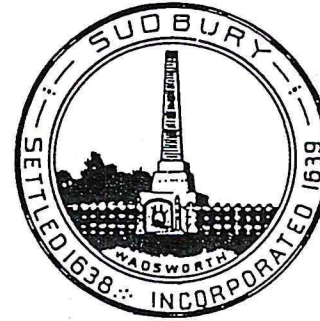


TOWN OF SUDBURY
Massachusetts



OFFICIAL WARRANT
SPECIAL TOWN MEETING

FEBRUARY 24, 1997
7:30 P.M.

Lincoln-Sudbury Regional High School Auditorium

**If you are not yet a registered voter, you must register
by 8:00 p.m. on February 14, 1997
to vote in this Special Town Meeting.**

Register at Town Hall:
Weekdays 9:00 a.m.- 5:00 p.m.
February 14th 9:00 a.m.- 8:00 p.m.

BRING THIS WARRANT WITH YOU.



Town of Sudbury
Sudbury
Massachusetts 01776

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

NOTICE OF SPECIAL TOWN MEETING

POSTAL PATRON
SUDBURY
MASSACHUSETTS 01776



**TOWN OF SUDBURY
SPECIAL TOWN MEETING WARRANT
Commonwealth of Massachusetts
Middlesex, ss.**

To the Constable of the Town of Sudbury:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Sudbury qualified to vote in Town affairs to meet at the Lincoln-Sudbury Regional High School Auditorium in said Town on Monday, February 24, 1997, at 7:30 o'clock in the evening, then and there to act on the following articles:

ARTICLE 1. CONSTRUCT PUBLIC WORKS FACILITIES

To see if the Town will vote to raise and appropriate, or appropriate from available funds, \$3,000,000, or any other sum, to be expended under the direction of the Permanent Building Committee, for the purpose of remodeling, reconstructing, constructing additional space, or making extraordinary repairs to the existing town Highway Department facility off Old Lancaster Road and/or constructing a new town building, purchasing additional equipment and furniture, and landscaping, for a Department of Public Works and other town offices, and all expenses connected therewith, including professional, engineering, and architectural services and preparation of plans, specifications and bidding documents, and supervision of work; and to determine whether said sum shall be raised by borrowing or otherwise; or act on anything relative thereto.

Submitted by the Board of Selectmen
and Highway Surveyor.

(Two-thirds vote required, if borrowed)

BOARD OF SELECTMEN REPORT: Funding of this article will enable the Town to make necessary improvements or additions to, or replacement of, the Highway Department Garage and further provide the option of incorporating the facility into a combined Department of Public Works (i.e., Engineering Department, and possibly Park and Recreation maintenance, Conservation, and Planning Departments).

To provide a brief history of this project: Using a 1994 appropriation for the purpose, the architectural firm of DiMarinisi & Wolfe was hired to provide preliminary plans for the renovation and expansion of the Highway Department facilities. With the aid of a report from consulting engineers Gordon, Bua & Read, Inc., DiMarinisi & Wolfe refined schematic options in February 1995. The 1995 Annual Town Meeting approved a capital expenditure of \$2,500,000, but it failed to achieve a Proposition 2 1/2 debt exclusion vote at a subsequent Special Election. In 1996 the Annual Town Meeting Warrant contained an article to appropriate \$950,000 to fund the most urgent part of the project - an equipment storage building. (Currently, we have \$500,000 worth of Highway Department equipment stored outside, not including Park and Recreation, Building or Engineering Dept. vehicles. In addition, \$1,800,000 worth of Highway equipment is stored in a sub-standard building with structural, heating and ventilation problems and outdated health and safety standards.) However, this article was indefinitely postponed along with other capital expenditure items to allow a more comprehensive approach to all of the Town's capital needs.

