



2013 Annual Town Report

Sudbury, Massachusetts



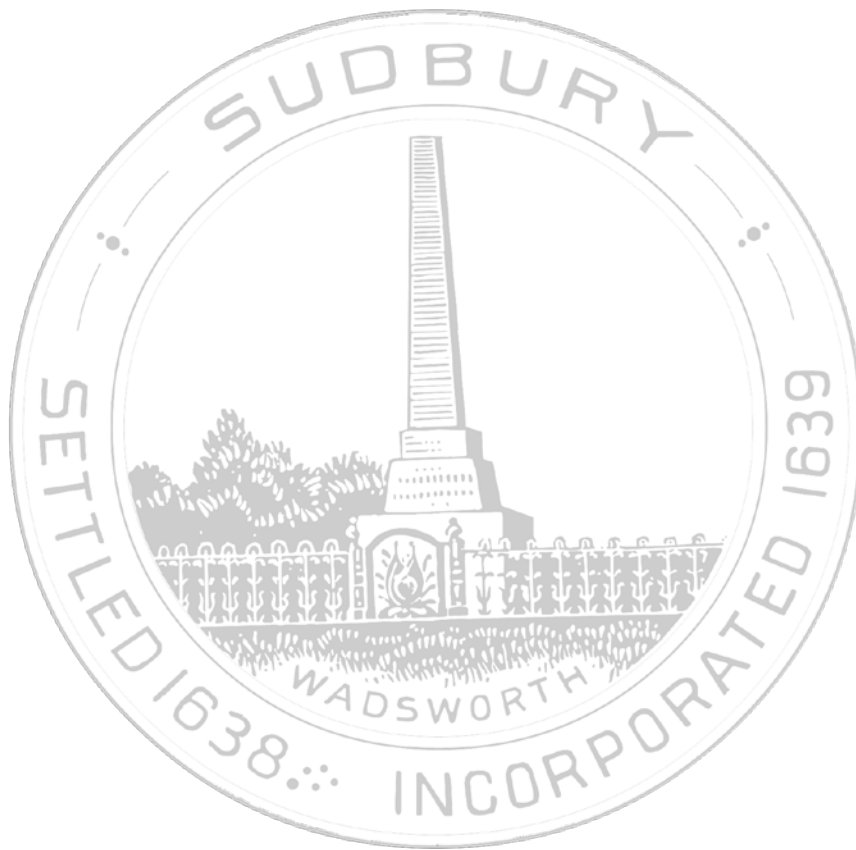
Sudbury Town Offices/Departments

<u>Department</u>	<u>Location</u>	<u>Phone Number</u>
Accounting Office	Flynn Building	978-639-3309
Assessing Office	Flynn Building	978-639-3393
Assistant Town Mgr./HR Director	Flynn Building	978-639-3386
Board of Appeals	Flynn Building	978-639-3387
Building Department	DPW Building	978-440-5461
Conservation Office	DPW Building	978-440-5471
Council on Aging	Fairbank Community Center	978-443-3055
Design Review Board	Flynn Building	978-639-3387
Dog Officer	147 Parker St, Maynard, MA	978-639-3361
Engineering/DPW	DPW Building	978-440-5421
Finance Department	Flynn Building	978-639-3376
Fire Headquarters	77 Hudson Road	978-443-2239 (Business)
Goodnow Library	21 Concord Road	978-443-1035
Health Department	DPW Building	978-440-5479
Highway/DPW	275 Old Lancaster Road	978-440-5421
Historic Districts Commission	Flynn Building	978-639-3389
Human Resources/Personnel	Flynn Building	978-639-3348
Lincoln-Sudbury Regional H.S.	390 Lincoln Road	978-443-9961
Park and Recreation Department	Fairbank Community Center	978-639-3242
Atkinson Pool	Fairbank Community Center	978-639-3232
Planning & Community Development	Flynn Building	978-639-3387
Police Department	415 Boston Post Road	978-443-1042 (Business)
Selectmen's Office	Flynn Building	978-639-3381
Social Worker	Flynn Building	978-639-3358
Sudbury Housing Authority	55 Hudson Road	978-443-5112
Sudbury Public Schools	Fairbank Community Center	978-443-1058
Sudbury Water District	199 Raymond Road, P.O. Box 111	978-443-6602
Technology Administrator	Flynn Building	978-639-3307
Town Clerk	Town Hall	978-639-3351
Town Counsel	Flynn Building	978-639-3384
Town Manager	Flynn Building	978-639-3381
Treasurer/Tax Collector	Flynn Building	978-639-3376
Veterans Agent	Town Hall	978-639-3357
Youth Coordinator	Fairbank Community Center	978-639-3227

Addresses

DPW Building	275 Old Lancaster Road
Fairbank Community Center	40 Fairbank Road
Flynn Building	278 Old Sudbury Road
Town Hall	322 Concord Road

374th Annual Report of the Official Boards



**Sudbury, Massachusetts
Year Ending December 31, 2013**

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In Memoriam

Sudbury at a Glance

SETTLED:	1638 - Incorporated 1639; 374 years old in 2013								
POPULATION:	18,317 Voters: 12,062								
AREA:	24.7 Square Miles								
FY2014 BUDGET:	<table> <tr> <td>Operating Budget:</td><td>\$78,851,221</td></tr> <tr> <td>Debt Service:</td><td>5,090,013</td></tr> <tr> <td>Other items to be raised:</td><td><u>867,618</u></td></tr> <tr> <td>Total General Fund Budget:</td><td>\$84,808,852</td></tr> </table>	Operating Budget:	\$78,851,221	Debt Service:	5,090,013	Other items to be raised:	<u>867,618</u>	Total General Fund Budget:	\$84,808,852
Operating Budget:	\$78,851,221								
Debt Service:	5,090,013								
Other items to be raised:	<u>867,618</u>								
Total General Fund Budget:	\$84,808,852								
TAX RATE:	FY2014: \$18.03 Residential; \$24.94 Commercial/Industrial/Personal Property FY2013: \$17.99 Residential; \$23.52 Commercial/Industrial/Personal Property FY2012: \$17.60 Residential; \$22.95 Commercial/Industrial/Personal Property								
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, with EMT and paramedics; Full-time Police Department								
RECREATION:	Programs offered year round by CAPRA accredited Park & Recreation Department. Recreation buildings include the Atkinson Town Pool, the Fairbank Community Center, which houses the Teen Center, Park and Recreation Office and the Fairbank Senior Center. Major recreation areas include Davis Field, Featherland Park, Feeley Field, Cutting Field, and Haskell Recreation Area. Facilities include a toddler playground, tennis courts, basketball courts, 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 Hospital, Framingham UMASS Memorial Marlborough Hospital, Marlborough								
HEALTH/HOSPICE CARE SERVICES:	Parmenter Community Health Care Sudbury Pines Extended Care and Wingate Healthcare Facility Emerson Medical at Sudbury								
HOUSES OF WORSHIP:	Baptist, Catholic (2), Congregational, Episcopal, Jewish (2), Lutheran, Methodist, Presbyterian, and Unitarian Universalist.								
UTILITIES:	<table> <tr> <td>Electrical service:</td><td>NSTAR</td></tr> <tr> <td>Natural Gas service:</td><td>National Grid and NSTAR Gas</td></tr> <tr> <td>Water:</td><td>Sudbury Water District</td></tr> <tr> <td>Telephone/cable service:</td><td>Verizon and Comcast</td></tr> </table>	Electrical service:	NSTAR	Natural Gas service:	National Grid and NSTAR Gas	Water:	Sudbury Water District	Telephone/cable service:	Verizon and Comcast
Electrical service:	NSTAR								
Natural Gas service:	National Grid and NSTAR Gas								
Water:	Sudbury Water District								
Telephone/cable service:	Verizon and Comcast								

Federal, State and County Officials

Title/Position	Name	Phone
President	Barack H. Obama	202-456-1414
Vice-President	Joseph R. Biden, Jr.	202-456-2326
Senators	Elizabeth A. Warren	617-565-3170
	Edward J. Markey	617-565-8519
Representative 3 rd Congressional District	Nicola S. Tsongas	978-459-0101
Representative 5 th Congressional District	Katherine M. Clark	202-225-2836
Governor	Deval Patrick	617-725-4000
Lt. Governor	(Vacant)	
Secretary of State	William F. Galvin	617-727-7030 1-800-392-6090
Registrar of Deeds Middlesex Southern District	Maria C. Curtatone	617-679-6300
Treasurer and Receiver General County Treasurer/Chairman, Retirement Board	Steven Grossman	617-367-6900
Middlesex Retirement Board Chairman	Thomas F. Gibson	978-439-3006
Attorney General	Martha Coakley	617-727-2200
Auditor	Suzanne M. Bump	617-727-2075
Clerk Magistrate Middlesex Superior Court	Michael A. Sullivan	781-939-2700
Councillor 3 rd District	Marilyn Petitto Devaney	617-725-4015, x3
District Attorney Northern District	Marian Ryan	781-897-8300
Registry of Probate/Insolvency	Tara E. DeCristofaro	617-768-5800
Senators in General Court: 3 rd Middlesex District Middlesex & Worcester	Michael J. Barrett (Precincts 1, 4 and 5) James B. Eldridge (Precincts 2 and 3)	617-722-1572 617-722-1120
Representative in General Court: 13 th Middlesex District	Thomas P. Conroy	617-722-2000
Middlesex County Sheriff	Peter J. Koutoujian	781-960-2800

Elected Town Officials

(Effective after Annual Town Election March 25, 2013)

	<u>Term Expires</u>		<u>Term Expires</u>
Assessors, Board of		Planning Board	
Joshua M. Fox	2015	Peter Jon Abair	2016
Trevor A. Haydon	2016	Patricia A. Brown	2015
Liam J. Vesely	2014	Michael J. Hunter	2014
		Craig C. Lizotte	2013
		Christopher Morely	2015
Goodnow Library Trustees		Selectmen, Board of	
Nancy Jane Hershfield	2014	John C. Drobinski	2014
Sarah M. Sogigian	2016	Robert C. Haarde	2016
Lily A. Gordon	2015	Lawrence W. O'Brien	2015
Carol Hull	2016	Leonard A. Simon	2016
Robert W. Iuliano	2014	Charles C. Woodard	2015
Barbara F. Pryor	2014		
Health, Board of		Sudbury Housing Authority	
Carol J. Bradford	2016	Sherrill P. Cline	2014
Linda Marie Huet-Clayton	2015	Judith Deutsch (State appointee)	2014
Brian J. McNamara	2014	Kaffee Kang	2016
		Lydia Pastuszek	2018
Lincoln-Sudbury Regional School District Committee		Steven J. Swanger	2017
Radha Raman Gargeya	2016	Sudbury School Committee	
Elena M. Kleifges	2014	Robert CG Armour	2015
Nancy F. Marshall (Lincoln)	2015	Scott B. Nassa	2016
Kevin J. Matthews	2016	Lucie Swigart St. George	2015
Patricia M. Mostue (Lincoln)	2014	Richard J. Robison	2014
Gerald E. Quirk	2015	Ellen S. Winer	2014
Moderator		Water District Commissioners	
Myron J. Fox	2015	Elizabeth D. Eggleston	2014
Park and Recreation Commission		Michael C. Fee	2015
Robert C. Beagan	2015	Robert H. Sheldon	2016
Thaddeus T. Gozdeck	2014		
Paul Griffin	2016	Water District Officers	
James J. Marotta	2015	Craig E. Blake	2014
Richard C. Williamson	2016	Robert K. Coe	2014
		B. Clark Taylor	2014

Administration

Board of Selectmen and Town Manager

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 2013, giving a summary of their activities and financial transactions in accordance with Article III, Section 2 of the Town Bylaws. Our report follows.

A Special Act to increase the membership of the Board of Selectmen from three to five members was signed into law by Governor Patrick and approved by a majority of Sudbury voters at the Annual Election held on March 25, 2013. The Board of Selectmen then called a special election for June 25, 2013 and Charles Woodard and Leonard Simon were elected as the two new members. Robert Haarde was re-elected for a second term as Selectman in the March Annual Election. The newly constituted five-member Board of Selectmen met for the first time on July 9th and elected John Drobinski to serve as Chairman, and Chuck Woodard to serve as Vice Chairman. Maureen G. Valente continues as Town Manager and clerk to the Board of Selectmen, entering into her fourteenth year in these positions.



Board of Selectmen (L-R): Len Simon, Larry O'Brien, John Drobinski, Chuck Woodard, Bob Haarde.

2013 saw the completion of major progress toward a number of initiatives and goals that the Board and staff have been working on for several years.

1. The Special Act for Senior Tax Relief was implemented by the Town's Finance Department/Board of Assessors in connection with the FY14 tax rate setting. This Senior Tax Exemption program is the first of its kind in the State and is being used

as a pilot program by state officials. After three years, the Legislature may consider using Sudbury's program as the model for a statewide local option for senior tax exemption.

2. Advanced Life Support Services (ALS) was launched as a Town service by the Sudbury Fire Department. Under the leadership of Chief Miles, this service was granted a license by the state to begin operation on November 1, 2013. A labor agreement was completed after a lengthy bargaining process, 10 paramedics have been hired and sent to the Massachusetts Fire Academy, and two current firefighters are now training to become paramedics.
3. Police station design funds were approved at the 2013 Annual Town Meeting. The Permanent Building Committee, Police Chief Scott Nix and Facilities Director Jim Kelly are working closely with an architect to provide design and costs estimates for the Police station construction article to be presented at the May 2014 Town Meeting for voter review.
4. The Town's Stabilization Fund was increased to the target 5% of revenues level by the 2013 Annual Town Meeting. This level of reserves is a best practice for municipalities and adds to the Town's financial capabilities to handle different events that might occur and will contribute to maintaining the AAA credit rating from Standard & Poor's Corporation.
5. The AAA credit rating was reaffirmed by Standard & Poor's in 2013. The Town has maintained an AAA rating since 2000.
6. A new 1.5 megawatt solar array at the Town's landfill was designed and constructed on Route 20. This project was a joint project of the Energy Committee, the Facilities Department and the DPW. The solar system was installed in the summer of 2013 and is currently producing approximately 1.9 million kilowatt hours per year. Sudbury anticipates saving over \$100,000 per year in electricity costs as a

- result of the solar project. In connection with this project, a post use closure permit for the Town owned Landfill was obtained from the Department of Environmental Protection (DEP).
7. Funds were allocated in 2013 from a Town appropriation and grants for the purpose of obtaining a Master Plan for the Fairbank Community Center, including a needs assessment and marketing analysis including identification of current conditions, for the entirety of the Fairbank building complex. The PBC selected a design firm and commenced the design study in the summer of 2013. The design study and schematic plans are expected to be completed in 2014.
 8. Pursuant to a vote of the Board of Selectmen, a staff group produced a 90 page *Strategic Financial Planning Report* documenting three major financial strategic areas the Board wanted to pursue: increasing the Town's reserves in the Stabilization Fund to optimum levels; documenting and developing plans to address the backlog of capital projects; and developing plans for dealing with the unfunded liability of the Town/SPS and L-S for retiree health care.
 9. The Town Center reconfiguration project was approved at 2013 Annual Town Meeting and the work to design and construct this intersection to improve safety while still protecting the historical look and feel of this area is now underway.
 10. The Grinnell Park area was extended with the purchase of an adjacent Hudson Road parcel. Property at 15 Hudson Road was purchased in order to expand the Town's property holdings in the historic Town Center. Restoration of the site was completed in 2013.
 11. The Architectural assessment for the Town Hall was begun, and a design firm began the design process under the direction of the Permanent Building Committee (PBC) working with the Facilities Director. The report produced by the design firm identified the needed repairs and alternatives for the future uses and purpose of the Town Hall.
 12. The Massachusetts Department of Transportation has agreed to the Town's request for a traffic signal at the intersection of Route 20 and Landham Road, and has agreed to take over from the Town the work of final design and construction to make this intersection safer.
 13. The Board of Selectmen signed an Inter-municipal Agreement with the city of Marlborough creating a Veteran's Service District. Through the district, the two communities share a Director of Veterans' Services and support staff position.
 14. The committee established by the Selectmen to plan celebrations in honor of Sudbury's 375 birthday unveiled plans for a number of events in 2014. September 2014 is the official 375th anniversary. A logo contest in mid-summer resulted in the selection of a logo based on the classic granite road markers of colonial America. The Committee will be supporting the staging of the Fourth of July Parade by the Sudbury Chamber of Commerce and will sponsor a Family Community Fair on August 23, 2014 at the First Parish Meeting House and other locations in the Town Center to celebrate the agricultural history of Sudbury. The primary celebration event will be held on Saturday afternoon, September 6, and will include field day activities and musical performances by community groups, culminating in a pop-style concert followed by a fireworks display.
 15. The Board and Town Manager continue to follow and participate in discussions regarding the future of the Minuteman Regional Vocational High School. Sudbury is one of 16 member towns of this regional school. As a major project to renovate or replace the building is being discussed, Sudbury officials must remain concerned about the wisdom of continuing as a part of this school district.
 16. The Town continues to work collaboratively with the Sudbury Military Support Network in welcoming home our soldiers with banners hung on the Town Hall and the Board of Selectmen signing proclamations naming a special day in each soldier's honor. The Board of Selectmen also declared May 2013 as Military Appreciation Month in the Town

Administration

of Sudbury for the third year. In honor of Military Appreciation Month, volunteers spruced up the landscaping of several monuments in Town. In November, members of the Board attended the third Veteran's Appreciation Luncheon at the Senior Center to honor our veterans who have served our country. The Board also started working with the SMSN in creating space for a monument to honor those who have served in the conflicts in Afghanistan and Iraq and look forward to continuing this endeavor. The Board met with Department Inspector for Military Order of the Purple Heart Edward Donnelly, as Sudbury was designated a Purple Heart Community. The Board welcomed Sudbury residents who have been

recipients of a Purple Heart medal, which included retired Police Officers John Longo and Ronald Nix, as well as Steve and Janice Milley on behalf of their son Scott who was killed in action in Afghanistan and they thanked them on behalf of the Town for their sacrifice and courage.

Respectfully submitted,
BOARD OF SELECTMEN

John C. Drobinski, Chair
Charles C. Woodard, Vice Chair

Robert C. Haarde
Lawrence W. O'Brien

Leonard A. Simon
TOWN MANAGER
Maureen G. Valente

Board of Selectmen Receipts July 1, 2012 to June 30, 2013

Account	Amount
Common Victualler Licenses	\$1,600.00
Copying and Notary Fees	100.07
Cultural Council	3,870.00
entertainment Licenses	1,075.00
Lease of Cell Tower Sites	127,056.41
License Application Fees	900.00
Limousine/Taxi License	100.00
Liquor Licenses	57,185.00
Motor Vehicle Licenses (Classes I, II, III)	550.00
Rental of Town Buildings	15,260.00
Route 20 Traffic Improvement	10,000.00
Sale of Obsolete Equipment	26,710.00
Sudbury Access Corporation	305,492.79
Sunday Entertainment Licenses	250.00
Sudbury Foundation – Senior Management Training	18,100.00
Walkway Construction	80.00
TOTAL	\$568,615.27

Grants and Gifts Received in 2013

Recipient/Project	Donor	Amount
Cheri Ann Cavanagh Fund	Rebecca Circle of the Sudbury Methodist Church	\$701.00
Senior Volunteer Coordinator position at Senior Center	The Sudbury Foundation GRANT	\$15,000.00
Park & Recreation Halloween 5K and Fun Run	TJX Companies	\$250.00
Board of Health	MA Dept. Public Health Preparedness Fund GRANT	\$4,023.00
Senior Staff Professional Development Training	The Sudbury Foundation GRANT	\$3,100.00
Fire Department	Dept. Fire Service Student Awareness of Fire Edu. GRANT	\$5,225.00
DPW Traffic Mitigation Near 192 Boston Post Road	Trask, Inc.	\$30,000.00
Peregrine Energy Group – ESCO Management Services	Dept. Energy Resources Technical Services GRANT	\$12,500.00
Discretionary Fund	Planet Aid	\$286.00
Senior Center	Eagle Scout Peter Finnegan	Picnic Bench
Fairbank Community Center Complex Master Plan	The Sudbury Foundation GRANT	\$30,000.00
Fairbank Community Center Complex Master Plan	Friends of Senior Citizens	\$17,500.00
Fairbank Community Center Complex Master Plan	Friends of Park & Recreation	\$14,500.00
Roof Inspection Program	MIIA Loss Control GRANT	\$5,000.00
Atkinson Pool Energy Recovery Ventilator & Condensing Boilers	NStar 2012 Green Community GRANT	\$9,750.00
Sudbury Military Support Network	Patty Houpt	Framed Logo
Pool Donation Account	Lucinda Lagasse	\$1,000.00
Fairbank Community Center Complex Master Plan	Sudbury Youth Basketball	\$1,500.00
Fairbank Community Center Complex Master Plan	Sudbury Swim Team	\$1,500.00
Highway Walkway Donation Account	TGG Limited Partnership	\$1,000.00
Fire Department	Resident	\$1,000.00
Atkinson Pool Energy Recovery Ventilator & Condensing Boilers	National Grid 2012 Green Community GRANT	\$8,000.00
Cutting Recreational Field	Middlesex Savings Bank & Sudbury Girls' Lacrosse	Scoreboard
Pantry Brook Farm Preservation Project	Exec. Offc. Energy & Environmental Aff. LAND GRANT	\$400,000.00
Sudbury Celebrates 375/Sudbury Day Committee	Sudbury Women's Softball	\$100.00
Fire Department – Lucas Compression Chest Machines	The Sudbury Foundation GRANT	\$13,095.00
Fire Department – Firefighting Gloves	HOPEsudbury	\$2,400.00
Cell Tower Communications Donation Account	SAI Communications	\$2,500.00
Goodnow Library Trustees & Director – Books	Hans and Mavis Lopater Foundation	\$10,000.00
DPW – Union Ave Walkway	Macot Realty Trust	\$2,500.00
Police Department – Police Cruiser Radio	Mahoney Farms, LLC	\$4,000.00
DPW – Town-wide Walkways	Burkhard Corporation	\$5,400.00
Park and Recreation	Rebecca Chizzo	Proj. Screen
Social Worker – LSRHS Student Counseling	Sudbury United Methodist Church	\$40.00
Revolving Funds Account	Halloween Fun Run	\$1,100.00
Fire Department – Self-Contained Breathing Apparatus	FEMA GRANT	\$192,168.00
TOTAL (Excluding Value of Donated Items)		\$795,138.00

Town Clerk

It was a year of change for the Town Clerk's Office. Although we were sad to lose Leila Frank as the Assistant Town Clerk when she was promoted to work in the Selectmen's Office as Office Supervisor, we continue to enjoy working closely with her on joint departmental ventures.

Our new Assistant Town Clerk, Veronica Craven joined us on September 19th. In the short time she has been with us, she has assisted with two special State elections and numerous other projects. We are very fortunate she chose to join us and look forward to a great year in 2014!

In addition to the Annual Town Election and Annual Town Meeting this year, we had a two Special State Primary Elections, two Special State Elections and one Special Town Election.

The Town Clerk's Office sent out 6,371 census forms including those hand-delivered to the assisted living and nursing home facilities. Based upon the returns from the census, the official number of residents in Sudbury as of May 1st was 18,317 and the official number of registered voters was 12,062. Residents must return the census to the Town Clerk each year in a timely fashion, as required by Massachusetts General Law, to maintain a current and accurate voting list.

A dog license form is included in the census mailing, as a courtesy to residents, enabling residents to return the completed form with payment in a timely manner. As a result, the majority of the dog registrations are received with the completed census forms. In 2013,

2283 dogs were licensed in Sudbury. Dogs must be licensed no later than March 31st to avoid a \$25 late fee. The licensing fee is \$15 for spayed and neutered dogs, and \$20 for unaltered dogs.

Our Annual Town Election was held March 25th, followed by the Annual Town Meeting, which was held at Lincoln-Sudbury Regional High School on May 6th. There were 35 articles on the warrant and the meeting continued for two additional nights, May 7th and 8th. Special extended office hours for voter registration were held 20 days prior to each of the five elections and the two town meetings. The Town Clerk's Office works with election workers and many other Town departments to conduct well-run elections. Their diligence and hard work is appreciated.

The Town Clerk's Office continued its work updating procedural manuals, road files, traffic rules and regulations, accepting permit applications, maintaining and issuing certified birth certificates and other vital records. The Town Clerk's Office utilized Community Preservation Funding to continue restoration, preservation and digitization for several additional volumes of ancient records and to provide expanded access to documents entrusted to our care. Our scanning of historic documents continues and many of them are available on the departmental website: sudbury.ma.us/departments/Clerk. Town Meeting Proceedings, Historic Bylaws, as well as many other records and forms frequently requested by the public can be found on our site. The Town Clerk's Office strives to provide service and assistance to residents and visitors in a timely, courteous and professional manner.



Town Clerk Statistics

Certified Vital Records and Burial Permits Issued	1,046
Business Certificates Issued	116
Generated and Delivered Yearly Census	6,371
Returned and Processed Census	98%
Number of Processed and New Registered Voters	1321
Official Voter Population	12,069
Official Population	18,317
Licensed Dogs	2,283
Number of Absentee Ballots Processed	1,232
Notary Public Services Provided	203

2013 State Elections/Town Elections/Town Meetings

Date	Election	Turnout	Eligible Voters
March 25	Annual Town Election	22%	12,037
April 30	State Primary Election	19%	11,999
June 25	State Election	46%	12,047
June 25	Special Town Election	45%	12,047
October 15	Special State Primary	12%	10,209
September 24	Special State Election	13%	10,238

Date	Town Meeting	Turnout	Eligible Voters
May 6, 7, 8	Annual Town Election	3.5%	12,001

Town Clerk Financial Report

Town Clerk Fees	\$21,389
List of Persons	800
Extract on Disk	620
Bylaws (Zoning & General)	200
Maps	55
Copies	142
Other (Postage)	35
Miscellaneous (Non-dog Bylaw Violations)	1,600
Dog Licenses and Kennels	37,060
Dog Late Fees and Bylaw Violations	7,535
Replacement Dog Tags	13
Planning Board Rules and Regulations	<u>20</u>
Total Revenue	\$69,469

Summary of Annual Town Meeting

May 6, 7 and 8, 2013

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

IN MEMORIAM RESOLUTION

Unanimously resolved that the Town of Sudbury extend its heartfelt sympathy to the families of these persons and recognize their service and dedication to the community: Clayton F. Allen, Barbara E. Bell, Yvonne Fox, Rebecca N. Hedin, Diane Lee (Brown) Horne, Virginia Howard, Elisabeth A. Kopp, David S. Parr, Dianne Elisabeth Pullo, Peter G. Sullivan, Margaret L. Tristan, Warren J. Wright

Article 1. HEAR REPORTS

Voted to accept the reports of the Town boards, commissions, officers, and committees as printed in the 2012 Town Report or as otherwise presented, subject to the correction of errors, if any, where found.

Article 2. FY13 BUDGET ADJUSTMENTS

Unanimously voted to amend the votes taken under Article 4, FY13 Operating Budget, of the 2012 Annual Town Meeting, by transfer from (200) Public Safety to Ambulance Reserve for Appropriation Fund \$30,000.

Article 3. STABILIZATION FUND

Voted by more than two-thirds to transfer the sum of \$2,091,051 from Free Cash, to be added to the Stabilization Fund established under Article 12 of the October 7, 1982 Special Town Meeting, pursuant to M.G.L. Chapter 40, Section 5B.

Article 4. FY14 BUDGET LIMITING

Unanimously voted that the amount appropriated under the FY14 No Override budget not exceed the sum of \$83,719,917.

Article 4. FY14 BUDGET

Unanimously voted that the Town appropriate the sums of money set forth in the column "FY14 No Override", for FY14;

	FY13	FY14	FY14	
EXPENDITURES	Appropriated	No Override (Warrant)	No Override (Town Meeting)	Diff
300: Sudbury Public Schools: Net	30,488,482	31,920,098	31,920,098	-
300: SPS Employee Benefits (1)	6,105,243	5,661,658	5,661,658	-
300: SPS Employee Benefits Reserve (2)	-	-	-	-
Sub-total SPS Net	36,593,725	37,581,756	37,581,756	-
300: LS Operating Assessment: Net	18,694,852	19,540,532	19,791,903	251,371
300: LS Operating Debt Service Assessment	2,139,028	1,946,994	1,946,994	-
Sub-total LS Assessments Net	20,833,880	21,487,526	21,738,897	251,371
300: Minuteman Regional Assessment	274,416	444,837	444,837	-
Total: Schools	57,702,021	59,514,119	59,765,490	251,371
100: General Government	2,475,679	2,549,815	2,549,815	-
200: Public Safety (3)	6,581,384	6,948,250	6,948,250	-
400: Public Works	4,598,518	4,809,309	4,809,309	-
500: Human Services	570,289	598,570	598,570	-
600: Culture & Recreation	1,171,878	1,199,228	1,199,228	-
900: Town Employee Benefits	4,420,370	4,308,537	4,308,537	-
900: Town-wide Operating & Transfer	366,136	397,699	397,699	-
1000: SPS/Town Emp Benefits Reserve	75,000	-	-	-
Total: Town Departments	20,259,254	20,811,408	20,811,408	-
700: Town Debt Service	3,798,521	3,143,019	3,143,019	-
TOTAL: OPERATING BUDGET	81,759,796	83,468,546	83,719,917	251,371
(not including Capital or Enterprise Funds)				
1 To be transferred to 900: Town Employee Benefits				
2 To be transferred to 1000: SPS/Town Employee Benefits Reserve				
3 Ambulance reserve funds to be transferred to 200: Public Safety (direct revenue offset)				

Administration

the following items to be raised and designated, by transfer from available fund balances and interfund transfers:

from Ambulance Reserve for Appropriation Acct. to (200) Public Safety \$762,745; the sum of \$5,661,658 set forth as Sudbury Public Schools Employee Benefits to be immediately transferred and added to Item 900: Town Employee Benefits, so that the Employee Benefits total will be \$9,970,195, to be expended under the Town Manager;

and to authorize the Town Manager to transfer \$976,405 of the funds from Item 900 to the OPEB Trust established to meet expenses for post employment health and life insurance benefits for eligible retirees and to expend such funds for that purpose;

and to authorize the purchase of equipment funded under this budget by entering into lease purchase agreements;

and to authorize multi-year contracts in excess of three years either by renewal, extension, or purchase options in accordance with the provisions of M.G.L. c 30B s12 upon determination by the Chief Procurement Officer to be the most advantageous option.

Article 5. FY14 CAPITAL BUDGET

Unanimously voted to appropriate the sum of \$284,062 for the purchase or acquisition of capital items including but not limited to capital equipment, payments of existing lease-purchases, construction, engineering, design and renovation to buildings; said sum to be raised by taxation; to allow the purchase of equipment hereunder by entering into lease-purchase agreements; and to authorize the Town Manager to allocate funds between the underlying departments as needed.

Article 6. FY14 TRANSFER STATION ENTERPRISE FUND BUDGET

Unanimously voted to appropriate the sum of \$426,357 for the Transfer Station Enterprise Fund for FY14, and further to authorize use of an additional \$21,567 of Enterprise Fund receipts for indirect costs; such sums to be raised by \$325,000 in receipts of the Enterprise, and \$122,924 in Retained Earnings.

Article 7. FY14 POOL ENTERPRISE FUND BUDGET

Unanimously voted to appropriate the sum of \$539,808 for the Pool Enterprise Fund for FY14; such sum to be raised from \$515,000 in receipts of the

Enterprise and use of retained earnings of \$24,808 of the Enterprise.

Article 8. FY14 RECREATION FIELD MAINTENANCE ENTERPRISE FUND AND BUDGET

Unanimously voted to appropriate the sum of \$207,722 from the Recreation Field Maintenance Enterprise Fund for FY14; and to authorize use of an additional \$22,500 of Enterprise Fund receipts for indirect costs; such sums to be raised from \$190,000 in receipts of the Enterprise and use of retained earnings of \$40,222 of the Enterprise.

Article 9. UNPAID BILLS

Indefinitely postponed.

Article 10. SPECIAL ACT – DEDICATION OF LOCAL MEALS TAX REVENUE TO OTHER POST EMPLOYMENT BENEFITS (OPEB)

Indefinitely postponed

Article 11. CHAPTER 90 HIGHWAY FUNDING

Unanimously voted 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. REAL ESTATE EXEMPTION

Voted to allow for an increase of up to 100% of the current exemption amounts under Clauses 17D, 17E, 22, 37A, 41C and 41D, of Chapter 59, Section 5, pursuant to Chapter 73, Section 4, of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988 for fiscal year 2014.

Article 13. ACCEPT CH. 59, s.5N – VETERANS PROPERTY TAX ABATEMENT

Voted to accept the provisions of Massachusetts General Laws Chapter 59 Section 5N added by Chapter 108 Section 8A of the Acts of 2012, providing for reduction in tax obligations of veterans in exchange for volunteer services to the Town.

Article 14. TOWN/SCHOOL REVOLVING FUNDS

Unanimously voted to authorize for FY14 the use of revolving funds under M.G.L. c.44, s. 53E ½, by the following Departments of the Town in accordance with the description for each fund placed on file with the Town Clerk, said funds to be maintained as separate accounts set forth as follows:

Town-owned land on Hudson Road and all expenses therewith including preparation of plans, specifications and bidding documents, and borrowing costs including bond and note issue expense, and to raise this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow \$627,000 under M.G.L. c.44 § 7; all appropriations hereunder to be contingent upon the approval of a Proposition 2 ½ Debt Exclusion in accordance with G.L. c.59 § 21C.

<u>Fund</u>	<u>Department</u>	<u>Maximum Amount</u>
Plumbing & Gas Inspectional Services	Building Inspector	\$45,000
Portable Sign Administration & Inspectional Services	Building Inspector	\$10,000
Conservation (Trail Maintenance)	Conservation Commission	\$5,000
Conservation (Wetlands)	Conservation Commission	\$35,000
Council on Aging Activities	Council on Aging	\$35,000
Council on Aging Van Transportation (MWRTA)	Council on Aging	\$70,000
Cemetery	DPW Director	\$20,000
Fire Department Permits	Fire Department	\$45,000
Goodnow Library	Goodnow Library	\$10,500
Recreation Programs	Park and Recreation Commission	\$582,000
Teen Center	Park and Recreation Commission	\$20,000
Youth Programs	Park and Recreation Commission	\$70,000
Bus	Sudbury Public Schools	\$450,000
Instrumental Music	Sudbury Public Schools	\$100,000
Cable Television	Town Manager	\$30,000
Regional Housing Services	Town Manager	\$150,000
Rental Property	Town Manager	\$40,000
Dog	Treasurer/Collector	\$50,000
Treasurer/Collector Passport Fees	Treasurer/Collector	\$16,000
Zoning Board of Appeals	Zoning Board of Appeals	\$25,000

and to confirm that said funds have been established in accordance with M.G.L. c.44 s. 53E ½.

Article 15. (Withdrawn)

Article 16. CONSTRUCT POLICE HEADQUARTERS

Voted by more than two-thirds to appropriate the sum of \$627,000, to be expended under the direction of the Permanent Building Committee, for professional and engineering services relative to the design of a new Police Headquarters including a storage building and all other appurtenances thereto to be constructed on

Article 17. FAIRBANK COMMUNITY CENTER COMPLEX – MASTER PLAN

Voted to appropriate the sum of \$10,000 to be expended under the direction of the Permanent Building Committee and raised by transfer of \$10,000 from Article 18 of the 2012 Annual Town Meeting, for the purpose of obtaining a master plan with needs assessment/marketing analysis, including identification of current conditions, for the entirety of the Fairbank building complex with the goal of producing a conceptual/schematic design for a renovated, including demolition where necessary, potentially expanded facility accommodating desired program changes with a construction budget.

Article 18. FAIRBANK CENTER ROOF PROJECT

Unanimously voted to appropriate the sum of \$50,000 to be expended for the purpose of making repairs to selected portions of the flat roof areas labeled 3, 4 and 6 on the Russo Barr Roof Plan at the Fairbank Community Center and all expenses connected therewith including professional and engineering, the preparation of plans, specifications and bidding documents; said sum to be raised by transfer of \$50,000 from Article 18 of the 2012 Annual Town Meeting.

Article 19. TOWN CENTER TRAFFIC IMPROVEMENTS

Voted to appropriate, the sum of \$700,000 to be raised by taxation and expended under the direction of the Town Manager for construction of traffic improvements to the Town Center and all expenses therewith including professional and engineering, the preparation of plans, specifications and bidding documents, supervision of work and borrowing costs; all appropriation hereunder to be contingent upon the approval of a Proposition 2 ½ Capital Expenditure Exclusion in accordance with G.L. c59 s.21C (i ½).

Article 20. PILOT AGREEMENT – SOLAR PROJECT AT LANDFILL SITE

Unanimously voted to authorize and approve an agreement for payment in lieu of taxes (PILOT Agreement), as negotiated by the Town Manager and the Energy Committee with the selected solar project developer for the planned solar electric generating facilities to be located at the former Sanitary Landfill Site off Boston Post Road, and to authorize the Selectmen to submit a Special Act therefor to the Great and General Court if enabling legislation is necessary.

Article 21. PILOT AGREEMENT – SOLAR PROJECT AT LINCOLN SUDBURY REGIONAL HIGH SCHOOL

Unanimously voted to approve an agreement for payment in lieu of taxes (PILOT Agreement), as negotiated by the Lincoln-Sudbury Regional School Committee and Superintendent /Principal with the selected solar project developer for proposed solar energy generating facilities to be located at 390 Lincoln Road in Sudbury at the Lincoln-Sudbury Regional High School, if necessary approved by the Board of Assessors and to authorize the Selectmen to submit a Special Act therefor to the Great and General Court if enabling legislation is necessary.

Article 22. AMEND TOWN OF SUDBURY BYLAWS, ARTICLE XXV, CAPITAL PLANNING

Voted to amend the Town of Sudbury Bylaws, Article XXV, Capital Planning, by deleting Article XXV in its entirety and substituting therefor the following:

Section 1. There shall be a committee known as the Capital Improvement Advisory Committee (CIAC), composed of seven members: six members appointed by the Selectmen and one member appointed by the Finance Committee. The CIAC shall choose its officers annually. The term of office shall be three years not more than three of which shall expire within the same year. Members of standing boards and committees, as well as Town or school employees, shall be precluded from membership on the CIAC. CIAC members may serve on ad hoc committees created by the Board of Selectmen.

