board member represent each member community. The executive director of MAPC is an *ex officio* member of the Committee. Funding for the MWGMC comes from member assessments, grants and contracts. MWGMC maintains an office in Natick and employs a staff of two to deliver core services to member communities. Sudbury's representatives to the Committee are Selectman Kirsten Roopenian and Planning Board member representative Abner Salant. Sudbury's assessment is \$8,982.

The Committee provides members with six core services. Several of them are provided through our Monthly Leadership Forum and Community Exchange, which is held 11 times per year. We are the only organization to bring together locally elected officials from MetroWest region on a regular basis to discuss regional concerns. The Forum and Community Exchange also offers local officials an opportunity to brief each other and to exchange thoughts and ideas about local issues with their colleagues. We also use these occasions to provide issue briefings to local officials. Some of the topics addressed at our monthly meeting this past year included:

- Overview and discussion of the Zoning Reform Bill;
- Discussion of MetroWest transportation priorities, which formed the basis of comments made to the Boston Metropolitan Planning Organization (Boston MPO);
- Pre-proposal presentation and discussion of the proposed Natick Mall Expansion with the project developers; and
- Presentation by MassINC on their "Pursuit of Happiness" report, with a focus on the relevance of its findings to MWGMC member communities.

Our ties with the MetroWest legislative delegation are strong. Our Legislative Activities in FY03 included our Legislative Caucus, which was attended by ten members from the Massachusetts Senate and House. This annual event provides MetroWest local officials with a forum to exchange ideas directly with state legislators, and has proven to be a valuable event for both state and local officials. Our engagement with state officials expanded during FY03 to include a special forum focused on state aid, at which Lieutenant Governor Healey discussed the prospective FY04 budget with MWGMC members. This work was continued at a "Budget Strategy Roundtable" held in Sudbury.

Through the Committee's Regional Impact Review program, we review proposed developments to assess regional impacts and to influence local and state permitting of development. In Fiscal Year 2003, Sudbury participated in Regional Impact Review of the Village at Danforth Farm in Framingham.

We also organize a very popular monthly Planners' Roundtable for local planners and planning board members. The Roundtable provides staff and officials with technical information and training on planning and growth issues. Similar to the community exchange portion of the Monthly Leadership Forum, Roundtables also provide planners with the opportunity to share expertise,

experience, and questions with their colleagues. Sudbury's planner, Jody Kablack, is a regular Roundtable participant.

MWGMC also provides Technical Assistance and Information Services to our members. In addition to the information briefings that are the focus of some Monthly Leadership Forums, our services include maintaining the only regional database that tracks current development. We also maintain extensive files documenting the history of significant development through the MetroWest area.

The MetroWest Transportation Task Force focuses specifically on analyzing and advocating for MWGMC communities on transportation matters. Chaired by former state legislator John Stasik, the Transportation Task Force advocates for improved transportation services to the region, and strategizes to influence transportation planning and decision-making done by the Boston MPO.

## **PERMANENT BUILDING COMMITTEE**

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Construction of the Department of Public Works facility continued throughout a difficult winter, which caused some delay in the completion of the garage portion of the facility. The Planning, Building, Conservation, Health, Engineering and Highway Departments were able to occupy their offices in the new facility in early summer and, thanks to the efforts of Technology Administrator Mark Thompson and DPW Director Bill Place, the move was effected with little interruption to services.

Completion of the garage and the punch list continued over the summer months, and correction of HVAC problems and wash bay drainage remain on the contractor's agenda at the close of the year.

The facility, designed by Architect Maury Wolfe, of DiMarinisi & Wolfe, and constructed by Wrenn

Associates, is a functional, durable, and practical combination of office and garage space with an attractive office façade. The facility is low maintenance and makes efficient use of accessible space. While unanticipated utility construction mandates added considerably to the cost, the project remained within the allocated budget.

Looking ahead, the committee has been exploring ways to improve the condition of the Curtis fields and expects to complete installation of a well for irrigation purposes when testing is complete.

Continuing the Town's goal of providing handicapped access to Town offices, design proposals have been solicited for the construction of exterior elevator access at the Flynn building for late winter construction bidding.

## **DESIGN REVIEW BOARD**

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This year we reviewed thirty-five sign applications, six of which were referred to the Zoning Board of Appeals--with two of the six recommended for special permits--and twelve building design applications and site plans. Our recommendations are directed to the applicants, the Building Inspector, the Zoning Board of Appeals and the Selectmen. We appreciate the cooperation we have received from all participants.

Work has continued on drafting revisions to the signage bylaws and advocating environmental design quality in the public and commercial sectors of Sudbury.

The members of the Board would like to express their heart-felt thanks to Tom Rockwell, who resigned in July of this year after dedicating two years of service on the Design Review Board.

# LAND USE PRIORITIES COMMITTEE

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The Land Use Priorities Committee (LUPC) concluded its original mission in 2003 by completing its municipal report. Personal interviews were conducted with the police and fire chiefs and superintendent of K-8 schools, among others. The LUPC also examined the 2001 Master Plan and the 2002 Facilities Study commissioned by the Selectmen. The report is currently awaiting final editing and distribution by the Town Planner.