The DiMarinisi & Wolfe report made very clear the need for renovated and new office space to meet health, safety and building codes, as well as heated and non-heated equipment storage, renovated vehicle maintenance building, and salt storage. The Board of Selectmen's priority has been to replace the current public works (Highway) facility which is close to being in a condemned state. However, moving line departments to a Public Works Building would not only greatly improve the Town's operation but help us to better serve the public. This would also better enable the Town to centralize all other administrative office facilities within the Flynn Building, and any increase in cost to a Public Works facility hopefully would offset the cost of "rehabbing" the Flynn Building.

We are once again presenting the entire project for the Town's consideration. A financial report will be made at Town Meeting which will tie this project in with capital planning on a townwide basis.

ARTICLE 2. FLYNN BUILDING RENOVATION

To see if the Town will vote to raise and appropriate, or appropriate from available funds, \$1,500,000, or any other sum, to be expended under the direction of the Permanent Building Committee, for the purpose of reconstructing, remodeling, or making extraordinary repairs to the Flynn Building, including purchasing additional equipment and furnishings, and for the purpose of obtaining professional, engineering and architectural services, including preparation of plans, specifications, bidding documents and supervision of work, and all expenses connected therewith including storage, moving, and bond and note issue expense; and to determine whether said sum shall be raised by borrowing or otherwise; or act on anything relative thereto.

Submitted by the Board of Selectmen.

(Two-third vote required, if borrowed)

BOARD OF SELECTMEN REPORT: This project has been deferred for the past few years. In 1993, \$16,000 was appropriated for engineering and architectural services to prepare preliminary designs and cost estimates for the relocation and centralization of town offices in the Flynn Building. Work on this project is being done in conjunction with the Long Range Planning Committee, the Investment Priorities Committee, the Building Inspector and the Permanent Building Committee. The firm, Preservation Partnership, prepared preliminary designs and is now working on finalizing them. It is likely that a more definitive cost estimate will be available before Town Meeting.

As with other capital expenditure articles being proposed, this expenditure will be presented to Town Meeting as a piece of a comprehensive capital plan. Also, it makes sense to coordinate renovation of the Flynn Building with improvements at the Highway Garage to obtain the most economical space planning for all town offices.

The arguments in favor of consolidating town offices in the Flynn Building have been expressed before, but remain as follows:

1. Federal law and regulations concerning handicapped persons (Americans With Disabilities Act) requires that we make our offices and meeting places accessible to all. Presently, the Selectmen's and Town Manager's office, Town Counsel's Office, and Budget and Personnel Office are not handicapped accessible at Loring Parsonage. Nor are any of the offices at the Flynn Building, namely, those of the Treasurer and Collector, Board of Assessors, Board of Health, Conservation Commission, Planning Board, Building Inspector, and Town Engineer.
2. Because Town offices are located in a number of buildings, the ability for employees to (a) interact, (b) share equipment, and (c) share personnel is limited. By consolidating town services into the Flynn Building and developing an efficient layout of the space, many of the current problems can be eliminated, thus bringing about savings.
3. A major area where improvements and savings will be achieved is in implementing the computer technology plan.
4. Heating and maintenance costs for Town Hall can be reduced substantially and eliminated totally for the Loring Parsonage. Estimated savings are \$15,000 per year.
5. The plan calls for more secure vault and storage space, which is needed by most departments.

ARTICLE 3. REPAIR FIRE STATION #2, BOSTON POST ROAD

To see if the Town will vote to raise and appropriate, or appropriate from available funds, \$107,500, or any other sum, to be expended under the direction of the Fire Chief and Permanent Building Committee, for the purpose of making extraordinary repairs to the building and property known as Fire Station #2, 550 Boston Post Road, including but not limited to replacing the concrete floor in the apparatus area, replacing the roof, and paving the driveway and parking lot, and for the purpose of obtaining professional, engineering and architectural services, including preparation of plans, specifications, bidding documents, and supervision of work, and all expenses connected therewith; and to determine whether said sum shall be raised by borrowing or otherwise; or act on anything relative thereto.

Submitted by the Board of Selectmen and Fire Chief.