Section 2. The CIAC shall study proposals from the Sudbury Town Manager, Sudbury Public Schools and the Lincoln-Sudbury Regional High School or their representatives which involve major tangible items with a total project cost of more than \$50,000 in a single year or over \$100,000 in multiple years and which would likely require an article at Town Meeting for the project's authorization. The CIAC shall make a report with recommendations to the Finance Committee and the Board of Selectmen on these proposals.

Section 3. The Sudbury Town Manager shall develop an operating budget for proposed capital expenditures for the upcoming fiscal year containing those items whose costs do not meet this threshold and are to be included in the annual budget and financing plan submitted to Town Meeting. The Town Manager shall work with representatives of the Sudbury Public Schools and the Lincoln-Sudbury Regional High School in developing this budget. This capital expenditures budget shall be submitted to the Sudbury Finance Committee at the same time as the budgets of other Sudbury cost centers.

Article 23. AMEND TOWN OF SUDBURY BYLAWS, ARTICLE XXV, CAPITAL PLANNING – LSRHS INCLUSION

Indefinitely postponed

Article 24. ENERGY SERVICES COMPANY ENERGY IMPROVEMENT PROGRAM

Indefinitely postponed

Article 25. AMEND ZONING BYLAW, ART. IX, SEC. 5336(d) AND 5435(c) TO INCREASE MAXIMUM ALLOWABLE NUMBER OF ONE-BEDROOM UNITS IN SR. RESIDENTIAL DEVELOPMENTS AND INCENTIVE SENIOR DEVELOPMENTS

Unanimously voted to amend Article IX (the Zoning Bylaw), as follows:

Section 5336(d) (Senior Residential Community – Building and Dwelling Unit Requirements/ Maximum Number of Bedrooms) and Section 5435(c) (Incentive Senior Development –Building and Dwelling Unit Requirements) by substituting the words “twenty-five percent (25%)” for the words “ten percent (10%)” in those sections, so those sections read:

5336(d): No dwelling unit in a SRC shall contain more than three bedrooms. No more than twenty-five percent (25%) of the total units in a SRC shall have fewer than two bedrooms.

5435(c): No dwelling unit in an Incentive Senior Development shall contain more than two (2) bedrooms. No more than twenty-five percent (25%) of the total units in an Incentive Senior Development shall have fewer than two bedrooms.

Article 26. AMEND ZONING BYLAW, SECTION 6330, SITE PLAN PROCEDURES –CHANGE VOTING REQUIREMENT

Voted by more than two-thirds to amend Article IX (the Zoning Bylaw), as follows:

Amend Section 6330, Site Plan Procedures, to replace the word “unanimous” with the word “majority”.

Article 27. (Withdrawn)

Article 28. AMEND ZONING BYLAW, SECTION 2326, ACCESSORY STRUCTURES (SHEDS)

Indefinitely postponed

Article 29. AMEND ZONING BYLAW, SECTION 4500 WASTEWATER TREATMENT FACILITIES – DELETE SECTION IN ITS ENTIRETY

Indefinitely postponed

Article 30. AMEND ZONING BYLAW, TEMPORARY MORATORIUM ON MEDICAL MARIJUANA TREATMENT CENTERS

Voted by more than two-thirds to amend the Town’s Zoning Bylaw by adding a new Section 8000, TEMPORARY MORATORIUM ON MEDICAL MARIJUANA TREATMENT CENTERS that would provide as follows:

8000. TEMPORARY MORATORIUM ON MEDICAL MARIJUANA TREATMENT CENTERS

8100. PURPOSE

By vote at the State election on November 6, 2012, the voters of the Commonwealth approved a law regulating the cultivation, distribution, possession and use of marijuana for medical purposes. The law provides that it is effective on January 1, 2013 and the State Department of Public Health is required to issue regulations regarding implementation within 120 days of the law’s effective date. Currently under the Zoning Bylaw, a Medical Marijuana Treatment Center is not a permitted use in the Town of Sudbury and any regulations promulgated by the State Department of Public Health are expected to provide guidance to the Town in regulating medical marijuana, including Medical Marijuana Treatment Centers. The regulation of medical marijuana raises novel and complex legal, planning, and public safety issues and the Town needs time to study and consider the regulation of Medical Marijuana Treatment Centers and address such novel and complex issues, as well as to address the potential impact of the State regulations on local zoning and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of medical marijuana treatment centers and other uses related to the regulation of medical marijuana. The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Medical Marijuana Treatment Centers so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to enact bylaws in a manner consistent with sound land use planning goals and objectives.

8200. DEFINITION

“Medical Marijuana Treatment Center” shall mean a “not-for-profit entity, as defined by Massachusetts law only, registered by the Department of Public Health, that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related

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supplies, or educational materials to qualifying patients or their personal caregivers.”

8300. TEMPORARY MORATORIUM

For the reasons set forth above and notwithstanding any other provision of the Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for a Medical Marijuana Treatment Center. The moratorium shall be in effect through June 30, 2014. During the moratorium period, the Town shall undertake a planning process to address the potential impacts of medical marijuana in the Town, consider the Department of Public Health regulations Regarding Medical Marijuana Treatment Facilities and related uses, and shall consider adopting new Zoning Bylaws to address the impact and operation of Medical Marijuana Treatment Centers and related uses.

Article 31. COMMUNITY PRESERVATION FUND – AMEND ARTICLE 36 OF THE 2006 ANNUAL TOWN MEETING, CARDING MILL POND/STEARNS MILL POND INVASIVE WEED REMOVAL

Voted to amend Article 36 of the 2006 Annual Town Meeting by expanding the use of those funds to include habitat restoration of Stearns Mill Pond as well as Carding Mill Pond, and to remove the time limitation for use of the funds, as recommended by the Community Preservation Committee.

Article 32. COMMUNITY PRESERVATION FUND – TOWN-WIDE WALKWAYS

Voted to appropriate \$100,000 from the Community Preservation Act funds, as recommended by the Community Preservation Committee, for the purpose of constructing new walkways within the Town, such design and construction to be guided by the spirit and intent of the Town of Sudbury 2001 Master Plan, the February 2000 Report of the Walkway Committee, the July 2005 Sudbury Board of Selectmen directive regarding public works projects on Scenic Roads, and by recommendation of the Town of Sudbury Planning Board, the Director of Planning and Community Development, and the Director of the Department of Public Works, or act on anything relative thereto. All appropriations will be allocated to the Recreation category and funded from FY14 Revenue.

Article 33. COMMUNITY PRESERVATION FUND – AMEND ARTICLE 27 OF 2004, REVOLUTIONARY WAR CEMETERY

Voted amend Article 27 of the 2004 Annual Town Meeting to allow use of funds appropriated under this

article to be expanded for survey and restoration of historic gravesites at all Town Cemeteries.

Article 34. COMMUNITY PRESERVATION FUND – SUDBURY HOUSING TRUST 10% ALLOCATION

Voted to appropriate the sum of \$202,500 appropriated from Community Preservation Act Funds FY14 Revenue, and the sum of \$140,296 funded from Restricted Reserves for Housing, as recommended by the Community Preservation Committee, for the purpose of providing funds to the Sudbury Housing Trust in support of its efforts to provide for the preservation and creation of affordable housing. All appropriations will be allocated to the Community Housing category.

Article 35. COMMUNITY PRESERVATION FUND – HISTORIC PROJECTS

Voted to appropriate the sum of \$52,300 from the Community Preservation Act Funds, as recommended by the Community Preservation Committee, for the purpose of completing the following projects as proposed and recommended by the Sudbury Historical Commission: paint the exterior of the Hosmer House and window restoration; historic map restoration and document preservation; install signage at Town cemeteries; invasive plant removal in Town Center; and installation of a kiosk at the Hearse House, or act on anything relative thereto. All appropriations will be allocated to the Historic category and funded from Historic Reserves.

Article 36. COMMUNITY PRESERVATION FUND – HISTORIC TOWN CENTER LANDSCAPING AND RESTORATION

Voted to appropriate the sum of \$100,000 from the Community Preservation Act Funds, as recommended by the Community Preservation Committee, for landscaping and restoration as part of the Town Center intersection project. All appropriations will be allocated equally to the Open Space, Recreation and Historic categories and funded from FY14 Revenue.

Article 37. COMMUNITY PRESERVATION FUND – LSRHS SOFTBALL FIELD AND DAVIS/FEATHERLAND FIELD DESIGN

Voted to approve the recommendation of the Community Preservation Committee to appropriate \$336,000 for the following projects: (1) \$256,000 for the purpose of reconstructing the women’s softball field on the property of the Lincoln-Sudbury Regional High School, subject to the Town entering into a mutually satisfactory Inter-Municipal Agreement with the Lincoln-Sudbury Regional School District

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regarding Town use of the softball field prior to release of the appropriated funds and submittal to the Community Preservation Committee of an itemized accounting of the project costs upon final expenditure of the Sudbury CPA funds; (2) \$30,000 for engineering and design services to reconfigure Featherland Field; and (3) \$50,000 for engineering and design services to reconfigure Davis Field. All appropriations will be allocated to the Recreation category and funded from FY14 revenue.

Article 38. COMMUNITY PRESERVATION FUND – GENERAL BUDGET AND APPROPRIATIONS

Voted to appropriate the sums as recommended by the Community Preservation Committee, in the following Community Preservation budget for FY14 Community Preservation Surtaxes:

\$ 80,000 Administrative and Operating Cost

\$1,136,657 Debt Service

and further to reserve the following funds:

\$ 86,147 for Historic Reserves

Article 39. AMEND BYLAWS, ART. V, PUBLIC SAFETY, SECTION 8 – DISCHARGE OF FIREARMS

Defeated

Article 40. AMEND TOWN BYLAWS, ART.II, GOVERNMENT OF TOWN MEETING - ADD NEW SECTION, BUDGET CHANGES

Defeated

Article 41. AMEND TOWN BYLAWS, ART. III, TOWN AFFAIRS – ADD NEW SECTION, SEMIANNUAL TOWN FORUM

Voted to amend the Town Bylaws Article III, Town Affairs, by adding the following Section:

Section 11. The Town will conduct a Town Forum on an annual (minimum requirement) basis. The Forum will be an open, public meeting for Town residents. The Town Forum will provide a planned, scheduled opportunity for constructive engagement between the Town and residents. The Town participants/panel will include, but not be limited to all department heads, committee chairpersons and Trust chairpersons. One member of the Town panel will act as moderator. The moderator will facilitate and manage questions from Town residents to the appropriate panel member for response. 2 ½ hours will be scheduled for each Forum. Forums may be adjourned earlier by majority vote of the participating residents.

Article 42. AMEND TOWN BYLAWS, ART. III, TOWN AFFAIRS – ADD NEW SECTION 10, CHAIRMANSHIP

Defeated

Article 43. AMEND TOWN BYLAWS, ART. IV, FINANCE COMMITTEE, SECTION 5, EXPANDED REPORTING

Defeated



SUDBURY ANNUAL TOWN ELECTION
March 25, 2013

OFFICIAL RESULTS

The Annual Town Election was held at two locations. Precincts 1, 1A, 2 & 5 voted at the Fairbank Community Center, 40 Fairbank Road and Precincts 3 & 4 voted at the Town Hall, 322 Concord Road. The polls were open from 7:00 am to 8:00 pm. There were 2681 votes cast, representing 22% of the town's 12,037 registered voters. There were 3 contested races.

	Precinct	1	2	3	4	5	Total
Board of Selectmen (1) for three years							
Blanks		156	151	129	138	135	709
ROBERT C. HAARDE (Candidate for Re-election)		409	324	435	390	337	1,895
Write-Ins		15	18	22	9	13	77
	Totals	580	493	586	537	485	2,681
Board of Assessors (1) for three years							
Blanks		225	194	202	159	183	963
TREVOR A. HAYDON (Candidate for Re-election)		351	296	382	375	300	1,704
Write-Ins		4	3	2	3	2	14
	Totals	580	493	586	537	485	2,681
Goodnow Library Trustee (2) for three years							
Blanks		510	421	461	414	396	2,202
CAROL HULL (Candidate for Re-election)		349	294	374	355	313	1,685
SARAH M. SOGIGIAN		298	270	336	305	265	1,474
Write-Ins		3	3	1	-	-	7
	Totals	1,160	988	1,172	1,074	974	5,368
Board of Health (1) for three years							
Blanks		203	161	184	154	136	838
CAROL J. BRADFORD (Candidate for Re-election)		376	332	401	383	351	1,843
Write-Ins		1	1	1	-	-	3
	Totals	580	494	586	537	487	2,684
Park and Recreation Commission (2) for three years							
Blanks		422	330	383	354	334	1,823
PAUL GRIFFIN (Candidate for Re-election)		239	214	280	268	219	1,220
RICHARD C. WILLIAMSON (Candidate for Re-election)		253	235	251	243	183	1,165
MICHAEL T. ENSLEY		245	208	257	207	237	1,154
Write-Ins		1	1	1	2	1	6
	Totals	1,160	988	1,172	1,074	974	5,368

(Election Results Continued on the next page)

Administration

Precinct	1	2	3	4	5	Total
Park and Recreation Commission (2) for two years						
Blanks	576	476	518	455	439	2,464
ROBERT C. BEAGAN (Candidate for Re-election)	292	265	321	310	269	1,457
JAMES J. MAROTTA (Candidate for Re-election)	291	245	332	308	263	1,439
Write-Ins	1	2	1	1	3	8
Totals	1,160	988	1,172	1,074	974	5,368
Planning Board (2) for three years						
Blanks	478	423	414	383	434	2,132
PETER JON ABAIR	225	224	330	252	186	1,217
CRAIG C. LIZOTTE	312	209	234	248	191	1,194
MARTIN JOSEPH LONG	143	130	193	191	162	819
Write-Ins	2	2	1	-	1	6
Totals	1,160	988	1,172	1,074	974	5,368
Sudbury Housing Authority (1) for five years						
Blanks	248	218	244	193	192	1,095
LYDIA M. PASTUSZEK (Candidate for Re-election)	329	273	342	344	291	1,579
Write-Ins	3	3	-	-	4	10
Totals	580	494	586	537	487	2,684
Sudbury School Committee (1) for three years						
Blanks	49	47	48	48	40	232
MATTHEW P. BARACH	278	211	235	253	214	1,191
SCOTT B. NASSA	251	235	303	236	233	1,258
Write-Ins	2	1	-	-	-	3
Totals	580	494	586	537	487	2,684
Lincoln-Sudbury Regional District School Committee (2) for three years						
Blanks	484	435	488	399	408	2,214
RADHA RAMAN GARGEYA (Candidate for Re-election)	334	275	323	320	275	1,527
KEVIN J. MATTHEWS (Candidate for Re-election)	337	271	354	351	289	1,602
Write-Ins	5	7	7	4	2	25
Totals	1,160	988	1,172	1,074	974	5,368
Question 1: Shall the Town of Sudbury vote to approve the provisions of Chapter 410 of the Acts of 2012, amending Section 1, Part III, s.5(a) of Chapter 131 of the Acts of 1994 to increase the Board of Selectmen in the Town of Sudbury from three to five members for terms of 3 years each, so arranged so that the term of at least one member shall expire each year?						
Blanks	17	17	27	37	22	120
Yes	419	336	445	371	368	1,939
No	144	141	114	129	97	625
Totals	580	494	586	537	487	2,684

SUDBURY SPECIAL TOWN ELECTION

June 25, 2013

OFFICIAL RESULTS

The Special Town Election was held at two locations. Precincts 1, 1A, 2 & 5 voted at the Fairbank Community Center, 40 Fairbank Road and Precincts 3 & 4 voted at the Town Hall, 322 Concord Road. The polls were open from 7:00 am to 8:00 pm. There were 5420 votes cast, representing 45% of the town's 12,047 registered voters. There were 2 contested races and 2 ballot questions.

Precinct	1	1A	2	3	4	5	Total
Board of Selectmen (1) For a term of not more than <u>two years</u>, ending no later than the last day of the annual town meeting in <u>2015</u>							
Blanks	64	20	88	129	112	117	530
THADDEUS T. GOZDECK	315	147	415	471	427	471	2,246
ERIC D. POCH	54	14	100	65	64	59	356
CHARLES C. WOODARD	423	106	442	445	469	388	2,273
Write-Ins	-	-	4	4	6	1	15
Totals	856	287	1,049	1,114	1,078	1,036	5,420

Board of Selectmen (1) For a term of not more than three years, ending no later than the last day of the annual town meeting in 2016

Blanks	80	22	90	141	122	104	559
DANIEL A. DePOMPEI	372	151	400	483	434	430	2,270
LEONARD A. SIMON	404	113	554	487	518	501	2,577
Write-Ins	-	1	5	3	4	1	14
Totals	856	287	1,049	1,114	1,078	1,036	5,420

Ballot Question No. 1: Shall the Town of Sudbury be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bonds issued in order to provide professional and engineering services for the final design inclusive of construction documents for a new Police Headquarters on Town-owned land on Hudson Road including the payment of all expenses incidental or related thereto?

Blanks	41	21	52	45	51	49	259
Yes	453	125	509	491	548	496	2,622
No	362	141	488	578	479	491	2,539
Totals	856	287	1,049	1,114	1,078	1,036	5,420

Ballot Question No. 2: Shall the Town of Sudbury be allowed to assess an additional \$700,000 in real estate and personal property taxes for the purpose of constructing traffic improvements to the Town Center including the payment of all costs incidental or related thereto for the fiscal year beginning July first 2013?

Blanks	27	10	36	32	36	39	180
Yes	448	142	549	545	581	533	2,798
No	381	135	464	537	461	464	2,442
Totals	856	287	1,049	1,114	1,078	1,036	5,420

Respectfully submitted,
Rosemary B. Harvell, Town Clerk

Town Counsel

2013 was a year in which this office was heavily involved in drafting and redrafting the legislation changing the Board of Selectmen from three members to five. Town Counsel was engaged in numerous discussions with the State Legislative Counsel on this subject and responding to questions regarding the implementation during the same year.

The year saw numerous land use issues being tried in the Land Court and the receipt of a favorable decision from the Land Court regarding a trial in a prior year.

Daily requests were processed and resolved which included virtually all Town departments. The office is involved with procurement, review of contracts including construction, equipment leasing, and matters of law and process. Town Counsel's office continues to maintain an open door policy creating an atmosphere where problems are solved before arising.

Respectfully submitted,
Paul L. Kenny, Town Counsel

Town Moderator

In my tenth year as Sudbury's Moderator, I was privileged to preside at this year's Annual Town Meeting which began its review of 43 warrant articles over almost nine hours on May 6, 2013 and continued on May 7th and May 8th. We had a total of 774 voters attend, which totals approximately 6.45% of our registered voters. At the beginning of Town Meeting we, were led in the pledge to the flag by outstanding L-S student, Sophia Buono. Then, the honor of reading Article 1 was bestowed on June Allen, a 52-year resident who has served on committees to promote landscaping on Town-owned land, Town Report, Town Center, elections, and the September 11th Memorial Garden.

We were reminded at the beginning of the 2013 Annual Town Meeting of the words spoken at the Annual Town Meeting several years ago by then Captain Dennis Ford, a Sudbury resident and a veteran of the Iraq and Afghanistan wars:

"There are still many places in the world that you cannot debate openly and participate in the democratic process. Although we as a society may not all agree on every issue, we do have the

freedom to debate openly and participate in democracy. My fellow Sudbury residents, you are the legislative body that will help shape the future here in Sudbury. Let me remind you to be civil in your debates and fair minded in your votes, as well as cherish the tradition of freedom we all share here in the United States."

After evaluating different methods used by various moderators to foster fair debate among voters, I am pleased to inform you that Sudbury's long standing open town meeting has successfully stood the test of time, back to Colonial Days.

I wish to thank the many people who contribute to the efficient running of the world's purest form of democracy, particularly those voters who attend Town Meeting and exercise their right to legislate. I invite those of you who did not attend to try it. It's still government by the people at its best, even 375 years after its beginning.

Respectfully submitted,
Myron J. Fox, Town Moderator



Education

Sudbury Public Schools

Superintendent's Report

For the 2013-2014 school year, SPS continues our focus on the instructional core (interaction between student, teacher, and curriculum) through implementation of our Vision, Theory of Action, and Strategic Objectives. Our resources, financial and human, are focused on meeting the diverse needs of all students and supporting all educators to meet identified student needs. The Strategic Objectives detailed below were adopted by the SPS School Committee on June 26, 2013. Along with our Vision and Theory of action, the Strategic Objectives and Initiatives guide the work of the district and help us to remain focused on working together to provide a high quality educational experience for all students in a safe and caring environment.

SPS Vision

We are committed to excellence in educating students to be knowledgeable, creative, independent thinkers who are caring, collaborative members of the school and wider communities.

SPS Theory of Action

If SPS provides differentiated high quality instruction that is aligned with the Common Core for every student, maintains a safe school environment, uses data to inform instruction, and supports educators through professional development, ongoing feedback, and enhanced leadership in curriculum and instruction, **then** our students will be challenged and their varied learning needs met, the capacity of educators will grow, and the existing achievement gaps will narrow.

SPS Strategic Objectives and Initiatives 2013-2014

Ensure that all students have access to high quality, research-based, differentiated content and high quality instructional practices in a safe environment.

- Expand Implementation of new Educator Evaluation System to include 100% of staff
- Build instructional capacity through enhanced site-based Coaching
- Review and Refine Mentoring Program for 1st and 2nd year teachers
- Pilot 1:1 technology devices
- Develop a systemic structure of tiered support to address social/emotional/behavioral needs of all students

Align district curriculum to content Standards, including Common Core, to enhance coherence and rigor.

- Pilot units of study aligned with Standards, including Common Core
- Map curriculum aligned with Standards, including Common Core
- Develop and pilot common assessments
- Integrate Technology into instructional practice and routines

Analyze student-learning data consistently to inform instruction and improve student achievement.

- Employ structures and protocols to support the use of data to inform instruction
- Evaluate current assessments for efficiency and effectiveness
- Identify/Develop District Determined Measures

Align resources to Instructional Core needs in a manner that sustains excellence and enhances the effective and efficient use of resources.

- Develop Budget reflecting Instructional Core Needs
- Explore Community Partnerships to support Instructional Core
- Provide for Technology support and Infrastructure in Budget

As we pursue our strategic objectives we also, like every organization and family in the Commonwealth, continue to work through the challenges caused by several years of difficult economic times. In addition, this has been another year of increasing demands on resources and staff due to the implementation of State and Federal mandates (i.e.: Common Core Curriculum, new Educator Evaluation System). SPS has continued to maintain our strengths and strategically implement improvements through the hard work and dedicated service of our staff members and the unequalled support of a wide range of parent and community organizations. During 2013-2014 and the years prior, actions to control labor costs, restructure our schools and programs, actively pursue grants, and implement sound business practices have mitigated the declining resource impact on our budget. An additional cost saving measure has been realized in the shift to GIC for employee health benefits.

Education

The budget for FY14 is \$37,581,756, which is 2.7% greater than the prior year (FY13) budget of \$36,593,725. In FY14, SPS employs 396.18 fulltime-equivalent (FTE) employees; this compares with 385.91 FTE in FY13. Much of the increase in staffing is related to an additional in-district program for special education in the FY14 school year. We are thrilled to have our students in district schools with caring Sudbury educators and their peers and we also realize overall cost savings as a result.

Interest in our fee-based, full-day kindergarten program continues to grow. In its first year, 55% of the kindergarten students enrolled in the full-day program; for 2013-2014, 94% of our K students attend the full-day program. We continue to offer parents a choice between full and half-day kindergarten programs; however, based on the popularity of the full-day program we have a half-day program at only one of our four elementary schools in 2013-2014. Those opting for the full-day program pay fees to cover the cost of the extended day. The program is cost neutral to the operating budget.

Despite economic challenges, our efforts to make improvements have been enhanced by the unwavering support of our parents, parent organizations (PTOs), as well as generous grants from Sudbury Education Resource Fund (SERF), and The Sudbury Foundation. These groups have contributed hundreds of thousands of dollars to provide opportunities for our students and staff that the district's budget could not support. In some cases, core opportunities (e.g. enrichment and creative professional development) have been enhanced by local contributions. We appreciate these partnerships and the generous support of the work of our educators, which has allowed Sudbury Public Schools to continue to be a great place to learn and work.

In the space below, we offer a brief overview of our school district and invite you to visit our website at www.sudbury.k12.ma.us to learn more about SPS. On our website, you will find detailed information about our school district including but not limited to individual schools, teaching and learning across the district, news and upcoming events, and the school district budget. For questions, please contact Dr. Anne S. Wilson, Superintendent at 978-639-3211.

Student Enrollment

As of January 1, 2014, SPS enrollment in grades pre-K to 8 was 2,936. This is a decrease in enrollment from 3,008 students in the 2012-2013 school year and from our highest enrollment of 3,302 students in 2007. Based on an enrollment and demography study

completed during the 2012-2013 school year (and updated in the fall of 2013), enrollment projections indicate a continued slight decline of our enrollment over the next few years. The redistricting plan implemented in the 2010-2011 school year has served to reduce the enrollment gap between elementary schools. For the 2013-2014 school year (as of January 1, 2014) Haynes served 20.95% of the elementary enrollment, Loring served 26.18%, Nixon served 20.64% and Noyes served 32.24%.

Early Childhood Education

Preschool

The Sudbury Public Schools is home to an Integrated Preschool program with three classrooms housed at the Noyes and Nixon Schools. Residents may apply as tuition preschool students on a "first-come/first-serve" basis beginning in the fall of each year. If interested in an integrated preschool application, you may download a copy from the website www.sudbury.k12.ma.us under the Early Childhood Department pull-down menu or call the Early Childhood Office (978) 639- 3204.

Kindergarten

The Sudbury Public Schools continue to offer a full day, fee based kindergarten experience and a tuition free half-day kindergarten option. Kindergarten registration begins in November for children who turn age five on or before October 1st (of the following year) with a pre-registration packet mailed to families listed on the Sudbury census. Parent preference for full day or half day is requested with a comprehensive registration packet available after the pre-registration forms are returned.

Required Documentation for Registration

Both preschool and kindergarten registration processes require a child's birth certificate, proof of residency and current immunological record. Further questions may be directed to Linda_Karpeichik@sudbury.k12.ma.us, Early Childhood Director.

Curriculum

The District is engaged in the second year of a multi-year adoption of the Common Core State Standards in English Language Arts and Mathematics. These changes, part of curriculum revisions involving 46 U.S. States, are intended to bring about improved cohesion and rigor to our state Curriculum Frameworks, with a focus on preparing students for college and career readiness in the 21st Century.

Communication

Effective communication about student learning and

Education

our own teaching practices is important to our success as a district. To that end, a stand-alone website related to teaching and learning has been established this year at www.learninginsudbury.com. Details regarding much of what is discussed below can be found there, particularly related to Common Core implementation and technology innovations.

English Language Arts

The District continues to address curriculum enhancement in the area of literacy, including reading, writing, and Language Arts. At the elementary level, teachers are moving forward with instruction to improve reading fluency and reading comprehension skill development. Sudbury's approach to literacy instruction takes into consideration each student's reading level. Time is provided for teachers to meet with small groups of students on a regular basis to address their individual literacy needs. We have debuted a new curriculum district developed organizational structure at the elementary level, called *Mini Genre* Units, where students receive important, common instruction in different genres, as well as in the writing types and styles that match that genre. At the middle school level, our focus has been on building new units that utilize *differentiated text sets*, an instructional strategy that allows for consistency of theme and topical study while also allowing students to read in texts that provide the optimal level of challenge.

A Response to Intervention (RTI) framework has been initiated in our schools, which periodically assesses students' literacy skills. New this year is an early literacy program that moves between school and home and supports students who arrive in kindergarten without pre-reading skills. We were also awarded a grant from the Sudbury Educational Resource Fund (SERF) to purchase common sets of intervention materials for older elementary students, with professional development occurring this spring and into next year.

Mathematics

As a part of the Common Core implementation, we are in the process of supplementing and revising our adopted core programs in mathematics to ensure alignment, cohesion, and rigor for all students. At the middle school level, *Big Ideas Math* is the newly adopted math program in grades 6 through 8, including the use of online texts. Similarly, *Investigations*, our K-5 Mathematics program, continues to be implemented in all elementary classrooms. Differentiating instruction to meet the needs of all students, from struggling to advanced, is an ongoing endeavor. Additionally, Data Teams and Professional

Learning Communities (PLCs) offer teachers opportunities to collaborate and use data to inform instruction. Math Clubs at each elementary school, and a Math Team at the middle school, offer students further opportunities for math enrichment.

Social Studies

The K-8 Social Studies program is designed to help students become informed in four main areas: geography; history; economics; and civics and government. In 2008-09, The Sudbury Foundation funded a grant involving the Sudbury Public Schools and the Sudbury Historical Society on Colonial Sudbury. Using authentic maps and historical documents, students tour various sites throughout the town and participate in re-enactments and other activities at each location. In middle school social studies this year, our focus has been on building a core set of common experiences and assessments that all students will have exposure to, ensuring rigor and coherence across grade levels and teams.

Science, Technology and Engineering [STEM]

The Sudbury Public Schools Science and Technology/Engineering curriculum provides students in grades K-8 the valuable opportunity to investigate science with a hands-on, inquiry approach. We are excited about the recent release of new national STEM standards and the upcoming release of corresponding Massachusetts Science standards. A group of Sudbury educators will work together to examine how these will support continuous improvement in all of our STEM programs.

The State Frameworks for Science provide teachers with information regarding what students should know and be able to do at each of the grade levels and within our local units of study. Topics are covered within the three domains of science: earth and space, physical, and life, while encouraging students to apply their science content knowledge to the application of technology/engineering design scenarios.

Technology

Technology continues to be integrated at increasing levels in all of our schools. Portions of our professional development opportunities this year have been focused on the integration of technology. During our August 2013 professional day, thirty-four SPS teachers and administrators facilitated offerings for their colleagues, demonstrating an incredible reservoir of talent in the system.

In addition, we have piloted a 1:1 Technology program this year with one team of sixth grade students at Ephraim Curtis Middle School; the funding for this

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project was provided through a generous grant by The Sudbury Foundation. In 1:1 programs, each student in a particular school or grade span is assigned a technology device such as a laptop or tablet, a device that travels between home and school with the student. Devices are used by students to produce work, collaborate with others, and support workflow. Teachers in 1:1 models also use the same technology to support instruction and deliver content. Over the course of the year, we have collected data from both teachers and parents, as well as anecdotally through collegial conversations at the school. A great deal of information from those data collections and reflections has been publicly described and posted at www.learninginsudbury.com. The combined results have led us to propose expanding the pilot to all sixth and seventh-grade teams for the 2014-2015 school year.

We are currently engaged in a study of our middle school technology curriculum as well. Taking the opportunity presented by 1:1 programs to embed more of the technology communication and presentation skills in the regular classroom, our technology team is revising curricula to include possibilities for coding and other creative work.

Unified Arts

Art, Music, and World Language are critical components of Sudbury's Unified Arts curriculum in elementary and middle school grades. Spanish instruction is provided to all elementary students in grades 1 through 5. Middle school students elect either French or Spanish and proceed with their study of a world language in grades 6 through 8. Elementary band and chorus as well as middle school band, orchestra, and chorus are quality elective programs in our schools. Students participate in visual arts in grades 1 through 8.

Coordinated Health Program

The Coordinated School Health Program is designed to help students learn concepts and develop skills that support healthful lifestyles through wellness education that occurs across the curriculum. Wellness education is organized into four major areas: personal health, mental and social health, personal safety, and community and environmental health. Within the District, an Anti-Bullying Program has been implemented that endeavors to prevent negative behaviors among students. Its aim is to provide a structure for intervening in negative peer-to-peer behaviors and to foster a welcoming and inclusive school climate. In addition, the School Wellness Policy and Guidelines serve to inform decisions surrounding the food services program, curricular

activities and celebrations that incorporate food. Instruction around healthy food choices and physical activity education are available to address nutrition and physical activity education.

Student Assessment

The *Massachusetts Comprehensive Assessment System* (MCAS) currently requires students to participate in MCAS testing in grades 3 through 8 and grade 10. The grades and content areas of testing in SPS are:

Reading: Grade 3

English/Language Arts and Writing: Grades 4 through 8

Mathematics: Grades 3 through 8

Science/Technology Engineering: Grades 5 and 8

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. In 2012, the state introduced new reporting systems as part of Massachusetts' waiver from some elements of the *No Child Left Behind* legislation. This reporting system includes traditional measures of proficiency, as well as measures related to growth, closing of proficiency gaps, and comparisons of similar schools across the state.

For the second consecutive year, each of the five Sudbury schools received a School Percentile score (which summarizes the performance of the school as a whole compared with schools with similar grade spans) above the 90th percentile.

MCAS results are thoroughly analyzed and grade levels and/or schools that receive results lower than expectations in any area are provided extensive information upon which to develop improvement strategies. Students who are identified as being in need of improvement typically have either an Individual Student Success Plan (ISSP) or an Individual Education Plan (IEP) to guide support services.

Other ways in which students are assessed include teacher-created assessments, projects, and students' in-class work products. There are extensive local assessments in literacy skills (reading, writing, speaking, and listening) at all elementary grades. Data gathered on literacy skills at several key points during the school year enable teachers working together in school-based data teams to better design instruction to meet individual student's needs. In addition, work to develop common assessments across the district in all disciplines to support collaboration and coherence is in its second year.

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Massachusetts is currently evaluating a new set of assessments as a potential replacement for MCAS. These tests, known as *Partnership for Assessment of Readiness for College and Careers* (PARCC), will be field tested at each SPS school this spring, though we will not receive results of any sort from our participation.

The Schools

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 adoption of educational goals for the school and formulation of a plan to advance such goals and improve student performance.

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 that provides a formal way for parents to be involved in Sudbury's schools.

Each year, the administration and PTO leadership at each school welcome School Committee members and the public to their schools for a *State of the School* address. The *State of the School* presentations include school site-specific information on the following topics: School Improvement Goals; Overview of Student Data (including academic assessment data and student connectedness data); Professional Development; Practices and Protocols to Support and Challenge Students; Parent Involvement; and Individual School Highlights.

The Sudbury Education Resource Fund (SERF)

The Sudbury Education Resource Fund (SERF) is a non-profit, tax-exempt, organization that awards education-related grants three times 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 \$700,000 to Sudbury's schools. Current grants support the elementary school libraries, literacy initiatives, music and social studies curricula, and technology. Membership in SERF is open to all individuals interested in contributing their time and energy. SERF continues to be an extremely valuable resource for enriching all aspects of the educational experience of students in Sudbury Public Schools. Information regarding SERF can be found at: info@serfsudbury.org.

SCHOOL	Grades Served	Enrollment (01/01/14)	Administration
Ephraim Curtis	6-8	1022	Mr. Stephen Lambert, Principal Ms. Elizabeth Greer, Ms. Angela Menke, and Mr. David Jurewicz, House Administrators
Josiah Haynes	K-5	401	Ms. Kim Swain, Principal Mr. Chase Eschauzier, Assistant Principal
Israel Loring	K-5	501	Mr. Stephen Wiltshire, Principal Ms. Sara Zawadzka, Assistant Principal
General John Nixon	PK-5	395	Ms. Joni Jay, Principal Mr. Chase Eschauzier, Assistant Principal
Peter Noyes	PK-5	617	Ms. Annette Doyle, Principal Ms. Kristin Moffat, Assistant Principal

Education

METCO Program

The Metropolitan Council for Educational Opportunity (METCO) was created 44 years ago by urban and suburban educational collaborators who believed that all children should have access to quality education in suburban school districts. In this program, students in large urban districts receive placements in participating suburban districts, supported by state grant funding. The Sudbury K-8 system enrolled its first students in the METCO program on January 27, 1975, when forty students were placed in the five Sudbury elementary schools. Currently, this grant-funded program supports up to 70 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 enrollment for the next fiscal year.

The position of K-12 METCO Director, in partnership with Lincoln-Sudbury Regional High School, was established in the summer of 2010. Janine Dailey began working as the SPS/L-S METCO Director in July 2011. Three additional positions, Academic Advisors, were also established to provide direct services to students from Boston during the school day.

Sudbury students who reside in Boston participate in the variety of activities of the Sudbury Public Schools. Middle school students take advantage of the scheduled after school program held twice weekly at ECMS. Sudbury METCO parent meetings are held in Boston several times per year and provide parents from Boston with an opportunity to discuss issues that are relevant to their children's academic progress and social well-being. For the first time, in the summer of 2013, SPS held a two-week academic support program for approximately twenty-five students in the METCO program. This provided an opportunity for our new students to get a head start on the coming year, and for current students to engage in valuable skill development.

Special Education

The Sudbury Public Schools has increased its efforts to support inclusive practices to ensure that each child has access to and progresses in the general curriculum. The school community has renewed its commitment to meeting the unique needs of diverse and challenged learners within the context of the rich general education program with appropriate supports and services. Inclusion in the general education classroom fosters social, emotional, and academic growth for all students and allows all children to belong to the school community. Over the past year, the district has engaged in discussions and professional development

exploring accessibility strategies and inclusive education practices and beliefs. Educational research supports inclusive education as best for all students. Additionally, district data indicates that students with disabilities who are educated with more time in the general education classroom (least restrictive environment) perform better on state assessments.

In accordance with Massachusetts Special Education Law 603 CMR 28.00 and the Federal Individuals with Disabilities Education Act (IDEA), Sudbury offers a continuum of services designed to identify and serve children with disabilities. Annually, special education programs are expanded, adjusted or created to meet the specific and changing needs of the student population. This year, the district expanded its Partner Program, a program that functions in concert with the New England Center for Children serving children with Autism Spectrum Disorders. The ability to provide this program allowed Sudbury students to remain in their home school and district while receiving intensive and quality services to meet the individual and unique learning needs.

Every six years, as one part of its accountability system, the Department of Elementary and Secondary Education (DESE) oversees local compliance with special education requirements through the Coordinated Program Review (CPR) process. In February, a two-member team from DESE conducted a 4-day on-site visit to the Sudbury Public Schools. DESE staff visited 4 of our 5 schools and interviewed approximately 50 staff members, parents, and administrators. Additionally, surveys were sent to a random sampling of parents to solicit input and feedback. A final report was provided to the district in September. Of the 52 criteria evaluated by DESE, Sudbury was found to have 50 criteria in full compliance. Two areas were found to be "partially implemented". The areas cited as "partially implemented" included the need to provide adequate space for speech and language services at the middle school and consistently sending all IEPs to families within the mandated time lines. A "corrective action plan" has been submitted to address each area cited. DESE will monitor the district's progress toward full compliance through review of periodic progress reports submitted by the district along with on-site visits.