Representatives of the LUPC met with the Town Manager and Assistant Town Manager and presented an overview of its findings on municipal land use needs. The most urgent need is that of the Police

Department, whose current facility is woefully inadequate for its responsibilities and duties. The School Department also expressed serious concern about residential growth, adding 50-100 children to the system annually, and the corresponding result that it will require an additional school site within five years if current trends continue. Community housing and active recreation are also concerns, though some funds are available for these needs through the Community Preservation Committee and CPA fund. Once the report is produced, and presented to the Selectmen, Town Manager and Departments, it is anticipated that the LUPC will be dissolved.

## COMMUNITY PRESERVATION COMMITTEE

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The Community Preservation Committee is in its second year of existence and is currently reviewing proposals for funding under the Community Preservation Act (the "CPA", MGL Chapter 44B). The proposals selected as finalists will be presented to the 2004 Annual Town Meeting. CPA funds are collected pursuant to enabling legislation that allows cities and towns to adopt a property tax surcharge. Sudbury adopted the CPA at the 2001 Annual Town Meeting and at a Town Election in March 2002.

Consistent with the requirements of the CPA and with a bylaw adopted at the 2002 Annual Town Meeting, the Community Preservation Committee ("CPC") was formed to study the needs, possibilities and resources of the Town regarding community preservation. The CPC, appointed by the Board of Selectmen, includes nine standing members, with representatives from the town's Conservation Commission, Historical Commission, Planning Board, Park and Recreation Commission, Housing Authority, Finance Committee, Board of Selectmen, and two at-large citizen members. The CPC is staffed by Jody A. Kablack, Town Planner.

The CPA funds raised in FY03 through the local tax surcharge amounted to \$1,030,840. This amount was in excess of the budgeted amount of \$900,000, and was matched in October 2003 by the state CPA registry fees at 100% of the local tax surcharge

amount. The CPC expects a similar revenue stream from the local surcharge and state matching funds for FY04.

Under the Act, funds may be used for the acquisition, creation and preservation of open space; acquisition, preservation, rehabilitation and restoration of historic resources; acquisition, creation and preservation of land for recreational use; creation, preservation and support of community housing; and the rehabilitation or restoration of such open space, land for recreational use and community housing that is acquired or created through the CPA. At the 2003 Annual Town Meeting, three projects were presented in the areas of historic preservation, acquisition of open space, and creation of community housing. They were the survey and partial restoration of the Hosmer House, acquisition of the Dickson property, and funding for construction of up to sixteen units of community housing. All three projects were approved, together with the appropriation of funds for administrative expenses. Additional funds were reserved in a general account category for future use under the Act. The specific appropriations and general reserves made at the 2003 Annual Town Meeting were consistent with the budgeting guidelines of the CPC and the minimum funding requirements under the Act for funding of at least 10% of the CPA budget in each of three core project areas: open space, historic resources and community housing.

The current projects before the CPC are the result of the issuance of a Request for Proposals on July 1, 2003. The CPC has received proposals for the 2004 round of funding in all categories of the Act, including recreation, in addition to the categories funded in 2003. Hearings were conducted before the CPC throughout October, November and December, 2003 on each of the proposals, and a Public Forum was held on December 17, 2003.

The CPC's final determination of projects recommended for funding, and development of a proposed budget for future appropriations, have been based upon comment and deliberation during the hearings and at the Public Forum. The final project list and budget will be presented in the form of a Warrant Article for discussion at the 2004 Annual Town Meeting.

## **BLUE RIBBON HOUSING SITE SELECTION COMMITTEE**

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In April, Annual Town Meeting approved Article 32C, as amended, by a vote of 435 in favor and 75 opposed, authorizing the expenditure of up to \$320,000.00 in Community Preservation Act funds for the construction of up to 16 units of affordable rental housing by the Sudbury Housing Authority. Construction would include five duplexes and two triplexes. The Article also required that specific sites be approved by Annual Town Meeting 2004.

In July, the Board of Selectmen created the Blue Ribbon Housing Site Selection Committee (the "Committee") and directed it to undertake an evaluation of Town land to identify parcels that would be both suitable for scattered site rental housing units, and available for use in the limited time parameters established by the Annual Town Meeting vote. The Committee convened in August, and met regularly throughout the fall in an effort to fulfill this mission. In its report, the Committee has identified the following parcels of Town land as

highly suitable for Sudbury Housing Authority construction:

- New Bridge Road (Nixon School)
- 77 Hudson Road (Fire Station property)
- Curtis Middle School (Pratt's Mill Road)
- 275 Old Lancaster Road, Washbrook and Pine Ridge Roads (one site with three access points)
- Robbins Road
- 10 Landham Road
- Wilshire Street
- Old Meadow Road

This final list was presented to the Board of Selectmen on December 16. The Selectmen then voted to accept the following four sites for presentation to Town Meeting for rental housing:

New Bridge Road  
77 Hudson Road  
10 Landham Road  
Wilshire Street

## **SEWER ASSESSMENT TECHNICAL ADVISORY COMMITTEE**

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The efforts of the Sewer Assessment Technical Advisory Committee during 2003 were focused on the continued investigation of potential sites for wastewater disposal, as this is the limiting factor in developing a decentralized wastewater treatment system for the central portion of the Route 20 business district. Approximately nine properties were identified and evaluated with respect to soil suitability, groundwater conditions, availability of the land and regulatory constraints. Additional soil

testing was conducted at one site. Unfortunately, none of the properties evaluated to date proved to be viable candidates for subsurface wastewater disposal. The Committee has subsequently identified several more properties for evaluation and will continue to investigate potential sites until a suitable location is found. Once this is accomplished, we will move forward with the investigation of collection and treatment options and preparation of a Project Evaluation Report.