(Two-thirds vote required, if borrowed)

BOARD OF SELECTMEN REPORT: Funding for the floor replacement and the paving was proposed at the 1996 Annual Town Meeting, but was deferred. Station 2 is over 36 years old. The concrete floor is breaking up and the floor drains are tilted, creating a drainage problem. The parking areas are heaved and cracked and in need of repaving. The floor drains do not meet DEP standards for a garage. Additionally, the roof is now leaking. It is intended to replace the flat roof with a conventional, trussed roof.

It is important for the Town to preserve its assets. Without these repairs, this building will deteriorate. Moreover, holes in the floor and standing water create a safety and health problem for employees. The plan is to incorporate this capital project into a borrowing package with other capital expenditures to achieve the best rate possible.

ARTICLE 4. SCHOOL CONSTRUCTION AND RENOVATION PROJECTS

To see what sum the Town will vote to appropriate for the purpose of constructing a new elementary school and for remodeling, reconstructing or making extraordinary repairs and additions to existing schools and for all costs associated therewith, including engineering costs and bidding documents, to be expended under the direction of the Permanent Building Committee; and to determine whether this sum will be raised by borrowing or otherwise; or act on anything relative thereto.

Submitted by the Sudbury School Committee.

(Two-thirds vote required, if borrowed)

SUDBURY SCHOOL COMMITTEE REPORT: A study begun by the School Committee, administrators and Sudbury citizens last spring and completed this summer by demographer, Richard Goldstein, of Qualitas, Inc., indicates projected enrollment to increase to approximately 3600 students within ten years. Elementary enrollment will increase from the October, 1996 enrollment of 1752 to approximately 2400 students. This growth requires an additional elementary school, which the School Committee proposes building on the current Loring site, to accommodate 600 students. The architects have stated that the present Loring site could not accommodate a school facility with a capacity of 600 students. (See Article 5.)

In addition, the School Committee proposes a complete renovation and addition to the Haynes School.

Third, the School Committee proposes renovations and an addition to the Curtis Middle School to accommodate an increase from the current enrollment of 734 students to approximately 1150 students, based on the Qualitas projections.

Finally, a minor modification and expansion of areas such as the library will be included at the Noyes School.

All of these projects are completely reimbursable from the State School Building Assistance Bureau (SBAB) to the Town at the rate of 64%.

ARTICLE 5. PURCHASE LOTS 12A AND 13A, WOODSIDE ROAD/CUTLER FARM ESTATES, FOR SCHOOL PURPOSES

To see if the Town will vote to raise and appropriate, or appropriate from available funds, the sum of \$565,000, or any other sum, to be used for the purchase of all or a portion of Lots 12A and 13A, adjacent to the Loring School property on Woodside Road, to be used in conjunction therewith, said Lots 12A and 13A shown on a plan entitled, "Site Plan Lots 12A and 13A Cutler Farm, Sudbury, MA Prepared for Barberry Homes, Inc.", drawn by Gregory J. Patterson, Land Planner/Civil Engineer, 12 Lomas Drive, Framingham, MA, and dated April 7, 1996, a copy of which is on file in the Town Clerk's Office; and to determine whether said sum shall be raised by borrowing or otherwise; or act on anything relative thereto.

Submitted by the Board of Selectmen.

(Two-thirds vote required)

BOARD OF SELECTMEN REPORT: The Sudbury School Committee has requested the Selectmen to submit this article for the Town's consideration. The elementary schools are in need of a new school for its expanding school population, and the School Committee together with the Permanent Building Committee have determined the most viable option to be utilization and expansion of the former Loring School which the Town still owns. However, to make this option feasible, the addition of Lots 12A and 13A is required to accommodate a building of sufficient size with adequate grounds for parking and outdoor activities. These two lots will add approximately 11.07 acres to the site.