Based on the most recent official DESE headcount on October 1, 2013, 396 SPS students in grades preschool through eight were receiving some form of special education services. This represents a decline of 17 students from the previous year's headcount.

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396 students in special education, 29 are preschool age students receiving service through the Sudbury Public Schools. An additional 23 students are placed in out-of-district programs because of the unique nature of their disability and needs. Overall, the breakdown of disabilities served is as follows:

- 29% are identified with Specific Learning Disabilities,
- 20% are identified with Communication Disabilities,
- 14% are identified with a Health Disability (including ADD/ADHD)
- 14% are identified with Developmental Disabilities
- 6% are identified with Emotional Disabilities
- 8% are identified with Autism
- Other disability categories (Intellectual, Hearing, Vision, Multiple Disabilities, Physical and Neurological) are represented by less than 1% identified in each area.

Professional Development

The Sudbury Public Schools embody a culture that is highly supportive of professional development as a key strategy for maintaining excellence in teaching. Two full-days for professional development workshops, in-service workshops throughout the year, ongoing support for conference attendance, and professional learning communities (PLCs) are some of the strategies used in growing the capacity of SPS educators. New teachers to Sudbury schools participate in a multi-day program customized to enhance their understanding of Sudbury's learning expectations and resources. Veteran teachers assume the role of mentors for newer teachers, forming professional relationships that benefit both new and veteran teachers. Sudbury educators are committed to attending a 30-hour course in Empowering Multicultural Initiatives (EMI), a program that explores racial identity development and promotes international vision within our curriculum.

The Sudbury Public Schools implement an *Improved Learning for All* (ILAP) plan. ILAP is a professional growth model that utilizes early-release days approximately twice per month, enabling educators to

attend carefully planned work sessions. ILAP days foster collaborative group activities within and across schools, grade levels, and disciplines to help accomplish district-wide and school goals. A major focus of this year's ILAP program is the implementation of the Common Core State Standards in literacy and mathematics at the elementary level and the use of data to improve instruction and student performance. In other disciplines, such as Unified Arts, work has likewise focused on increasing the coherence and alignment of curricula in order to support student learning outcomes and faculty collaboration. In all areas this year, a focus has been placed on developing and relying on the expertise that exists amongst the Sudbury faculty to support this work, with nearly all ILAP groups facilitated by Sudbury educators.

Personnel: Retirees

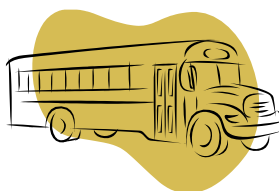
The following SPS team members along with their years of service in Sudbury retired during the past year: Judith Bowen, 35 years; Deborah Stone, 26 years; Joanne Bennett, 22 years; Gay Gibson McDonald, 15 years; Helen Green, 13 years; Tara McElroy, 12 years; Barbara Wasley, 12 years; Allison Provencher, 11 years; JP Mann, 10 years; and Elizabeth O'Brien, 8 years.

Years of service awards

On Opening Day in August, we had the honor and pleasure to acknowledge the following SPS team members: Florence Aldrich-Bennett began her 50th year as an educator; Diane Irvine and Celeste Morin completed their 25th year of service in education; Kathleen Bower completed 20 years; and, Diane Kaplan, Bonnie McGavick, and Gretchen Meeks all completed their 10th year of service to the students and schools of Sudbury.

Respectfully submitted,
Dr. Anne S. Wilson, Superintendent

School Committee
Robert Armour
Lucie St. George
Scott Nassa
Richard Robison
Ellen Winer Joachim



Lincoln-Sudbury Regional High School

Superintendent's Report

The High School's core values emphasize cooperative and caring relationships, respect for differences, and maintenance of a purposeful and rigorous academic program. Our school culture strives to personalize education for all students in order to enhance achievement by building on individual talents and creating an educational environment where students want to learn and discover their passions. Our teachers develop engaging courses, foster strong connections with students, and produce well-rounded graduates who are prepared for the best colleges and other post-graduate endeavors.

New leadership opportunities were brought to the school with Bella Wong hired as Interim Superintendent/Principal to succeed Scott Carpenter, Glenn Fratto hired as Business Administrator to succeed Michael Connelly, Aida Ramos hired as Director of Student Services to succeed Rhonda Taft-Farrell, and Virginia Blake hired as Curriculum Coordinator to succeed Leslie Belcher. Additionally, a fourth House Administrator, Jason Medeiros, was increased from .5 to full-time status to accommodate anticipated enrollment increases. These administrative hires were effective for the FY14 school year, along with the hiring of 18 new faculty members. The School Committee views the change in leadership and teaching staff as an opportunity for new ideas and fresh approaches.

In cooperation with our Teachers Association, the School Committee completed negotiations of a three-year contract agreement that will extend through June 30, 2015. In addition, the Teachers and School Committee continued to collaborate to implement the redesign of the health plans for employees, retirees, and dependents that mirror plan designs of the State's Group Insurance Commission (GIC). The school participates in Minuteman Nashoba Health Group, a coalition of Massachusetts towns and school districts that have joined together to more affordably purchase health benefits. Also, the Teachers and School Committee agreed on a new teacher evaluation system.

While the number and cost of out-of-district placements for students with profound learning needs has leveled off, in-school enrollment increased significantly this year. As of October 1, 2013, the school's total enrollment reached 1,699 students, with 1,640 enrolled in-school and 59 students in out-of-district placements. The in-school enrollment

represents an increase of 62 students from the prior year, with the 9th grade class of 452 students being the highest grade level enrollment in over three decades. Fortunately, we were able to add 4.16 full time equivalent teaching positions to help service growing enrollment. Unfortunately, most class sizes remain between 24 to 28 students.

The year extended the recent stretch of challenging financial limitations for the school. Despite budget challenges, the high school continues to provide a rigorous and challenging academic program and maintains a wealth of extracurricular options for all students. In addition to the successful implementation of the ACE Program and specialized programming to better serve in-school students with Language-Based Learning Differences (LBLD), we have engaged the services of Walker Partnerships Inc. to conduct a review of services provided to students with learning challenges. Ideally, we will continue to expand our capacity to provide sufficient services at the high school in order to limit the number of students in certain "out-of-district" placements.

Along with our two "feeder" districts, the Lincoln and Sudbury Public Schools, the High School continues to serve disadvantaged students from Boston. The Metropolitan Council for Educational Opportunity, Inc. (METCO) program was established to provide the opportunity for children from racially-imbalanced schools in Boston and children from relatively isolated suburban schools to learn together in an integrated public school setting. This year we continue to serve 91 students from Boston. We share a METCO Director with Sudbury Public Schools.

During the year, the School Committee continued its goal of improving the technology infrastructure at the school. Intermittent wireless and hard wire connectivity to the Internet at Lincoln-Sudbury is currently a significant barrier to student and educator access to global networks for the purpose of supporting teaching and learning. Infrastructure adjustments necessary to improve this service are being evaluated by external consultants to support a request for a one-time capital funding expenditure of approximately \$600,000 to be presented for proportionate consideration between Lincoln and Sudbury at the upcoming 2014 Town Meetings.

We continue to review a proposal to install a solar canopy above the main parking lot. In addition to

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reducing our “carbon footprint”, the project must offer the opportunity to reduce the cost of energy. A decision on moving forward with this project will be made in early 2014. In similar fashion, we are pursuing various opportunities to reduce energy consumption within the complex in order to lower costs.

We appreciate continued support of the Towns of Lincoln and Sudbury of our annual operating costs. We also appreciate the supplemental supports of FELS and SERF that provide mini grants to fund teacher initiated projects to benefit teaching and learning in the school. We could also not provide service at the current level of excellence without the financial support and hard work of our many parent organization groups.

Respectfully submitted,
*Bella Wong, Interim Superintendent of
 Schools/Principal*

Lincoln-Sudbury Regional High School Committee
Radha Gargeya, Sudbury, Chair
Elena Kleifges, Sudbury, Vice-Chair
Kevin Matthews, Sudbury
Gerald Quirk, Sudbury
Nancy Marshall, Lincoln
Patricia Mostue, Lincoln

Review of High School Enrollment as of October 1st of Each Year

	2009	2010	2011	2012	2013
Lincoln	233	212	216	198	213
Sudbury	1,275	1,292	1,278	1,273	1,321
METCO	91	91	92	91	91
Other/Tuition Waived	15	14	14	13	15
Total In-School	1,614	1,609	1,600	1,575	1,640
Male	814	813	815	783	790
Female	800	796	785	792	850
Total In-School	1,614	1,609	1,600	1,575	1,640
9th Grade	423	406	391	399	452
10th Grade	409	417	400	390	403
11th Grade	390	409	402	393	389
12th Grade	392	377	407	393	393
SP (Special Ed > Grade 12)					3
Total In-School	1,614	1,609	1,600	1,575	1,640
Out of District Placements	33	39	50	51	59
Total Enrollment	1,647	1,648	1,650	1,626	1,699

L-SRHS Placement of Graduating Class – Last Five Years

	Class of 2009		Class of 2010		Class of 2011		Class of 2012		Class of 2013	
Four Year College	374	91.9%	348	90.1%	328	87.7%	385	93.9%	356	90.8%
Two Year College	12	2.9%	11	3.0%	16	4.2%	10	2.4%	14	3.6%
Other Post Sec Edu	1	0.2%	7	1.8%	4	1.1%	2	0.5%	6	1.5%
Total Post Secondary	387	95.1%	366	94.8%	348	93.0%	397	96.9%	376	95.9%
Work	13	3.2%	11	2.9%	13	3.5%	8	1.9%	11	2.8%
Military	1	0.2%	1	0.2%	1	0.3%	2	0.5%	1	0.3%
Other	6	1.5%	8	2.1%	12	3.2%	3	0.7%	4	1.0%
Total Non-Postsecondary	20	4.9%	20	5.2%	26	7.0%	13	3.1%	16	4.1%
Total Graduates	407	100%	386	100%	374	100%	410	100%	392	100%

Education

LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT						Prepared by:
TREASURER'S REPORT (UNAUDITED)						David Leary
JULY 1ST, 2012 - JUNE 30TH, 2013						District Treasurer
DISTRICT CASH BALANCE						
CASH BALANCE DISTRICT FUND ON JUNE 30TH, 2013					\$	1,386,402.68
STUDENT ACTIVITY FUND BALANCE ON JUNE 30TH, 2013					\$	194,606.91
CASH BALANCE REVOLVING, TRUST, & GRANT ACCOUNTS ON JUNE 30TH, 2013					\$	1,311,240.39
					\$	2,892,249.98
OUTSTANDING DEBT						
School Bond					Principal Outstanding	\$ 1,400,000.00
(10 year TIC: 3.930263)					Interest Paid FY 2013	\$ 108,500.00
School Bond					Principal Outstanding	\$ 7,150,000.00
(20 year TIC: 3.954145)					Interest Paid FY 2013	\$ 297,550.00
School Bond					Principal Outstanding	\$ -
(5 year TIC: 3.846000)					Interest Paid FY 2013	\$ 4,750.00
EXCESS & DEFICIENCY FUND						
Balance July 1st, 2012					\$	1,032,027.56
E & D Allocated for FY 2014 Budget					\$	(723,040.00)
FY 13 Operating Budget Surplus					\$	175,344.00
FY 13 Regional Transportation Aid Over Revenue Estimate					\$	936.00
FY 2013 Excess Revenues Over Estimates					\$	267,230.33
FY 13 Interest Income					\$	8,121.06
FY 13 Misc. Receipts					\$	4,971.51
Withholding Account Excess Balance P & S Analysis					\$	252,376.60
FY 13 School Choice/Charter Assessments					\$	(12,525.00)
					\$	-
Balance June 30th, 2013					\$	1,005,442.06
STABILIZATION FUND						
Voted Establishment Spring Town Meeting 1992						FY 13
Cash Balance July 1st, 2012					\$	310,273.51
Interest Income					\$	715.31
Disbursements					\$	-
Cash Balance June 30th, 2013					\$	310,988.82
MISCELLANEOUS INCOME						
Interest Income					\$	8,121.06
Misc. Receipts					\$	4,971.51
					\$	13,092.57
ESTIMATED RECEIPTS						
Athletic Gate Receipts					\$	-
Cafeteria					\$	5,000.00
Medicaid Receipts					\$	35,000.00
Transcript Receipts					\$	10,000.00
					\$	50,000.00

[illegible]

Education

Lincoln-Sudbury Regional High School Class of 2013 Graduation June 2, 2013

Megan Barbara Addeo
Samantha Grace Alarie
Alexander William Claude Allen
Kenneth Jacob Allen
Andrea Almandoz
Mary Vida Amoo
Emily Erwin Anderson
Benjamin Thomas Andre
Lamont Aaron Anthony
David Joseph Aron
Sara Elissa Atlas

Garin Michael Babikian
Sophie Elizabeth Baker
Charlotte Lillie Balogh
Oliver Michael Baltay
Katherine Bogan Barker
Thomas Bazerghi
Joshua Aaron Beck
Bryan Warren Becker
Brennan David Beeler
Adrian Nicholas Berg
Amanda Jane Berger
Chloe Rae Berlin
Nicole Ruth Bilbo
Ann-Marie Teresa Billig
Ethan Bennett Blackwood
Thomas Warren Blair
Christopher George Blake
Samantha Ellen Blake
Drew Elias Blazewicz
Alexander Scott Bloom
Molly Sara Bloomenthal
Matthew Phillip Bodner
Cassidy Nehlsen Boegel
Jesse Benjamin Bogdan
Kyle James Boland
Douglas Borges
Jeanne Sarah Borovick
Adam James Bradley
Nicholas Constantine Bradley
Trevor Chase Bradley-Dade
Alexandra Rose Braverman
Dylan Winsor Brown
Sierra Elyse Brown
Taylor John Brown
Emily Jade Budas
Aaron Paul Bulens
Sophia Catherine Buono
Ashley Marie Burgess
Kayla Nicole Burroughs
Jessica Paige Bursma

Kristina Maria Buzanis
Nathalie Louise Cabrera
Patrick Joseph Canning
Abigail Francis Carlson
Brian John Carroll
Raymond Tait Cass
Monica Georgia Cassandras
Garrett Cheung-Nien Chang
Dianne Marie Chantiles
Samuel Joseph Chen
Stephanie Chiao
Caitlin Teresa Chin
Nicholas Chin
Cassandra Mae Chislom
Ryan Samuel Clemens
Bradley William Clement
Jeremy Todd Cohen
Steven Charles Coletti
Miranda Ann Congleton
Benjamin Thomas Conlon
Ryan Mallon Connors
James Anthony Conway
Samantha Ann Cook
Heather Ashley Corcoran
Alexander Daniel Couch
Jeffrey David Crowell
Matthew Murphy Cruz
Erin Irene Curtis
Kayleigh Iva Cyr

Amara Imani Dailey
Brett Rose Danziger
Shay Elizabeth Darcey
Christopher Meehan Darley
Kathleen Megan DaSilva
Taylor Lydia Dawson
Mira Dayal
Jacqueline Amy Deacutis
Nicholas C. M. DeAndrade
Sophia Christina Dee
Dylan James DeFlorio
Kayla Hill DeFreitas
Benjamin DeFronzo
Sydney DeFronzo
Daniel Joseph DeLaney
Dayron Aaron Dennis-Steele
Hanna Todd Derbyshire
Meredith Nevler Derecho
Ezekiel Solomon DeSantis
Jenna Marie Dickinson
Maia Carolyn Dinsmore

Courtney Elizabeth Dorcas
Jordan Bryce Dow
Claire Elizabeth Dowd
Cecily Ann Doyle
Katharine Stearns Doyle
John Michael Dumont
Brian Patrick Dunn
Megan Eileen Durning
Maryrachel Durso

Michaela Mara Eckel
Sarah Jasmin Eckler
Zachary S. Edelstein
Rose Ilana Eiduson
William Greenleaf Eliot
Edmund Arthur Elkins
Elizabeth Wacht Erbafina
Elizabeth Marie Schrenk
Eyermann

Jessica Ruth Feinberg
Gabriel Faúndes Figueiredo
Charlotte Bowes Fitzgerald
Martin Joseph Fitzgerald VI
William John Fitzgerald
Nolan Michael Flagge
Callery Fortune Flanagan
Martin Walter Flesche
Raya Ilona Foldi
Jillian Johanna Fordiani
Bianca Angelina Fragale
Isabel Bei Freedman
James Gregory Freeman

Robert Jake Galligani
Maria Victoria Garcia
Ryan Christopher Gardent
Benjamin David Gaynor
Justin Alexander Gedney
Arthur David Gersht
Connor Donnelly Gilroy
Christopher Anthony Giorgio
Will Haynes Glass
Samuel Walter Glick
Sarah Elizabeth Glickman
Kyle Vincent Godwin
Matthew Michael Hafford Goff
Michael Samuel Goldblatt
Zachary Evan Goldman
Melissa Shaw Goodman
Luke Alexander Goodrich
Samantha Jill Gordenstein

Education

Sophia Anna Goswami
Joshua Solomon Green
John Patrick Griffin
Henry Dunlap Guild

Frederick Riley Haberstroh
David Joseph Hall
Matthew Michael Hall
Katherine Anne Hanson
Jessica Lynne Hardwick
Maya Hareli
Daniela Nicole Hargus
Alanna Jacoba Harrison
Kayla Morgan Harvey
Izak Arion Harvey-Wolff
Kimberley Jayne Heller
Mitchell Cole Herndon
Kellie Elizabeth Heye
Logan Drabing Hicks
Jonathan Palmer Hileman
Trevor Telford Hinkle
Jeffrey G. Ho
John Thomas Hobson
Eli Vancampen Hoenig
Molly Martin Holden
Alexander Lawrence Honens
Gabrielle Grace Horth
Natalie Stelling Howard
Kathryn Juerst Hubley
Ronan James Hunt
John Frederick Hurley
Edward Jacob Hurtig

Steven Robert Ingard
Benjamin Nicklaus Iuliano

Andrew Aisenberg Jacobs
Benjamin Ellis Jacobs
Andrew Ross Kendall Jacobson
Emma Elizabeth Jannsen
Emma Isabel Jarczyk
Brenton Richard Jones

Krystal Lilly Kallarackal
Lauren Michelle Kantrovitz
Ian James Kaplan
Upneet Kaur
Isaac Benjamin Kazin
Charles Vernon Keighley
Alexander John Rudolf Keklak
Anna Elizabeth Kelly
Joseph Patrick Kenney
Erik Noren Kessler
Sung Hoon Kim
Kaitlin Victoria King
Louis Majazz King

Ian James Kinney
Sydney Amber Kinsman-
Nesmith
Meghan Gleason Klapper
Jacob Matthew Klein
Sarah Melina Klofft
Margaret Avery Klureza
John Christopher Kodera
Meredith Helen Kohler
Nathan Kong
Leigh Perry Kozak
Rebecca Margaret Kupperstein

Daniel Thomas Lagarce
Elisabeth Sara Landsman
Katherine Nicole Marie
LaScaleia
Caroline Grace Laurendeau
Hannah Parker Lawless
Malik Shawn Layne
Arnold Han-Jung Lee
Briana Marie Lee
Oliver James Lee
Teilise Tahera Lennon
Jared Michael Leonelli
Justin Patrick Lesko
Christopher David Lewis
Evan Joseph Lindgren
Tiffany Alexis Lirette
Connor Owen Loughheed
Ashley Elizabeth Lutz
Haley Donovan Lynch
Nicole Donna Lynch
Anna Lytel-Sternberg

Jacob Roy Maalouf
Catherine Dunne MacKeen
Emily Maureen Maguire
Kaileigh Mairead Maguire
Darby Rose Maley
Tyler Dante Mangini
Owen Robert Maron
Ian Halyburton Marshall
Leah Devlin McCabe
Brendan Michael McCarthy
Michael Baker McGean
Matthew James McGee
Michael Arthur McGee
Dimitri McKenzie
Anna Rose Menkis
Bridget May Menkis
Sarah Helgi Mephram
Daniel Christian Merullo
John David Merwin
Ashley Denielle Miller
Joseph Philip Miller

Christopher Love Mitchell
Sophia Eve Mlawer
Jason Ian Moe
Jennifer Lee Mollica
Tanaya Maine Molzan
Dario Albert Morando
Liam Michael Morley
Daniel Timothy Murphy

Pranavi Narula
Morgan Alyssa Nash
Kaila Jean Nelson
Mackenzie Edward Nelson
Sara Elizabeth Nelson
Sofia Marie Neri
Rhiannon Marie Newfell
Stephanie Lynn Newfell
Jessica Melanie Newman
Hannah Stowell Nichols
Eric Alsen Novick
Prince Chima Nwaford

Edward Daniel O'Brien
Kellie Lyn O'Brien
Matthew Albert O'Brien
Michael David O'Brien
Lily Angela Oksanen
Nicholas Daniel Oliveira
Timothy James Orie
Elise Tohn Oshlag

Jeremy Austen Pagano
Jonathan Francis Minn Pan-Doh
Matiu Tamehana Parangi
Lauren Marie Perez
Katelyn Jean Perkins
Alicia Marie Perry
Julia Elizabeth Pheifer
Geneva Mae Halligan Poch
Brian Daring Post
Todd Punturaumporn

Abby Stewart Quirk

Alexandra Ramsay
Anelise Ramsay
Debra Renee Regensburger
Joshua Robert Reinstein
Bryan Porter Richman
Justin Andrew Robbins
Caitlin Elizabeth Roberts
Jonathan Amory Rodiger
Kimberly Buergin Rogers
Matthew David Rosen
Zelda Charlotte Rosen

Education

Hailey Elizabeth Roberts
Rosenblatt
Jessica Cushner Roth
Joseph Edward Rottman
Emily Katherine Rowe
Maxwell Isaac Ruditsky
Carolyn Elizabeth Ruh
Dawson Atlee Rutter
Rebecca Elisabeth Ryan

Kami Ahanu Sabghir-Frota
Shruti Saini
Dillon Jonathan Salkovitz
Lawrence William Salvucci
Jacqueline Anne Sanderson
Victoria Rose Sanderson
Alexis Davida Santa Maria
Nicholas Paul Santangelo
Erin Taylor Santomenna
Erica Skye Schaaf
Thomas Ernest Schubert
Erin Jacqueline Schuster
Anne Melanie Schwartz
Shane Albert Francis Sefton
Chantal Sophiap Seng
Krystian Marsay Seymour-Smith
Caitlin Louise Shaughnessy
William Patrick Sheehan
Matthew Edward Shelley
Katherine Marie Sia
Amanda Louise Sifferlen
Marquis Derez Simmons
Greta Renee Simons
Anna Francesca Skedros

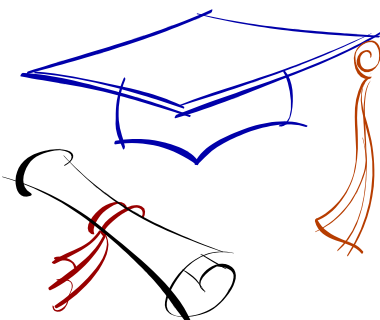
Alexander Michael Sleczkowski
Graham Eric Channing Small
Julia Lauren Smith
Katherine Michelle Smith
Evan Stolor Sobkowicz
Natalie Louisa Soloperto
Paul Joseph Sorbo
Fernando Gusmao Chan Tavares
De Sousa
Ellie Elizabeth Sperazza
Christopher Douglas Stahl
Stephen John Stahr
Kevin Lawrence Stearns
Savannah Stoller
Sarah Lynne Strangie
Samuel Paul Sugg
Alexis Rutledge Swan
Alex Paul Swotinsky

Grace Qian Tam
Jefferson Tan
Jonathan Tan
Erina Andreevna Taradai
Cecilia Thai
Julia Teresa Thomas
Sarah-Elizabeth McDonald
Thompson
Rachael Sam Tilbor
Julia Beatrice Torgerson
Kenneth William Torgerson
Whitney Carolyn Torgerson
Katrina Lenhart Truebenbach
Frank Senyo Tsagli
Sarah Cheuk-Chi Tsang
Kerry Anne Tyrrell

Nicholas Valdez
Jillian Marie Valpey
Grace Tucker VanValey
Camilla Julia Vercollone
Melinda Anne Vercollone

Cameron Neuman Waggener
Ivy Joanna Jianjie Walsh
Neil Yuning Wei
Rachel Paula Wein
Alisha Atara Weinstein
Jonathan Charles Weiss
Maxwell Halperin Weiss
Celia Dorothy Whitcomb
Sophia Elena Widzowski
Derix Williams Jr
Sofie Ray Wise
Zachary MacDonald Witkin
Natalie Jane Wohl
Jessica YeeYat-Yen Wong
Alexander Mark Woodward
Hannah Lily Woolf
William Michael Woyda
Cindy Wu
Laura Ingrid Wylie

Alexander King Yamron
Emma Rebekah Yeager
Ethan William Zanelli
Elisabeth Anne Marie Jie Ling
Zee
Sara Caitlyn Zieff



Minuteman Regional Vocational Technical School District

About Minuteman

Minuteman is a four-year public high school in Lexington, Massachusetts founded in the Career and Technical Education tradition. Minuteman serves the member towns of: Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston and teaches more than 700 diverse young men and women from local communities across eastern Massachusetts. Minuteman is a Revolution in Learning, preparing every student for success in college, industry and life.

Sudbury Enrollment

As of October 1, 2013, nineteen (19) high school students and three (3) post-graduate students from Sudbury were enrolled at Minuteman, providing a full time equivalent (FTE) of twenty-two (22) residents of Sudbury.

- **Lincoln-Sudbury Regional High School and Minuteman Half Day Program**

Minuteman offers a unique program allowing juniors and seniors, who have passed the MCAS, enrollment on a half day-every day basis in a career major. This allows a student to graduate from Lincoln-Sudbury Regional High School *and* receive a competency certificate from Minuteman. Currently, no Sudbury students participate.

Minuteman offers technical training programs to adults who are looking for rewarding jobs in high demand careers. Adults may apply to the Minuteman Technical Institute programs to hone skills in a technical area, retrain for new employment, or learn new technical skills for the first time.

2013 Sudbury Graduates and Awards

- William Woyda graduated from the Metal Fabrication program.

Sudbury Skills USA Results

- Amber Savoy earned a Gold medal in Early Childhood Education and Care at the District competition.

Class of 2013 Graduate Achievement Highlights

- 64% college bound or advanced Technical Training, 23% career bound and 8% military (4% unknown).
- 100% of Early Education Students achieved both the Early Education and Care Infant/Toddler and Preschool Teacher Certification.

- 100% Cosmetology test takers passed the State Board examination.
- 100% of Health Occupation graduates achieved college acceptance.
- 100% of Environmental Technology graduates were certified in a 10-Hour General Safety and Confined-Space Entry training. 91% were certified in OSHA 40-Hour HAZWOPER training; 82% received their First Aid/CPR Certification, and 55% passed the Massachusetts Grade II Municipal Wastewater Treatment Plant Operator License exam, and the Massachusetts Drinking-Water Treatment Plant Grade 1 Operator License Exam
- Valedictorian Christine Hamilton, an Environmental Science graduate from Stow is attending Smith College in Northampton. Co-Salutatorian Devon O'Brien, a Health Assisting graduate from Lancaster, is attending Fitchburg State University and co-Salutatorian Lindsey McBride, an Early Education graduate from Bedford, is attending Penn State University.

Regional Agreement

A draft Regional Agreement has been created and will be presented for approval at member community town meetings. This draft was developed over a period of months as a result of receiving a DESE Grant for the study of Minuteman's long-term sustainability as a Regional Vocational High School.

Capital Projects

MSBA Update: Minuteman is currently in the midst of Module 3 of the MSBA process, the Feasibility Study, as authorized in June 2010 on the Building Improvement Program. In conducting this study, the professional team including SKANSKA, as the Owner's Project Manager, and Kaestle Boos Associates, as the Designer, have been working closely with the School Building Committee and the MSBA. This Design Team has submitted a Preliminary Design Program to the MSBA containing six proposals for renovating the current facility or constructing a new one. As part of the MSBA process, the Education Plan Task Force formed by the School Committee formulated program offerings based on enrollments of either 435 or 800 students. The projected date for MSBA Board approval of the Schematic Design/Final Program is September 2014, to align with the District's need to receive feedback from the 16 member communities on the draft amendment to the Regional Agreement.

Student Access, Participation and Support

- An Executive Function initiative was launched in 2010. Led by our reading specialist, we have expanded our efforts to include study skills, pre-reading strategies, and unit re-organization to help students with resources to develop habits and techniques to enhance their planning and organization skills.
- Minuteman continues to support a full-time Reading Specialist. In addition to working with the students on his own caseload, he consults with academic and CTE teachers toward the development and application of a school-wide reading program.
- The Special Education Department continuously develops individualized programs and provides services so that all our students succeed. We focus on teaching students about the nature of their disability and their Individualized Education Program. The Special Education department successfully implemented the Student Learning Center (SLC), which allows students to understand their disability, develop skills and techniques to minimize the impact of that disability, and promote independence and personal responsibility. The SLC also supports the transition to post-secondary education, by following a model of service delivery that is popular among most colleges and universities in the United States.
- The Music and Art Department continue to grow. Most recently, two students were accepted to the Massachusetts Music Educator's Association Northeast District Chorus; one of whom also received an All State Chorus recommendation. We have also initiated a select chorus. The Visual Arts Department offers 8 different elective courses including traditional studio courses and
- Digital Photography to over 200 students. Student work has been displayed in various communities including Lexington, Carlisle, Arlington and Watertown. Recent graduates have been accepted at MassArt, Savannah College of Art and Design, Lesley University, New Hampshire Institute of Art and Art Institutes of Boston. The program continues to grow as student interest and enthusiasm is high.
- Minuteman offers 16 sports with three levels (Varsity, Junior Varsity and Freshman) throughout the school year. Over the past 12 years, the number of participants has doubled in many of the sports offered. The athletic department is also looking to expand to include a track team. Students are offered more than 20 clubs and activities. Success of the Athletic teams has been outstanding within the past few years as students are winning awards and competitions. Minuteman has been participating in the Vocational and MIAA State tournaments. This past fall season Cross Country runners qualified for the Vocational tournament, the golf team competed in the individual Vocational tournament, the Girls Soccer team qualified and competed in the Vocational tournament (losing in the Quarterfinals) and also competed in the MIAA State tournament, and the Minuteman Football team competed and was runner-up in the Vocational Superbowl.
- The Minuteman Parent Association (MPA) meets monthly and supports all aspects of the Minuteman community. In addition, the Grant-a-Wish program supports numerous initiatives and incentives for student achievement.

Respectfully submitted,
Edward Bouquillon, PhD, Superintendent



Finance

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, 2012 to June 30, 2013. Included in this report are receipts, fund accounts, the balance sheet, and appropriations and expenditures

SCHEDULE OF REVENUES FY13			
			Variances
			Favorable
GENERAL FUND	<u>Budget</u>	<u>Actual</u>	<u>(Unfavorable)</u>
Real Estate and Personal Property Taxes, Net of Reserves for Abatement	70,396,267	70,517,132	120,865
Excise Taxes	2,876,864	3,204,918	328,054
Intergovernmental	7,277,145	7,275,819	(1,326)
Departmental and Other	917,000	1,451,979	534,979
Investment Income	10,000	21,992	11,992
TOTAL REVENUES	81,477,276	82,471,840	994,564
ENTERPRISE FUNDS			
Atkinson Pool			
Revenues	515,000	535,376	20,376
Total Revenues Atkinson Pool Enterprise	515,000	535,376	20,376
Transfer Station			
Revenues	317,523	335,987	18,464
Total Revenues Transfer Station Enterprise	317,523	335,987	18,464
Recreation Field Maintenance			
Revenues	189,000	204,416	15,416
Total Revenues Field Maintenance Enterprise	189,000	204,416	15,416

Finance

COMBINED BALANCE SHEET JUNE 30, 2013							
ASSETS	General	Special	Capital	Enterprise	Trust &	Long Term	Total
	Fund	Revenue	Projects	Funds	Agency	Debt	
Cash and Investments	10,958,007	9,738,899	941,715	745,050	10,565,320		32,948,991
Receivables:							
Real Estate & Personal Property Taxes	738,163	14,759					752,922
Tax Liens	508,129						508,129
Tax Deferrals	2,452,671						2,452,671
Tax Foreclosures	270,283						270,283
Excise Taxes	378,321						378,321
Intergovernmental		425,460					425,460
Other Receivable		341,053		7,750	84,236		433,039
Long Term Obligations						28,265,000	28,265,000
TOTAL ASSETS AND OTHER DEBITS	15,305,574	10,520,171	941,715	752,800	10,649,556	28,265,000	66,434,816
LIABILITIES AND FUND EQUITY							
LIABILITIES:							
Warrants Payable	376,366	(26)		19,944			396,284
Other Liabilities	783,052				671,301		1,454,353
Amount Due Depositors					422,944		422,944
Reserve for Abatements	1,263,338						1,263,338
Deferred Revenue	3,084,229	880,851		123,158	84,236		4,172,474
Bonds & Notes Payable			3,910,000			28,265,000	32,175,000
TOTAL LIABILITIES	5,506,985	880,825	3,910,000	143,102	1,178,481	28,265,000	39,884,393
FUND EQUITY:							
Retained Earnings							0
Contributed Capital							0
Reserved for:							0
Encumbrances and Continuing Appropriations	3,966,688			18,730			3,985,418
Expenditures and Special Purpose Reserves	2,091,051	762,745		187,954			3,041,750
Nonexpendable Trust							0
Designated for:							0
Snow & Ice Appropriation Deficit							0
Unreserved	3,740,849	8,876,600	(2,968,285)	403,015	9,471,076		19,523,255
TOTAL FUND EQUITY	9,798,588	9,639,345	(2,968,285)	609,699	9,471,076	0	26,550,423
TOTAL LIABILITIES AND FUND EQUITY	15,305,573	10,520,170	941,715	752,801	10,649,557	28,265,000	66,434,816

SCHEDULE OF APPROPRIATIONS & EXPENDITURES FY13

Account Number	Title	Appropriation FY13	Transfers FY13	Expenditures FY13	Ending Balance
1220	Selectmen				
	Salaries	322,522.00	4,470.66	323,570.31	3,422.35
	Expenses	12,870.00	2,975.34	11,814.35	4,030.99
	Expenses C/F	15,378.00		15,378.00	0.00
	Current Year Articles	552,421.00	(38,109.00)	458,714.90	55,597.10
	Prior Year Articles	205,541.63	(38,891.00)	24,569.67	142,080.96
1310	Human Resources				
	Salaries	142,572.00	2,986.76	144,513.51	1,045.25
	Expenses	4,150.00	1,375.00	4,911.31	613.69
	Expenses C/F	344.99		344.99	0.00
1320	Accounting				
	Salaries	241,962.00	3,215.36	244,612.08	565.28
	Expenses	40,913.00	(697.98)	39,597.68	617.34
	Expenses C/F	523.00		523.00	0.00
1330	Finance Committee				
	Salaries	2,054.00		171.92	1,882.08
	Expenses				0.00
	Expenses C/F				0.00
1370	Assessors				
	Salaries	269,142.00	(89,739.64)	179,402.36	0.00
	Expenses	45,104.00	38,441.09	78,195.26	5,349.83
	Expenses C/F				0.00
1380	Treasurer/Collector				
	Salaries	278,996.00	2,255.88	280,834.57	417.31
	Expenses	26,302.00	62,738.79	87,650.19	1,390.60
	Expenses C/F	1,080.00		1,054.35	25.65
1390	Information Systems				
	Salaries	172,661.00	5,163.33	177,302.18	522.15
	Expenses	166,510.00		163,649.12	2,860.88
	Expenses C/F				0.00
1510	Law				
	Salaries	85,529.00	2,429.75	84,003.01	3,955.74
	Expenses	75,137.00	7,380.19	79,713.99	2,803.20
	Expenses C/F	375.69		375.69	0.00
1610	Town Clerk				
	Salaries	219,592.00	22,468.64	241,427.42	633.22
	Expenses	22,170.00	15,697.00	36,148.89	1,718.11
	Expenses C/F	589.89		589.89	0.00
1710	Conservation				
	Salaries	109,953.00	2,878.94	94,111.24	18,720.70
	Expenses	2,930.00		926.01	2,003.99
	Expenses C/F	1,900.00			1,900.00
1720	Planning Board				
	Salaries	175,705.00	4,744.27	165,453.43	14,995.84
	Expenses	4,245.00	500.00	4,566.12	178.88
	Expenses C/F	57.35		57.35	0.00
2100	Police Department				
	Salaries	2,254,100.00	36,259.77	2,217,179.57	73,180.20
	Expenses	223,874.00	19,998.00	218,529.01	25,342.99
	Capital Expense	128,800.00		128,799.91	0.09
	Expense C/F	58,725.23		57,389.76	1,335.47

Account Number	Title	Appropriation FY13	Transfers FY13	Expenditures FY13	Ending Balance
2200	Fire Department				
	Salaries	2,829,307.00	(73,493.73)	2,739,210.60	16,602.67
	Expenses	414,784.00	109,985.17	451,135.30	73,633.87
	Expenses C/F	86,452.91		85,081.54	1,371.37
	Current Year Article				0.00
	Prior Year Articles				0.00
2300	Dispatch Combined				
	Salaries	437,776.00	57,506.66	495,252.95	29.71
	Expenses	3,938.00		3,260.50	677.50
2510	Building Department				
	Salaries	451,439.00	5,560.61	385,249.70	71,749.91
	Expenses	562,821.00	7,150.00	554,184.02	15,786.98
	Expenses C/F	24,949.85		13,757.40	11,192.45
	Current Year Article	11,322.73			11,322.73
	Prior Year Articles				0.00
3000	Sudbury Schools				
	Total Appropriation	30,388,482.00	100,000.00	26,945,329.82	3,543,152.18
	Carried Forward	3,336,861.16		3,282,427.70	54,433.46
	Current Year Article	55,000.00		55,000.00	0.00
3010	Lincoln/Sud Reg HS	20,833,880.00		20,833,880.00	0.00
3020	Minuteman Tech	274,416.00		274,416.00	0.00
3025	Other Regional				0.00
4100	Engineering				
	Salaries	415,926.00	(30,839.09)	291,729.73	93,357.18
	Expenses	62,386.00	500.00	17,124.92	45,761.08
	Expenses C/F	26,412.47		25,528.44	884.03
4200	Streets & Roads				
	Salaries	937,992.00	17,538.21	938,085.79	17,444.42
	Expenses	1,089,234.00		1,051,876.38	37,407.62
	Expenses C/F	68,877.32		67,238.44	1,638.88
	Current Year Article				0.00
	Prior Year Articles				0.00
4210	Snow & Ice				
	Salaries	120,750.00	40,175.64	160,925.64	0.00
	Expenses	304,000.00	186,920.53	490,920.53	0.00
4300	Transfer Station				
	Salaries	119,861.00	266.70	119,621.81	505.89
	Expenses	177,600.00	20,062.00	127,083.32	70,578.68
	Expenses C/F	100.00		100.00	0.00
4400	Trees & Cemeteries				
	Salaries	299,338.00	(9,732.30)	270,650.12	18,955.58
	Expenses	68,378.00	9,999.00	72,958.53	5,418.47
	Expenses C/F	1,734.11		1,734.11	0.00
4500	Parks & Grounds				
	Salaries	153,515.00	266.70	120,791.90	32,989.80
	Expenses	48,525.00	9,950.00	58,432.45	42.55
	Expenses C/F				0.00
5100	Board Of Health				
	Salaries	216,693.00	6,469.29	204,055.79	19,106.50
	Expenses	160,940.00		153,117.46	7,822.54
	Expenses C/F	33,108.57		24,545.89	8,562.68

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Account Number	Title	Appropriation FY13	Transfers FY13	Expenditures FY13	Ending Balance
5410	Council On Aging				
	Salaries	130,741.00	4,073.45	134,814.45	0.00
	Expenses	6,000.00	(173.72)	5,826.28	0.00
	Expenses C/F	331.10		331.10	0.00
5430	Veterans Services				
	Salaries	11,965.00	(7,174.89)	4,583.86	206.25
	Expenses	17,450.00	23,305.84	35,116.52	5,639.32
6100	Library				
	Salaries	688,041.00	19,322.89	685,793.24	21,570.65
	Expenses	327,267.00	389.42	327,656.42	0.00
	Expenses C/F				0.00
6200	Recreation				
	Salaries	92,790.00	2,181.00	94,971.00	0.00
	Expenses	33,768.00		33,260.76	507.24
	Expenses C/F				0.00
	Prior Year Article				0.00
6210	Atkinson Pool				
	Salaries	340,197.00	10,253.49	338,179.24	12,271.25
	Expenses	176,000.00		174,587.14	1,412.86
	Capital				0.00
	Expenses C/F				0.00
6220	Field Maintenance				
	Salaries	97,699.00	740.49	56,953.54	41,485.95
	Expenses	115,000.00		85,246.63	29,753.37
	Capital Expense	4,561.00		4,560.15	0.85
	Expenses C/F				0.00
6500	Historical Comm				
	Expenses	5,309.00		5,270.92	38.08
	Expenses C/F				0.00
6510	Historic Districts Comm				
	Salaries	2,465.00	65.82	2,530.82	0.00
	Expenses	286.00	(6.99)	122.21	156.80
	Expenses C/F	9.68		9.68	0.00
7100	Debt Service				
	Expenses	3,798,521.00		3,798,520.83	0.17
	Expenses C/F				0.00
8200	State Assessment	157,834.00	21,649.00	179,483.00	0.00
9000	Employee Benefits				
	Expenses	10,215,521.00	(1,076,533.00)	8,463,564.13	675,423.87
	Expenses C/F	14,825.00		1,715.30	13,109.70
9045	Property/Liab Ins				
	Expenses	310,092.00	(75,000.00)	224,451.65	10,640.35
9250	Operations Expense				
	Expenses	132,925.00	(2,975.34)	117,702.30	12,247.36
	Expenses C/F	21,232.23		21,232.23	0.00
9500	Transfer Accounts				
	Reserve Fund	248,983.00	(248,983.00)		0.00
	Salary Contingency	209,783.00	(209,783.00)		0.00
	Health Insurance	175,000.00	(175,000.00)		0.00
9900	Interfund Transfers	1,193,144.68		1,193,144.68	

Schedule of Unexpended Appropriation Balances Carried Forward To 2014	
Building	15,786.98
Conservation	2,003.99
DPW	70,785.72
Fire	73,633.87
Health	430.00
Historic District	38.72
Human Resources	245.14
Information Systems	2,805.88
Law	2,803.20
Police	25,080.36
Selectmen	4,030.99
Sudbury Public Schools	3,540,716.11
Town Clerk	1,460.00
Treasurer	30.00
Unclassified Operations	1,111.50
Unclassified Employee Benefits	16,725.00
Gen. Fund Continuing Articles	209,000.79
Total General Fund C/F	<u>3,966,688.25</u>
Field Maintenance	835.62
Transfer Station	17,893.54
Total Enterprise Fund C/F	<u>18,729.16</u>



Board of Assessors

The Board of Assessors consists of three members elected by the Town's registered voters. Liam Vesely, Joshua Fox and Trevor Haydon continued to serve as members of the Board of Assessors during the year.