# METROPOLITAN AREA PLANNING COUNCIL

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The Metropolitan Area Planning Council is the regional planning and economic development district representing 101 cities and towns in metropolitan Boston. In addition, the Council shares oversight responsibility for the region's federally funded transportation program as one of 14 members of the Boston Metropolitan Planning Organization. The Council's legislative mandate is to provide technical and professional resources to improve the physical, social and economic condition of its district, and to develop sound responses to issues of regional significance. The Council provides research, studies, publications, facilitation and technical assistance in the areas of land use and the environment, housing, transportation, water resources management, economic development, demographic and socioeconomic data, legislative policy and interlocal partnerships that strengthen the operation of local governments.

The Council is governed by 101 municipal government representatives, 21 gubernatorial appointees, and 10 state and 3 city of Boston officials. An Executive Committee composed of 25 members oversees agency operations and appoints an executive director. The agency employs approximately 30 professional and administrative staff. Funding for Council activities is derived from contracts with government agencies and private entities, foundation grants, and a per-capita assessment charged to municipalities within the district.

In the past year, the Council has focused on initiatives that respond to regional challenges, some of which include:

- **Adoption of smart growth principles:** MAPC developed and adopted principles of good planning practice that will encourage sustainable patterns of growth to benefit people living throughout the metro Boston region. MAPC is also a founding member of the Massachusetts Smart Growth Alliance.
- **Metro Data Center:** the Center is an official US Census affiliate, helping to distribute demographic data throughout the region, including demographic, economic, and housing profiles for all 101 communities in metro Boston.
- **Transportation planning:** as vice chair of the Boston Metropolitan Planning Organization, MAPC worked to develop the 25-year Regional Transportation Plan as well as the annual Transportation Improvement Program, including transportation spending priorities for the region. We also spearheaded development of transportation spending criteria, taking into account environmental, economic, and equity considerations.
- **Metropolitan Highway System Advisory Board:** MAPC staffs this board, established in 1997 by the Commonwealth to advise the Massachusetts Turnpike Authority on issues relative to land use, air rights, zoning, and environmental impacts associated with development of land owned by the authority.
- **Regional Services Consortia:** the four regional consortia established by MAPC collectively purchased \$18 million in office supplies and highway maintenance services for its 31 member municipalities. The project also facilitates collegial forums among members' chief administrative officers focused on collaborative problem solving and resource sharing.
- **Metro Mayors Coalition:** working with the mayors and city managers of 10 municipalities in the urban core on issues such as group purchasing, employee health insurance, security and emergency coordination, and municipal relief legislation.
- **Homeland security:** Addressing homeland security issues by facilitating cross- municipal partnerships between police, fire, and emergency management departments to acquire and share equipment, and more generally to
- **Municipal Planning:** working with more than 25 communities under the Executive Order 418 program. EO 418 provides communities with up to \$30,000 in state funding to undertake overall visioning on local planning issues, including housing, economic development, natural resources, and transportation.
- **Bringing advanced technology to cities and towns in the region:** a contract with Pictometry International will provide aerial photographic images that municipal departments, including police and fire, can utilize to improve service delivery.



plan for emergencies involving multiple municipalities.

- **Hazard mitigation:** initiating a federally-funded partnership to produce a hazard mitigation plan to protect nine coastal communities in the event of natural disasters, including flood, winter storm, wind, fire, and geologic hazards.

Please visit our website, [www.mapc.org](http://www.mapc.org), for more details about these and other activities.

#### **METROFUTURE: MAKING A GREATER BOSTON REGION**

MAPC has launched a new civic process, called MetroFuture, to create an updated regional vision and growth strategy for metropolitan Boston. MetroFuture engages city and town governments, state agencies, non-profits, business, labor and academic groups in this planning process. The outcome will be a vision and growth strategy that puts the region on a sustainable path in terms of land use, economic, environmental and social issues. MAPC will need the support of a broad range of organizations in the region to help plan, fund and implement this new framework for addressing the challenges facing metropolitan Boston.

The effort to create this new strategy was launched on October 29, 2003 at a Boston College Citizens Seminar. More than 400 citizens from a wide range of local and regional groups attended the event, and expressed their opinions on the region's resources and challenges as well as their own visions for the future. This input will be critical as we move to the next phase of this exciting multi-year project. Please visit the project web site, [www.metrofuture.org](http://www.metrofuture.org), for more information.

## **CONSERVATION COMMISSION**

The Sudbury Conservation Commission continued to pursue its persistent and creative land management program during the past year. Use of volunteer labor has become a necessity due to the significant cuts in the trail maintenance budget.