ARTICLE 6. TRANSFER LORING SCHOOL AND LOTS 12A & 13A TO SUDBURY SCHOOL COMMITTEE

To see if the Town will vote to transfer the care, custody, management and control of the Loring School property on Woodside Road, together with all or a portion of Lots 12A and 13A shown on a plan entitled, "Site Plan Lots 12A and 13A Cutler Farm, Sudbury, MA Prepared for Barberry Homes, Inc.", drawn by Gregory J. Patterson, Land Planner/Civil Engineer, 12 Lomas Drive, Framingham, MA, and dated April 7, 1996, a copy of which is on file in the Town Clerk's Office, to the Sudbury School Committee pursuant to M.G.L. c.40, section 15A, or act on anything relative thereto.

Submitted by the Board of Selectmen.

(Two-thirds vote required)

BOARD OF SELECTMEN REPORT: Please see report under the previous article. In order for the Sudbury School Committee to proceed in using the Loring School site, including the anticipated Lots 12A and 13A acquisition, it is necessary for the Town to transfer custody of this property from the Selectmen to the Sudbury School Committee.

ARTICLE 7. TECHNOLOGY MANAGEMENT PLAN

To see if the Town will vote to raise and appropriate, or appropriate from available funds, \$944,374, or any other sum, for the purpose of purchasing and installing a wide area computer network to link all municipal Town and Sudbury Public School buildings and for all expenses connected therewith including equipment, information systems software, and professional, consulting and training services; to be expended as follows:

\$500,000 under the direction of the Town Manager and

\$444,374 under the direction of the Superintendent of Schools;

and to determine whether said sum shall be raised by borrowing or otherwise; or act on anything relative thereto.

Submitted by the Board of Selectmen
and Sudbury School Committee.

(Two-thirds vote required, if borrowed)

BOARD OF SELECTMEN REPORT: The Town and School Departments have been working to develop and coordinate technology plans in order to provide greater opportunities for students, increase efficiency and access to information in the municipal and administrative offices, and to better serve the public.

Reporting on the Town side, an overview is provided as follows:

The 1993 study performed by the MMA Consulting Group cited many deficiencies in the Town's acquisition and planning efforts of computer technology. As a result of that study the Town department heads formed the current Computer Advisory Committee in 1994. The Committee received grant money from The Sudbury Foundation to have a needs assessment and a Technology Management Plan developed for the Town.

The Technology Management Plan was released for public comment in March 1996. In June, the Computer Advisory Committee held a hearing of interested proponents and opponents to the Plan to discuss future acquisition of technology in government. The feedback was that the Town needed to coordinate its efforts and hire Management Information Systems personnel before the full plan could receive full support and implementation, and, in addition, the Town needed to prove and justify the use of technology to such a wide scale. As a result of that hearing, a technology administrator position has been placed in the FY98 budget.

The overall goals of the Town of Sudbury Technology Plan are:

- * to implement an integrated network of systems and information that connects all Town departments to improve communication, reduce redundancy and increase efficiency throughout the Town; and
- * to establish a centralized structure for technology planning, deployment and support.

In order to achieve these goals, the following objectives have been identified and prioritized, based on the needs articulated by Town employees and the Computer Advisory Committee. For an undertaking of this scale, a phased approach has been used.

Short Term Plan

Phase One - The goals of this phase are to establish basic connectivity between the Flynn, Loring Parsonage and Fairbank buildings, provide E-mail capability, enable access to the MUNIS accounting system and the Town GIS to the departments in those buildings, determine information technology standards, policies and procedures, establish a short term solution to fulfilling the information technology function, and address some of the most pressing data related issues.

Phase Two - The goals of this phase are to extend the Wide Area Network to other Town buildings, and to improve existing systems and capabilities, including Payroll and Accounts Payable, the employees and retirees benefits system, and census data in the Town Clerk's Office.

Phase Three - The goal of this phase is to implement the long term solution for fulfilling the information technology function, provide wider access to various departmental systems, expand connectivity within the Fire Department, and to evaluate new systems for departmental needs.