The Assessors are charged with valuing property in Sudbury fairly and equitably. Each year, the Sudbury Board of Assessors assigns a "full and fair cash value" to every parcel of real estate in the Town.

Sudbury operates on a fiscal year which runs from July 1 to June 30. Property assessments are determinations of the full and fair cash value of each property on January 1 prior to the beginning of the fiscal year. The data used to establish those values are compiled from sales of the preceding calendar year. Only "arm's-length" sales are used (i.e., sales involving a willing buyer and a willing seller unrelated to each other and free from compulsion to buy or sell).

FY 2014 was a year of interim valuation for the Town of Sudbury. In accordance with the requirements set forth by the Massachusetts Department of Revenue, the Town of Sudbury was required to update all property assessments to comply with the Commonwealth's full and fair cash value assessment mandate. The assessment date for all property types (commercial, industrial, residential real property and personal property) is the first day of January prior to the fiscal tax year. The assessment date for FY 2014 was January 1, 2013. Consequently, property assessments for the fiscal year 2014 reflect the fair market values on January 1, 2013.

For FY 2014, the average single family residential home assessment is \$640,277.

The Assessors' office processed the following exemptions in FY 2014 through December 31, 2013: 177 Community

Preservation Surcharge exemptions in the aggregate amount of \$23,217; 50 Senior Work abatements in the aggregate amount of \$38,890; 35 Senior Tax Deferrals processed in excess of \$195,987; 44 Disabled Veteran exemptions in the aggregate amount of \$37,518; 6 Surviving Spouse exemptions in the aggregate amount of \$2,576; 20 Clause 41C Senior exemptions in the aggregate amount of \$27,895; and 5 Blind Person exemptions in the aggregate amount of \$5,000. The Sudbury Means Tested Senior exemption program resulted in 118 applications being approved for FY 2014 in the aggregate amount of \$289,151.

Voters at the Annual Town Meeting voted in favor of continuing the "Local Option" additional exemption as sponsored by the Board, which vote doubled the exemption amount for eligible tax payers for certain exemptions.

The final hurdle to implementing Chapter 169 of the Acts of 2012, the Means Tested Senior Citizen Property Tax Exemption, was cleared by the Special Town Election held on December 4, 2012, when voters approved acceptance of this new Property Tax Exemption. The Senior Exemption initially passed at a Special Town Meeting on January 18, 2011, and was ultimately enacted by the Senate and House of Representatives in General Court and approved by the Governor on July 27, 2012. The new exemption is being implemented for FY 2014. This act shall expire after three years of implementation of the exemption.

We welcome all real property owners to view their assessments on the Town Website at www.sudbury.ma.us or by visiting us on the first floor of the Flynn Building.

Respectfully submitted,
Cynthia Gerry, Director of Assessing



Capital Improvement Advisory Committee (CIAC)

Capital budget recommendation for FY15

Under the Town of Sudbury by-law change passed at the 2013 Town Meeting, the CIAC role and responsibility was to review all capital projects over \$50,000 in a single year or over \$100,000 in multiple years. The CIAC report with their recommendations was presented to the Finance Committee and the Board of Selectman.

At the Committee's meeting on January 29, 2014, the following projects (shown on the right) noted with an "R" were recommended by the CIAC to the Finance Committee and the Board of Selectmen for inclusion in the Town Fiscal Year 2015 Budget. The projects designated with a "D" were recommended for deferral.

The CIAC committee members provided their recommendations based on their review of the projects with members of the various departments of the Town and Lincoln Sudbury Regional High School.

The breakdown of the recommendation by department is as follows:

Fire Department	\$ 725,000
Lincoln Sudbury High School	\$ 620,000
Sudbury Public Schools	\$ 1,115,000
DPW	\$ 699,300
Police	\$ 7,500,000
Other Town Departments	\$ 2,040,000

The CIAC recommended that \$296,000 be funded under the levy and that the balance would need to be funded by Capital exclusions, Free cash and Debt exclusions.

Respectfully submitted,
Jeff Barker
Pascal Cleve
Robert Desaulniers
Jamie Gossels
Eric Greece
Larry Rowe
Thomas S. Travers
James Kelly – Ex-officio

Project Item description	Tier 1
A = \$50K or Less	
11 Foot Hydraulic Plow	R
10 Ft Stainless Steel Sander	R
3/4 Pickup Truck #1	R
3/4 Pickup Truck #2	R
3/4 Pickup Truck #17	R
1 Ton Pick-up #28	R
1 Ton Pick-up #38	R
1 Ton Pick-up #7	R
1 Ton Pick-up #45	R
1 Ton Pick-up #PR-3	R
1 Ton Pick-up # PR-1	R
Curtis Door Replacement	D
Flynn Building Painting	D
Various Building Improvements	R
Fire Car Replacement #2	R
Musical Instruments	D
Fine/Theatre Arts Equip	D
AV Equipment	D
Loring Phone system	R
B = \$50K to \$100K	
Bandit Chipper #31	R
Goodnow Library Carpet Replacement	D
Nixon Envelope Replacement	R
School Classroom Flooring Replacement	R
C = \$100K to \$1 Million	
Front End Loader	R
School Parking Lots (Nixon/ Curtis)	R
Nixon Catetorium Roof/ Windows	R
Fairbanks Roof Area 3,4 & 6	D
Ambulance Purchase	R
New Fire Engine	R
Technology Infrastructure	R
Replace Aging Computers & Servers	R
1-1 Technology Program	R
ESCO	R
New Police Station	R

Finance Committee

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

The Finance Committee recommended a No Override Budget including debt service for FY14 of \$84,557,312, an increase of \$2,390,266 or 2.9%, from the FY13 appropriated budget.

Over the past several years, the Town’s fiscal situation has been severely constrained by increases in the cost of wages and benefits, which have risen much faster than the rate of inflation, together with a revenue structure that is heavily dependent upon property taxes. On the revenue side, non-property taxes (i.e. local receipts) amount to less than 5% of Sudbury’s total tax revenues, whereas property taxes comprise nearly 85% of the total. Fortunately, after several years of decreases, State Aid, excluding debt service reimbursement, is projected to increase for the second consecutive year by approximately +2% in FY14 from the level originally appropriated for FY13.

By contrast, the level of taxes is heavily driven by the large number of school age children in Sudbury. With one of the highest levels of school age children per household in the State, we have much higher school budgets per household and therefore a much higher total budget per household. While our spending on schools and services measured on a per student basis is in line with or lower than our peers, the absolute dollar amount is higher given that we have more children to educate for the same number of households.

The rate of growth in taxes, on the other hand, is driven by our cost structure. Wages and benefits represent nearly 80% of our Town’s operating expense budget and prior to FY10, were growing at rates above 3.5%. As a result, it was impossible to keep expenses within

the limit of Proposition 2 ½ without making changes to our current cost structures. It is this dilemma that was often referred to as our structural deficit.

In particular, the significant rate of growth in health insurance costs for current and retired employees over the past decade has placed significant pressure on municipal operating budgets. Historically, making changes to these plans has been constrained by the requirements of collective bargaining. Fortunately, changes negotiated in labor contracts three years ago helped to decrease that rate of growth in healthcare from prior levels. This resulted in significant savings from prior budget levels for the Town and SPS as well as for the LSRHS.

Heading into FY13, however, the Legislature provided municipalities with an important tool to continue to reign in the significant growth of healthcare costs and provide significant and immediate savings to local governments. On July 12, 2011, Governor Duval Patrick signed An Act Relative to Municipal Health Insurance which amends Massachusetts General Laws Chapter 32B. This legislation provided a mechanism for municipalities to move to the Group Insurance Commission (the “GIC”) outside the collective bargaining process. Prior to this recent change in legislation, entry into the GIC was subject to approval by all labor unions. While there are many details to this new legislation, the highlights of the new law are as follows:

- provides greater flexibility to local governments over their health insurance decisions;
- preserves a role for labor in the process;
- provides a process outside of collective bargaining for changes in co-pays, deductibles and other cost-sharing features only; changes in contribution rates are still subject to collective bargaining; and
- savings are shared with subscribers who are most affected by changes.

The law requires that all Massachusetts municipalities do an assessment of their healthcare costs and compare it to benchmark plans provided by the GIC. The purpose of this exercise is to discover the maximum possible savings if a municipality offered insurance coverage under the GIC benchmark plan. Once done,

Finance

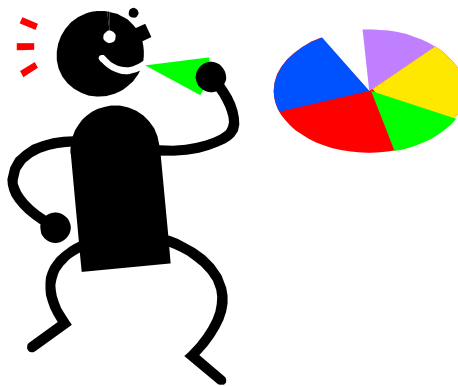
the local process that municipalities follow to implement healthcare design changes is to choose one of two options, either (a) join the GIC, or (b) change local plans (adjust local plan co-pays, deductibles and/or other cost-sharing features) to bring them within 5% of the prescribed GIC benchmark.

In November 2011, the Board of Selectmen voted to accept the provisions of sections 21-23 of Chapter 32B of the General Laws. After following the prescribed process, the outcome for the Town and SPS was a decision to join the GIC. The year-over-year savings generated by joining the GIC in FY13 were estimated at approximately \$1.2 million as compared to FY12 budget levels with approximately \$0.8 million and \$0.4 million attributed to SPS and the Town, respectively, and healthcare costs were flat from FY13 to FY14.

Similarly, the LSRHS School Committee embarked on a process to determine what changes to make to their health insurance coverage. The outcome of this process was for the School Committee to choose the second option: to drive savings by making change to the local plans offered by their current purchasing coalition, Minuteman Nashoba Health Group. By making these changes, year-over-year savings (in the form of cost avoidance) are estimated at approximately \$255,000 for FY14, after having saved an additional \$339,000 in FY13. The Finance Committee commends the actions taken by the Town, SPS and the LS to implement these healthcare changes.

We encourage the Selectmen and School Committees to continue their efforts to reduce our structural costs. They have already begun the process of implementing several initiatives including reductions in the rate of growth in wages, reductions in the cost of employee health insurance, enhancing cooperation among school administrations, achieving clean energy benefits through the new Green Ribbon Energy and Sustainability Committee, and sharing staff with neighboring communities. Moreover, we continue to support the Selectmen's on-going efforts to sustain and grow our commercial sector so that we might diversify our tax base and secure revenue opportunities beyond the traditional residential property tax. Residents who wish to learn more about the efforts of the municipal government and school administrations in this area can review the tracking reports for expense reduction and revenue generation, which are on the Town's web site.

Respectfully submitted,
Susan Berry
Joan Carlton
Tammie Dufault
Robert Jacobson
William Kneeland, Jr.
Douglas Kohen
Mark Minassian
Robert Stein
Andrew Sullivan



Finance Department

The Division of Finance consists of four departments: Treasurer/Collector, Accounting, Assessing, and Information Systems. The Department Heads for each area are as follows by name and title: Andrea Terkelsen (Finance Director/Treasurer-Collector), Barbara Chisholm (Town Accountant), Cynthia Gerry (Director of Assessing) and Mark Thompson (Technology Administrator).

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, tax collection, delinquent account collection, and trust funds management. This office also routinely offers Notary and U.S. Passport Processing Agency services to the public.

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. The Town also uses a lock box account and online payment systems to accelerate the deposit of payments to the Town. 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. The Town had a consolidated pooled cash and investment balance of \$32.4 million as of June 30, 2013.

Investment Management

In FY13, the Town reported unrestricted investment income of \$69,757 as compared to \$109,456 in the prior year. Investment earnings depends on two factors: interest rates and the amount of cash available to invest. Depending on market conditions, and the Town's cash flow requirements, investment income may vary considerably from year to year. The Town prescribes to the municipal investment principles of Safety, Liquidity and Yield. The Town must adhere to State General Laws for investments. General investment earnings includes any interest, dividends

and net market value adjustment on all positions (balances) for the general fund, stabilization fund and statutory trusts for the Town of Sudbury.

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), 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) and cash flow in anticipation of tax revenues (known as revenue anticipation notes, or RAN's). As of June 30, 2013 the Town had general fund BAN's outstanding of \$500,000 for the Nixon School Roof Repair project.

Long-term Debt: Sudbury maintains an 'AAA' bond rating from the Standard & Poor Corporation. This is the highest credit rating possible for municipal debt. This rating reflects the Town's Strong economic measures, driven by the town's convenient access to the deep and diverse Boston metropolitan statistical area (MSA); extremely strong per capita market values and very strong household income levels compared with U.S. levels; stable financial position and good financial management practices; and low debt burden with manageable future capital needs. The Town did not issue any new general fund debt during fiscal 2013 but did complete one debt refunding for a net savings of \$120,813. General fund debt service payments for principal and interest totaled \$3,798,521. The following is a schedule of general fund debt outstanding as of June 30, 2013.

**Town of Sudbury
Treasurer's Debt Schedule excluding CPF
As of June 30, 2013**

Issue Types	Schools	Municipal	Pre-CPA*	Total	Annual Debt Service	Principal Balance
Prior Principal Bal.	15,650,000	-	2,450,000			18,100,000
FY14 Principal	2,025,000	-	455,000	2,480,000		
FY14 Interest	579,556	-	68,338	647,894	3,127,894	16,005,000
FY15 Principal	2,055,000	-	455,000	2,510,000		
FY15 Interest	512,013	-	38,650	550,663	3,060,663	13,495,000
FY16 Principal	1,935,000	-	450,000	2,385,000		
FY16 Interest	437,313	-	29,600	466,913	2,851,913	11,110,000
FY17 Principal	1,855,000	-	435,000	2,290,000		
FY17 Interest	366,325	-	20,750	387,075	2,677,075	8,820,000
FY18 Principal	1,850,000	-	420,000	2,270,000		
FY18 Interest	294,400	-	10,100	304,500	2,574,500	6,550,000
FY19 Principal	1,825,000	-	190,000	2,015,000		
FY19 Interest	227,125	-	1,900	229,025	2,244,025	4,535,000
FY20 Principal	2,100,000	-	-	2,100,000		
FY20 Interest	161,425	-	-	161,425	2,261,425	2,435,000
FY21 Principal	2,160,000	-	-	2,160,000		
FY21 Interest	54,163	-	-	54,163	2,214,163	275,000
FY22 Principal	195,000	-	-	195,000		
FY22 Interest	4,744	-	-	4,744	199,744	80,000
FY23 Principal	40,000	-	-	40,000		
FY23 Interest	1,800	-	-	1,800	41,800	40,000
FY24 Principal	40,000	-	-	40,000		
FY24 Interest	600	-	-	600	40,600	-
Remaining Debt Service	18,719,463	-	2,574,338	21,293,800	21,293,800	

*Includes new issues/refundings during current fiscal year

Collections Management

The total property tax levy for FY2013 was \$71,026,410. As of June 30, 2013 the Town collected \$68,072,339 or 95.84% of the current year's tax levy. The Town continues to experience very favorable collection rates. Write-offs for real estate property

taxes deemed uncollectible are very rare. Typically, unpaid real estate tax balances will undergo the Tax Taking process within 60 to 90 days after the fiscal year end. Severely overdue tax balances may result in the Town having to pursue property foreclosure in Land Court.

PROPERTY TAX LEVIES AND COLLECTIONS						
LAST TEN FISCAL YEARS						
Fiscal Year	Net Tax Levy	Collected within the Fiscal Year of the Levy		Actual Subsequent Collections	Total Collections to Date	
		Current Tax Collections (1)	Percent of Net Levy Collected		Total Tax Collections (1)	Total Collections as a % of Net Levy
2004	\$ 49,200,858	\$ 48,396,414	98.36%	\$ 277,163	\$ 48,673,578	98.93%
2005	49,961,616	49,067,952	98.21%	351,159	49,419,111	98.91%
2006	55,432,935	54,468,106	98.26%	358,262	54,826,367	98.91%
2007	57,246,758	56,037,401	97.89%	472,666	56,510,067	98.71%
2008	60,539,786	59,381,429	98.09%	352,052	59,733,481	98.67%
2009	63,263,124	62,126,272	98.20%	145,308	62,271,580	98.43%
2010	65,529,153	63,936,979	97.57%	450,540	64,387,519	98.26%
2011	67,418,506	65,823,252	97.63%	557,272	66,380,524	98.46%
2012	69,007,532	67,608,625	97.97%	437,441	68,046,066	98.61%
2013	71,026,410	68,072,339	95.84%	-	68,072,339	95.84%
Source: Department of the Treasurer/Collector						
(1) Does <u>not</u> include taxes moved to and collected from Tax Title and Tax Deferral accounts						

Delinquent and Deferral Account Collections Management

The Collector's office is responsible for collecting all taxes due to the Town. Slow or ineffective collections may reduce the Town's cash flow and overall financial stability. After the statutory deadline for payment of tax bills has passed, and additional notices requesting payment have been sent, all overdue accounts are deemed delinquent. Overdue motor vehicle excise bills and personal property tax bills are assigned to a deputy collection service, Kelley & Ryan, for further collection actions. Eventually, the Town may request "marking" of delinquent bills at the Registry of Motor Vehicles to prevent license and auto registration renewal until all taxes and subsequent charges are paid in full. Delinquent Real Estate accounts are put into Tax Title whereby a certified lien is recorded at the Registry of Deeds against the property's deed. Subsequent unpaid balances are added automatically at the end of each fiscal year. Once a property is in Tax Title for six months or more, the Town may exercise its legal right to foreclose. A Municipal Tax Lien supersedes any other financial encumbrances filed against real estate property. For that reason mortgage

lenders will typically require homeowners to pay off any seriously delinquent tax balances in order to protect their underlying ownership interest in real estate. Deferrals granted under Massachusetts' Temporary Hardship and Senior Tax statutes may not become due (or payable) for several years.

Town Trust Funds

The Trustees of Town Donations oversee the Town Trust Funds. The six-member Board of Trustees includes the members of the Board of Selectmen, plus the Treasurer. A three-member Investment Advisory Group, consisting of David Pettit, Fred Pryor and Daniel Flanagan, make recommendations to the Town Treasurer on all pooled Trust investments. The general investment philosophy continues to focus on producing a steady stream of annual income for the beneficiaries while also protecting Trust principal to the greatest extent possible. The market value for the pooled Town trust investments as of June 30, 2013 was \$1,775,144.45.

Passport and Tax Administration Fees

Non-tax department fees collected for recent fiscal years are as below:

	<u>FY2013</u>	<u>FY2012</u>	<u>FY2011</u>	<u>FY2010</u>	<u>FY2009</u>
Passport Processing	15,169	14,181	14,216	16,085	11,646
Municipal Lien Certificates	26,225	26,450	24,200	19,425	20,800
Other Administrative	888	987	1,012	7,554	11,284
	<u>42,282</u>	<u>41,619</u>	<u>39,428</u>	<u>43,064</u>	<u>43,729</u>

TOWN REVOLVING FUNDS

Revolving Funds: Receipts from a specific revenue source that are accounted for separately (segregated) from the general fund and may be spent without appropriation to support the activity, program or service that generated the revenue.

The Town maintains several revolving funds. Revolving Funds established under *M.G.L. c.44, s.53E 1/2*, require annual spending limit authorization at Town Meeting. Each fund is accounted for separately from all other monies in the Town.

Fund Descriptions:

Plumbing and Gas Inspectional Services – permit fees collected are used to fund services for plumbing and gas inspections;

Portable Sign Administration and Inspectional Services – annual registration fees collected pursuant to Section 3259A, Portable Signs, of the Zoning Bylaw are used to fund administration and inspectional services;

Conservation – license fees collected from agricultural use of fields on conservation lands are used to fund trail maintenance on Town-owned designated conservation lands;

Conservation – application fees collected are used to fund administration of the Sudbury Wetlands Bylaw;

Council on Aging Activities – fees collected are used to fund Senior Center classes and programs;

Council on Aging Van Transportation (MWRTA) – payments from the MetroWest Regional Transit Authority (MWRTA) and fares are used to pay salary and benefits of van driver and van operating expenses;

Cemetery – sale of lots and other fees excepting perpetual care funds are used to fund maintenance of Town cemeteries;

Fire Department – permit fees collected are used to fund expenses related to the issuance of permits, including salaries and benefits, purchase and maintenance of equipment required;

Goodnow Library – fees from non-Town agency use of Library meeting rooms are used for maintenance and utility charges for those rooms;

Recreation Programs – fees collected are used to fund recreation programs and activities;

Teen Center – fees collected are used for Teen Center programs and activities;

Youth – fees collected are used to fund youth programs and activities;

Bus – user fee collections are used to fund additional or supplemental school transportation;

Instrumental Music – user fees are used to fund additional or supplemental instrument music lessons after school hours;

Cable Television – fees and other income collected in connection with cable television are used to fund local access services and the Town institutional network;

Regional Housing Services – membership fees of other towns and other external sources collected by the Regional Housing Services Office are used to fund all Regional Housing Services Office costs, inclusive of salaries, administrative expenses and other staffing costs;

Rental Property – receipts received from the rental of Town-owned houses are used to fund expenditures related to the upkeep of these houses;

Dog – fees, fines, charges, and penalties imposed under the Town Bylaw, Art. V.3, Regulation of Dogs, and those costs required by the Massachusetts General Laws are used for making purchases or paying any expenses related to the regulation of dogs;

Treasurer/Collector – processing fees for passport applications are used to fund salaries, benefits and expenses therefor;

Zoning Board of Appeals – application fees collected are used to fund consultants and part-time employee salaries.

Finance

**Town of Sudbury
Annual Report
Active 53E 1/2 Revolving Funds Report
Fiscal Year 2013**

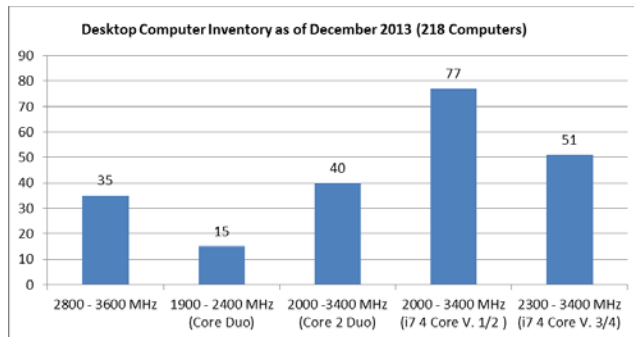
	Beginning Balance	Revenue	Expenditures	Ending Balance
1103 BUS FEES	\$ 571,036.40	\$ 395,210.50	\$ 441,781.85	\$ 524,465.05
1111 MUSIC LESSONS REVOLVING FUND	11,031.53	72,075.50	79,070.00	4,037.03
1151 REC PROGRAMS REVOLVING 53E1/2	479,355.73	418,768.30	423,038.16	475,085.87
1153 TEEN CENTER	7,683.13	14,655.65	18,303.75	4,035.03
1162 LIB MULTI PURP REVOLVING	28,514.54	6,985.00	1,611.75	33,887.79
1163 CABLE TELEVISION REVOLVING FND	17,577.92	-	-	17,577.92
1166 DOG LICENSES-CLERK	91,187.11	44,904.66	35,701.65	100,390.12
1170 FIRE PERMITS REVOLVING	18,851.46	33,085.00	41,216.51	10,719.95
1171 COA REVOLVING	7,560.76	26,299.50	24,891.49	8,968.77
1173 MWRTA REVOLVING-COA	15,334.45	65,113.40	62,684.03	17,763.82
1174 CONSERVATION TRAIL MAINT REVO	475.00	3,100.00	583.40	2,991.60
1175 CEMETERY MAINTENANCE REVOLV	16,097.46	10,291.75	16,849.39	9,539.82
1176 REGIONAL HOUSING SERV REVOLV	11,776.71	134,261.13	127,911.40	18,126.44
1184 TOWN-WETLANDS BYLAW REVOLVING	4,462.05	12,741.48	4,608.42	12,595.11
1185 YOUTH COMMISSION REVOLVING FND	117,786.49	81,654.00	67,882.69	131,557.80
1189 GAS AND PLUMBING INSP	43,341.17	57,423.00	42,557.46	58,206.71
1190 RENTAL PROP REVOLVING FUND	41,665.25	14,000.00	21,195.95	34,469.30
1191 ZONING APPEALS REVOLVING FUND	2,541.00	-	-	2,541.00
1192 TEMPORARY SIGNS BLDG REVOLVING	19,138.14	7,875.00	721.41	26,291.73
1193 PASSPORT REVOLVING-TREASURER	18,396.70	15,168.83	12,681.20	20,884.33
	<u>\$ 1,523,813.00</u>	<u>\$ 1,413,612.70</u>	<u>\$ 1,423,290.51</u>	<u>\$ 1,514,135.19</u>

Respectfully submitted,
Andrea L. Terkelsen, Finance Director/Treasurer-Collector



Information Systems

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 Town departments so that information generated from one can be utilized by many.



Twenty-six new desktop computers, two LCD's and eight printers were purchased and distributed to Town departments. Nine new laptops were purchased for department supervisors and staff. This allows them to connect the laptop to a docking station in their offices, and to bring them home or to meetings when needed.

Two Apple iPads were purchased and distributed to supervisors. The low cost, portability and long battery life make these devices invaluable tools for meetings and presentations. The Friends of the Goodnow Library purchased an additional ten iPads for the library. These iPads are for patron use and are located in the Reference and Children's areas of the library.

We have upgraded our virtual platform, VMWare to version 5.5 and continue to virtualize our physical servers. The advent of virtualization has helped reduce the setup time and cost of server upgrades. We are able to create a new virtual server and upgrade the software to the new platform within the virtual environment. We have migrated and updated our Documentum Application Extender archiving solution and our ViewPermit permitting software to the virtual 2008 SQL server.

Our accounting software, MUNIS was moved from the physical to the virtual server environment. The new MUNIS virtual server operated in a testing environment for about a month. During that period we worked on functionality issues. This also provided an

opportunity for town staff to test out the new system before going live

Last year, an EMC VNXe 3100 NAS/SAN storage device was added to our network. This addition increased by 10TB our network storage capacity. We have migrated our virtual server storage (currently housed on the EMC NS22) to the new storage device. We are planning to move the NS22 over to the Police Station this spring, as part of our virtualization project which includes the establishment of a Police VMWare virtual host server. This virtual host will allow us to virtualize the PAMET Computer Aided Dispatch (CAD) server. The establishment of a virtual presence at the Police Station will enable us to set up site replication so that the virtual servers at Flynn will be replicated to the Police Station's virtual network in a passive state. All virtual servers running at the Police Station will also be replicated over to the Flynn Building. The establishment of virtual site replication will ensure server redundancy in the event of a disaster.

We continue to improve the performance, reliability and security of our Town Wide-Area Network. The Transfer Station at 20 Boston Post road was added to the Town's network by establishing a Comcast internet connection at the site. This allowed us to establish a Virtual Private Network (VPN) connection to the Town's network. The VPN gives the Transfer Station access to Town network infrastructure, including telephony, email, website, databases and documents. The staff is now able to access the Transfer Sticker Database in which they can lookup sticker records to determine whether or not a person has purchase a transfer station sticker. We also added a Town Voice over VoIP phone which eliminated the need for a per Verizon telephone line at the site. The site has moved from being technologically isolated to resource enabled.

The Information Systems Department has completed a major upgrade of the Town's telephone network. The 7-year old Cisco Voice over IP (VoIP) telephone system which serves the Flynn Building and Fairbank Community Center was designated as end-of life by Cisco. Two new Cisco servers were purchased and VMWare was installed and configured on each of the servers creating two virtual hosts. Virtual instances of both the Call Manager (Telephone) and Unity Connection (Voicemail) servers were created on each of the hosts. The data on the old telephone system was

Finance

migrated to the new servers and the telephone software was upgraded from version 6.0 to 9.1. The new version of the software required the replacement of our voice routers with new integrated services routers which were compatible with the new VoIP system. The redundant telephone servers located at the Flynn and Fairbanks buildings provide call load balancing and failover capabilities.

The stand-alone telephone systems at the Library and the DPW buildings were replaced with Cisco Survivable Remote Site Telephony (SRST) VoIP systems. The SRST utilize the Fiber Optic lines that connect all of our Town buildings. This allows users to make outside calls using the Flynn Building digital PRI (Primary Rate Interface) line which provides for up to 23 outside calls at one time. Any overflow of calls will use the 14 Centrex backup lines located in the Flynn, Fairbank, DPW and Library buildings. The sharing of lines gives the DPW and Library access to more lines than the stand-alone system provided and allowed us to reduce the total number of physical lines in the buildings from 22 to 7. The DPW and Library also now use DID (Direct Inward Dialing) numbers which provide 10 digit numbers for each telephone and analog device in the buildings. Residents can now dial a department or person directly instead of going through a lengthy Automated Attendant. A list of these new numbers can be found in the Town's Telephone Directory located on the website at http://sudbury.ma.us/about/telephone_dept.asp. The implementation of DID also lets us set up direct numbers for Storm Emergency (978-440-5411), Hazardous Waste Day (978-440-5449), Museum Passes (978-440-5592) and many other information lines. Another benefit of the VoIP system is the ability for staff to call any Town building phone with a 4-digit internal extension eliminating the need for an outside line, thus freeing these lines for public calls. The SRST's are able to operate independently in the event of a fiber break or other network disruption. The addition of the new SRST's provides greater functionality as well as a reduction in the Town's annual telecommunication costs.

The Cisco Emergency Responder (CER) was added to provide Advance E911 services on our VoIP network. E911 service alone can trace the location of an emergency call only to the building address from which the call originated. CER services can trace the location of an emergency call to the specific phone and/or location within the building, from which the emergency call was placed. The system will automatically relocate a VoIP phone if it is moved from one building to another. The Cisco Emergency Responder is also fully compliant with the Massachusetts State 911 Department regulations

governing enhanced 911 service for multi-line telephone systems.

The Nortel BCM 400 telephone system was replaced by the Cisco SRST at the DPW building. This system was redeployed to the main Fire Station on Hudson Road replacing their 14 year old telephone system. Both the Fire and Police Stations now have BCM 400 telephone systems at their locations which are connected to each other via IP trunking. The BCM's have also been integrated with the Cisco VoIP system, allowing the BCM's to extension dial to all Town building locations and freeing lines for public calling. New Emergency Medical Dispatch (EMD) Regulations require that all Emergency Medical Dispatch occur in the location in which the Enhance 911 system resides. This requirement made it necessary to combine the dispatch operations of the Town at the Police Station. Since all calls now go through the Police Station the ability to transfer the Fire calls to the appropriate person or area within the Fire Department is necessary. The addition of the BCM at the Fire Department allows us to easily transfer calls between Fire and Police. The Nortel BCM has VoIP capabilities. VoIP telephones have been deployed to the satellite Fire Stations located at Route 20 and 117 creating better communication between the sites, and eliminating the need for land lines at these locations. Because there are times that the Fire Station will be unmanned when responding to emergencies, any calls to the station will automatically bounce back to the Police Dispatcher if not answered after 6 rings. The dispatcher will answer questions or offer to transfer the person to fire employee's voicemail.

The Town's IT Department worked with the School Department to establish extension dialing from the Town's Cisco and BCM phone systems to the new system at the Nixon school. Calling by extension utilizes the Town and School networks thus removing the need for a Verizon phone line. This frees up our Verizon lines for calls that are outside of our telephony network.

We have made significant strides in consolidating our telephony services into one unified system thus allow our buildings to share telephony services. This will result in annual telecommunication cost savings and help streamline the management and functionality of the Town's telecommunications network.

The Town of Sudbury's website was developed in 1998. The website was designed so that every department/committee was given responsibility for posting and updating their information. By giving web responsibilities to all departments/committees we

Finance

provided the public with comprehensive and timely information without taxing the resources of one person or department.

When the Town's website was created, there was no web Content Management Systems (CMS) available. The IT Department created a home-grown CMS which has worked well for the Town over the past 16 years. Today a number of web Content Management Systems have been developed and millions of businesses are using these systems for their websites.

After extensive research we determined that the WordPress CMS would provide the functionality we needed and would be able to mimic the structure we currently have in place. During the summer, a new WordPress beta site was established. Our web developer, Edward Hurtig, has been working on mimicking the functionality of our current site by adding a number of WordPress modules to the site. We are hoping to go live with the new Town website by the end of September 2014.

A number of new features have been added to the Town website including a new Town Meeting section (<http://sudbury.ma.us/townmeeting>). This includes all present and past information about Town Meetings held in Sudbury. We wanted to create an area where residents could go to easily find the latest information about 2014 Town Meeting Articles in development, as well as articles that were voted on in the past. The Town Meeting website offers navigational sections designed to be user friendly.

The first tab you'll see is the News tab which has news articles relating to Articles that will be presented at the 2014 Annual Town Meeting.

There is also Audio tab which contains Town Meeting audio recordings from 2003 through 2013. The Proceedings tab contains Town Meeting Proceedings from 1959 through 2013. "Proceedings" are documents created by the Town Clerk's Office which include transcripts of each year's Town Meetings as well as all of the election results for that year. These documents are in a PDF format and are completely searchable. The documents were scanned and posted by the Town Clerk's Office.