A Land Stewardship Subcommittee, headed by Mark Letizi, was formed to coordinate work parties on conservation lands. This subcommittee spent a weekend in the mud at Hop Brook resetting footbridges, realigning and clearing trails, and performing a general clean-up of the area. Their efforts did not go unnoticed by the users of the Hop Brook area. Hop Brook also received a major trail upgrade and a new bridge with railings over Hop Brook courtesy of the horseback riders at the Dutton Downs stable on Dutton Road.

Land stewardship projects completed by the bowhunters include the repainting of many of the conservation land signs, the construction of a kiosk at the Nobscot conservation area, and the removal of over nine illegal hunting stands on Town-owned lands. In addition to their land stewardship duties, the Bowhunting Program harvested 13 antlerless deer and two bucks. This is a program record and will begin to make a difference in maintaining diversity of habitat on conservation lands for all local species.

The regulatory duties of the Commission involve the issuance of permits for work in and near wetland

areas. During the past year, the Commission received fifty-four wetlands permit requests that resulted in seventy-four wetlands-related public hearings. The majority of these hearings were for the construction of new single-family houses. Another duty of the Commission is to identify and bring into compliance violations of the state and local wetland laws. A total of seventeen violations were found and corrective actions put in place to achieve compliance.

The Land Protection program continued with the Town purchase of the 2.3-acre Dickson property on Water Row. Although small in size, this new conservation land abuts the King Philip Woods conservation area and protects the visual and historical integrity of the Haynes Garrison site. Another small but equally important parcel of land was gifted to the Town for conservation purposes by John McGarry of Rhode Island. This parcel is located on Old Sudbury Road and Rice Road. It abuts the Piper Farm conservation land and preserves the aesthetics of the "gateway" into Sudbury's historical Town center historic district.

This year marked the second annual Sudbury Day Festival and the Conservation Commission's participation in the event. Commissioners and staff handed out conservation land trail maps, recycling and composting information, tips on non-chemical lawn care, and ways to provide wildlife habitat in

your yard. The live salamanders and aerial photos of the Town were a hit with residents of all ages. The Commission looks forward to its continued participation in this annual event.

Once again the Community Gardens at Lincoln Meadows enjoyed a productive season in spite of a wet start. Many gardeners are integrating flowers and vegetables on their plots, providing a feast for the eyes as well as the stomach. Even if you do not want to garden, don't let the growing season pass without a mid-summer visit among the crops and butterflies.

## CAPITAL IMPROVEMENT PLANNING COMMITTEE

The Committee is charged with studying and evaluating proposed capital projects and improvements involving major tangible assets and projects that:

- Have a useful life of at least five years; and
- Have a single-year cost of \$10,000 or a multi-year cost of \$100,000

In evaluating all requests, the Committee shall consider the relative need, impact, timing, and cost of these expenditures and the effect each will have on the financial position of the Town. The Committee then makes a recommendation on each request and forwards it to the Finance Committee and then on to Town Meeting.

The Committee is also charged with inventorying the fixed assets of the Town with the assistance of Town staff, prioritizing the capital requests submitted by Town boards and departments, and developing a financing strategy for implementation.

### FY04 CAPITAL BUDGET

In preparation for the 2003 Annual Town Meeting, the CIPC held hearings in the fall of 2002 to consider FY04 capital requests, which totaled nearly \$1.5 million. The Committee struggled with limiting its recommendation given the vast number of capital needs. The Committee recognizes that, if the Town does not do at least a minimum to protect and maintain its infrastructure and equipment, we risk losing the original investment made in these assets. The resulting losses from those choices, we feel, would be unacceptable. The Committee also recognizes the tremendous financial strain the Town

already faces given the recent construction of K-8 schools, the new Department of Public Works Facility, and the new high school. There are, however, additional facility and recreational needs which must be addressed in the near future, as well as the continuing need to replace equipment and vehicles. After considering all requests submitted, the Committee voted to recommend to the Finance Committee and to Town Meeting the following projects:

Fire	Installation of Point-of-Source Exhaust Systems at Stations 2 and 3	\$ 40,000
Fire	Purchase Ambulance	\$140,000
Public Works	Replacement of Dump Sander Lease-Purchase Agreement	\$ 21,400
	Replacement of Bobcat	\$ 25,000
	Replacement of Car 4	\$ 30,000

All recommendations listed above were approved at Town Meeting on April 7, 2003.

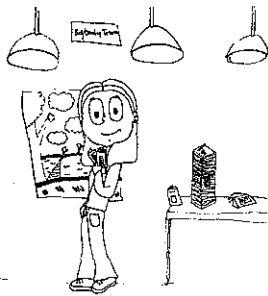
### FY05 CAPITAL BUDGET

The Committee has once again begun the process of evaluating all requests for capital expenditure. A total of 30 requests were received for a total cost of \$1,357,200. All recommended projects will appear in the warrant for the 2004 Annual Town Meeting.

# ZONING BOARD OF APPEALS

The Zoning Board of Appeals(ZBA) derives its authority in jurisdiction from Massachusetts's State Law, as well as from Sudbury's bylaws. It exists to grant relief from the Town's zoning bylaws when literal enforcement would cause hardship without significantly impairing public welfare and/or without being significantly detrimental to adjoining lots. It also acts as one of Sudbury's "special permit" granting authorities with a broad range of responsibilities regarding issues of property development and use.