Long Term Plan

The long term information technology goals for the Town of Sudbury are to provide internet access for all departments that require it, and create new database systems for departmental needs. Also,

the Town of Sudbury will provide community access to the internet. Other long term goals will likely emerge as the information technology strategic plan is implemented.

1996 saw Phase One of the Plan implemented; namely, the linkage between the Flynn and Fairbank buildings. This \$98,000 project was supplemented through departmental contributions, as well as grants from The Sudbury Foundation, the Sudbury Valley Trustees, Inc., the Lincoln-Sudbury Town Employees Federal Credit Union, and a \$6,773 transfer from the Reserve Fund. This article requests funding to complete Phases Two and Three. A copy of the Town Technology Management Plan may be seen at the Town Manager's office or the Treasurer/Collector's office.

Reporting on the School side, funding of this article will advance the goals of our Five Year Technology Plan. The following Executive Summary provides an overview of our plan's foci.

The Sudbury Public Schools developed The Five Year Technology Plan as a complement to their ongoing efforts toward school improvement. As the School Committee finalizes its strategic planning, including the development of a vision and mission statement, the members of the Curriculum, Instruction and Technology Department are striving to support educational reform through a comprehensive review of curricula and instructional practice. This technology plan conforms to the requirements of education reform (the common chapters, curricula frameworks, teacher and administrative performance standards and professional development) and provides a direction for technological and instructional enhancement.

The plan contains goals which support our underlying theme of consistency and equity. The goals are focused in four major areas: Administration and Management, Communication and Information Access, Instructional and Curricula, and Staff Competency. Embedded within this plan are initiatives which support:

- the development of an infrastructure to support teaching, learning and administration
- the development of a comprehensive curriculum and instruction plan which integrates technology into instruction
- the development of a comprehensive professional development plan
- the development of a communications network that maximizes available resources and creates an environment for the responsible and effective use of technology.

This plan documents our district's vision for maximizing the use of technology in education. Implementation of the goals will be phased in as follows:

- Establish a network at Haynes School office, guidance department, a special education office, and the library. Establish a networked computer lab and network offices, guidance department, and library. Also establish full building network at Noyes School. Establish a WAN between Flynn and Noyes (thereby connecting to Fairbank) and a WAN between Nixon and Fairbank.
- Establish full building network at Haynes and Curtis Schools. Link remaining schools via a WAN to the Fairbank Central Office. Attach CD ROM towers to network from each school library.
- Upgrade Apple II lab at Curtis School, network all Curtis School computer labs, and upgrade system-wide hardware and software.

The School Committee believes that it is the obligation of the Sudbury Public Schools to ensure that today's students are able to use whatever technology becomes available to them. A complete copy of the Sudbury Public School's Technology Plan may be seen at central office.

ARTICLE 8. WALKWAY PROGRAM

To see if the Town will vote to raise and appropriate, or appropriate from available funds, \$565,550, or any other sum, to be expended under the direction of the Director of Public Works, for the planning, engineering, and construction of the following walkways:

Dakin Road (Concord Town Line to Blacksmith Drive)
Concord Road (Lincoln Road to Thompson Drive)
Fairbank Road (Fairbank Center northward 450 feet)
Goodman's Hill Road (Kato Drive to Route 20)
Peakham Road (Robert Best Road to #118 Peakham Road)
Powder Mill Road (Virginia Ridge Road to Route 117) and (Tavern Circle to Maynard Town Line)
Powers Road (Powder Mill Road to Concord Town Line)
Dutton Road (Tanbark Road to Pratt's Mill Road)
Horse Pond Road (State Police Crime Lab to Route 20)

and to determine whether said sum shall be raised by borrowing or otherwise; or act on anything relative thereto.

Submitted by the Board of Selectmen
and Planning Board.