The Warrants tab contains Town Meeting Warrants from 1997 through 2013. Additionally, warrants from the 1960's, as well as one from 1959 are included.

The TM Articles tab contains a Warrant Article Search area in which the user can choose the Town Meeting they are interested in from a drop down menu. All Annual Town Meetings begin with TM and the year the Town Meeting occurred. The Special Town

Meetings begin with STM and the Year and Month the Special Town Meeting was held. After choosing your Town Meeting, a list of the articles presented at that town meeting will be displayed. The article list is divided into six categories: Finance Budget, Capital, Zoning, Community Preservation, Other Town and Petition. The articles are listed under each category in article number order.

Clicking on an Article you're interested in will bring you to a detail section for that article. The detail section contains information about the article including the vote required, article sponsor and developer, the Board of Selectmen position, etc. Navigation arrows on the left and right let you scroll through all of the articles for the Town Meeting chosen. You can also click on the Find Meeting and Warrant Articles tab to go back to the Town Meeting Article list to choose another article or Town Meeting.

Past Town Meetings will have a Voting Results section which will display the Date of the Vote, and the Vote Results. If the Article required additional approval, such as a Ballot Question or State approval, those results will also display in this section.

The Public Hearing section contains links to all minutes from committee/board meetings that were held in which the article was discussed. There are also Cable Broadcast links to some of these meetings which were broadcasted on SudburyTV.

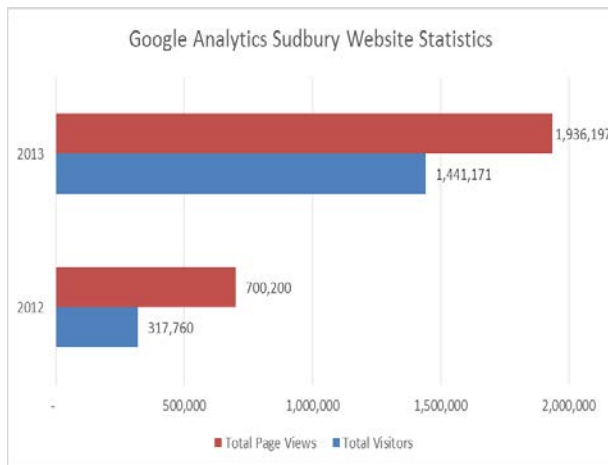
There is an Online Information section which has links to all online information relating to the Article on the web. The Documents section contains article presentations and documents that have been uploaded and posted to this website.

The Town Meeting Presentation section contains all of the presentations that were made at Town Meeting for that article. This area is only populated after the Town Meeting is over.

This new and comprehensive website will allow residents to have immediate access to Town Meeting information past and present, as well as to have updated access to articles, documents and other archival Town Meeting information.

The IT department has moved Public Email Groups from our Exchange email server to Constant Contact. Over 3,500 email addresses of people who subscribed to our seven public email groups were moved. Constant Contact is one of the leading providers of email marketing services. Constant Contact greatly improves the process of subscribing and unsubscribing to our email groups and has eliminated spam bounces from Internet Service Providers.

A convenient Subscribe Button was created on the top right-hand corner of the Town's website. By clicking the Subscribe Button users may choose from multiple email groups. You will be given the option of unsubscribing from one or more email groups at any time. There is also an Update Profile/Email Address link at the bottom of your email in which you can update your email address or change your group subscriptions without having to update this information for each group. Constant Contact provides the Town with eye-catching emails, easy to use interface and allows us to manage our public emails more efficiently. Since introducing Constant Contact in the spring of 2013 we have seen an increase of more than 1,500 subscribers to our email lists.



In July of 2012, we introduced Google Analytics Tracking as the website's primary statistical reporting tool. In order to implement this statistical tool, the Google tracking code was inserted into the various sections of our website. Approximately 99 percent our web traffic is now being captured by Google Analytics. Comparing the statistics from 2012 to 2013 we saw a 354% increase in the total visitors to our site.

The page views have increased 177% during the same timeframe. Contributing to these statistics is a 24% increase in the number of web pages containing the Google Analytics tracking code. Also the first six months of our statistics last year were based on the average monthly figures we were seeing in the July – December 2012 timeframe. This year's statistics represent a full year of Google Analytics reporting

The Town of Sudbury continues to update and improve our Geographical Information Systems (GIS). We implemented a Field Work application for DPW Division Foremen and Crew Leaders. We started the process by meeting with the DPW Staff, PeopleGIS and the IT Department to discuss how the DPW software would be used in the field. Once we identified the needs and uses for the equipment we met with PeopleGIS to diagram the DPW Field Application's workflow process. A pilot DPW Field application was created and an Android tablet with the needed accessories for the pilot program was purchased. We selected the Highway Division to participate in the pilot program. We met with Pat Tarves, the Highway Division Foreman to train him on the new DPW Field software. We then monitored his progress in using the software in the field and made the necessary changes based on his feedback. A final version of the software was introduced to all the DPW Division Foremen and Crew Leaders in a training session in May. The DPW Foreman and Crew leaders were given Android Tablets with Verizon MiFi devices. They now have access to work orders, email, and documents in the field. They also can use the built-in camera to attach photos to work orders and can use the Android's GPS capabilities to locate or define objects in the field

The Information Systems Department continues to upgrade and add new technology to further the goal of ensuring that the Town serves citizens in a timely and efficient manner.

Respectfully submitted,
Mark Thompson, Technology Administrator

Human Services

Cable Advisor

This year, the Cable Advisor helped several residents resolve cable-related issues. He also monitored cable-company franchise compliance, answered questions from residents and the Town, and maintained an informational webpage (accessible from the Town website). Cable-related questions or problems should be sent to cableadvisor@sudbury.ma.us. Residents are encouraged to use this process to get help with cable-provider-related problems they cannot resolve through normal channels.

SudburyTV (a non-profit organization led by Sudbury residents) continued to provide Public, Governmental, and Educational Access programming on COMCAST Channels 8 & 9, and Verizon Channels 31 & 32. SudburyTV programming can also be accessed on the web (via video-on-demand, or 24/7 live stream), at <http://sudburytv.org>.

SudburyTV programming included a variety of monthly programs including a regular newscast and two new regular programs: "Fashion Sense" and "Impactful Fitness". The channel also continued its live coverage of Selectmen's meetings and Town Meeting, and continued to cablecast committee meetings including Finance Committee, SPS School Committee, L-S School Committee, Zoning Board of Appeals and Conservation Commission. Coverage of regular Park and Recreation Commission meetings was added during the year.

SudburyTV continued to cablecast community programs from the Sudbury Historical Society and Sudbury League of Women Voters, as well as L-S Music Programs, L-S Sports, the Sudbury Summer Concert Series, Holiday Parades, and the HOPEsudbury Telethon, which raised over \$70,000 this year.

At the SudburyTV studio at L-S, there is a full complement of broadcast and editing equipment. After training, residents can use this equipment to create and edit quality programming at no charge, or volunteer to cablecast other programs. Residents can request personalized training or attend our courses given as part of L-S Adult Education. Equipment may be used in the studio or on location. The Town Hall main meeting room and the Silva Conference Room in the Flynn Building are both configured so that a single volunteer can record meetings with multiple cameras.

The essence of Access is programming produced for residents, by residents. Residents are encouraged to contact SudburyTV's Executive Director, Lynn Puorro, to discuss programming and/or training. Contact Lynn at info1@sudburytv.org or at 978-443-9507. More information about SudburyTV (and a link to the Cable Advisor's webpage) can be found at <http://sudburytv.org>.

Respectfully submitted,
Jeff Winston



Commission on Disability

About the Commission

The Sudbury Commission on Disability (COD) is an active, member-driven Commission that works to advocate for people with disabilities in the community while promoting accessibility in the Town's public places. The Commission on Disability works independently and in collaboration with other Town departments to create and implement programs to provide advocacy, education, and remediation. The Commission does this through independent projects and campaigns as well as by providing technical assistance to other town departments and to people with disabilities and their families. This volunteer Commission meets monthly and is composed of five to nine members, 51% of whom must have a disability. The Commission receives money from Handicapped Parking violations to support projects.

Membership

The Commission on Disability currently has six members. Lotte Diomede currently serves as the Commission Chair and is supported by five other members. Pat Elgart is serving as the Commission's Secretary, Anna Wood is the Town Representative, Peter Sargent is the Treasurer, and Steve Parker and Peter Schaer serve as supporting members. There are three vacancies on the Commission and recruitment is ongoing. We frequently have guests and potential new members sitting in on our monthly meetings. All appointments to the Commission on Disability are made by the Board of Selectman.

Website

Information of interest to people with disabilities is posted on the Commission's webpage located at www.disability.sudbury.ma.us. This page is updated and monitored by the Town Representative monthly. All meetings, agendas, and meeting minutes can be found on this website.

Transportation

The COD worked with the Sudbury Council on Aging and the MetroWest Regional Transit Authority to add an additional van to the transportation system in Sudbury. The system now offers service Monday – Friday, 8:30 AM-3:30 PM, with two vans on the road on Mondays, Thursdays and Fridays from 9:00 AM-1:00 PM. The van service is available to Sudbury residents aged 60 and older or Sudbury resident under 60 who have a disability. For information, residents should call the Sudbury Council on Aging at (978) 443-3055.

Persons with a disability should provide a letter from a doctor or other health professional.

Accessible Restaurant Guide

The Commission continues to work on an accessible restaurant guide that will provide residents and visitors with a free publication outlining the accessibility features of all 30+ restaurants here in Sudbury. This guide is not intended to indicate compliance or non-compliance with the Americans with Disabilities Act Accessibility Guidelines (ADAAG) or the Architectural Barriers Act (ABA) requirements. Instead, this guide will be an informative document allowing families and visitors to make appropriate dining arrangements according to their needs. The Commission has created a restaurant grid that will show if a restaurant has 14 specific accessibility features. These features include large print menus, online ordering, and wheelchair accessible bathrooms.

Scholarship Program

In February 2012, the Board of Selectmen approved the allocation of \$2,500 to the Adaptive Sports and Recreation Program at the Sudbury Park and Recreation Department. This money served as scholarship funds for people with disabilities who wish to participate in Adaptive Sports and Recreation Programs but cannot afford to do so. Four scholarships were awarded in 2013 allowing community members with disabilities to participate in summer camp, ice skating, soccer and therapeutic horseback riding. In September of this year, the Commission voted to allocate another \$2,500 to the fund.

Publicity

The Commission continues to publish articles and press releases in the local media regarding Commission happenings, projects, and topics regarding disability awareness. The Commission's intention is to raise awareness about issues relating to disability, publicize the work of the Commission, and solicit help for our projects and for new members.

Human Services

Financial Information

The Commission continues to collect monies from handicap parking violations to fund projects that work to make the Town of Sudbury more accessible and disability-friendly. The following chart summarizes the financial transactions over the course of the 2013 fiscal year:

FY13 Starting balance	\$ 13,861.80
Total Revenue	+ 1,945.00
<u>Total Expenditure</u>	<u>- 3,905.50</u>
FY13 Ending balance	\$11,901.30

Respectfully submitted,
Lotte Diomede
Pat Elgart
Steven Parker
Peter Sargent
Peter Shaer
Anna Wood



Council on Aging

The Sudbury Council on Aging (COA) is a nine member board whose duties are as follows: to identify the total needs of the community's older adult population; to educate the community and enlist the support and participation of all citizens concerning these needs; to design, promote or implement services to fill these needs, or coordinate existing services in the community; and to promote and support any other programs which are designed to assist older adults in the community.

The Council on Aging members help to guide the planning and policy making of the Sudbury Senior Center. Their mission is also to advocate for the needs of Sudbury residents who are 60 years of age and older. The latest Town Census report indicates that there are 3,449 residents who are 60 years of age and older representing 19.5% of the total population.

In May, the Sudbury Council on Aging participated in a strategic planning session to review and update the strategic plan initially drafted in 2012. The results of the session are in a report entitled: Sudbury COA Strategic Plan FY2014 (posted on the Council on Aging webpage).

At this year's meeting, the COA noted progress on several objectives of the strategic plan.

- 1) *To establish with the Town of Sudbury Board of Selectmen and other Town Boards, a formal integration of Council on Aging input into any discussion impacting seniors;*

The COA asked the Board of Selectmen to include COA input on articles relevant to the seniors in town.

The COA continued to meet with Board of Selectmen representatives, as well as with other Town and School Boards and Committees, and community organizations during the year. COA members met with Board of Selectmen Liaison Larry O'Brien; Sudbury Public School Committee Chair Richard Robison and Vice Chair Ellen Joachim, Facilities Director Jim Kelly, Town Assessor Cynthia Gerry, Hal Cutler of the Sudbury Celebrates 375 Committee, Staff and Board of Parmenter Community Health and Parmenter

Foundation and Tom Scarlata, Architect with BH+A Architects (regarding the Fairbank Community building Feasibility Study). The Sudbury COA plans to meet with other relevant Town Committees and Boards in 2014 to continue to share information, identify common goals and establish effective relationships.

- 2) *To design, promote and implement a defined community educational/public relations program;*

COA members assessed the current publicity methods of the Senior Center and made recommendations to the Director. In addition, COA members identified two new educators available to provide programming at the Sudbury Senior Center.

- 3) *To develop a formal proposal to the Town Manager to increase the budget of the Senior Center in concert with the changing demographics of the town;*

COA members researched the budget history of the Senior Center along with information about the increasing senior population growth of Sudbury. This information was organized into a PowerPoint presentation and shared with the Town Manager.

- 4) *To assemble a series of criteria to meet the needs of the senior citizens in a community center;*

A series of criteria were solicited from COA members, Friends' members, and the participants at the Senior Center. A listing of the criteria were provided to the architectural firm BH+A for the Feasibility Study of the Fairbank Community Center.

- 5) *To develop one new strategy to improve opportunities for Sudbury seniors to have appropriately affordable housing and to advocate for it;*

The COA made contact with the Planning and Community Development Department to articulate the COA's advocacy for a higher percentage of single bedroom apartments in the Zoning

Human Services

for development of 55+ housing. The Planning Board voted to increase the percentage for allowed single bedroom apartments in new 55+ housing in Sudbury from 10% to 25%.

- 6) *To develop one new strategy to address high property taxes in Sudbury.*

The COA was very involved in advocating for the new Means-Tested Senior Tax exemption, designed to help seniors who have low income and high property taxes.

The Sudbury Senior Center

With the guidance of the Council on Aging, the Sudbury Senior Center serves the social, recreational, health and educational needs of people aged 60 and older in the community. This is accomplished through a variety of programs, activities and services. In Fiscal Year (FY) 2013, the Senior Center served approximately 1,950 individual seniors and 60 people younger than age 60.

While programs and activities are most visible at the Senior Center, many services are delivered in other settings. The Senior Center van provides door-to-door service to residents over 60 and younger residents with disabilities. Hot meals are delivered Monday through Friday to seniors who are eligible. Our Volunteer Coordinator oversees a number of programs that help people in their homes including: the Fix-it program, Friendly Visitor program, Grocery Shopping program, Medical Equipment Loan Closet, Sand Bucket delivery, the Lawn Cleanup program, the Mercury Recovery program, the Lockbox and Space Heater programs and the FISH (Friends in Service Helping) volunteer medical transportation program.

Special Focus Activities

Property tax relief: The Council on Aging continues to advocate for property tax relief measures to ensure that Sudbury remains affordable for older residents. This year the COA helped to educate about the new Means-Tested Senior Tax Exemption proposal, which was approved by the Town electorate in December 2012. The new exemption application was made available in June. Cynthia Gerry, Town Assessor, provided a presentation on the new means-tested Senior Tax Exemption in July at the Senior Center, in which over 80 people attended. COA

members volunteered to provide assistance to seniors wishing to complete the application, along with two volunteers from the Senior Center's AARP Tax Assistance team. 124 people applied for the exemption; 118 were approved; 4 were denied and 2 had a technical issue.

Transportation: The Senior Center Director continues to serve as Sudbury's representative to the MetroWest Regional Transportation Authority (MWRTA), with the aim of improving public transportation for seniors and other Sudbury residents. The MWRTA continues to assume the costs of running the "COA Connection" van, including the van driver's salary, benefits, van insurance, and other expenses, while maintaining the van service for seniors and people with disabilities. In FY 2013, the van provided 2,500 one-way rides to 58 ambulatory and non-ambulatory seniors (a 9% increase in rides) and 1,600 one-way rides to 10 people under 60 with disabilities (a 25% increase in rides).

This year, the MWRTA agreed to provide funding to utilize the backup senior van to provide additional van service. The MWRTA is now funding a part-time Van Driver and second van on Mondays, Thursdays and Fridays from 9:00AM-1:00PM.

Healthy Living Programs: Since 2009, Stanford University has been developing and researching workshop programs designed to improve the health and wellbeing of seniors. The Senior Center has in past years, offered the "My Life/My Health" workshops to help persons with chronic disease management. This year, the Senior Center was able to offer one of the new workshops "Healthy Living with Diabetes" for the first time. Twelve people participated in this 6 week workshop in April and May.

Space Limitations: Senior Center programs continue to be well utilized. In fact, the majority of Senior Center programs saw an increase in the number of people participating this year. The Senior Center also had to put seniors on a waiting list when a class or program was full due to space limitations in the Senior Center.

Having enough meeting space is also a challenge. Some of the services we provide, such as assistance with health insurance issues, tax return preparation, legal advice, flu clinic and blood pressure checks, and Information and Referral assistance require counseling rooms for privacy. There are times when staff persons need to move

Human Services

out of their offices to allow these services to be provided, or the Senior Center utilizes Park and Recreation rooms that are not well designed for this type of service.

Highlights of Activities and Programs

Veterans: For the third year in a row, the Senior Center, in collaboration with the Sudbury Military Support Network, hosted a Veterans' Day luncheon. The Senior Center was honored to have newly appointed Police Chief Scott Nix talk about the military history of his family. We also learned about the proposed 1LT Scott Milley Memorial at Willis Lake from Robert Chandler and James Kelly. And we were honored to have Steve Milley, father of Scott Milley, talk about his son Scott and share the story of a letter to his family left at his son's gravesite. Longfellow's Wayside Inn sponsored the luncheon with a delicious hot meal. Ninety-six people attended the Veterans' luncheon.



Above: Veterans assemble for the 2013 Veterans Luncheon at the Fairbank Gym

Lifelong learning classes: One of the greatest strengths of the Sudbury Senior Center is its focus on continued intellectual development throughout the life span. 266 individuals took part in various lifelong learning classes, including: America Votes, American Art, Cuban Missile Crisis, Gershwin Series, History of Egypt DVD series, Opera Series, Random Accidents that Changed History, TED talks, U.S. History 1865-1912, West Point Grads-Civil War Enemies, and more.



Left: Students in the Drawing Workshop at the Senior Center

Intergenerational Activities:

The Senior Center seeks to foster relationships between younger and older generations as they have much to offer each other. The successful "Teen Tech" program continued this year: twice each month, volunteer students from Lincoln-Sudbury High School (LSRHS) visited the Senior Center to provide technical assistance to seniors with their technical devices (cell phones, iPads, and laptops). Sixty older adults took advantage of our local high school students' expertise with tech gadgets, cell phones, laptops and social networking during the year.

In addition, our collaboration with history teacher James Raffel at LSRHS continued in spring, when three retired Sudbury entrepreneurs from the Senior Center shared their personal business stories with L-S students in Mr. Raffel's Economics & Finance class throughout May and June.

The award winning Bridges Together intergenerational program has been ongoing in each 4th grade classroom in Sudbury for over 20 years. This program brings older adult volunteers from the community into the classrooms to collaborate with children, forming friendships and increasing understanding while working on a curriculum that fits into the Mass. school standards. This program engaged approximately 110 older adults with 380 4th grade students this year.

Health and Safety information and screenings:

The Senior Center has a special focus on information and programs to maintain the health of Sudbury seniors and give them the tools they need to maintain their wellbeing as they move into their later years.

A sampling of the health and safety talks this year includes: CPR, Health Coaching, Healthy Living with Diabetes, Medicare 101, Memory Screening, Sodium Savvy, Tick Talk, Women and Heart Disease and Fall Prevention. 182 seniors took part in Health and Safety informational programming. In addition, 147 individuals took advantage of free blood pressure screenings, offered weekly at the Senior Center.

The Senior Center also collaborates with the SHINE (Serving the Health Information Needs of Elders) volunteer counseling program to offer assistance to seniors who would like help in assessing their Medicare health insurance choices. 121 individuals visited our SHINE Counselors for

Human Services

health insurance and Medicare counseling this year.

Physical Activity: In recognition of the important role physical fitness plays in successful aging, the Senior Center offered several opportunities for seniors to exercise. The Fit for the Future aerobics class continued to be offered three times each week, the Yoga class meets twice each week, while the Tap Dancers, the Better Bones strength class, and a new Zumba aerobics/dance class meet once each week. In addition, during the fall and spring, the Board of Health Nurse supervises a Walking club. Walkers cross the street to circle the one-mile walking path around Haskell Field. Combined, 255 individual seniors participated in Fitness programs this year.

Socialization/Recreation: To provide seniors with a chance to meet others, socialize, and reduce their isolation, the Senior Center hosts card games, including bridge and bridge lessons, canasta and cribbage; and offers bingo, movies and special luncheons and entertainment, often in conjunction with holidays such as Christmas, Independence Day, and St. Patrick's Day. With the assistance of two special volunteer chefs, the Senior Center is also able to offer a Men's Breakfast twice a year. Forty men attended the Men's Breakfasts this year.

Other events that offer a chance to socialize and enjoy the arts were: Music and the Military, an Afternoon of Jazz, pianist Jeffrey Moore plays Cole Porter, Theatre of the 30s, 40s and 50s, and pianist Rick Scalese. Altogether, approximately 500 individual seniors participated in recreational/entertainment programs.



Above: Wolverine Jazz Trio at the Senior Center Holiday Luncheon 2013

Outreach and Information and Referral services: The Senior Center Information Specialist provided information, referral and

consultation to approximately 361 seniors and family members.

Volunteer and Support services: Through the efforts of our Volunteer Coordinator, (funded by the Sudbury Foundation), the Senior Center was able to coordinate the services of 200 volunteers to provide services such as FISH medical transportation, in-home fix-it, sand bucket delivery, space heater swap, friendly visiting, grocery shopping and more.

In addition to the services provided by volunteers listed above, the Volunteer Coordinator oversees volunteers to assist the Senior Center in holding luncheons, picking up donated baked goods, and delivering meals to homes. Taking into account all volunteer services, more than 10,783 hours were donated this year with an equivalent value of \$217,020 according to a formula from the Executive Office of Elder Affairs. Each year the Senior Center hosts a Volunteer Appreciation Luncheon to provide a small thank you to all of the volunteers who work with us to provide all of our services throughout the year.

Senior Center Staff

The Senior Center is staffed by a Director, Administrative Assistant, Van Driver, (all full time), as well as a Receptionist, Information and Referral Specialist, Volunteer Coordinator, new second part-time Van Driver and Meal Site Manager, (all part time). The Director, Administrative Assistant and part-time Information and Referral Specialist positions are funded by the Town. In 2013, the Administrative Assistant reaches a 15 year milestone with the Senior Center. We congratulate and thank Claire Wigandt for her strong work ethic, sense of humor, excellent skills and many years of service!

The remaining staff who support the Senior Center are funded through other means. The full-time and part-time Van Drivers are funded by reimbursement from the MetroWest Regional Transit Authority. The Volunteer Coordinator is funded by a grant from the *Sudbury Foundation*. The Meal Site Manager and meals are funded and supervised by BayPath Elder Services. In addition, the Senior Center is fortunate to receive the assistance of many devoted volunteers, without whom we would not be able to provide the kind of responsive service that best benefits Sudbury residents.

Council on Aging Accounts with the Town of Sudbury FY13

The Town of Sudbury financially supports the Senior Center by funding salaries of the Director, Administrative Assistant, and part-time Information and Referral Specialist, and providing support for general operating expenses as well as for operating the physical plant. For further details, see the Town Accountant section.

The following C.O.A. accounts are not reported in the Town budget because the revenue sources are not from the Town but are nevertheless administered through the Accounting Office. The account activities for FY13 are listed in the table below.

<u>Account Number</u>	<u>Title</u>	<u>Beginning Balance FY13</u>	<u>Revenue FY13</u>	<u>Expenditures FY13</u>	<u>Ending Balance</u>
1171	COA Revolving - Activities ¹	\$7,560	\$26,300	\$24,891	\$8,969
1172	Transportation ⁶	\$1,223	\$0	\$0	1,223
1173	MWRTA Revolving ²	\$15,334	\$65,113	\$50,329	\$24,119
1323	State Aid/Formula Grant ³	\$4,007	\$20,123	\$18,981	\$5,149
1411	COA – Federal Title III-BayPath Grant ⁶	\$548	\$621	\$680	\$489
1412	Camcorder Grant ⁶	\$160	\$0	\$0	\$160
1413	Volunteer Coordinator Grant ⁴	\$9,923	\$15,000	\$14,660	\$10,263
1951	Friends' Gift Account ⁵	\$2,593	\$0	\$35	\$2,558
1969	LEPC/VIP Gift ⁶	\$31	\$0	\$0	\$31

¹ Activities/Program fees are collected and instructors and class expenses are paid from this account. The Town of Sudbury does not subsidize Senior Center events or activities. Student payments pay for instructors.

² Account for collection of reimbursement from the MetroWest Regional Transit Authority for the expenses of running the Senior Center van.

³ Annual Formula Grant Funds from the Executive Office of Elder Affairs: Helps to fund the Receptionist, the Sudbury Senior Community Work Program Coordinator, Bridges Coordinators, and FISH Coordinators.

⁴ Grant from the Sudbury Foundation for the part-time Volunteer Coordinator position.

⁵ Friends' of Sudbury Seniors gift account, utilized when State Aid grant is distributed late in the year.

⁶ Account utilized to pay for programs when State Aid grant is distributed late in the year.

⁷ Dormant accounts.

This Department has one or more active revolving funds established under M.G.L. c.44, s. 53E½. Please refer to the Finance Department section for more information on these funds.

Respectfully submitted,
Debra Galloway, COA Director
John Beeler
Phyllis Bially
Barry David
Robert Diefenbacher
Carmine Gentile
David Levington
Robert May
Sam Merra
John Ryan

East Middlesex Mosquito Control Project

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

Relatively dry spring conditions for the second consecutive spring resulted in below average mosquito populations from late May through most of June. Flooding rains during June produced an emergence of floodwater mosquitoes that resulted in high levels of mosquito activity through early August. Although the mosquito-borne disease risk declined from the previous year, there were eight Massachusetts residents in 2013 who contracted West Nile Virus and one resident who contracted EEE.

The adult mosquito surveillance program monitored mosquitoes from 26 Sudbury trap collections during the season. During the summer and early fall, 18 batches of mosquitoes from Sudbury were sent to the Mass. Dept. of Public Health to be tested for EEE and West Nile Virus. A batch is comprised of up to 50 mosquitoes of the same species from a survey trap. There were no EEE or West Nile Virus isolations found in any of the Sudbury mosquitoes that were tested.

The larval mosquito control program relied on the larvicides *Bacillus thuringiensis var. israelensis* (Bti) and *Bacillus sphaericus*, which are classified by the

EPA as relatively non-toxic. In April, a helicopter was used to apply Bti granules to 518 wetland acres to control spring floodwater mosquitoes. Field crews using portable sprayers applied Bti in the spring and summer to 18 wetland acres when high densities of mosquito larvae were found in stagnant water. In August, Project personnel applied packets of *Bacillus sphaericus* to 2,211 catchbasins to control *Culex* mosquito larvae, which are considered the primary West Nile Virus vectors.

The adult mosquito control program assigned 7 spray crews to apply Sumithrin to 4,785 acres at night using truck mounted aerosol sprayers, when survey traps collected high mosquito populations. Advance notification of the spray program was done through notices on the Town website.

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, municipal officials and the local media on mosquitoes and mosquito borne diseases. A web page www.town.sudbury.ma.us/services/health/emmcp/ provides residents with information on mosquitoes, control programs and related topics.

Respectfully submitted,
David M. Henley, Superintendent



Goodnow Library

2013 was a banner year for the library-literally. It marked the 150th year since the library opened in April 1863. The sesquicentennial was the opportunity to raise awareness of the library as a long-standing cultural institution for all ages, to position Goodnow as a community resource and place for the community



Good then. Goodnow.

to socialize, to illustrate the library's continued and growing relevance; encourage residents and businesses to use the library more, and finally, to communicate the benefits of supporting the library through donating time and financial support.

The celebration kicked off in April with an all-day open house, and continued throughout the year with many special events, including an award-winning 4th of July parade float, "Sesquicentennial Series," a 25 year time capsule, 150 year timeline, Oral History video, and concluding with a 150th Finale in December.

2013 was also the year we wrote and presented a new strategic plan for 2014-17. The most profound result of the Goodnow Library's last strategic plan was the establishment of the Goodnow Library Foundation, which has been tremendously successful in achieving many goals set out in that last plan. We have initiated a structure that allows the library to fund necessary enhancements asked for by our stakeholders, including new forms of technology like iPads, a broader range of programming, and capital upgrades like those happening in the Children's Room.

Our current challenge is to transform into the library of today. One with the core purpose to promote reading, provide reading material and serve everyone. We must maintain our value as a physical place, but also evolve into a virtual resource beyond bricks and mortar.

Create. Cultivate. Collaborate.

When we asked for input from our users, several themes emerged. They want to see the Library reach its full potential as the town's community center. A place where people come together to share and explore ideas. An enriching place where they can learn and be entertained by not just the rich collections, but a

variety of programs, lectures, and activities. They want to see community relationships strengthened, a visible connection with the schools, clubs and socially responsible organizations. And most of all, they want to feel connected and aware of all of the library's resources and events.

The purpose of the strategic plan is to help the library fulfill its mission and vision. By identifying the Library's institutional priorities and creating a roadmap for its direction over the next four years, the plan provides guidance that will allow and encourage all of our stakeholders to work together toward common goals.

A strategic plan is a living document, a management tool for the library, and the blueprint for service enhancements over the next four years. This strategic plan, "Create, Cultivate, Collaborate," sets the course for the future, based on where the library has been, where it is going and what strategies will be used to meet those future trends, needs and wants of the library user.

Mission:

The Goodnow is the public library of Sudbury, MA.

The heart of the community, Goodnow is user centered, where ideas are shared and nurtured.

Goodnow is a gathering space for intellectual cultivation and social collaboration.

Additional Highlights

Aside from the new strategic plan and celebrating a birthday, the library has many other accomplishments to recognize. As part of efforts to increase the institution's visibility and accessibility, the library developed an award-winning logo and received a grant from the Sudbury Foundation to redesign its website. In addition, the library upgraded its phone system and its wireless network. With the monthly newsletter going out to its biggest distribution list ever, the Facebook page reaching 500 likes, and active Twitter and Instagram accounts, the library has reached more of the community than ever before.



Above: Off the Wall mural, painted by 48 different young artists

Teen Services

The Goodnow Library's Young Adult department started the summer with the introduction of a new Young Adult Librarian, Megan Statza. Megan lead "A WONDERful Summer," with events centering on Curtis' Middle School's required summer reading, *Wonder* by RJ Palacio. The largest summer event was the *Wonder* book discussion, where eighteen middle school students talked about the book and prepared for the upcoming school year.

In the fall and winter, the Young Adult Department held events such as a *Hunger Games* movie showing, a Halloween event called "Welcome to the Graveyard," and "All About Instagram," where fourteen parents and teens learned how to safely use the popular social media site Instagram.

During mid-term exam week 100-200 teens visited the Goodnow Library every night to study. Sudbury Coffee Works, Papa Gino's Pizza, and Taylor Rental helped Goodnow Library provide teens with coffee and pizza while they studied.

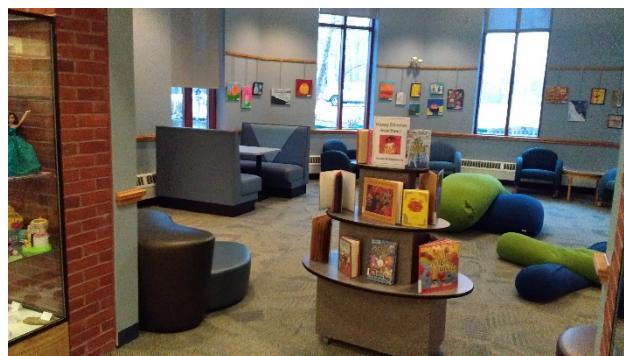
Megan also started up a "Teen Advisory Board" or TAB for short. TAB meets monthly and is made up of local teens who brainstorm potential events and services for teens at Goodnow Library.

Children's Services

In 2013, the Children's Department circulated 140,297 items, ran 379 programs that had 13,532 people in attendance, and accumulated 935.5 volunteer hours from high school and senior volunteers.

Awareness of children's department programming grew through the utilization of an online calendar and social media. Programming highlights for the first half

of the year include: Reading to a Dog every Monday, Baby Lapsit every Wednesday, Storytime and Craft on Thursday, Storytime Fun on Friday, monthly pajama story time, regular weekend drop-in crafts, Sing-alongs with Imagimotion and Little Friends Music Program, Bricks for Kids Lego program, and the beginning of the sesquicentennial programming series to celebrate the Library's 150th birthday.



Above: A view of the Children's Octagon after the renovation

This year marked the most successful summer reading program on record! There was an increase of 38 % more participation in the reading program (413 participants), 34% increase in program attendance for Truck Day (536 participants), a marque summer event, and 23% increase in program offerings (77 programs).

During the summer, the library received a very large and generous donation to remodel the Children's Room. The department closed October 7 – 15 and during that time the room was painted, carpeted and re-arranged. New furniture was brought in to replace old pieces and new functional pieces were added to enhance patron experiences. During the renovation, the department took the time to re-label and combine collections of books. Over 9,000 items were re-labeled for a greater browsing experience for patrons. Overall the new room layout and furniture has been very well received by patrons, the public at large and staff!

With the renovation, staff also took the time to revamp programming. Programs were made more regular and at a more consistent time. Additional programs were also added: Music Makers, a music and movement program on Mondays, a Lego Club on Tuesdays, an additional session of the baby lapsit program, Wee Reads was added to accommodate the growing number of attendees, and finally the Friday Story & Craft was run weekly without any breaks.



Above: The library celebrated its 150th birthday in April

Reference & Information Services

This year for the Reference Department was all about the Sesquicentennial. Reference staff learned more about the building, the collections and Sudbury itself, and shared their knowledge with the community through “StoryWalks,” library tours highlighting the art and architecture as well as the history of the Goodnow Library; monthly displays, featuring historical artifacts and photographs from the collection. These displays focused on various aspects of Sudbury’s history in the past 150 years, such as education, farming and role in the Civil War.

Another highlight was the very popular “On the Road with Sudbury History” display. This consists of a large map of Sudbury, to which were added explanations of the significance of historical street names, along with photos of the present day street signs. Patrons visited frequently to see if their streets had been added.

In addition to the Sesquicentennial activities, Reference staff continued to answer patron’s questions, to assist patrons with technology and to offer reader’s advisory. They also took over the museum pass program and contributed significantly to the new website.

Foundation

The Goodnow Library Foundation (GLF) had an exciting year building on the momentum generated during 2013. The Foundation bought 10 iPads and a wireless printer to enhance the library’s technology. GLF also held a ceremony to honor Jack Bradshaw’s contribution to the renovation of the Civil War statue, and to highlight improvements to the area in front of the library.

GLF held its second annual fundraiser, “A Toast to the Goodnow,” with all proceeds dedicated to the renovation of the Children’s Room. More than 300 guests attended. “Toast” netted just over \$35,000. These funds, along with other generous donations from individuals and foundations, allowed the GLF to fund \$66,000 of renovations. Esme Green, the library director, convinced the town to become part of the project, and it contributed \$27,000 for fresh paint and new carpeting. The library can now showcase the “new” Children’s Room, renovated at a total cost of \$93,000.



Above: Guests enjoying themselves at the “Toast to Goodnow” fundraiser

In 2013 the GLF raised \$221,384 and had expenses of \$123,633. Expenses included \$78,564 in grants to the library. The remaining expenses included events, consultants, printing/design, insurance, postage, raffle tax and miscellaneous.

Major Goals for the upcoming year:

1. In consultation with the library director and library users, develop a community space on the first floor where patrons can relax, browse materials, and chat with friends over coffee.
2. Enhance the library’s technology resources through purchases of new computers and other equipment.
3. Fundraise for the GLF focus areas as well as contribute to endowment.

Friends

It’s good to have Friends! This year, the Friends supported programs for children, sponsored the Sunday Afternoon at the Goodnow Cultural Series, and of course, funded the hugely popular museum pass program. The Friends continued their great work on the front gardens, hosted the Volunteer Luncheon and held another successful book sale. The Friends are proud to have participated in the library’s 150th

Human Services

birthday. The sesquicentennial year was filled with fun events for the all ages.

Looking to 2014, the Friends are excited about the Local Luminaries event to take place in April. The Friends are looking forward to working with Goodnow Library Foundation to make the library an even more

vibrant place. In January, the Friends and the Foundation co-sponsored an open house to celebrate the refurbished children's room. The open house was a huge success that was particularly enjoyed by many of the library's youngest patrons.

Goodnow Library Statistical Report			
FY13 (July 1, 2012-June 30, 2013)			
	<i>FY2012</i>	<i>FY2013</i>	<i>% Change</i>
Total Circulation	419,575	428,484	2%
Circulation of e-book & e-audio	6,050	7,678	26%
Number of Children's Programs	293	316	9%
Attendance of Children's Programs	7,000	10,136	44%
Self-checkout	74%	77%	3%

Goodnow Library Financial Report		
FY13 (July 1, 2012-June 30, 2013)		
	<i>Revenue</i>	<i>Expended</i>
Lost books	\$ 5,190	\$ 1,496
Meeting Room Revolving Fund	\$ 6,985	\$ 1,623
MEG	\$ 3,341	\$ 209
LIG	\$ 8,402	\$ 9,644
Non-Res	\$ 10,215	\$ 1,607
Fines	\$ 23,135	

Senior Library Staff

Esmé Green, Director

Karen Tobin, Assistant Director

Michael Briody, Head of Circulation

Elizabeth Rose, Head of Technical Services

Kathryn Liddle, Head of Children's Services

Board of Trustees

Carol Hull, Chair

Lily Ann Gordon

Nancy Hershfield

Robert Iuliano

Barbara PryorSarah Sogigian

Board of Health

The Board of Health is responsible for addressing the health needs of the community. Traditional duties include site evaluation for subsurface sewage disposal, permit/licensing and inspections of food service establishments, summer camps, public swimming pools, stables, tanning salons, septic installers and haulers, septic systems, potable water and irrigation well installations, and supplying community-based nursing and mental healthcare services, as well as involvement in environmental health issues such as housing code violations, mosquito control, hazardous waste, animal/rabies control, public ground water supplies and emergency preparedness. Community based nursing services are provided by Parmenter Health Services for the Board of Health. Mental health-care services are provided through the Community Social Workers. The Board of Health continues to update and disseminate the most current information on public health concerns and issues via a town website, brochures, cable TV and local newspapers.