In 2003, the Board handled significantly more cases than the previous year. These included cases proposing the development, expansion, or renovation of homes involving pre-existing, non-conforming lots and/or pre-existing, non-conforming structures, as well as applications for "tear-downs." The Board played an oversight as the Carriage Lane Comprehensive Permit development progressed. It also continued to deal with a number of complex applications for wireless communications facilities in addition, the Board heard several requests for amendments to previously granted variances and special permits.



Lauren Jacobs, Grade 5, Nixon School

The Board strives to hear these cases and act upon them in a manner which is consistent with its interpretation of the wishes of Town Meeting as they are reflected in the Town Bylaws. The Board is sensitive to the goals and objectives of other Town Boards as they are expressed generally in the Town's Master Plan and specifically as those Boards provide input with regards to individual cases. In all cases, the Board's own goal is to guarantee each property owner the maximum reasonable use of his property while maintaining a keen respect for the rights of others in accordance with Town Bylaws and applicable state and federal laws.

All meetings of the ZBA are open meetings to which the public is invited. The applications and public hearings truly reflect how the Town is changing from year to year. As a result, most of the meetings are informative, and to a great extent, entertaining. As a convenience to the applicants and except in complex cases, this year the Board has been conducting deliberations immediately after each case is heard. This eliminates the need for our residents to stay to the end of the meeting to learn the Board's judgment on routine matters.

All cases are a matter of public record and the documents pertaining to them are on file at the Town Clerk's office. A *denial* means that except under special circumstances, an applicant may not reapply for the same relief for a period of two years. A *withdrawal without prejudice* enables an applicant to reconsider the application and reapply if desired. An asterisk indicates that a variance or special permit has been granted subject to conditions which safeguard the public good.

During 2003, 63 cases were filed with action as follows:

48 were granted  
3 were denied  
5 were withdrawn  
2 were settled  
2 no action taken  
3 were pending

03-1	<b>STATION ROAD AUTO BODY &amp; GARAGE, INC.</b>	40 Station Road	
	Renewal of Special Permit for the sale and repair of new and used motor vehicles		APPROVED*
03-2	<b>ROBERT J. &amp; PATRICIA L. CROWLEY</b>	64 Puritan Lane	
	Renewal of Special Permit to maintain an amateur tower antenna structure		APPROVED*
03-3	<b>JOHN K. &amp; BETSY A. SINNIGEN</b>	662 Boston Post Road	
	Renewal of Special Permit for continuation of a veterinary medical center		NO ACTION TAKEN

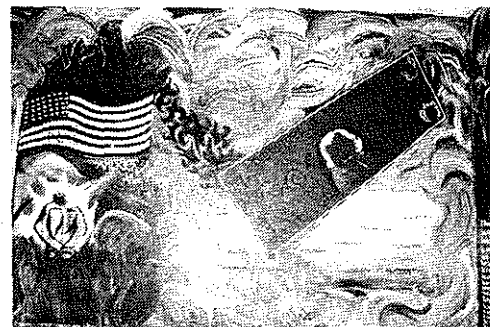
- 03-4 **GAIL D. LILLY & ROBERT L. PELLEGRINI** 48 Willow Road  
Special Permit to construct an addition which will result in street centerline setback deficiencies  
APPROVED
- 03-5 **CHARLES & DIANNE STAHL** 51 Lakewood Drive  
Special Permit to construct an addition which will result in a side yard setback deficiency APPROVED
- 03-6 **GERALD D. & LUCINDA S. BOROVICK** 384 Peakham Road  
Special Permit to allow demolition of an existing residence and construction of a new residence which will exceed the area of the original nonconforming structure APPROVED\*
- 03-7 **DOUGLAS A. ZINGALE** 42 Candy Hill Lane  
Variance to allow creation of a building lot having a frontage deficiency DENIED
- 03-8 **SUDBURY AMERICAN LEGION POST 191** 676 Boston Post Road  
Renewal of Use Variance to use the building and property as a private clubhouse APPROVED\*
- 03-9 **PETER S. CHURCHILL** 4 Puffer Lane  
Renewal of Special Permit for the practice of massage therapy APPROVED\*
- 03-10 **SHANTANU A. LELE** 67 Beechwood Avenue  
Special Permit to construct an addition which will result in side yard and street centerline setback deficiencies APPROVED
- 03-11 **ROBERT WEISS** 122 Old Garrison Road  
Special Permit to allow demolition of an existing residence and construction of a new residence which will exceed the area of the original nonconforming structure APPROVED\*
- 03-12 **VERRILL ET AL** 142 North Road  
Appeal of a decision of the Building Inspector not to revoke the Occupancy Permit SETTLED
- 03-13 **JOHN & MICHAEL MACKINNON** 5 Concord Road  
Renewal of Special Permit to allow the sale of antiques and collectibles NO ACTION TAKEN
- 03-14 **WILLIAM C. & DOROTHY J. SCHIRMER** 850 Boston Post Road  
Renewal of Special Permit for the sale of antiques APPROVED\*
- 03-15 **JULIE VAN DER FEEN** 82 New Bridge Road  
Renewal of Special Permit for the practice of psychiatry APPROVED\*
- 03-16 **SEAN & MICHELLE O'CONNELL** 28 Beechwood Avenue  
Special Permit to construct an addition resulting in front yard and street centerline setback deficiencies WITHDRAWN W/O PREJUDICE
- 03-17 **FRUGAL FLOWER & CRAIG WAMBOLT** 736 Boston Post Road  
thru
- 03-20 Variances associated with refuse storage, parking, signage and landscape buffer APPROVED\*
- 03-21 **LAND ROVER METRO WEST, LLC.** 83 & 103 Boston Post Road  
Renewal of Special Permits for the sale and rental of new and used motor vehicles and for new and used motor vehicle general and body repair and vehicles light service APPROVED\*
- 03-22 **JACQUELINE CINICOLA** 76 Indian Ridge Road  
Special Permit to construct an addition which will result in a rear yard setback deficiency APPROVED
- 03-23 **FIRST FRIENDS CHILD CARE CENTER & PRESCHOOL** 761 Boston Post Road  
Special Permit to erect two freestanding signs APPROVED\*
- 03-24 **ROBERT & CHRISTINA DEIGNAN** 200 Old Lancaster Road  
Special Permit to construct an addition resulting in a side yard setback deficiency WITHDRAWN W/O PREJUDICE
- 03-25 **MAXI DRUG, INC., D/B/A BROOKS PHARMACY** 423 Boston Post Road  
Use Variance to allow a print and photo processing operation WITHDRAWN W/O PREJUDICE