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 for new single-family residential lots, multi-unit housing projects and commercial properties to determine groundwater elevation, suitability of soil, elevation of bedrock, and presence of wetlands. Septic system design plans were reviewed and approved prior to construction. In addition, septic replacement systems were evaluated and inspected for existing dwellings or buildings. Proposed additions to existing buildings were reviewed for adequate septic systems. Under the State Environmental Code, Title 5, governing septic systems, the Board of Health is required to review septic system inspection reports prior to property transfers. The Board of Health is actively involved in the evaluation of a proposed Route 20 wastewater sewer project.

Community Social Worker

Services continued to be provided for residents of all ages by our Community Social Workers. These included: case management, information and referral, advocacy and support. Crisis intervention and on-call availability were provided as well. Collaboration with other Town departments (police/fire, school, C.O.A.) occurred regularly. Community outreach activities were conducted throughout the year. Several projects targeting residents in need were completed in cooperation with school classrooms, church/citizen groups and local businesses. Intake services were

provided for state programs such as fuel assistance. The Community Assistance Fund (operating in conjunction with HOPEsudbury) provided financial assistance for 57 Sudbury families. Contractual agreements were maintained with area therapists to ensure that all residents could receive outpatient treatment regardless of income/insurance coverage. Outreach services were also provided through contractual agreements for frail and “at risk” seniors.

Nursing Services

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

Seasonal flu vaccination clinics were held at the Senior Center.

Mosquito Control

To avoid an outbreak of Eastern Equine Encephalitis and control nuisance mosquitoes, the Board of Health continued to provide licensed mosquito control through the East Middlesex Mosquito Control Project. Mosquitoes were submitted to the Massachusetts Department of Public Health for Eastern Equine Encephalitis (EEE) testing in Sudbury this year. Control of West Nile Virus carried by mosquitoes has required catch basin treatments throughout Sudbury.

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. 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. Latex paint was collected at the Sudbury transfer station.

Animal/Rabies Control

An animal rabies clinic was conducted for the Board of Health by Paula Adelson, Animal Inspector, and Sudbury Animal Hospital: sixteen (16) dogs and three (3) 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 (but not limited to) raccoons, skunks, woodchucks, foxes and bats.

Human Services

Potentially rabid animals that have had contact with pets or humans are submitted for testing by the State Laboratory. Flooding caused by beaver impoundments continue to occur throughout Sudbury. State law requires a permit from the Board of Health for trapping, breaching or removing a dam and installation of water level control devices. The removal of road kill animals along public roadways is contracted by the Board of Health.

Tobacco Control

The Board of Health revised their local tobacco control regulations to increase the age to purchase tobacco products to 19 years old and ban tobacco sales in medical related facilities such as pharmacies. The revised regulations are effective January 1, 2014. Sudbury was approved with 9 other MetroWest Towns to establish a regional Tobacco Control Program funded for three years by the MetroWest Health Foundation. A tobacco control coordinator will be hired to enforce local regulations and conduct compliance checks at tobacco retailers.

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

Forty five (45) licensed food service establishments were inspected to assure compliance with the State Sanitary Code.

Emergency Preparedness

The Board of Health participates as a member of the Massachusetts Department of Public Health's Region 4A which has been established to promote local and regional emergency preparedness for Boards of Health. Emergency dispensing site planning and the establishment of a local Medical Reserve Corps has been the primary focus of the Board of Health's local emergency preparedness program. Medical Reserve Corps Executive Committee members are appointed by the Board of Health. Medical and non-medical volunteers are needed to assist the town in conducting functions such as an emergency medical dispensing site or a town emergency shelter.

Carol Bradford was elected to a three-year term in March. Brian McNamara continued to serve as Chairman and Linda Huet-Clayton continued to serve as a board member. Robert C. Leupold served as the Director and Michele Korman served as Health Coordinator. Martha Lynn and Mitch Sanborn shared the Community Social Worker responsibilities. Paula Adelson retired as Animal Inspector on September 1, 2013 and Jennifer Condon was appointed as the new Animal Inspector.

Respectfully submitted,

Carol Bradford

Linda Huet-Clayton

Brian McNamara

Robert Leupold, Director

Board of Health

Financial Report: July 1, 2012 - June 30, 2013

Sewerage Permits	\$13,260.00
Funeral Home	0.00
Installer Permits	3,150.00
Hauler Permits	2,350.00
Food Service Permits	8,460.00
Milk & Cream Permits	20.00
Stable Permits	80.00
Site fees	1,500.00
Well Permits	1,600.00
Permit Renewals	210.00
Massage Permits	0.00
Camp Permits	500.00
Pool/Pond Permits	35.00
Copies	163.75
BOH Trench	923.75
Total	\$32,252.50

Sudbury Housing Authority (SHA)

The SHA's mission is to develop and manage affordable rental housing for families, senior citizens, and disabled people. With Jo-Ann Howe's retirement in August 2013, the SHA hired its first new executive director in thirty-one years, Sheila Cusolito. Under Ms. Howe's leadership, the SHA expanded from its initial 64 units of elderly/disabled housing and seven units of family housing to its current portfolio of 91 total units. The Sudbury Housing Authority currently counts 145 Sudbury residents as its tenants.

The SHA is in the final stages of purchasing a single-family home, the result of a successful Request For Proposals last fall. Community Preservation Act funds awarded in 2006 will be utilized for the down-payment. The application to include this three-bedroom rental unit on Sudbury's Subsidized Housing Inventory is pending. This marks the first such 'unit-buydown' by the SHA utilizing CPA funds, following challenges that precluded originally proposed condominium purchases. The target date for occupancy is April 2014.

The SHA is coming up on the one-year occupancy mark for its ten new two-bedroom family units built on sites already owned by the Housing Authority. The award-winning project marked the culmination of two decades of advocacy by Sudbury residents to create affordable housing, as well as eight years of direct effort to see the project to completion.

Last fall, the SHA launched two energy-saving initiatives at Musketahquid Village, the SHA's state housing for the elderly and disabled. The SHA was awarded a grant from the Department of Energy for a heat pump demonstration pilot, designed to determine if such installations could reduce the costs for heating and cooling in each of the 64 one-bedroom units. Preliminary data indicate significant energy cost-savings that will enable the SHA to qualify for funding the installations throughout the Village. The second initiative was the NSTAR-funded purchase and installation of heat pump water heaters in each of the Village's 16 residential buildings.

The SHA recently submitted a proposal to the Community Preservation Committee for CPA funds to cover the costs of preservation of our existing housing stock, intended to address original design flaws. In early 2014, the SHA plans to apply for a grant from

the Department of Housing and Community Development to fund comprehensive improvements to Musketahquid Village, which was built in 1976, and to couple the state funds with those obtained through the CPA application.

Twenty-seven units of SHA-owned family housing are located on scattered sites throughout Sudbury, in the form of either single-family houses or duplexes. In order to qualify for this housing, income must be under \$52,000 for a family of two, and limits range upward in approximately \$6,000 increments, depending on family size. Rent is 27% of income and tenants are responsible for the cost of utilities. Two vacancies occurred in 2013; however, the waiting list remains closed. The list closure will be reassessed in the spring.

At Musketahquid Village, residency is limited to those with incomes under \$45,500 for one person and \$52,000 for two people. Rent is 30% of income and includes the cost of utilities. Homeownership at the time of application does not disqualify an applicant. Six vacancies occurred this year. In October, for the first time in many years, the wait lists were closed to new applicants because of a projected 12-year wait for housing. The list will reopen in October 2014.

No local taxes are used to subsidize the Sudbury Housing Authority's operating budget because it is supported by the rents paid by tenants. Routine maintenance is performed by SHA staff.

The Board of Commissioners of the SHA meets at 7:30 p.m. at Musketahquid Village, 55 Hudson Road, generally on the second Tuesday of each month. Visitors are always welcome. Please call Sheila Cusolito 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.

Respectfully submitted,
Sheila M. Cusolito, Executive Dir.
Sherrill Cline
Judith Deutsch, State Appointee
Kaffee Kang
Lydia Pastuszek
Steven J. Swanger

Parmenter VNA & Community Care, Inc. / Hospice (Sudbury Visiting Nurse Association)

Overview

Parmenter VNA & Community Care/Hospice (formerly the Sudbury Visiting Nurse Association) continues a long tradition of homecare excellence to the Town of Sudbury by virtue of the commitment of the staff, Board members, volunteers, the continuing support of community residents and the Sudbury Board of Health. A local, non-profit community health care provider, Parmenter VNA & Community Care carries forward the 60-year commitment of the former Sudbury VNA to Town residents. Parmenter VNA & Community Care is a Medicare/Medicaid certified homecare and hospice agency.

Home Health Care

Home health care is the heart of the wide range of services provided by Parmenter VNA & Community Care. Under the order of a physician, Parmenter provides nursing, physical therapy, occupational therapy, speech therapy, medical social work and personal care services to individuals recovering from an illness, injury, surgery, disability or life-limiting illness. We provide a specialty wound nurse and a psychiatric nurse as well as chronic disease management and palliative care. We also offer an in-home tele-health program, helping individuals who are at risk of unplanned hospitalizations because of some type of cardiac or respiratory disease, effectively manage their health in their own home. The Sudbury Board of Health, in part, provides a safety net to town residents whose home care needs are not covered by insurance and who are unable to pay privately. Approximately 15% of all services provided by Parmenter are un-funded or under-funded. Grants, gifts and donations to Parmenter VNA & Community Care/Hospice from hundreds of community residents help support free and subsidized care to neighbors in need in Sudbury and other Metro West communities.

Hospice Care/Bereavement

The close working connection between Parmenter's Hospice and the Agency's home care program means that clients benefit from continuity of care. The same staff that care for patients in the earlier stages of a life-threatening illness, 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. Parmenter operates a lovely ten-bed hospice residence, the Miriam Boyd Parlin Residence.

One of only eight such residential hospices in the state, this residence provides an important resource for area residents who are dealing with end-of-life care issues. In 2010, Parmenter undertook an expansion of the Parlin Hospice Residence from six private suites to ten. The cost of this expansion has been covered by private donations. Parmenter provides bereavement support for families and loved ones and offers a unique children's bereavement program, *Heart play*, utilizing the expressive arts, for children who have suffered the loss of a parent or sibling. This year we launched a new children's bereavement program, Camp Erin Boston. Created and funded by the Moyer Foundation, Camp Erin is the largest network of free bereavement camps in the country designed for children and teens ages 6-17 who have experienced the death of someone close to them. It is a weekend long experience filled with traditional, fun camp activities that are combined with grief education and emotional support, led by grief professionals and trained volunteers.

Community Services and Public Education

Supported by the Sudbury Board of Health and in cooperation with the Sudbury Council on Aging, the Board of Health Nurse from Parmenter offered services to the Town of Sudbury to support the community and maintain and foster public health. The nurse was trained by the Massachusetts Department of Health for the Maven System of reporting and followed and reported communicable diseases for the town of Sudbury. Weekly blood pressure and glucose screening for all town residents, regardless of age, was offered at the Sudbury Senior Center and Parmenter Community Health Care in Wayland free of charge. The Parmenter nurse also conducted monthly blood pressure screenings for Orchard Hill Assisted Living, Longfellow Glenn Housing, Musketahquid Village, Sudbury Town Employees at the Flynn building and the Department of Public Works. In the fall, the Sudbury BOH nurse organized and administered Flu/Pneumonia immunization clinics for the Town of Sudbury employees, teachers, and first responders. Flu/Pneumonia Clinics were also held at the Sudbury Senior Center for the senior population. For the homebound population, the Sudbury BOH nurse made home visits for vaccinations and basic nursing care. Partnering with Metro West Mobile Clinic, the Sudbury BOH nurse held monthly Flu clinics from November through January at their Sudbury location, vaccinating both adults and children. In the spring and

Human Services

fall at the Council on Aging, the nurse organized walking clinics and educational efforts on the benefit of diet and exercise for preventing chronic disease and aging successfully. Throughout the year, the nurse coordinated public health educational seminars monthly on a variety of health topics depending on community needs and interest. This past year, topics included: Walk for Wellness, Tick Talk, Heart Disease, Fall Prevention Program, Fit Walk, Memory Screening and Memory Educational Program, Stroke, Managing Medications, Diabetes and You, Sun Safety, and Healthy Eating. Health Coaching was a new program introduced to Sudbury residents. It was a 12 week program where residents set health care goals, discussed outcomes and were educated through health sessions with the Board of Health Nurse. All clients met short term goal and were working toward long term goal setting by the end of their session. The Sudbury BOH nurse maintained a monthly health education board at the senior center to include hot topics of concern and interest in public health. Educational Articles were written for the Senior Center Newsletter to further educate the public of Sudbury. See statistics below.

Parmenter additionally offered a number of classes for the preteen population in Sudbury for a nominal fee including Home Alone and Babysitting Course. In addition to the screening, vaccination clinics, and wellness efforts, the BOH nurse provided individual education and disease management for residents dealing with reportable communicable diseases; also acted as a resource to Sudbury school nurses on communicable disease issues in the pediatric population. As a member of the Medical Reserve Corps and the Vulnerable In-Town Population

Committee, the Board of Health Nurse helped to register any vulnerable residents to the Town's Emergency Planning Website.

Future Plans for 2014 for the Sudbury BOH nurse include: Continuing all current BP/Glucose screenings and health coaching, monthly health topic/ health seminars at the Sudbury Senior Center with videotaping for broadcast to reach our homebound population, forming a focus group at the Sudbury Senior Center to discuss health topics and services offered by the BOH nurse, developing new programs as expressed by the community and enhance the monthly health education topic board at the Senior Center, outreach and education to the community at large through the Sudbury BOH nurse web page, publications in the Senior Center Newsletter, continued flu/pneumonia vaccination clinics as outlined above, continued walking programs for the spring and fall and surveillance and reporting of all communicable diseases for the town of Sudbury to state BOH agency.

Services Supported by the Sudbury Board of Health - Attendance

- Health Guidance/Education Home Visits - 900
- Communicable Disease Follow-up Contacts - 141
- Immunization/TB Testing - 664
- Community Screening Clinics - 1,241
- Health Topic/Seminars - 213

Total Encounters: 3,159

Respectfully submitted by:

Denise McQuaide, CEO

Phyllis Schilp RN, BSN, Board of Health Nurse



Park and Recreation Commission

The mission of the Park and Recreation Commission is to provide recreation activities, leisure services, facilities and general amenities to the public. We strive to enhance the quality of life for Sudbury residents by providing clean, safe and attractive parks and recreation facilities that promote a strong sense of community. The Park and Recreation Commission is a five-member elected board with each member serving a three-year term. The Commission oversees recreation facilities and programs, which are managed by the Park and Recreation Director. The Park and Recreation Commission generally meets once a month at the Fairbank Community Center. The public is always welcome.

Park and Recreation facilities include the Atkinson Pool and the Fairbank Community Center, as well as six major field areas that host recreational programs. Featherland Park has a softball field, Little League baseball fields, public tennis courts, and an area for public ice-skating in the winter months, weather permitting. Feeley Park is host to baseball, softball, and tennis. Davis Field has been the site for soccer, lacrosse, and the Charles River Radio Controllers for the flying of model airplanes. The Haskell Recreation Area, adjacent to the Fairbank Community Center, provides fields for soccer, boys and girls lacrosse, includes the newly renovated Haskell Playground, and a full-size baseball diamond. Ti-Sales Field is used for Ultimate Frisbee teams. Lastly, Cutting Field, with its state-of-the art synthetic turf, sees many community groups using it daily for soccer and lacrosse. School fields are made available to the Park and Recreation Department during non-school hours and provide a further valuable recreational resource. We continue to work with the School Department to upgrade those fields whenever possible. The L-S Community synthetic turf field is in full use by both the L-SRHS and community youth sport groups.

As usage demands increase, the Commission is still looking to find resources to build fields. The Town of Sudbury has identified those costs directly related to field maintenance which should be charged directly to Park and Recreation rather than the general tax levy. User fees correlate to the use and are incorporated into the Field Maintenance Enterprise Fund.

The Fairbank Community Center is the home of the Park and Recreation Department, the Atkinson Pool, Teen Center, Youth Coordinator, the Adaptive Sports and Recreation Program, indoor and outdoor

basketball courts, and an outdoor sand volleyball court. Use of this facility is primarily for Park and Recreation adult and youth programs. The 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 (both residents and non-residents and members and non-members) and is handicapped-accessible.

As of October, the Sudbury Park and Recreation Department joins the ranks of the elite park and recreation agencies and departments across the country by earning accreditation through the Commission for Accreditation of Park and Recreation Agencies (CAPRA) and the National Recreation and Park Association (NRPA). This distinguished accomplishment was awarded during the 2013 NRPA Congress and Exposition in Houston. CAPRA accreditation is the only national accreditation for park and recreation agencies, and is a measure of an agency's overall quality of operation, management and service to the community. Sudbury becomes the first agency in Massachusetts to earn accreditation and joins only 118 other communities nationwide. This mark of distinction indicates that an agency has met rigorous standards related to the management and administration of lands, facilities, resources, programs, safety and services. As part of the accreditation process, Sudbury Park and Recreation had to demonstrate compliance with 144 recognized standards and document all policies and procedures. Often the process helps identify efficiencies and heighten areas of accountability, all of which translate into higher quality service and operation to benefit the community. The process for accreditation involves self-assessments, a formal application, a site visit by a team of trained visitors that results in a written report, and a hearing with the Commission to grant accreditation. Once accredited, the agency must uphold the standards and is reviewed again in five years.

The Commission is comprised of representatives from NRPA, the American Academy for Park and Recreation Administration, the National Association of County Park and Recreation Officials, the International City/County Management Association, the American Association for Physical Activity and Recreation, the Armed Forces Recreation Society and the Council of State Executive Directors.

Human Services

The Sudbury Park and Recreation Department consists of the following full time staff who worked to accomplish this amazing achievement: Tim Goulding, Aquatics Facility Director; John Barrett, Aquatics Supervisor; Chery Finley, aquatics supervisor; Pat Haberstroh, Office Manager; Jessica Bendel, youth coordinator; Amber Comeau, program coordinator; Anna Wood, Adaptive Sports and Recreation Director; Nancy McShea, Park and Recreation Director.

Over the last year, the Park and Recreation Department has offered over 30 new programs for adults and children including teen yoga, preschool music, chess, one-day arts and craft workshops, Bonnie's Bootcamp for Kids! and more.

Our preschool programs continue to fill each year with 60 children registered between Terrific Twos and Kreative Kids, a ½ preschool type program run by Sudbury Park and Recreation staff. These programs provide an introduction to a preschool-like, drop-off setting for children ages two and three years old. Children participate in free play, craft time, interactive songs and movement, among other things. These are child centered programs where the goal is for children to feel comfortable and happy doing age-appropriate activities while away from their caregiver. We also offer a caregiver and tot program: Jump, Roll & Sing. This is a one hour, teacher lead program which involves songs, movement and interaction between the caregiver and child. In addition, we offer daily programs for older preschoolers during our school vacations: Childhood Adventures. These are theme-based half day programs which incorporate art, music, movement and stories.

Additionally, our Park and Recreation Department run summer day camp programs continue to sell out on the first day of registration along with our pre-school half-day camp and our Counselor in Training Program for teens. These camps service over 1150 children each summer.

The Summer Concert Series once again brought five great events to about 1300 residents of Sudbury and surrounding communities this past summer, including the continued success of our a family fun night. The Summer Concert Series continues to be a Monday night staple in Sudbury and a destination for families to engage with other community members, have a picnic, listen to some great music, and enjoy some outdoor fun on Haskell Field and our Haskell SMILE and Lyon's Pride Playground.

The Adaptive Sports & Recreation Program at the Sudbury Park & Recreation Department is committed

to providing year round, affordable, community based programming for individuals with disabilities. The Adaptive Sports & Recreation program strives to improve the quality of life for children and adults with disabilities through continued and successful involvement in sports and recreation programs here in their own back yard.

Program goals include:

- To increase the participation of children and adults with disabilities in existing parks and recreation programs.
- To provide person-centered, individualized support to meet the needs of the participating individual.
- To enhance the physical, mental, emotional, and social well-being of children and adults with disabilities via their participation in the recreation activities provided by the department.
- To increase the independence, confidence, and self-esteem of the children and adults with disabilities taking part in the department's programs.
- To provide opportunities for people with disabilities to cultivate new recreational interests, meet new people, and possibly develop new friendships.
- To advocate for individuals with disabilities' rights to recreation participation, community access, and community involvement.

Over 300 people registered for Adaptive Sports and Recreation programs this year, traveling from communities all over Massachusetts to participate. Always working on accessibility, the Sudbury Park and Recreation Department now has electric door openers at our main entrance. With support from the Sudbury Commission on Disability, these door openers are allowing patrons to have easier access to the facility.

The Jean Lind Teen Center is a Park and Recreation program located at the Fairbank Community Center. The Teen Center provides Sudbury 7th and 8th grade youth with the opportunity to socialize in a safe, fun, and well-equipped setting. The Teen Center hosts events one or two Friday nights per month during the school year. Activities include dancing, watching movies, ping pong, billiards, video games and more. Many of the events have a theme and there are grade only events as well to keep the participants engaged. These two-and-a-half-hour-long events draw in anywhere between 125-400 kids per event.

Human Services

The Youth Coordinator works primarily with the middle school-aged population in Sudbury. Programs and activities are run during non-school hours. Popular programs include Wild Wednesdays, held on SPS Early Release days; the Nashoba Ski and Snowboard program where participants ride coach buses to the mountain; and special evening trips that allow participants to explore life outside of Sudbury. In the summertime, Sudbury Adventure runs with two buses for all six weeks of the program. Attendees travel to four different fun-filled locations each week. All of these programs have an extensive waitlist.

The Atkinson Pool is open for 96 hours a week throughout the year. During the winter months, the pool is home to six competitive swim and dive teams including Lincoln-Sudbury, Sudbury Swim Team, Nashoba Regional High School, Bromfield Academy, ZAP Diving and Dolphin Diving. The pool offers youth and adult swim lessons year round as well as other swim programs for people of all ages and abilities. During the summer, the pool hosts the ever popular Sudbury Summer Camp and the Sudbury Adventure Program, providing swim lessons and free swim opportunities for youth that attend. The pool also plays host to several special events throughout the year, including the Tri-Sprouts Youth Triathlon and the Sudbury Sprint Triathlon, which will mark its 20th anniversary in 2014.

The pool topped 83,000 in attendance with 1,500 active memberships this year. Additionally, the pool serviced just over 1,200 individuals in learn to swim programs and adult exercise programs. The Triathlon Training program, now in its fifth year, continues to be a popular program with a group of participants that continue to train and race throughout the spring and summer. The 5k training program is in its second year and has had regular participation. Additionally, the Lifeguard Training Programs and the Babysitting Training Programs have increased enrollments over the last several years.

This year marked the departure of Tim Goulding, the Aquatics Facilities Director for the past 11 years. We thank Tim for his service and wish him the best of luck in the future.

As a Department, we will continue to provide new and exciting recreational opportunities to the residents of Sudbury. We are excited for more growth in 2014.

Respectfully submitted,
Nancy McShea, Park and Recreation Director

Park and Recreation Commission
Robert C. Beagan
Thaddeus Gozdeck
Paul Griffin
James J. Marotta
Richard C. Williamson



Veterans' Services Department

The Sudbury Veterans Services Office provides Federal, State and Local benefits, information and services to the Town's Veterans who served from World War II to the present. The Spouses, Dependents and Widows/Widowers of Veterans may also be eligible for benefits. Veterans and those who are eligible for benefits are encouraged to call the Veterans' Agent at (978) 639-3357, visit our webpage at <http://sudbury.ma.us/departments/VeteransAgent> or, visit the office located at the Sudbury Town Hall 322 Concord Rd. Sudbury. Our Office hours are Mon. Wed. and Fri. 9:00 – 3:00. Arrangements will be made for those Veterans who are unable to visit the office.

The Veterans' Office assists Sudbury residents with processing Federal applications and requests for Service-Connected Disabilities, Non-Service Connected Pensions, Health Care Benefits, procuring Service related documents, replacement Medals and many other Federal Benefits. For a complete list of Federal benefits, please go to www.va.gov.

This office also administers Massachusetts State Benefit Programs available to qualified Sudbury Veterans. Some of these benefits include Outreach and Counseling, Housing, Financial Assistance, Employment, Fuel Assistance, Medical Assistance and Education. A recent benefit offered to Veterans and Active Military Personnel is the Welcome Home Bonus Benefit(s). For a complete list of Massachusetts state benefits that Veterans may qualify for, go to <http://www.mass.gov/veterans/>.

There are also local benefits available to Sudbury resident Veterans such as Tax Abatements (for individuals rated by the VA as at least 10% Service-Connected Disabled). The deadline for applying for the Abatement Benefit is March 30th with the Tax Assessors Office located in the Flynn Building, 278 Old Sudbury Rd.

The Town of Sudbury is very active in honoring our Soldiers and Veterans. On December 3rd, Sudbury was certified as a Purple Heart Community by the Massachusetts Military Order of the Purple Heart. August 7th each year is designated as Purple Heart Day. Also, the Sudbury community continues to welcome home our soldiers with banners and proclamations naming a special day in their honor. The month of May was again declared as Military Appreciation Month by the Board of Selectmen. In November, we held our 3rd Veterans' Day Appreciation Luncheon which was held at the Fairbank Community Center honoring all Sudbury Veterans. The Town has a Military Album available for viewing at the Goodnow Library. Sudbury Military Families are welcome to submit pages of their military loved ones to be added to this album.

The Town of Sudbury **thanks** all those who serve our country.

Respectfully submitted,
Gary Brown, Director of Veterans' Services
Beth Porter, Administrative Assistant



Our Heritage

Historic Districts Commission

Sudbury has changed greatly from its beginning as a farming community, but the Town has been fortunate to have preserved many of its older houses and landscapes. As Sudbury grew, the Historic Districts Commission (HDC) was formed to ensure that the properties in the Historic Districts would continue to be protected from substantial or detrimental changes.

Today, this five-member committee continues to make sure that changes made to properties in a Historic District do not detract from the historic value of a neighborhood. Prior to starting any exterior alterations on structures or landscapes that are visible from a public way, property owners in any of the five Historic Districts must obtain a Certificate of Appropriateness from the HDC. This year there were twenty-nine applications for Certificates of Appropriateness, and twenty-three Certificates were issued. As in years past, in the majority of cases the approved small renovations, designs for signs, window replacements,

and paint colors. Two sizeable residential additions were also approved. In a case that sparked significant debate in the Town, the HDC voted in favor of preserving the land at 233 Concord Road as open space. There is concern among board members that those things that characterize Sudbury's historic rural nature are continuing to disappear.

In the fall, HDC members began discussing updating the standards on which we base our decisions. A plan has been established to consider revisions to our mission statement and guidelines. The plan also calls for examination of our website. There are opportunities here to enhance communication and help educate Town members about the value of preserving Sudbury's rich history.

In late spring, Fred Taylor replaced former member Carole Wolfe. He brings new ideas and much expertise to the HDC.

Respectfully submitted,
William S. Andreas
Linda Gray Hawes
Frank W. Riepe
Lee F. Swanson
Frederick E. Taylor

Historical Commission

This year a big accomplishment was the signage put up at our six cemeteries and the Haynes Garrison Site and Training Field; also restoration of Mt. Pleasant and Old Town Cemetery maps and books. A dumpster was purchased for the use of Sudbury Weed Eradication and Education Team (SWEET) to dispose of invasive plants. Four Commission members attended a seminar in Preservation given in Lexington by the Mass Historical Commission in October.

In preparation for Sudbury's 375th anniversary celebration, a Pairpoint cup plate was made in teal green with the Guide Posts as the design in the middle.

The Hosmer House was completely painted and new storm windows installed. New landscaping was put in at the back of the house when a large tree had to be

taken down. The Thursday Garden Club and Girl Scouts completed new plantings in the Faerie Garden. A large cabinet was built in the shed to hold gardening supplies.

The tribute to employees and volunteers was held on Memorial Day with pictures and information displayed in the parlor. The Sudbury VFW Post 8771 paid tribute to the 50th year anniversary of the Korean War by displaying memorabilia in the ballroom. On the Fourth of July, Polly Metzger displayed her watercolors in the parlor of the Hosmer House. Jaeok Lee demonstrated clay molding and displayed her work in the Ballroom.

Restoration of a 20 x 26 oil painting by Miss Florence Hosmer of a little girl done in 1919 was completed

Our Heritage

with grateful thanks to The Villagers. Over 100 of Miss Hosmer's paintings were on display at the Holiday Open House. Eleven rooms were decorated by local organizations, musicians entertained the guests for two weekends, and children enjoyed the readings and treasure hunts throughout the Hosmer House. The storeroom had cup plates, throws, mugs, hand painted decorations, jewelry, gifts and edible goodies for sale.

We look forward to the coming year as we plan to straighten and repair broken gravestones in all the cemeteries. We are a hard-working group of dedicated people who enjoy preserving our Town's wonderful

history. The Commission is extremely grateful for receiving CPC funding to accomplish many of the projects requested for historical preservation.

Respectfully submitted,
Barbara Bahlkow
Fred Bautze
Diana Cebra
Jim Hill
Bill Johnson
Lyn MacLean
Liz Radoski

Memorial Day Committee

Sudbury's Memorial Day was a delightful combination of festive and somber respect. There were activities, great enthusiasm from Sudbury youth organizations, the Daisy and Tiger scouts, as well as Girl and Boy Scout troops. The veterans marched proudly and the 1060th Transportation Battalion, 151 Regional Support Group, Massachusetts Army National Guard from Framingham provided an "up armored" HUMVE.

Ceremonies began early in the morning with commemorative ceremonies at the Old and New North Cemeteries and with a salute by the Sudbury Minute and Militia at the Minuteman statue in the New Town Cemetery overlooking the Town Common. The Parade started at Rugged Bear Plaza, led by the American Legion Color Guard. The 2013 Memorial Day Parade Grand Marshal was James Apostle, a WWII Navy veteran who served in several campaigns in the Pacific, including the Philippines and the assault on Okinawa.

Under the Command of Colonel James Wiegel USA., the Parade left the Rugged Bear parking lot headed east along Route 20, a wreath provided by the Sudbury Garden Club was thrown into Hop Brook to commemorate personnel that died at sea. The Parade proceeded up Concord Road to the Goodnow Library; Civil War re-enactors of the 12th Georgia Infantry Regiment honored the veterans of that conflict, both North and South. At Wadsworth Cemetery, the Parade moved to the King Phillip conflict monument where a Ceremony for Peace was performed by members of the Native American Council. This was a very moving and inspiring ceremony. At the conclusion of this ceremony, the Parade moved to the front of Wadsworth Cemetery to honor the veterans of WWII,

Korea and Vietnam. The Daisy/Brownies and Tiger/Cub Scouts joined in the Parade at Our Lady of Fatima Church, and proceeded to Grinnell Park. At Grinnell Park, a Gold Star flag was hoisted to signify that Sudbury has lost two sons in our nation's current conflicts. The Parade continued to Heritage Park, and ceremonies were held at the 911 Memorial to commemorate the current Iraq and Afghanistan Campaigns. This concluded the Memorial Day Parade. Ceremonies began at Heritage Park, Colonel James Wiegel acting as master of Ceremonies, with prayers and a greeting from Selectman Robert Haarde, reading of the names of veterans who had passed on since last Memorial Day. Grand Marshal James Apostle reflected on his service and the Sudbury Community. The Ceremony for Peace was again graciously performed by members of the Native American Council. This was the first opportunity to have the young scouts see this ceremony. Robert Coe also played taps for the crowd.

The Sudbury Military Support Network, in conjunction with the LT Scott Milley VFW Post 8771, held an essay contest on "What Patriotism Means to Me". The first and second place winners in elementary and Middle schools read their essays to the crowd. Award checks were presented by Patty Houpt of SMSN to the following: Middle School First Prize: Olivia Bodley Green, Second Prize: Joseph Sziabowski. Elementary School Prizes: First Prize: Nicole Smith-Vaniz, Second Prize: Emily Wong and Honorable Mention: Michaela Holman

Activities on the Town Green followed the Memorial Day events. People were encouraged to send messages of thanks and encouragement to deployed service personnel. The Sudbury Historical Commission and

Our Heritage

Hosmer House sponsored an eclectic show of militaria centered around a collection of photos featuring Sudbury's war monuments taken by Rachel Goodrich. The Town's relic 1670's King Philips War era sword was prominently displayed. There was a station for children to try on various military helmets from around the world as well as military displays.

Thank you to the supporters of the event: the Sudbury school buses, The Wayside Inn, Sudbury Farms, LTC Philip Peck, USAR, Sudbury American Legion Post 191 and the LT Scott Milley VFW Post 8771.

As always, the best way to see this Parade is to be in the Parade. Please come join us next year.

Respectfully submitted,
Laura B. Abrams
Spencer R. Goldstein
Peter R. Harvell
Kenneth W. Hiltz
James A. Wiegel

September 11th Memorial Garden Oversight Committee

September 11, 2013 marked the 12th anniversary of the terrorist attacks that took the lives of Sudbury residents Geoffrey Cloud, Cora Hidalgo Holland, and Peter Morgan Goodrich. The Committee organized a modest commemoration, which included the tolling of bells at First Parish of Sudbury at 8:46 a.m. (the time the first hijacked plane hit the World Trade Center in 2001), the raising of the flag by a Color Guard of Sudbury Police and Fire personnel, and the placement of a wreath and flowers at the Memorial Garden.

The Committee wishes to thank the members of the Sudbury Police and Fire Departments who participated in the ceremony, as well as Town residents and others who attended.

Throughout the year, Committee members focused on maintenance of the Garden, including caring for existing plantings, installing new plantings, weeding, mulching, and arranging for seasonal leaf and snow removal.

Plans for 2014 include replacing the deteriorating flagpole adjacent to the Garden and designing and

planting a small garden around the stone platform that encircles the flagpole. This garden installation was postponed in 2013 when the Committee determined the flagpole needed to be upgraded.

The Oversight Committee was proud to be of service again this year and looks forward to continuing to maintain the September 11th Memorial Garden in Heritage Park as a magnificent and meaningful Town resource for many years to come.

Respectively submitted,
Barbara Clifton
Bette E. Cloud
Beth V. Farrell
Rachel W. Goodrich
Deborah B. Kruskal
Kathy E. Newman
Kirsten D. Roopenian
Lawrence W. O'Brien, ex-officio
I. William Place, ex-officio
Maureen G. Valente, ex-officio

Sudbury Cultural Council

This year, the Sudbury Cultural Council (SCC), one of the Massachusetts Cultural Council's 329 Local Cultural Councils (LCCs) serving all 351 cities and towns in the Commonwealth of Massachusetts, awarded nine grants totaling \$4,675 for cultural programs in Sudbury and surrounding areas, representing an increase of \$800 in available funding from the state.

Two themes emerged among this year's grantees: the Town of Sudbury's 375th anniversary and classical music.

Among the organizations receiving grants in connection with the Town's significant anniversary include: the Sudbury Celebrates 375 Committee for the Sudbury Old Time Community Fair in the center of Town in August 2014, the Sudbury Ancient Fife and Drum Company for the 50th anniversary of the National Muster of Fyfes and Drums taking place on the grounds of the Wayside Inn in September, and the Sudbury Historical Society for a concert in April 2014 that recreated the books of music that would have been in Rev. Edmund Brown's library. Rev. Brown was an amateur musician who was one of the founders and the first minister of the Sudbury Plantation. His music will feature instruments from the 16th and 17th centuries. Author Erica Ferencik received a grant for "Unveiling the Muse: Writers and Artists Speak," a series of four programs on creativity at the Goodnow Library, one of which is part of the library's "Local Luminaries" series that is part of the 375th celebration.

Several orchestral groups received grants, including:

- the Lincoln-Sudbury Civic Orchestra, comprised of Lincoln-Sudbury Regional High School students, as well as residents of Lincoln and Sudbury, in support of their conductor-in-residence program;
- the Concord Orchestra (of which many Sudbury residents are members) for their January family concert featuring "Walking In the Air" (also known as "The Snowman") by Howard Blake; and
- Musicians of the Old Post Road for a performance and discussion in the fall

entitled "Now and Then – A Comparison of Baroque and Modern Instruments."

Additional grants will provide programs for youths and seniors, including one to Ed the Wizard to perform his "Reading Is Magic" show in July as part of Goodnow Library's "Fizz, Boom, Read!" summer reading program, and another to John Root, a popular naturalist, who will present a program in spring of 2014 at the Sudbury Senior Center entitled "Songbirds of the Northeast."

Applications for next year's granting cycle, for projects taking place between July 2014 and December 2015, must be submitted by October 15, 2014. Information and forms are available online at www.massculturalcouncil.org. For more information about the Sudbury Cultural Council, contact the Council at culturalcouncil@sudbury.ma.us or visit <http://town.sudbury.ma.us/departments/Cultural>

The Sudbury Cultural Council is currently comprised of six dedicated members: Ellen Gitelman (Chair), Michele Latimer, Jeanne Maloney, Cynthia Nelissen, Anne Riesenfeld, and Sue Rushfirth. The committee is always looking for new members so individuals should contact culturalcouncil@sudbury.ma.us if interested.

The LCC Program is the largest grassroots cultural funding network in the nation, supporting thousands of community-based projects in the arts, sciences and humanities every year. The state legislature provides an annual appropriation to the Massachusetts Cultural Council, a state agency, which then allocates funds to each community. Decisions about which activities to support are made at the community level by a board of municipally-appointed volunteers.