*Hop Brook*

*Photo by Conservation Commission*

- 03-26 **JAMES & SARAH KELLY** 19 Oakwood Avenue  
Special Permit to construct an addition which will result in a street centerline setback  
deficiency **APPROVED**
- 03-27 **MICHAEL & DONNA NOYES** 3 Old Meadow Road  
Special Permit to allow demolition of an existing residence and construction of a new  
residence which will exceed the area of the original nonconforming structure **APPROVED**
- 03-28 **SUDBURY CHAMBER OF COMMERCE**  
Special Permit to install 50 banners within the Business Districts between Winsor Road  
and Dudley Road **APPROVED\***
- 03-29 **CYNTHIA HOWE** 36 Birchwood Avenue  
Special Permit to allow demolition of an existing residence and construction of a new  
residence which will exceed the area of the original nonconforming structure and will  
result in side yard and street centerline setback deficiencies **APPROVED**
- 03-30 **MARTHA MCGUIRE** 104 Pokonoket Avenue  
Special Permit to construct an addition which will result in a street centerline setback  
deficiency **APPROVED**
- 03-31 **MARTHA MCGUIRE** 104 Pokonoket Avenue  
Special Permit to allow a single accessory dwelling unit **APPROVED\***
- 03-32 **GOLDENWEST DIAMOND CORPORATION** 465 Boston Post Road  
Variance to locate parking to the front of the property **DENIED**
- 03-33 **ROBERT & CHRISTINE DEIGNAN** 200 Old Lancaster Road  
Special Permit to allow construction of an addition resulting in a side yard setback  
deficiency **APPROVED**
- 03-34 **PAUL & ANN LANNON** 87 Warren Road  
Special Permit to allow a single accessory dwelling unit **APPROVED\***
- 03-35 **PAUL & VERONICA COVE** 8 Reeves Street  
Special Permit to construct an addition resulting in street centerline and rear yard setback  
deficiencies **APPROVED**
- 03-36 **MICHAEL FEE** 344 Boston Post Road  
Variance to use the rear barn for office and storage space **APPROVED**
- 03-37 **NO LIMITS ENTERPRISES** 31 Union Avenue  
Special Permit to allow an indoor commercial recreation activity **APPROVED\***
- 03-38 **UNION AVENUE REALTY TRUST** 80 Union Avenue  
Variance to increase amount of impervious area **APPROVED**
- 03-39 Special Permit to allow work within a Flood Plain Overlay District **APPROVED**
- 03-40 **JAMES & LINDA FLANAGAN** 20 Bulkley Road  
Variance to allow construction of an addition resulting in a side yard setback deficiency **APPROVED**
- 03-41 **FERN R. CHERTOK & THOMAS ROSE III** 33 Singletary Lane  
Special Permit for construction which would result in street centerline and side yard setback deficiencies  
**WITHDRAWN W/O PREJUDICE**
- 03-42 **JOSEPH & HEATHER TAVOLIERI**  
69 Oakwood Avenue  
Special Permit to allow construction of an  
addition resulting in a rear yard setback  
deficiency **APPROVED**
- 03-43 **MICHAEL SHEA**  
192 Dutton Road  
Special Permit to allow demolition of an  
existing residence and construction of a  
new residence which will exceed the area  
of the original nonconforming structure  
**APPROVED**