*Respectfully submitted,
Ellen Gitelman
Michele Latimer
Jeanne Maloney
Cynthia Nelissen
Anne Riesenfeld
Sue Rushfirth*

Sudbury Celebrates 375/Sudbury Day Committee

The Committee's objective is to raise awareness of Sudbury history among all constituents as one of the oldest towns in Massachusetts, drawing attention to its unique history and culture. We hope to accomplish this through the work of the Committee itself as well as through involvement of local institutions, organizations, and businesses.

A logo contest in mid-summer resulted in the selection of a logo based on the classic granite road markers of colonial America. That design will be utilized on memorabilia such as T-shirts, mugs, hats, etc. as well as stationery and posters.

In conjunction with the Sudbury Historical Society, a "Speaker's Bureau" has been created to offer presentations about the history of Sudbury to organizations in Town.

The Committee will be supporting the staging of the Fourth of July Parade by the Sudbury Chamber of Commerce. It is hoped the Committee and the Chamber can generate interest in civic and neighborhood groups to create floats for the parade that reflect on events in Sudbury's history; for example, construction of the first meeting house and other historical buildings like Sudbury's houses of worship and Wayside Inn, or events such as Sudbury's participation in the Civil War.

The Committee itself plans to sponsor a Family Community Fair on August 23, 2014, at the First Parish Meeting House and other locations in the Town Center to celebrate the agricultural history of Sudbury.

The primary 375th Celebration event will be held on Saturday afternoon, September 6th, and will include field day activities and musical performances by

community groups and will culminate in a pops-style concert followed by a fireworks display.

Some plans are in place and others are being discussed for events in 2014 that will be sponsored by community and civic groups and advertised as part of the Celebration. Those events include the following:

- A concert of pre-colonial and colonial-period music played on historically appropriate instruments on April 6 at the First Parish Meeting House sponsored by the Sudbury Historical Society.
- A Sudbury Center Tour day on May 18 sponsored by the Sudbury Historical Society.
- A Strawberry Shortcake Social sponsored by Memorial Congregational Church held in Heritage Park on June 15.
- A summer Scavenger Hunt sponsored by the League of Women Voters taking participants to historic sites in Town.

Respectfully submitted,

*Lisa Barth
Jacqueline Bausk
Joseph Bausk
Harold Cutler
Marilyn Ellsworth
Judith Gross
Nancy S. Hamill
Sally P. Hild
Jane KD Kline
Elin Neiterman
Kirsten Roopenian
Lee F. Swanson*



Town Historian

The subject of SUDBURY HISTORY has become HOT in the last year!

Due to the efforts of the Sudbury Historical Society, Inc. (SHS) and other community groups, it has been determined that SUDBURY HISTORY needs attention and is long overdue for that attention. Sudbury History is alive and well by all tests on my part. The newspapers seek me out looking for accurate information and interesting stories, and all of history is just interesting stories with facts.

The Historical Society's programs are now extremely well attended here in the Town Hall. With my dual hats as Town Historian and SHS Curator/Archivist, I can enrich all of our 10 or more original programs a year.

Via historian@sudbury.ma.us I receive a few inquiries a year but many inquiries (20) came in person to the 2nd floor of the Sudbury Town Hall, where the office and Museum for the Sudbury Historical Society are located.

Compare those numbers to the internet inquiries addressed to sudburyhist01776@verizon.net. Over 100 requests were received on many subjects, including ancient roads, but most involved genealogical questions. This last year, we had founding family members or Sudbury families of the How, Stanhope, Reed, Loring, Mosman, Treadway, Hapgood, Balcom, Haynes, Browne, Rice, Noyes visit and make requests. There were also inquiries for information on Babe Ruth and Henry Ford, as well as the history of buildings and Native American sites.

For your own research on Sudbury History, go to: www.sudbury.ma.us/ for the Sudbury Archives, or Google "The History of Sudbury by A. S. Hudson."

As a Sudbury volunteer, the cost to the Town for my services was: \$0

The value to the Town for this hospitality was: Priceless

Respectfully submitted,
Lee Swanson, Town Historian



Planning and Community Development Community Preservation Committee

The Community Preservation Committee (CPC) is in its twelfth year of reviewing proposals for funding under the Community Preservation Act (CPA or Act, MGL Chapter 44B). 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, preservation, rehabilitation and restoration of land for recreational use; acquisition, creation, preservation and support of community housing; and the rehabilitation or restoration of open space and community housing that is acquired or created through the CPA. The CPC includes nine standing members, with representatives from the Town's Conservation Commission, Finance Committee, Historical Commission, Housing Authority, Park and Recreation Commission, Planning Board, Board of Selectmen, and two at-large citizen members appointed by the Board of Selectmen. The CPC is supported by the Department of Planning and Community Development.

The CPA funds raised in FY13 through the local tax surcharge equaled \$1,587,599. The Town also received a revenue match from the state CPA trust fund totaling \$443,953, and interest earnings of \$46,235, bringing total FY13 revenues to \$2,072,601. The CPC continues to forecast conservatively and reserve funds for large projects, and strives to approve a balanced project budget each year in the absence of large and/or compelling projects that require the use of reserve funds.

CPC projects approved at the 2013 Annual Town Meeting were presented in the areas of historic preservation (Town Center landscaping, cemetery signage, Town Center kiosk, Hosmer House painting, historic map restoration and digitization), open space and recreation opportunities (LSRHS women's softball field reconstruction, Featherland and Davis Field design projects, walkway construction), and the creation of affordable community housing (funding for the Sudbury Housing Trust). The total face value cost of all projects approved at the 2013 Town

Meeting was \$784,800, plus an appropriation of housing reserve funds in the amount of \$140,296. In addition, debt service expenses of \$1,136,657 for prior land acquisition projects and \$80,000 for administrative and operational needs of the CPC for FY14 were appropriated, bringing the total anticipated expenditures for FY14 to \$2,001,457. Any excess administrative funds not spent in the fiscal year are returned to the Community Preservation General Fund.

Sudbury benefitted from the state budget surplus in FY13, which deposited an additional \$25 million into the state Community Preservation Trust Fund and was distributed to CPC communities in November 2013. Sudbury's state match increased from 28% to 56% with the infusion of these additional funds. These additional funds were added to the FY14 CPA revenue.

Many CPA-funded projects are underway or have recently been completed, including the creation of the public park at 15 Hudson Road, reconstruction of the women's softball field at the high school, painting of the Hosmer House, harvesting of invasive weeds in the Carding Mill and Stearns Mill ponds, removal of invasive weeds on stone walls in the Town Center, continued restoration of historic Town Clerk documents and historic maps, and construction of the Peakham Road walkway. When there are projects happening, look for our signs noting "Sudbury Community Preservation Funds at Work."

Respectfully submitted,
Bobby Beagan
Sherrill P. Cline
John C. Drobinski
Thomas Friedlander
James A. Hill
William Kneeland
Christopher Morely
Seamus O'Kelly
Lynne H. Remington

Conservation Commission

The Conservation Commission was pleased to again offer the Spring Walk series this year. These walks cover a different conservation land each week for six weeks and discuss a different ecological theme on each outing. The walks have been very well attended with participants learning about native and invasive plants, wildlife, geology, agriculture, water quality, and history, all while enjoying the outdoors, fresh air and exercise.

The Commission was very pleased to have Eagle Scout candidate, Chris Helgeson, design and build a new kiosk at the King Philip Woods Conservation Land off Old Sudbury and Water Row Roads. King Philip Woods was the 2013 land stewardship focus site and the new kiosk is a welcome addition to the trail head. The Sudbury Weed Education and Eradication Team (SWEET) has been busy on the trails removing invasive plants to open up the historic stone walls and replanting native plants with high wildlife value.

Eagle Scout candidate Alexander DiFelice completed the compilation of DVD video tours, trail reference guides, and commentary of twelve major conservation lands. Can't get out? Try a virtual tour instead! Preview the trail to gauge the difficulty and view the features. Included is a DVD of the animals that that may encounter on the trails in Sudbury.

The Commission went out to bid for agricultural use on three fields within conservation lands. Bids were awarded to Cavicchio Greenhouses, Inc. for continued use of the south Lincoln Meadow field; Siena Farms CSA for use of the Barton and Poor Farm Meadow fields; and to Bartlett's Greenhouses for the use of the Dutton Road field at Carding Mill Pond. Rental

receipts from these fields go into a dedicated funds for the stewardship of all Sudbury conservation land for the enhancement of public use.

The Community Gardens now has a limited number of perennial garden plots available for use in addition to the plots available on an annual basis. Plots are plowed, composted manure is available, and a hand pump for water, unless it is a very dry summer, is on site. Contact the Conservation Office for more information.

As in past years, the majority of the Commission's time was spent on the administration of the state and local wetlands laws. Approval of the 26-unit Dudley Brook Preserve senior development off Tall Pine Drive added twelve acres along Dudley Brook to the Town's permanently protected open space inventory. Drainage on Tall Pine Drive was significantly upgraded to improve water quality as part of this project's approval. As part of the approval process for most projects, water quality improvements are required.

During the past year, the Commission met twenty one times and held seventy-six public hearings.

Respectfully submitted,
Elizabeth Armstrong
Rob Elkind
Tom Friedlander
Sharon Rizzo
Greg Topham

Design Review Board

The Design Review Board, a subcommittee of the Planning Board, in cooperation with various other Boards, the Building Inspector and business owners, advocates architectural, graphic, landscape and environmental design quality in the public and commercial sectors of Sudbury.

This year, we reviewed 21 sign applications and 5 building design applications and site plans. Our recommendations are directed to the applicants, the Building Inspector, the Town Manager, the Zoning

Board of Appeals, the Planning Board and the Selectmen. We appreciate the cooperation we have received from all participants.

Respectfully submitted,
Paula Hyde
Jennifer Koffel
Deborah Kruskal
Dan Martin
Juan Cruz Molina

Earth Removal Board

The Earth Removal Board is appointed by the Board of Selectmen for a term of one year. It is this Board's responsibility to hear petitions for removal of soil, loam, sand, gravel, stone or other earth materials from land in the Town that is not in public use. It operates under Article V, A of the Town of Sudbury Bylaws.

One application for earth removal was received during the year.

13-1 NORTHERN BANK AND TRUST COMPANY, 430 Boston Post Road

To allow removal of up to 2,109 cubic yards of existing soil for construction of a new commercial building.

APPROVED

Respectfully submitted,
Stephen A. Garanin
Jonathan G. Gossels
Jeffrey P. Klofft
Jonathan F.X. O'Brien
Jonathan W. Patch
Nicholas B. Palmer
Elizabeth T. Quirk
Nancy G. Rubenstein
Benjamin D. Stevenson

Land Acquisition Review Committee

The Land Acquisition Review Committee (LARC) was formed in 2009 with a mission to review property as it becomes available for disposition to the Town through outright offers or other means, including but not limited to the Town's exercise of right of first refusal on Chapter 61 lands.

The Committee examines the appropriateness of a property for purchase or preservation by the Town using the criteria established in the Open Space and Recreation Plan and the Master Plan. Recommendations are submitted to the Board of Selectmen.

The Land Acquisition Review Committee (LARC) was formed in 2009 with a mission to review property as it becomes available for disposition to the Town through outright offers or other means, including but not limited to the Town's exercise of right of first refusal on Chapter 61 lands. The Committee examines the appropriateness of a property for purchase or preservation by the Town using the criteria established in the Open Space and Recreation Plan and the Master

Plan. Recommendations are submitted to the Board of Selectmen.

The LARC met to discuss five properties in 2013, and additionally made recommendations on property acquisition in Sudbury using Nyanza settlement funds. No properties were recommended for acquisition this year. The Newbridge Farm Trust and 79 Lincoln Lane were recommended as priorities for the Nyanza settlement funds. The LARC wishes to acknowledge its appreciation for the collaborative work with the Sudbury Valley Trustees on Sudbury land preservation projects.

Respectfully submitted,
Matthew Barach
John Cutting
Jan Hardenbergh
Christopher Morely

Permanent Building Committee

The execution of the Project Funding Agreement between the Town/Schools and the Massachusetts School Building Authority for the partial roof replacement/repair project for the General John Nixon Elementary School enabled the design process to proceed with design completion, bidding and construction commencing in June. The MSBA budget provides for a maximum grant of 36.89% of eligible costs. The project was completed by Silktown Roofing, Inc., with final commissioning expected to take place in January 2014. The project will then be audited by MSBA and final reimbursement to the Town will be determined and made.

Working with the Facilities Director with funding obtained under Article 18 of the 2012 Annual Town Meeting and a subsequent energy grant in the amount of \$250,000, the heating, dehumidification and fresh air supply system unit located on the rooftop at the Atkinson Pool was replaced and coordinated with roof replacement in that area.

Architectural services for the renovation and adaptive reuse of the Town Hall, including historic rehabilitation, restoration, and consolidation of Town departments were solicited and a Phase I contract was awarded to Bargmann Hendrie + Archetype, Inc. The study, funded with Community Preservation Act money authorized by the 2012 Annual Town Meeting, proceeded throughout the year, culminating in a public presentation of the final report in early December. The report included various options and costs for adaptive reuse, contrasted with the option of constructing a new energy efficient building tailored for Town offices and utilizing the design elements of the existing building.

Pursuant to the 2013 Annual Town Meeting and the subsequent ballot approval of funding of the design portion only, project management and architectural services were solicited for the proposed construction of the new Police Headquarters to be located on Hudson Road, adjacent to the Fire Headquarters. After many years of previous work on this project with both the involvement of the Permanent Building Committee and the Blue Ribbon Police Station Committee, The Carell Group, Inc. was selected as the project architect, with the recommendation of the Owner's Project Manager, Construction Monitoring

Services which was selected previously. Mr. Melnick is serving as the Committee's Project Manager, working closely with Police Chief Nix and Facilities Director Kelly. After many review meetings with Mr. Carell and his engineers, the 60% plans were submitted for cost estimation in December. Informal meetings have been held with various Town officials and Committees in preparation for hearings on wetlands and stormwater management, site plan, and historic districts permitting, most of which will occur early in 2014.

In coordination with representatives of the Selectmen-appointed Fairbank Roof Task Force and with the Facilities Director, an RFQ was developed soliciting architectural services for a Fairbank Community Center Master Plan which would include a marketing analysis and business plan. Funds to augment the 2013 Annual Town Meeting appropriation of \$10,000 were received from The Sudbury Foundation, Friends of Sudbury Senior Citizens, Friends of Park and Recreation, and the Sudbury Swim Team, making a total of \$75,000 available. Seven proposals were reviewed, and three architectural firms were chosen for interview. Bargmann Hendrie + Archetype, Inc. (BH+A) was selected for the Master Plan study in September and commenced work immediately on the initial programming involving meetings with users to determine existing and desired program needs and building investigation. The project is ongoing at this time and will inform the decision regarding replacement or repair only of the flat roof portion of the building.

The Committee welcomed John Porter as a full member designated by the Sudbury Public Schools and Architect Joseph Sziabowski as an Associate member.

Respectfully submitted,
Craig E. Blake
William G. Braun
Elaine L. Jones
R. Thomas Joyner
Michael E. Melnick
W. Gifford Perry
John M. Porter

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.

Development activity picked up in 2013, and applications requiring Planning Board approval increased over the last four years. The Board reviewed four subdivision applications, and approved a new Senior Residential Community of 26 new homes at 40 Tall Pine Drive (Dudley Brook Preserve). 16 applications for Stormwater Management Permits were reviewed; 9 Approval Not Required plans were reviewed; and 4 Site Plan applications were reviewed.

The Board completed its technical review of Northern Bank. The construction of walkways on Old Framingham Road and Peakham Road were completed, and planning for the Dudley Road walkway has commenced. The Board proposed 3 zoning bylaw amendments in 2013 which were adopted at the Annual Town Meeting: (1) revision to the Site Plan procedures to provide for a majority vote of the Board of Selectmen in the approval of site plan applications; (2) revision to the Senior Residential Community Bylaw to increase the number of allowable one-bedroom units; and (3) a one-year moratorium on the siting of Medical Marijuana Treatment Centers in Sudbury. The Board continued its work on Route 20 zoning and completed a survey of local businesses which confirmed that the biggest obstacle to doing business in Sudbury is wastewater, as well as indicated the desire by local businesses for tax incentives, reduced parking, increased signage, better wastewater options, better traffic flow and circulation and expedited permitting. The Board also adopted Rules and Procedures for the conduct of

business, meetings and the submittal of information to the Board.

Planning Board members continue to be active on various town committees dealing with land use and planning. Christopher Morely continued to serve as the Planning Board representative to and chair of the Community Preservation Committee (CPC), and is also a member of the Land Acquisition Review Committee. Patricia Brown is the chair of the Rail Trail Conversion Advisory Committee and the Town's representative to the Minuteman Advisory Group on Inter-Location Communication (MAGIC). Peter Abair was appointed the Planning Board representative to the Route 20 Sewer Steering Committee and is also a member of the Sudbury Housing Trust.

The Planning Board is supported by the Planning and Community Development (PCD) Department. The Department is staffed with a part-time secretary, part-time Planning and Zoning Coordinator and full time Director. A full-time Assistant Planner position will be a welcome addition to the department in 2014. All the activities of the department, including all major residential and commercial development, community housing initiatives, zoning, and special projects follow the Master Plan goals and recommendations. The PCD Department spends considerable time working with various Town boards, including the Selectmen, Zoning Board, Community Preservation Committee, Historical Commission, Historic Districts Commission, Design Review Board and Sudbury Housing Trust, as well as project specific committees. One of the Board's major goals for FY14 focuses on progress towards meeting the Town's 40B requirement, and studying the Melone property on Route 117 for that purpose, as well as identifying other parcels for potential housing development to get to 10%. The second major goal of the Planning Board is to complete a Zoning Overlay District for the Route 20 area in conjunction with the sewer project.

Our Heritage

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

SUBDIVISION	DATE APPROVED	LOTS/UNITS APPROVED	LOTS/UNITS DEVELOPED	PROTECTED OPEN SPACE	FT. OF WALKWAYS
Fairbank Farm	1999	3	0		
Whitehall Est. II	2001	3	1		400
Endicott Woods	2004	2	0		
Maple Meadows SRC	2004	28	28	8.2 acres	1500
Zingale	2004	1	0		
The Arboretum	2004	10	0	7 acres	1600
Mahoney Farms SRC	2005	33	33	12.2 acres	1300
Maillet Estates	2006	4	3		400
Olde Bostonian Est.	2007	3	1		
Pine Grove	2011	5	2	1.8 acres	550
Peter's Way Extension	2012	1	0		
Dudley Brook Preserve	2013	26	4	11 acres	(contribution)

The Board reorganized after the 2013 Annual Town Election, at which Craig Lizotte and Peter Abair were elected to their first three-year terms. Martin Long was appointed as the Board's Associate Member for a two-year term. The Board thanks and recognizes the efforts of Michael Fee and Joseph Sziabowski for their many years of service to the Town of Sudbury. The Board is organized as follows:

Michael Hunter, Chair
 Craig C. Lizotte, Vice-Chair
 Christopher Morely, Clerk
 Patricia Brown
 Peter J. Abair
 Martin J. Long, Associate Member

The current projects of the Planning Board follow the recommendations of the Master Plan in its attempt to balance the needs of the community. 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 participation in meetings and special projects.

Respectfully submitted,
Peter J. Abair
Patricia Brown
Michael Hunter
Craig C. Lizotte
Christopher Morely
Martin J. Long, Associate Member

Ponds and Waterways Committee (PWC)

Committee Membership

The PWC began the year with six members. Two members' terms expired without renewal in April – one due to medical reasons and the other to increasing professional obligations. At year end, the PWC had four members and has been actively seeking new members by posting vacancy notices at events and online. We acknowledge the significant contributions made by our former members and the ongoing contributions of current members.

Master Plan Update

The PWC completed and updated the Master Plan Appendices.

Connections to other organizations

Our full and associate members contacted a number of related organizations in the area, including:

Assabet River National Wildlife Refuge
Hop Brook Protection Association (HBPA)
Massachusetts Audubon Society
Mass. Congress of Lakes and Ponds (COLAP)
Organization for the Assabet River (OARS)
River Stewardship Council (RSC) including
participation in the annual "Duck Race" with
HBPA at the Grist Mill during Riverfest
Sudbury Valley Trustees (SVT)

Hop Brook Watershed

The PWC continues to monitor activities of the Town of Marlborough, the USEPA, and the Town of Sudbury regarding the Marlborough Easterly Sewage

Treatment Plant and its discharge into the Hop Brook watershed. The majority of this information comes as reports from the efforts of the HBPA. The HBPA harvested Carding Mill and Stearns Mill Ponds for water chestnuts, and the association anticipates needing to harvest Grist Mill Pond next year.

Education/Outreach

The PWC is developing a pamphlet describing access point(s) and types of recreation at public ponds in Sudbury. In addition to posting it to our website, we hope to have it printed in the local paper and to have a hardcopy release when the RSC produces its parent network map this spring. The PWC met again with the education manager at the Mass Audubon Society to discuss project collaboration. The PWC is currently taking photos for an exhibit, planned for the fall of 2015 at the Goodnow Library, to show the benefits that harvesting water chestnuts has on local ponds.

Respectfully submitted,
Mary L. Addonizio
Francis T. Lyons
Diane Muffitt
Anne M. Slugg



Rail Trail Conversion Advisory Committee

The Rail Trail Conversion Advisory Committee (RTCAC) was created by the Selectmen in November 2004, to provide a mechanism for the Town to examine the conversion of the unused Framingham-Lowell rail line into a recreational path and alternative transportation corridor, to help identify and address the many questions and concerns of Sudbury residents concerning this project, and to support town staff as they study the feasibility of such a conversion. The section of the rail trail in Sudbury would continue the Bruce Freeman Rail Trail whose most northern 6.8 miles opened in Chelmsford in 2009.

On March 5, Conservation Coordinator Debbie Dineen, Town Planner Jody Kablack and DPW director Bill Place presented a matrix of four trail concepts to the RTCAC. These concepts—1) a full trail built to Massachusetts Department of Transportation (MassDOT) standards, 2) a segmented/bypass trail built to MassDOT standards on the right of way (ROW) but bypassing sensitive areas, 3) a greenway built along the ROW and 4) a cross-town recreational path using existing walkways and roads—were developed in response to the Board of Selectmen's directive on August 15, 2012. The RTCAC discussed the concepts at length and offered its comments.

Selectman Simon and Selectman Haarde were both assigned to serve as liaison from the Board of Selectmen to the RTCAC.

Conservation Coordinator Debbie Dineen presented the four trail concepts to the Board of Selectmen on July 30. Staff had developed a memo to the Board of Selectmen dated July 26, recommending a greenway as the best project for Sudbury, which was included with the matrix.

On August 20, Tom Michelman, President of the Friends of the Bruce Freeman Rail Trail (FBFRT) presented a proposal to the Board of Selectmen to raise

funds for the 25% design of a 0.5 mile long portion of the trail in Sudbury to MassDOT standards. This portion extends from the Concord border to Route 117, providing access to the Davis Field parking lot for trail users. This offer was revised from the \$50,000 offered in 2011 to \$58,700 to cover an updated cost estimate for the 25% design. The offer does not oblige the Town to build to MassDOT guidelines, but provides the option to obtain state and federal construction funds if the MassDOT trail design is adopted. The Board of Selectmen voted on September 17 to accept the FBFRT offer. When the funds are assured, the Town will proceed to develop an RFP for 25% design of the 0.5 mile trail segment.

On November 5, the Board of Selectmen adopted goals for 2014 that include:

#8) Submit a request to the Community Preservation Committee for \$150,000 in CPA funds for the 25% design study conforming to MassDOT standards for the Bruce Freeman Rail Trail from the Concord town line to the MBTA crossing near Union Avenue. The Board presented this proposal to the CPC on December 4.

#16) Set up a meeting with DCR on the (east-west) Wayside Rail Trail, investigate the status of plans in other towns, and ask legislators to seek funding for design and construction in Sudbury.

Respectfully submitted,
Patricia Brown
Madeleine Gelsinon
Robert Hall
Jennifer Pincus
Nancy Powers
Richard Williamson
Carole Wolfe

Route 20 Sewer Steering Committee and Citizens Advisory Committee

The Route 20 Sewer Steering Committee (SSC) and Citizens Advisory Committee (CAC) continued working in accordance with their assigned duties and responsibilities as chartered by the Board of Selectmen (BOS). Sub-committee activity was strong this year as the committees compartmentalized the complex issues associated with establishing a sewer system in Sudbury.

The Alternatives Subcommittee completed their research on alternatives to the Sudbury treatment plant design, focusing primarily on the Marlboro alternative which would utilize existing sewer infrastructure in Marlborough at the Easterly Treatment Plant to treat and discharge Sudbury's wastewater. The Sudbury Board of Selectmen and Town Manager have presented the concept to the City of Marlborough and it is under discussion by their City Council. This alternative may be less costly than the Sudbury alternative, for both construction and on-going operation. If approved by Marlborough, design funds for the project will be sought in 2015.

The Zoning Subcommittee defined its role to determine how the sewer project could maximize value of the commercial properties it will serve, and what current and/or new zoning bylaws would enable properties to achieve full value from the sewer system implementation. The subcommittee presented its initial findings to the Planning Board in August, and the consensus of both groups was that a zoning overlay should be proposed, consisting of several components, including, but not limited to, possibly increasing building height to three stories, decreasing parking requirements and creating shared parking areas, adding streetscape components to Route 20, and increasing housing opportunities in the business districts in a limited and controlled manner. The Planning Board will be writing the bylaws for presentation at a future Town Meeting.

The Outreach Subcommittee prepared a work plan for educating the community on the work being done by the SSC and CAC. Members of the SSC and CAC

Attended several Selectmen meetings to discuss progress made on the project over the year, and several news articles were published in *The Sudbury Town Crier*.

The Utilities Subcommittee met with various representatives of utility companies which have existing infrastructure on overhead lines throughout the Route 20 business district in order to ascertain their support to bury the utility lines as part of the sewer project. This is a complicated project in and of itself, and members of the sewer committees debated if it should be split off from the sewer project. Members debated the overall concept of the Route 20 sewer project as having an important economic development component, which envisions a better streetscape with underground utilities and public amenities. Discussions on this issue will continue between the Subcommittee and the utility companies.

The Governance Subcommittee met to discuss options for the operation of a Route 20 sewer system in Sudbury. Options include the Town building and operating the system; a public/private partnership with the Town building the system, but a private entity in charge of operations; creating a new independent governmental agency, or Sewer District, similar to the Sudbury Water District; or requesting that the Sudbury Water District expand its function to include a sewer component.

Sewer Steering Committee

*Peter J. Abair
Michael Coutu
Lisa Eggleston
Stephen E. Grande, Esq.
Robert C. Haarde
Brian J. McNamara
Ted Pasquarello
Eric D. Poch
Michael Precourt
Richard J. Robison
Andrew R. Sullivan*

Respectfully submitted,

Citizens Advisory

*John K. Baranowsky
Craig E. Blake
Peter J. Cramer
Jonathan Danielson
Steven Eppich
Daniel Kenn
Jonathan Lepat
Scott Nassa
Kirsten Roopenian
Leonard Simon
Greg Topham*

Sudbury Center Improvement Advisory Committee

The Sudbury Center Improvement Advisory Committee (SCIAC) completed its review of design plans for the intersection at Concord, Hudson and Old Sudbury Roads, and successfully worked with the Selectmen to present capital exemption funding requests for \$700,000 of construction funds at the Annual Town Meeting and Special Town Election. Final engineering and drainage plans are underway, with an expected construction commencement in spring/summer 2014. Funds for the landscaping component of this project were also approved in 2013 using CPA funds, which will also include the production of a landscape plan by a registered

Landscape Architect and installation of landscaping after construction.

Respectfully submitted,

June E. Allen

Scott Carpenter

Richard H. Davison

W. James Hodder

Deborah Kruskal

Eva H. MacNeill

Lawrence W. O'Brien

Frank Riepe

Joseph Sziabowski

Sudbury Housing Trust

The Sudbury Housing Trust was formed by the April 2006 Town Meeting accepting the MGL chapter 44, s.55C. The Trust was formed specifically to focus on affordable homeownership opportunities and to show performance against the 10% minimum CPA spending requirement on affordable housing under the statute. While Sudbury had accumulated significant housing reserves in the early years of the CPA, no housing projects had come forward. The Trust was formed to address that issue.

The Trust charter was developed with the Town's interests in mind. The charter allows a range of powers though requires Selectmen approval for certain transactions. The Town Treasurer is the custodian of the funds. The purpose of the Trust shall be to provide for the preservation and creation of affordable housing in the Town of Sudbury for the benefit of low and moderate income households. The Trust feels it has taken a number of positive steps toward those goals and hopes to build on those successes.

In the last seven years since the Trust was chartered (February 2007), the Trust has directly created 10 units of housing and assisted the creation of another 70 units.

In this calendar year, the Trust added another home to the Town's subsidized housing inventory under the successful Home Preservation Program. In this program, smaller, less expensive homes are purchased and sold, subject to a permanent deed restriction, to eligible first-time homeowners selected from a lottery. In this way, homes are converted to affordable housing, preserving existing housing stock. The Housing Trust is able to work 'real time' to put offers

on the property and use their own funds for required health and safety repairs. At least one additional home is planned for the 2014 calendar year, and a lottery to produce a list of potential buyers is planned for the spring of 2014.

The Trust continues to sponsor the Small Grants Program to help seniors and other moderate income homeowners fund health and safety repairs in their homes. The Program has three rolling grant periods annually. So far, the Program has awarded 33 grants for over \$84,000, and 79% of the grantees are senior households. In FY13, the Trust awarded four grants for a total of \$11,100; the easy-to-submit application can be found on the Town's website.

The Trust continues to pursue development at Maynard Road consistent with the terms of the Comprehensive Permit for the construction of three units. The Trust is considering options for developing the property with a new developer, provided that the plans and budget meet its approval. The project will be sent out to bid in the early part of 2014.

The Sudbury Housing Trust performs lottery, resale and monitoring agent services for Sudbury and other neighboring communities, providing local opportunities for eligible buyers with connections to Sudbury and others looking for affordable housing in our area, as well as generating a revenue stream for the Sudbury Housing Trust. Through this activity, the Trust has developed unique expertise, leading to a regionalization effort to share housing administrative services with Acton, Bedford, Concord, Lexington, Sudbury and Weston, with Sudbury as the service provider. This Regional Housing Services Office

Our Heritage

(RHISO) was implemented in July 2011 through an Inter-Municipal Agreement between the member towns, was awarded the Massachusetts Municipal Association Kenneth Pickard Municipal Innovation Award for 2011, and was asked to participate as a Showcase entity at the National League of Cities annual convention in November 2012. After three years, the RHISO will transition to the Town of Concord in FY15.

The Trust ended the Fiscal Year on June 30, 2013 with a balance of approximately \$795,000 and one acre parcel of land at 278 Maynard Road, valued at \$310,000. The FY13 fiscal year started with a carryover balance of \$618,000, and collected fee revenue of \$62,500, CPA appropriation of \$200,000 and interest of \$2,700. The expenses for the fiscal year included \$52,600 (small grants, Home Preservation, Maynard Road, lottery expense, and administration), and \$29,000 of salaries.

The Board is currently organized with Michael Buoniconti as Chair, Peter Crowe as Vice-Chair, Larry O'Brien as the Selectman representative and at-large Trustees Peter Abair, Lydia Pastuszek, Daniel Hewett, Andrew Kaye, Amy Lepak and Robert Morrison. The Trust is supported by Jody Kablack, Director of Planning and Community Development.

Respectfully submitted,
Peter Abair
Michael Buoniconti
Peter Crowe
Daniel Hewett
Andrew Kaye
Amy Lepak
Robert Morrison
Larry O'Brien
Lydia Pastuszek

Zoning Board of Appeals

The Zoning Board of Appeals (ZBA) is comprised of five members appointed by the Board of Selectmen for five-year terms. Associate members, appointed to one-year terms, serve in place of the regular members as necessary and also serve as full members of Sudbury's Earth Removal Board. This year's ZBA members included Benjamin D. Stevenson (Chair), Jonathan F.X. O'Brien (Clerk), Jonathan G. Gossels, Jeffrey P. Klofft, and Elizabeth T. Quirk. Associate members were Jonathan W. Patch, Stephen A. Garanin, Nancy G. Rubenstein, and Nicholas B. Palmer. At year end, one Associate Member position was vacant.

The ZBA derives its authority and jurisdiction from Massachusetts General Law (MGL) c.40A, as well as from Sudbury's own Zoning Bylaws. The ZBA acts as one of Sudbury's special permit granting authorities, with a broad range of responsibilities on issues regarding property development and land use. The Board also hears applications for comprehensive permits for proposed housing developments under MGL c.40B, and considers requests for relief from the Town's Zoning Bylaws when applicants believe that literal enforcement would cause hardship, and that granting such relief would not significantly impair public welfare or cause detriment to adjoining lots.

The ZBA strives to provide fair and impartial hearings and to act upon applications in a manner consistent with its interpretation of the Town's Zoning Bylaws. During the year, Board members heard many different perspectives and were challenged to consider diverse

views on a broad range of zoning issues. The ZBA's hearings include testimony from residents and other interested parties representing a cross-section of the community. The applications reviewed by the Board continue to reflect the growth of the Town. There were only slightly fewer applications in 2013 as compared with 2012, with several requests for new business signs and for renovation and new construction.

As part of its decision-making process, the ZBA receives assistance from various Town employees and boards. As development issues become more complex, the sharing of information is critical, and the ZBA benefits greatly from such input. Of particular importance is the assistance received from the Town's Planning and Community Development Department, Building Inspector, and Design Review Board.

All ZBA meetings are conducted as open meetings to which the public is invited. All cases are a matter of public record and the documents pertaining to them are filed with the Town Clerk. The list that follows identifies matters considered by the Board this year. 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 reapply if desired. An asterisk (*) indicates that a variance or special permit has been granted subject to conditions, which in the Board's judgment were necessary to safeguard the public good.