*Under the Stairs, LSRHS*

*Photo by Timothy Coyne*

03-44	<b>FERN R. CHERTOK &amp; F. THOMAS ROSE III</b> 33 Singletary Lane Variance to allow construction resulting in side yard and street centerline setback deficiencies		APPROVED*
03-45	<b>CELIA HINRICHS</b> Renewal of Special Permit to conduct an optometry practice	169 Powers Road	APPROVED*
03-46	<b>KEN &amp; KARIN MANNING</b> Renewal of Special Permit to conduct a psychology practice	112 Powers Road	APPROVED*
03-47	<b>HAROLD J. SALANT D/B/A SUDBURY AUTO SALES</b> Renewal of Special Permit to allow motor vehicle sales	9 Old County Road	APPROVED*
03-48	<b>STANLEY M. &amp; NINA C. HARGUS</b> Special Permit to allow demolition of an existing residence and construction of a new residence which will exceed the area of the original nonconforming structure	45 Elaine Road	APPROVED
03-49	<b>KARL D. GINAND</b> Special Permit to allow construction resulting in a rear yard setback deficiency	31 Great Lake Drive	APPROVED
03-50	<b>LONGFELLOW'S WAYSIDE INN</b> Renewal of Special permit for a freestanding sign	72 Wayside Inn Road	APPROVED
03-51	<b>BRINDA GUPTA</b> Renewal of Special Permit to operate a wholesale limited retail travel agency	202 Wayside Inn Road	APPROVED*
03-52	<b>KARL A. &amp; TANIA BORG</b> Variance to construct pool resulting in a rear yard setback deficiency	44 Pine Street	APPROVED*
03-53	<b>OMNIPOINT HOLDINGS/BOSTON EDISON</b> thru	163 Boston Post Road	
03-55	Use Variance, Variance and Special Permit for a wireless communications facility		PENDING
03-56	<b>EULING ET AL</b> Appeal of decision by Building Inspector to issue a building permit	96 Lincoln Lane	DECISION UPHELD
03-57	<b>JANICE RUDOLF</b> Renewal of Special Permit to conduct art classes and swim instruction	37 Atkinson Lane	APPROVED*
03-58	<b>VIRGINIA PERKINS</b> Special Permit to conduct yoga classes	150 North Road – Unit 33	APPROVED*
03-59	<b>DANIEL W. LADD</b> Variance for construction resulting in a front yard setback deficiency	65 Blueberry Hill Lane	WITHDRAWN W/O PREJUDICE
03-60	<b>SUDBURY RESEARCH CENTER, LLC</b> Special Permit to erect a freestanding sign	200 West Cummings Park	DENIED
03-61	<b>VERIZON WIRELESS</b> Variance to allow a radiating component of a wireless service facility to be located within 500 feet of a residential lot line	Wayside Inn Road (Martha Mary Chapel)	APPROVED
03-62	<b>EFRAIN &amp; LAURA ROMAN</b> Special Permit to allow construction resulting in a front yard setback deficiency	40 Summer Street	APPROVED
03-63	<b>MARCEL MAILLET TR LOU RT</b> Special Permit to allow demolition of an existing residence and construction of a new residence which will exceed the area of the original nonconforming structure	61 Butler Road	APPROVED

#### AMENDMENTS:

99-55	<b>SOUTHWESTERN BELL D/B/A CINGULAR WIRELESS</b> Amendment to allow collocation of a fourth wireless carrier	20 Boston Post Road (landfill)	APPROVED*
02-44	<b>FRANK A. &amp; BARBARA M. DURANT</b> Amend Special Permit for proposed addition	124 Pratts Mill Road	APPROVED
03-6	<b>GERALD D. &amp; LUCINDA S. BOROVICK</b> Amend Special Permit for proposed new residence	384 Peakham Road	APPROVED
03-29	<b>CYNTHIA HOWE</b> Amend Special Permit for proposed new residence	36 Birchwood Avenue	APPROVED
03-52	<b>KARL A. &amp; TANIA BORG</b> Amendment of Special Permit for proposed addition	44 Pine Street	APPROVED

# EARTH REMOVAL BOARD

The Earth Removal Board heard the following cases during 2003:

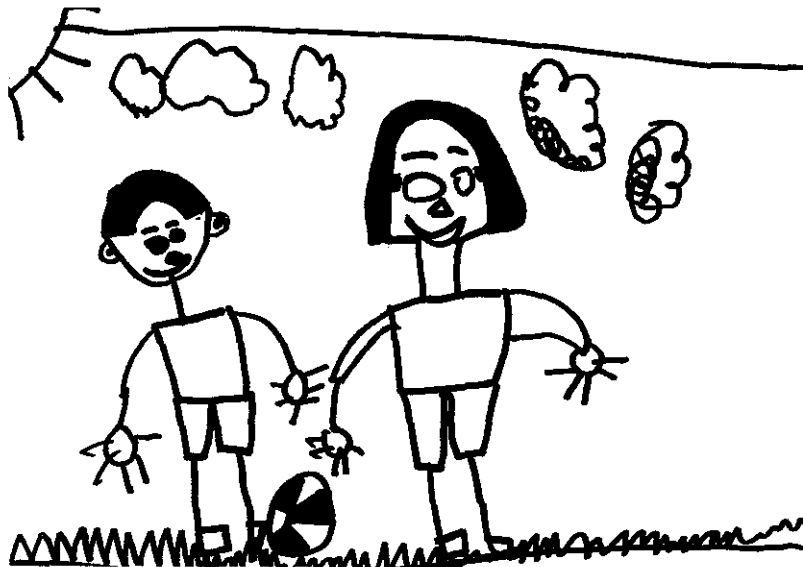
03-1	<b>EULING ET AL</b> Investigation of earth removal	90, 96, 102 Lincoln Lane CONCLUDED
03-2	<b>BRIAN &amp; DAWNMARIE JADUL</b> Permit to remove up to 2,956 cubic yards of sand	96 Lincoln Lane APPROVED
03-3	<b>PETER &amp; ANNETTE GIVEN</b> Permit to remove up to 2,359 cubic yards of sand	90 Lincoln Lane APPROVED
03-4	<b>DAVID B. DELMORE</b> Permit to remove up to 1,200 cubic yards of sand and gravel	33 Lands End Lane APPROVED