Public Safety

Thirty-six new cases were filed during 2013 with action on new and pending cases as follows:

	4 requests were approved	
	1 request was denied	
	1 request was withdrawn without prejudice	
13-1	MONIKA HAACK AND PAWEL SOWINSKI, 78 Old Framingham Road Special Permit to raise six hens on the premises.	APPROVED*
13-2	DAVID S. KAPLAN, 9 and 23 Old County Road Appeal of Building Inspector's determination regarding sections 3423, 2321, 3422, 3424, 3425, 2248, 2247, and 3500 of the Sudbury Zoning Bylaw.	DENIED
13-3	BENJAMIN BAUMANN, 225 Water Row Special Permit to conduct a home business for a part-time, non-retail smoked fish operation in an existing barn on the premises.	APPROVED*
13-4	WILLIAM CURLEY, 29 Allan Avenue Special Permit to allow reconstruction of an existing residence on a nonconforming lot which will exceed the area of the original structure and would result in a rear yard setback deficiency.	APPROVED*
13-5	LAUREL MACKINNON, 24 Brookdale Road Special Permit for an 840 s.f. Accessory Dwelling Unit.	APPROVED*
13-6	NEW CINGULAR WIRELESS PCS, LLC/AT&T MOBILITY, 199 Raymond Road Special Permit to add a 10 foot extension to an existing monopole and to expand the fenced equipment compound.	WITHDRAWN WITHOUT PREJUDICE
13-7	NEW CINGULAR WIRELESS PCS, LLC/AT&T MOBILITY, 199 Raymond Road Special Permit to add a 10 foot extension to an existing monopole creating a height of 100 feet, to install 6 panel antennas with related equipment onto the monopole, and to expand the fenced equipment compound.	APPROVED*
13-8	JIN MA, 26 Alta Road Special Permit to raise six hens on the premises.	APPROVED*
13-9	HERB CHAMBERS OF SUDBURY, INC./DBA JAGUAR SUDBURY, 83 Boston Post Road Special Permit for wall signage including previously-approved signage which exceeds the allowances set forth in the bylaw.	APPROVED*
13-10	HERB CHAMBERS OF SUDBURY, INC./DBA JAGUAR SUDBURY, 83 Boston Post Road Dimensional Variance to construct a portico which will create a front yard setback deficiency.	APPROVED
13-11	YONG FENG XIA, 69 Butler Road Special Permit to allow reconstruction of an existing residence on a non-conforming lot which will exceed the area of the original structure.	APPROVED*
13-12	WILLIAM CURLEY, 62 Blueberry Hill Lane Special Permit to allow reconstruction of an existing residence on a non-conforming lot which exceed the area of the original structure.	APPROVED*
13-13	PHILIP AND LISA SHARKEY, 55 Pantry Road Special Permit for a kennel to allow five dogs as personal pets at the premises.	APPROVED*

Public Safety

13-14	BRYAN MILLS, 471 North Road Special Permit to raise six hens on the premises.	APPROVED*
13-15	PADRAIG O'BEIRNE, 631 Boston Post Road Use Variance to conduct and operate a home improvement and design business on a parcel of land zoned for residential use.	APPROVED*
13-16	THOMAS AND KIMBERLY KELLY, 21 Philemon Whale Lane Variance to construct a porch which will result in a front yard setback deficiency.	APPROVED*
13-17	MATTHEW ROMAN, 15 Maplewood Avenue Modification to the previously approved Special Permit #12-38 to allow a six foot vinyl fence.	APPROVED*
13-18	ROBERT HAWORTH, 39 Candy Hill Lane Special Permit to allow an addition to an existing residence which will result in a front yard setback deficiency.	APPROVED*
13-19	CROWN CASTLE, 292 Maynard Road (Willis Hill Water Tank) Renewal of Special Permit 07-64 to operate a wireless communications facility.	APPROVED*
13-20	GAPCO, 10 Lynne Road Special Permit to reconstruct an existing residence on a non-conforming lot which will exceed the area of the existing structure.	APPROVED*
13-21	NORTHERN BANK AND TRUST COMPANY, 430 Boston Post Road Dimensional Variance to construct a commercial bank building with a front yard setback deficiency.	APPROVED
13-22	NORTHERN BANK AND TRUST COMPANY, 430 Boston Post Road Variance to allow a detached ATM drive-thru structure at a location greater than 10 feet from the main building.	APPROVED
13-23	NORTHERN BANK AND TRUST COMPANY, 430 Boston Post Road Variance to allow less than 20 feet of a landscape buffer along Union Avenue.	APPROVED
13-24	MICHAEL S. CARNEY, 29 Hudson Road Special Permit to allow a freestanding business sign in a location that will result in a front yard setback deficiency.	APPROVED*
13-25	JOHN AND LAURA IMMERMANN, 33 Massasoit Avenue Special Permit to allow a swimming pool in a location that will result in a side yard setback deficiency.	APPROVED*
13-26	XIAOHUA HU, 25 Summer Street Special Permit to construct a two-car garage on a non-conforming lot in a location that will result in a side yard setback deficiency.	APPROVED*
13-27	JOHN AND BARBARA SWOYER, 17 Deer Pond Road Variance to construct a one-story addition for a handicapped-accessible bathroom in a location that will result in a side yard setback deficiency.	APPROVED*
13-28	LORRAINE LABIENTO SMITH, 344 Boston Post Road Special Permit to allow a freestanding business sign in a location that will result in a front yard setback deficiency.	APPROVED*

Public Safety

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|-------|---|-----------|
| 13-29 | SIGN ART, INC., 410 Boston Post Road
Special Permit to allow a freestanding business sign in a location that will result in a front yard setback deficiency. | APPROVED* |
| 13-30 | DR. GAIL W. MCNEILL, 21 Union Avenue
Modification of Special Permit 12-15 to allow the continued operation of a kennel and veterinary clinic. | APPROVED* |
| 13-31 | SCOTT AND LISA GOLDMAN, 6 Checkerberry Circle
Special Permit to raise eight hens on the premises. | APPROVED* |
| 13-32 | AMY NOYES AND CARL LEGUIA, 72 Plympton Road
Special Permit for an 802 s.f. Accessory Dwelling Unit. | APPROVED* |
| 13-33 | BRUCE AND AMY HEIDKE, 51 Powder Mill Road
Special Permit for a 675 s.f. Accessory Dwelling Unit. | APPROVED* |
| 13-34 | MATTHEW DeAVILA, 215 Hudson Road
Special Permit to construct an attached garage addition on a non-conforming lot in a location which will result in a front yard setback deficiency. | APPROVED* |
| 13-35 | ROSE MILLER CALOIERO, 23 Belcher Drive
Special Permit for a 1,092 s.f. Accessory Dwelling Unit. | APPROVED* |
| 13-36 | JO-ANN HOWE, 38 Birchwood Avenue
Special Permit for a 728 s.f. Accessory Dwelling Unit. | APPROVED* |

Respectfully submitted,
Stephen A. Garanin
Jonathan G. Gossels
Jeffrey P. Kloff
Jonathan F.X. O'Brien
Nicholas B. Palmer
Jonathan W. Patch
Elizabeth T. Quirk
Nancy G. Rubenstein
Benjamin D. Stevenson

Public Safety

Building Department Building Permits

Type of Permit	Number of Permits	Fees Collected	Construction Cost
Addition (incl. with Remodel)	52	\$82,240.00	\$7,196,181.00
New: Accessory Building	7	\$6,115.00	\$415,200.00
Remodel, Alteration, Repair	332	\$115,412.00	\$9,152,745.82
Sign, Awning, Canopy	11	\$525.00	\$21,075.00
New: Primary Building	42	\$226,103.10	\$16,457,628.00
Deck, Porch	26	\$3,646.35	\$333,110.00
Other	18	\$28,495.00	\$3,165,837.00
Express: Roofing, Siding, Windows	161	\$24,065.00	\$2,584,899.00
Express: Solid Fuel Appliance	20	\$810.00	\$37,960.00
Demolition: Primary Building	10	\$1,410.00	\$115,000.00
Pool	9	\$1,365.00	\$147,793.00
Express: Temporary Tent	22	\$1,710.00	\$81,213.00
Foundation Only	2	\$270.00	\$27,000.00
Demolition: Accessory Building	2	\$40.00	\$4,000.00
	714	\$492,206.45	\$39,739,641.82

Electrical Permits

Electrical Permits Issued	Fees Collected
710	\$109,247.14

Gas Permits

Gas Permits Issued	Fees Collected
514	\$27,028.00

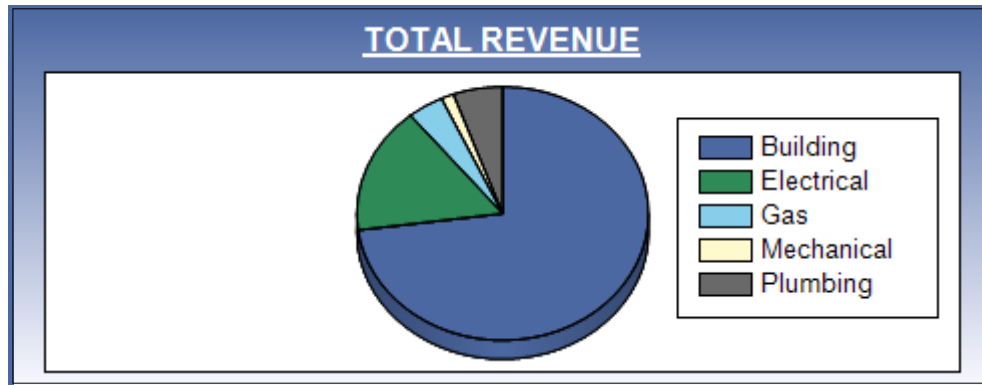
Mechanical Permits

Mechanical Permits Issued	Fees Collected
92	\$9,526.50

Plumbing Permits

Plumbing Permits Issued	Fees Collected
481	\$37,170.00

Total Revenue: **\$675,178.09**



This Department has one or more active revolving funds established under M.G.L. c.44, s. 53E½. Please refer to the Finance Department section for more information on these funds.

Respectfully submitted,
Mark Herweck, Building Inspector

Community Emergency Response Team (CERT)

CERT was established in 2007 by former Fire Chief Ken MacLean. Since then, CERT made major progress in helping train Town residents to better respond to emergency situations in their community. Should a major emergency unfold, such as a pandemic flu, earthquake, tornado, hurricane, etc., members can provide critical support to our first responders and provide assistance to victims. CERT members can also help with non-emergency projects that help improve the safety of the community.

Sudbury's CERT operates as part of the Local Emergency Planning Committee and also under the umbrella of Citizen Corps. CERT is only deployed upon request by Sudbury's Emergency Management Director, Fire Chief Bill Miles.

Volunteers are provided specialized training, free of charge, by the Massachusetts Emergency Management Agency (MEMA) and Federal mandates. Today CERT has about 30 members.

CERT's accomplishments are significant in the areas of Education and Outreach to the Community and building our Deployable CERT Teams as follows:

- The Shelter Team is trained and has conducted training drills at the Fairbank Community Center. We are ready to help in an actual Emergency—and have, in fact, opened the shelter twice in 2013 alone. CERT has responded to several shelter opening requests in the past few years.
- The Medical Team supports shelter operations and is coordinated with Sudbury's Medical Reserve Corps.
- Informed the public on "Personal Emergency Preparedness" via many presentations to community groups and Houses of Worship.
- Introduced the "72 Hour Go-Bag" program in coordination with the Senior Center.
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Public Safety

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- Communicated our mission and accomplishments through many news and informational articles in the *Sudbury Town Crier* and other news sources.
- Conducted a special Emergency Preparedness Fair in conjunction with the police and fire departments as well as others supporting emergencies.
- Completed a survey of overflow shelter sites in addition to the Fairbank Community Center.
- Equipped our CERT members using a MEMA Grant and a generous donation from the Sudbury Permanent Fire Fighters Association, Local 2023.
- Received a grant from The Sudbury Foundation, donations from Bank of America, and many

local businesses and organizations helped with CERT initiatives. CERT continues to update shelter and other critical supplies through grants and other funds.

Additional volunteers are needed to join Sudbury CERT to increase our ability to achieve our mission. For more information, visit our website <http://cert.sudbury.ma.us> or email us at cert@sudbury.ma.us. You may also call Sudbury Fire Department Headquarters at 978-443-2239.

Respectfully submitted,
William L. Miles, Fire Chief
Marie Royea, Co-Chair

Dog Officer/Animal Control

Lost Cat Calls	8	(tracked from July through end of year)
Animal / Wildlife Calls	101	
Miscellaneous Calls	447	

TOTAL DOGS PICKED UP	42	(includes 1 Guinea Hen)
Not licensed	17	
Dogs not claimed	4	
Still in dog officer custody	1	
Surrendered to Humane Shelter	3	

TOTAL HUMAN BITE CALLS	13	(1 unidentified dog/owner, 1 issued in Wayland, 6 referred to Animal Inspector)
	5 Issued; 5 Released	
10-Day Quarantine Order	10 Issued; 10 Released	
45-Day/6 Month Quarantine Order		

TOTAL CITATIONS ISSUED	10	
o license citations	5	
Leash Law/Dog not under owner control	3	
Other Offense	2	

Respectfully Submitted,
Boardmans Animal Control, Inc.

Energy and Sustainability Green Ribbon Committee

Sudbury's Energy and Sustainability Committee was formed by the Board of Selectmen in 2009 to help develop and implement policies, programs and projects to promote energy savings, renewable energy generation and sustainability planning. The Committee works closely with Town and School personnel, as well as regional and state authorities, to pursue Department of Energy Resources (DOER) grants, identify energy and cost saving opportunities in buildings, review energy data, recommend best practices for energy procurement, and provide energy efficiency consulting to town committees, schools and the regional high school. The Energy Committee had an active and productive 2013, with several large projects comprising the bulk of the Committee's work.

Sudbury Solar One – This was a long term project pursuing a Power Purchase Agreement (PPA) for the installation of a large-scale solar array on Sudbury's closed and capped landfill that came to fruition this year.

Sudbury Solar One consists of over 6,000 photovoltaic (PV) panels installed on 5.3 acres of the landfill and will generate 1.9 million kWh annually, enough to provide the annual electrical needs for 271 average Massachusetts homes.

The landfill PPA was installed and is operated at no cost to the town. This facility will offset the annual greenhouse gas emissions from 140 passenger vehicles, will save Sudbury over \$100,000 annually in electricity costs, and will provide a Payment-In-Lieu-Of-Taxes, all while utilizing a previously unused land parcel.

Many people worked on this project and the Energy Committee wishes to thank all Committee members and town personnel who worked so hard for so long to get this built, and especially to commend the extraordinary efforts of Bill Braun and Jim Kelly in driving this very complex project to completion.



Sudbury Solar One (photo courtesy of Jacob Maalouf)

Energy Savings Performance Contract (ESPC) –

In collaboration with the Metropolitan Area Planning Council (MAPC) and the MA DOER, Sudbury has participated in a regional ESC (Energy Services Contracting) agreement to identify needed capital improvements with energy, operational and maintenance savings potential.

Investment-grade audits have been conducted at thirteen town and school buildings and the detailed list of energy savings measures in those buildings are estimated to reduce Sudbury's energy expense by approximately \$130,000 per year.

Should Sudbury choose to go forward with these measures, they would be implemented as a performance contract in accordance with MGL Chapter 25A, which requires that project be self-funding, i.e. the value of the energy reductions must meet or exceed the cost of the contract, and be guaranteed by the Energy Services Company, so there would be no increase in the tax rate to pay for this project.

Public Safety

The Energy Committee will devote considerable effort in 2014 working with town management and residents to review the ESPC potential to determine if Sudbury proceeds with this project.

Green Communities Grants – Building on Sudbury’s previous successes in utilizing Green Community Grants in 2013, an application for a Green Community Grant to help replace the malfunctioning air handling and heat recovery unit at the Fairbank Community Center pool was approved by the MA DOER. This unit had exceeded its functional life and was believed to be the largest single energy waster in Town. Sudbury utilized the \$250,000 grant to help replace this unit and associated control systems. This was a significant project and the energy and personnel comfort benefits are already being realized. To date, the Energy Committee has obtained grants/awards/rebates totaling over \$600,000.

New Police Station design – the energy committee has been working with the PBC to discuss energy efficiency aspects of the design of the Police Station. The Energy Committee strongly supports a highly efficient building and suggests it be designed to advanced buildings standards. The Committee will

continue to work with the PBC to provide input on cost effective energy design measures along with assistance with any applicable utility rebates.

In addition to thanking the Energy Committee volunteers for their hard work, the Committee also wishes to acknowledge and thank the Town staff who have provided significant help - in particular, Jim Kelly, Sudbury Facilities Director, who provides coordination between the committee and the Town as well as project support.

The Energy Committee meets monthly in the DPW Building conference room. The meetings are posted on the Town website in advance and are open to the public. Visitors are always welcome.

Respectfully submitted,
Rami Alwan
William G. Braun
Edward W. Lewis
Joe Martino
Michael E. Melnick
Robert Morrison
Kurt Reiss
Mark Sevier

Facilities Department

The Facilities Department is responsible for the facility planning of all town owned buildings including the K-8 schools. The Department works with Town and School Departments to implement preventive maintenance programs, schedule and monitor renovations and repairs, and to apply energy conservation measures in all buildings. In addition, the Department assists with the planning for new construction and development projects that will enhance the town’s ability to support the needs of the community. During this calendar year, the Facilities Department projects included the following:

Town Hall Architectural and Design Study

The 2012 Annual Town Meeting appropriated \$50,000 for the study of the Town Hall. The Architectural assessment identified the needed repairs and alternatives for the future uses and purpose of the Town Hall. The Permanent Building Committee (PBC) selected Bargmann, Hendrie and Archetype, Inc. through the designer selection procedure and commenced the design study during the summer and fall. The Town Hall Design and assessment report is available on the Facilities Department Website.

School Security Controls

During the year, the Sudbury Public Schools installed new security measures at the entry doors. The entry doors were altered to include locking mechanisms and cameras to increase security at the schools and provide control over the number of visitors and the purpose of their visits.

Natorium Energy Recovery Unit (HVAC) and Associated Roofing

The 2012 Annual Town Meeting appropriated funding for the engineering and replacement of the heating, dehumidification and fresh air supply system located on the rooftop of the Atkinson Pool. The project also included the replacement of a 2,700 sq. ft. section of the pool roof where the rooftop HVAC unit is located. The project was completed in the fall.

New Police Station

The 2012 Annual Town Meeting appropriated \$627,000 to be expended under the direction of the PBC for the purpose of procuring designer services and construction plans for a new Police Station located adjacent to the Sudbury Fire Department Headquarters

Public Safety

on Hudson Road. The PBC selected The Carell Group through the designer selection procedure and commenced design immediately after Town Meeting approval. The Facilities Department has worked closely with the PBC and the Police Chief and is providing assistance and review of the design plans. The design and costs estimates are expected to be presented at the May 2014 Town Meeting for voter review.

School Classroom Flooring Project

The 2013 Annual Town Meeting appropriated \$100,000 for the replacement of existing carpet and cracked floor tiles in selected classrooms in the Sudbury schools. The existing carpet was worn and needed to be replaced. The carpet was removed and replaced with vinyl composition tile, as carpet is not a good choice for a classroom and is difficult to keep clean. There were 14 classrooms included in this project and it is expected that the replacement program will continue in the summer of 2014 with another 14 classrooms to be completed.

Hosmer House

The 2013 Annual Town Meeting, through the Community Preservation Fund, appropriated funds for the purpose of painting the exterior of the Hosmer House and restoring deteriorated windows. The Facilities Department assisted the Historical Commission in procuring the painting contract and completing the work in the fall.

Goodnow Library

The Facilities Department assisted the Library Director and staff with the procurement and bidding for the replacement of the carpet in the Children's section of the Goodnow Library.

15 Hudson Road

The 2013 Annual Town meeting appropriated funding for the purpose of purchasing the property located at 15 Hudson Road. This one acre of land is adjacent to Grinnell Park which is an integral part of the Town Center Historic District. The Facilities Department assisted with the procurement, bidding, abatement and contract award for the demolition of the existing house on the property which added to the beautification of the Town Historic Center by expanding Grinnell Park.

Nixon School Roof

The September 24th, 2012, Special Town Meeting appropriated \$750,000 for the design and replacement

for a portion of the General John Nixon Elementary School Roof. The project was under the direction of the PBC, commencing June 26, 2013, and was completed at the end of the summer. The project received approximately \$250,000 in Massachusetts School Building Authority Grant reimbursement.

ESCO Project

The Facilities Department continues to support the work and goals of the Sudbury Energy Committee. In April of 2013, the Energy Committee received the Investment Grade Audit detailing all the energy savings measures at the schools and other town buildings. The Energy Committee is examining the opportunity to engage the energy service company (Ameresco) to provide a comprehensive energy infrastructure project that would reduce the Town's energy consumption. The money saved from the energy projects implemented will pay for the cost of the improvements. More information can be found on the Energy Committee website.

Solar Array at the Landfill

The Facilities Department assisted the Energy Committee and the Department of Public Works in the procurement, design and construction of the new 1.5 megawatt solar array at the Town's landfill on Route 20. The project was a primary goal of the Energy Committee, which was established by the Selectmen in 2009. The solar system was installed this summer and is currently producing approximately 1.9 million kilowatt hours per year. Sudbury anticipates saving over \$100,000 per year in electricity costs as a result of the solar project.

Fairbank Community Center Complex – Master Plan

This year's Annual Town Meeting appropriated \$10,000, plus \$65,000 was raised through gifts and grants, together providing \$75,000 for the purpose of obtaining a Master Plan with needs assessment/marketing analysis, including identification of current conditions, for the entirety of the Fairbank building complex. The goal of the assessment is to produce a concept and schematic design for a renovated or new facility. The PBC selected Bargmann, Hendrie and Archetype, Inc. through the designer selection process and commenced the design study over the summer. The design study and schematic plans are expected to be completed in 2014.

Respectfully submitted,
Jim Kelly, Facilities Director

Fire Department

The big news for the year 2013 was the launch of the Advanced Life Support Program. Since paramedics first came to this area in the mid-1980s, the Sudbury Fire Department has relied solely on outside agencies for ALS services. This was accomplished on an intercept basis, with the paramedics employed by hospitals or other towns meeting up with our ambulance and Sudbury Emergency Medical Technicians enroute to the hospital.

The Sudbury Fire Department began looking at the possibility of running our own ALS Service a few years ago. To that end, we began the process of hiring new firefighters who were also paramedics. It took a tremendous effort by the Town Manager's Office, the Board of Selectmen, the Finance Committee, Department Personnel, Town Counsel's Office, Metrowest Medical Center, and many others to effect the launch of the Advanced Life Support Program on November 1, 2013.

At this writing, we are just two months into the new program, but the results have been impressive. Our The remaining 44 per cent of calls were fire related and included responses to building and motor vehicle fires, commercial and residential alarm and sprinkler activations, storm assistance such as downed power line assistance, false alarms, and other service related incidents. The Department responded to two house fires during the year, one caused by a defective fireplace and the other by a faulty connection from a wood stove to a chimney. In both cases, our firefighters responded quickly and did their best to limit damage in these homes.

Medics now have the ability to start intravenous lines, administer lifesaving medications, and monitor heart rhythms. Our cardiac monitors are equipped to electronically send electrocardiograms from the field directly to the hospital emergency room or to a physician's cell phone. If a physician determines that a patient needs cardiac catheterization, the patient is transported directly to the catheterization lab without delay. The ALS Program is a big step for the Department with huge benefits to the citizens of Sudbury. I am proud of the efforts of everyone involved in this vital initiative.

The Sudbury Fire Department responded to 1947 calls for assistance during the year. Of these calls, 56 per cent were medical in nature. Included in the medical category are responses to motor vehicle accidents, medical calls such as chest pain and shortness of breath, lift assists, well-being checks, response to medical alarms, and the resulting ambulance transports to area hospitals.

The Blizzard of February 8 and 9 dropped 24 inches of snow on Sudbury. Governor Patrick banned driving throughout Massachusetts in an effort to help crews clear the roadways. The Fire Department added extra personnel over that weekend and felt fortunate that the fluffy snow only caused minimal power outages.

Permit Funds received were based on the following numbers of permits issued in calendar year 2013.

Fire Department Permits

<u>Qty Issued</u>	<u>Permit Type</u>
855	Open Burning Permit
340	Smoke Detector
103	Fire Alarm
31	Commercial Fire Alarm
27	Tank Removal
40	Oil Burner
37	LPG

A total of \$34,705 was collected in permit fees.

This Department has one or more active revolving funds established under M.G.L. c. 44, s 53 E ½. Please

refer to the Finance Department section for more information on these funds.

Public Safety

We took delivery of a new skid tank/brush firefighting unit in December. This piece of equipment slides into the back of a pickup truck and includes a 250 gallon water tank and a 200 gallon per minute water pump powered by a 20 horsepower gasoline engine. Equipment of this type is used at brush fires which may be difficult to reach with a full size piece of apparatus. This unit replaced an older one that was aging and unreliable.

Last year, Assistant Fire Chief John Whalen wrote a grant to the Federal Emergency Management Agency requesting new SCBA, Self -Contained Breathing Apparatus, devices. These units are the masks and air tanks worn by firefighters when they enter a building during a house fire or whenever the atmosphere is immediately dangerous to life and health. In May, we received the good news from FEMA that the grant of \$192,168 had been approved. Assistant Chief Whalen continued his efforts by initiating and completing the bidding process and we received a November delivery of 36 complete SCBA and 36 additional masks and air tanks. In addition, the delivery included 3 Rapid Intervention Team packs. Each of these RIT packs includes a larger capacity air bottle that quickly connects to an SCBA to assist in the rescue of a downed or trapped firefighter. We also received two Pack Trackers. Simply stated, these electronic directional devices detect a signal emitted by each SCBA to help locate a downed or trapped firefighter in areas of limited visibility. This FEMA grant relieved the Town budget of the cost of replacing our aging breathing apparatus and is a giant step forward in the continued pursuit of firefighter safety here at the Department.

We also received a generous grant from The Sudbury Foundation for a Lucas Machine. This piece of equipment fastens around the chest area of a patient in cardiac arrest and provides mechanized chest compressions during cardio pulmonary resuscitation. Not only does the Lucas provide accurately timed compressions to a consistent depth, it frees up one or two Paramedics from the arduous task of delivering

compressions and allows them to concentrate on other vital areas of patient care. We are certainly grateful for the continued support of The Sudbury Foundation.

The Student Awareness of Fire Education (SAFE) Program continued in 2013 with the support of a state grant under the direction of Fire Prevention Officer Lieutenant Kevin Cutler. To further his expertise in this area, Lieutenant Cutler attended the five day Public Fire and Life Safety Educator course at the end of March. Topics included child development, focusing on different learning styles, lesson planning, and public speaking. Kevin does a fine job presenting Fire Safety Programs in every Sudbury K – 5 classroom, and to other private kindergartens, civic organizations and youth groups. In addition, Kevin held a Public Safety Open House at Fire Headquarters in October.

Firefighter/Paramedic Daniel Stanton was hired in February and completed the extensive Recruit Training Class at the Massachusetts Firefighting Academy on November 1. Previously hired Firefighters/Paramedics Daniel Mulgrew and Matthew MacDonald completed the Academy Recruit Class on June 21. These hires bring us back to our full complement of 32 line personnel, which includes 10 Paramedics and 22 Emergency Medical Technicians.

Assistant Fire Chief John Whalen completed his Fire Officer IV Certification. Material for these examinations is based on requirements of the National Fire Protection Association.

It takes a great deal of cooperation throughout the Town to make the Sudbury Fire Department an efficient and effective organization. We rely on the competent assistance of many boards, committees, and Town employees, including the Town Manager's Office, the Board of Selectmen, the Finance Committee, the Department of Public Works, and the Police Department. As Fire Chief, I feel fortunate to have the continued support and cooperation of the residents and businesses of Sudbury.



Respectfully submitted,
William L. Miles, Fire Chief

Assistant Fire Chief
John M. Whalen

Captains
Timothy E. Choate
Stephen E. Glidden
Brian M. Lewis
Douglas R. Stone

Lieutenants
Kevin P. Cutler
Dana J. Foster
Kevin J. Moreau
David J. Ziehler

Firefighters/EMT
Gary O. Bardsley
Robert J. Beer
Robert E. Boyd, Jr.
Michael R. Desjardins
Timothy Devoll
Kyle R. Gordon
Michael D. Hamill
Nicholas J. Howarth
Gary F. Isaacs
Joshua S. McLeod
Michael J. Murphy
Russell P. Place
John E. Salmi
Daniel K. Wells

Firefighters/Paramedics
Luis A. Forte
William J. Francis
Alex C. Gardner
Michael P. Kilgallen
Jason D. Lucier
Matthew D. MacDonald
Michael A. Matros
Shane R. Medeiros
Daniel R. Mulgrew
Daniel J. Stanton

Call Firefighter
Harold R. Cutler

Medical Reserve Corps Executive Committee

The Medical Reserve Corps Executive Committee met four times during the year. During those meetings, we identified several areas for future projects:

1) Continuing our educational efforts with other MRC groups regionally around best practices and security for emergency dispensing sites and emergency shelters. Sudbury MRC and Region 4A sponsored an educational meeting on site security in Framingham, to help meet demand for information in this area in the aftermath of the Boston Marathon bombing.

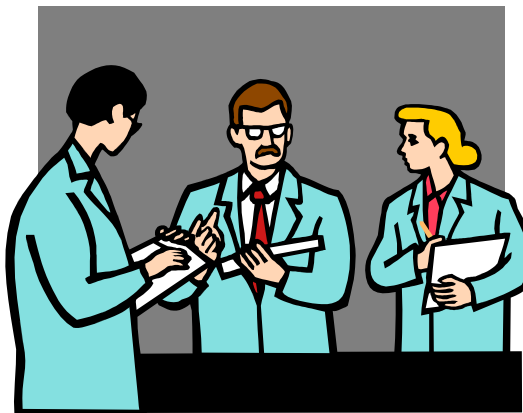
2) Increasing our co-projects with Sudbury CERT and with other neighboring CERTs and MRCs. Toward that end, we have begun regular meetings with CERT,

including an up-coming “table-top” simulation exercise.

3) Continuing to identify opportunities to strengthen communication with our current members.

4) Seek ways to recruit additional members.

Respectfully submitted,
Carol J. Bradford, RN
Dale A. Farmer
Eric Mandelbaum
Ippolit Matjucha, MD
Susan Sama, RN



Police Department

During 2013, the Sudbury Police Department logged 16,036 incidents and received 3,098 “911” calls between January 1st and December 31st. We continue to track the number of people coming into the station for assistance using an electronic counter. In 2013, we had 9,052 visitors, some of whom are reflected in the incidents logged. During this 12-month period, 139 individuals were taken into custody for various violations of state and local laws, to include 22 arrests for operating a motor vehicle under the influence of alcohol and/or drugs. As well, 181 criminal complaints for various violations of state and local laws were filed with the Framingham District Court. Officers investigated 91 larcenies, 10 breaking and entering incidents into dwellings, 29 breaking and entering into motor vehicles, 7 assaults, 77 domestic disturbances, 870 alarms, 834 medical aids, 7 juvenile matters, and 8 sexual assaults of varying severity. The department also investigated 521 motor vehicle accidents; 349 property damage accidents, 36 involving personal injury and 120 where officers may have been dispatched to assist, but accident reports were not required. Unfortunately, there was one motor vehicle accident resulting in a fatality this year.

Detective Stephanie Howe was promoted to Sergeant as the Department’s first female supervisor. Sergeant Howe did an excellent job in the Detective Bureau and we expect she will perform in the same manner as a supervisor. Longtime resident Christopher Mackinnon is our newest addition commencing his initial training at the Reading Police Academy in September. He is anticipated to graduate in February of 2014. Mr. Mackinnon’s connection with the community should be a valuable asset for the Department and residents alike. Unfortunately we saw the departure of Officer Michael Curran. He served in patrol, detective bureau and was one of our motorcycle officers during his approximate 7 year tenure with our department. He is currently in the Massachusetts State Police academy. We began the process of filling several vacancies in 2013 and hope to move towards full staffing during 2014.

One of our top priorities continues to be issues surrounding vehicular traffic. Enforcement, education and presence are essential in mitigating inappropriate driving while addressing concerns of residents. To that end, we continue to monitor traffic in general and target specific areas of greater concern as identified by residents, data and officers on patrol. We also use available technology to monitor/ educate/warn motorists of inappropriate driving practices. Another

continued mechanism is the Town’s Traffic Safety Committee, which provides a venue for residents to address concerns. In terms of enforcement, our officers issued a total of 2,542 traffic citations, of which 417 were issued for civil violations, 189 were issued for criminal/arrestable motor vehicle violations, and 1,936 were written warnings.

The state continues to not fund mandated training as required by the state. Therefore, this burden falls on the Department. As such, we continue to assess best practices for ensuring that all Department personnel are in compliance. Over the past several years, in order to keep current, the Department has had its own personnel certified as trainers in the areas of Legal Update, CPR/First Responder and Speed Measurement Devices. This allows us to train our personnel “in house” without having to rely on outside sources in these areas. Additionally, specialized training has been provided by private entities as well as on-line sources in the following areas: Patrol Interdiction, Sexual Assault Investigation, Narcotics Identification and Investigation, Search Warrants, Operating Under the Influence training, Motorcycle Patrol, Microsoft Office Programs, Middlesex District Attorney Patrol Officers Training, Arson Investigation, Cybercrime Investigation, Clandestine Laboratory Investigation, Interview and Interrogation, Ethical Issues and Decisions, School Resource/Juvenile Issues and E911 Training.

The partnership between the Sudbury Police Department and both school districts has grown exponentially this year. A number of initiatives surrounding school place safety have been and continue to be accomplished. The safety and well-being of our children is an incredibly important priority for us, and we appreciate the collaborative effort of all.

Our membership in the Metropolitan Law Enforcement Council (Metro-LEC) continues. Metro-LEC is a consortium of 40 plus public safety agencies designed to assist and/or augment departmental resources, if necessary, without incurring substantial cost. The Department has utilized their resources, which can be invaluable during crisis situations that may overwhelm local resources, several times in the past.

As always, we continue to seek alternate funding opportunities through available grants. The State 911 Department has two separate grants we utilized in

2013. One is relative to the Emergency Medical Dispatch requirements implemented in 2012. This provides funding for dispatch personnel to stay current with mandated training. A separate grant offer allows us to offset dispatcher salaries lessening the impact on the budget bottom line. As well, a grant was obtained through our insurance company, MIAA, providing the opportunity to host a very valuable school/workplace violence training day.

The Police Department collected the following fees and fines during FY13:

Traffic and court fines	\$ 30,322
Licensing fee	3,738
Paid detail admin fees	23,955
Copier fees	<u>2,256</u>
Total	\$ 60,271

I would like to thank the community, Department personnel as well as other municipal departments for the ever-improving partnership in providing a safer community. Such a team effort promotes a far better product for everyone. We look forward to 2014 to even further improve such relationships.

Respectfully submitted,
R. Scott Nix, Chief of Police
Robert F. Grady, Lieutenant

Police Sergeants

Todd F. Eadie
James G. Espinosa
Nathan Hagglund
Stephanie P. Howe
Richard A. MacLean

Detectives

Wayne M. Shurling, Jr.
John Perodeau

Police Officers

Ronald B. Conrado
Erin Corey
Kerriann Fagerquist
Kyle Griffin
Owen Griffin
Kenneth Hanchett
Alan J. Hutchinson
Paul Johnston
Ethan Karol
Kenneth G. Loyer
Michael A. Lucas
Christopher MacKinnon
Neil McGilvray III
Michael Pope
Michael Rochette
Paul Wigmore, Jr.

Police Matrons

Pamela Conrado
Carol Greenwood
Deborah Griffin
Trisha Longo

Special Police Officers

William Carroll
Anthony Deldon
Noel Evers
Jeffrey Gogan
Christopher Kelly
John Longo
Trisha Longo
Thomas Miller
Bruce Noah
Charles R. Quinn
Wayne M. Shurling, Sr.
George Taylor
Brian Willard
David J. Whooley



Public Works

Engineering

Prepared property line and topographic detail of Peakham Road walkway from Robert Best Road southerly, approximately 800 ft; topo-graphic and detail plan along Powdermill Road from Tavern Circle to Cranberry Circle as well; topographic plan for Parkinson prop-erty north of Ti-Sales for potential softball field.

Developed four concept plans for the Bruce Freeman Rail Trail: Full Build, Segmented Bypass, Greenway and Use of Existing Walkways.

Set line and grade for Landham Road culverts; established street line on Dudley Road for proposed walkway; staked out right-of-way on Old County Road and laid out graves in the Mt. Pleasant and New Town Cemetery extensions.

Highway

\$323,262 of Chapter 90 funds were used to pave 2.9 miles of roads: Blackmer Road, Brookdale Road, Brookdale Lane, Eddy Street, Kay Street, Mark Lane, Russet Lane, Sunset Path, Thunder Road, Wagonwheel Road and Ward Road.

Constructed 700 ft. of walkway along Old Framingham Road from Framingham Town line to entrance to Mahoney Farms Senior Residential Community; constructed 800 ft. of walkway along Peakham Road south of Robert Best Road and reconstructed 850 ft. of walkway along Hudson Road from the entrance to Musketahquid Village easterly to Grinnell Park.

Replaced three corrugated metal pipe culverts under Landham Road with three 8' x 10' x 50' concrete box culverts.

Removed the house at 15 Hudson Road and re-graded the lot for future use.

Drainage

Installed overflow pipe from the detention basin located at North Road to the drainage system in Haynes Road.

Repaired 30 catch basins, 9 manholes and cleaned the sumps of 996 catch basins. Installed 8 catch basins, 1 manhole and 4 leach pits. Installed 7 Berms and 7 driveway aprons.

The US Department of Fish & Wildlife provided free use of their harvester allowing for the removal of water chestnuts from Carding Mill Pond and Stearns Mill Pond.

Trees & Cemeteries

There were 45 interments and 11 cremations performed by the Cemetery Department. 84 trees were removed from the Town's right of way.

Parks & Grounds

From spring through fall, over 130 acres of fields were maintained, including weekly mowing of soccer, lacrosse and baseball fields. Other duties include grading of infields, repairing sprinkler heads and painting foul lines, boundary lines, etc.

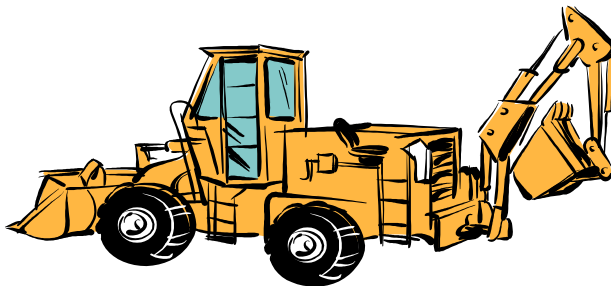
Other areas of maintenance included Heritage Park, Grinnell Park, Fairbank Community Center, Haynes School, Nixon School, Peter Noyes School, Curtis Middle School, Loring School, Police Station, Goodnow Library, North, South and Center Fire Stations, Town Hall, Flynn Building and the DPW Building.

Removed dead, dying and diseased trees from Grinnell Park and repaired stone dust walkways in Heritage Park.

Dept. of Public Works Receipts - 2013

Engineering		
Copies		\$107.00
Plans		327.00
Maps		10.00
Driveway Permits		<u>475.00</u>
Total		\$919.00
Cemetery		
Grave Openings		\$15,600.00
Foundation Charges		<u>2,326.50</u>
Total		\$17,926.50
Highway		
Road Openings		\$4,700.00
Trench Permits		<u>150.00</u>
Total		\$4,850.00
Grand Total		<u>\$23,695.50</u>

Respectfully submitted,
I. William Place, P.E.
Director of Public Works/Town Engineer



In Memoriam

DORIS L. BERGEN (1924-2013)

Sudbury Resident: 1958-2010
Sudbury Schools Cafeteria Staff: 1977-1981

AMY BUTLER (1970-2013)

Lincoln-Sudbury HS Teacher: 2001-2013

MARIANNE D'ANGELO (1946-2013)

Sudbury Resident: 1996-2002
Strategic Planning Committee: 1996-2001
Master Plan Committee: 1998
Economic Development Committee: 1999-2002
Planning Board: 2000-2002

WINIFRED C. GRINNELL (1927-2013)

Sudbury Resident: 1959-2013
Election Officer: 2002-2012
Memorial Day Committee: 1980-2010
Veterans Advisory Committee: 1993-2009

RICHARD HAWES (1927-2013)

Sudbury Resident: 1927-1985
Sudbury Police: 1955-1961
Sudbury Fire Department: 1962-1982
Park & Recreation Commission: 1959-1964
Highway Commission: 1964-1968

THOMAS B. HOOPER (1936-2013)

Lincoln-Sudbury HS Teacher: 1967-2000

ETHEL IANNARELLI (1932-2013)

Lincoln-Sudbury HS Baker: 1982-1994

JOANNE KOGAN (1953-2013)

Haynes School Guidance Counselor: 1988 - 2013

BERTHE L. LESSARD (1910-2013)

Sudbury Resident: 1976-2012
Election Officer: 1993-2007
Council on Aging: 1983-1986
Recipient of Boston Post Cane: 2010

MARY-LEE MAHONEY-EMERSON (1952-2012)

Sudbury Resident: 1995-2013
Council on Aging: 2008-2013

DEREK O. ORAM (1934-2013)

Sudbury Resident: 1980-2013
Capital Improvement Planning Comm.: 2005-2009
Police Station Blue Ribbon Committee: 2007-2008

VIRGINIA PERKINS (1924-2013)

Early Childhood Clerical Assistant: 1987-2012

JOHN S. SKLENAK (1940-2013)

Sudbury Resident: 1966-2013
Conservation Commission: 2005-2013
Land Acquisition Review Committee: 2009-2013
Open Space & Recreation Plan Comm.: 2007-2009

WILLIAM WALDSMITH, JR (1947-2013)

Sudbury Resident: 1962-2002
Sudbury DPW Highway Dept: 1964-2002
Memorial Day Committee: 1973-1976
Tree Warden: 1970-1971, 1978-1991
Permanent Landscape Committee: 1978-1979,
1989-1990

JOHN W. P. YOUNG, JR (1937-2013)

Sudbury Resident: 1992-2005
Firefighter & EMT: 1969-2000
CPR & EMT Instructor



Goodnow library visitors entering via the courtyard have been greeted by “An April Day” by Janice Corkin Rudolf since June 2002.