# PERMANENT LANDSCAPE COMMITTEE

Our most important project this year was to work with the September 11 Memorial Garden Committee. We were the Landscape Committee. With help from the Conservation Commission and the Town garden clubs, we offered advice on the design of the Garden. After the Design Phase was completed, we engaged in the selection of plants and trees, and then followed with the planting plan. We followed the progress of the planting cycle to make sure the garden was properly watered all summer. We think the Memorial Garden is very lovely, and are very proud to have served in its development.

Traffic islands were late in being planted this year because the weather was cold and rainy, but by Memorial Day, some color was showing. The Landham Road island looked better this year because more plants were added, and the Haynes Road island at Pantry Road was extremely colorful. The Commission is very grateful to Cavicchio Greenhouses for donating plants for the traffic islands and half-barrels. We very much appreciated all the gardening help we received from our friends this year. In addition, after reading this, if you find a traffic island close to where you live that could use some floral beautifying, just give us a call.

The PLC is available to advise or recommend planting designs on Town-owned property, and to recommend appropriate shade trees and ways to safeguard and preserve existing public shade trees within the Town.



Christina Costa, Grade 1, Loring School

# IN MEMORIAM

**JOHN J. BAKER (1936 – 2003)**

Accounting Department Clerk: 1978 – 1981

**HOPE E. BALDWIN (1904 – 2003)**

Lifetime Sudbury resident  
Sudbury High School and LSRHS  
Administrative Assistant –20+ years

**MATTHEW O. BARDSLEY (1981 – 2003)**

Lifetime Sudbury resident  
Sudbury Water District: 2003

**GEORGE H. BELL (1927 – 2003)**

Moved to Sudbury: 1953  
Board of Appeals Associate: 1955-1957

**ANNE D. BIGELOW (1920 – 2003)**

Sudbury resident: 1957 – 1994  
Committee on Town Administration: 1971 – 1985

**HENRY J. CHANDONAIT (1920 – 2003)**

Sudbury resident: 1957 - 1999  
Council on Aging: 1989 – 1995  
Commission on Disability: 1996 – 1999

**ANN DANSRO (1924 – 2003)**

Sudbury resident: 1956 - 2002  
Election worker: 1987 - 1988

**JEAN A. GRIFFIN (1930 – 2003)**

Sudbury resident: 1960 – 2000  
Speech therapist Peter Noyes School: 1965 – 1986  
Board of Registrars: 1978 – 1983; 1985 – 1987  
Supervisor of State Census: 1984  
Election officer: 1987 – 2000

**GERD O. HAEBERER (1927 – 2003)**

Moved to Sudbury: 1956  
Insurance Advisory Com.: 1980 – 1986



**JOSEPH A. KLEIN (1924 – 2003)**

Moved to Sudbury: 1971  
Board of Appeals: 1977 – 1983  
Earth Removal Board: 1977 – 1978  
Town Meeting Procedures Com.: 1987 – 1988  
Town Reorganization Blue Ribbon Com.: 1994

**ALAN L. NEWTON (1930 – 2003)**

Moved to Sudbury: 1945  
Power and Light Committee: 1965 – 1970

**DAVID A. PALMER (1929 – 2003)**

Moved to Sudbury: 1986 - 1999  
Long Range Planning Committee: 1991 – 1993

**GORDON C. PETERSEN (1929 – 2003)**

Sudbury resident: 1943 – 1983  
Police Officer: 1957 – 1963  
Special Police Officer: 1963 – 1968

**DR. NORMAN RASMUSSEN (1927 – 2003)**

Moved to Sudbury: 1958  
Lincoln-Sudbury RHS Committee: 1970 – 1972

**ANNE M. SPINELLI (1920 – 2003)**

Sudbury resident  
Cafeteria manager – SPS: 1975 – 1982



*Flag Ceremony at September 11 Memorial Garden Dedication*





*Memorial Day Parade*

*Photo by the Sargent Family*

The Sudbury Annual Town Report Committee wishes to thank all of those individuals who helped put this all together, including the students who submitted their artwork and the art teachers who compiled all the entries; the residents who submitted their beautiful photography of Sudbury; John Castoldi, Conor Farrell, and Kathrine Farrell for all their patience; and lastly, Boy Scout Troop #61 for distributing the Report to all Sudbury residents.

*The Town Report was printed entirely on recycled paper.*