(Two-thirds vote required, if borrowed)

BOARD OF SELECTMEN REPORT: Request is being made at this time to authorize an appropriation which will be borrowed as needed over a 5-6 year period to complete the above-listed walkways. This approach will allow flexibility to borrow as needed and at propitious times with other borrowings and thereby minimize borrowing costs. These walkways have been identified as priority walkways under the comprehensive plan and have been included in the Planning Board's Capital Expenditure Plan.

ARTICLE 9. LSRHS ROGERS EDUCATIONAL CENTER RENOVATION

To see if the Town will vote to approve the amount of \$1,950,000 debt authorized on January 28, 1997, by the Lincoln-Sudbury Regional School District for the purpose of financing costs of reconstructing, equipping, remodeling and making extraordinary repairs to the Rogers Educational Center, including costs incidental and related thereto; or act on anything relative thereto.

Submitted by the
Lincoln-Sudbury Regional School District Committee.

(Two-thirds vote required)

LSRSC REPORT: The renovation of Rogers Educational Center is the last in a series of recommendations made by Gale Engineering in a 1990 study of the LSRHS plant and facilities. All other projects have been completed either in-house or as a part of the boiler project which included electrical work, gym 3 floor, kalwall replacement panels and roof. The present 156-seat Rogers Theater has serious structural and safety concerns. The plan is to build a 348-seat center on the site of the present theater. The Committee has looked into renovating the large auditorium but the estimated cost is \$350,000 more than this project. After careful consideration of the educational needs of the school, the Lincoln-Sudbury Regional School Committee is requesting authorization to borrow \$1,950,000 for this project to be divided approximately 15% to Lincoln and 85% to Sudbury. (Lincoln passed their share of this debt exemption in 1994.)

ARTICLE 10. ACCEPT M.G.L. c.64G, §3A - ROOM OCCUPANCY TAX

To see if the Town will vote to accept the provisions of Chapter 64G, §3A of the Massachusetts General Laws, establishing a local excise tax upon the transfer of occupancy of any room, or rooms, in a hotel,

motel, bed and breakfast or lodging house, by any operator at a rate of four percent (4%) of the total amount for each occupancy; or act on anything relative thereto.

Submitted by the Board of Selectmen.

BOARD OF SELECTMEN REPORT: In July 1985, the Massachusetts Legislature created a local option room occupancy tax, which allows cities and towns to levy a tax of up to 4% of the taxable rents of hotels, motels, lodging houses and bed and breakfast establishments of four or more rooms. In communities which adopt this excise, operators of these establishments must collect the local option room occupancy excise and remit it to the State, along with 5.7% State room occupancy tax.

For Sudbury, a 4% room occupancy tax will yield approximately \$38,000 per year according to Department of Revenue estimates. It should be noted that Concord, Framingham, Marlborough, Natick and Waltham have had the local option tax in place for over ten years at the full 4%.

**ARTICLE 11. TRANSFER LORING SCHOOL
FROM SELECTMEN TO SUDBURY SCHOOL COMMITTEE**

To see if the Town will vote to transfer from the control of the Selectmen to the Sudbury School Committee all the land and buildings of the Loring School site on Woodside Road; or act on anything relative thereto.

Submitted by Petition.

(Two-thirds vote required)

**ARTICLE 12. PURCHASE LAND ADJACENT TO LORING SCHOOL
AND TRANSFER TO THE SUDBURY SCHOOL COMMITTEE**

To see if the Town will vote to authorize the Selectmen to acquire by purchase or to take by eminent domain land adjacent to the Loring School; and to see what sum the Town will vote to appropriate for the acquisition and expenses in connection therewith; and to determine whether said sum shall be raised by borrowing or otherwise and once acquired to transfer control of this land from the Selectmen to the Sudbury School Committee for use in connection with the renovated/expanded Loring School; or act on anything relative thereto.

Submitted by Petition.

(Two-thirds vote required)

ARTICLE 13. LORING SCHOOL RENOVATION AND EXPANSION

To see if the Town will vote to raise and appropriate, or appropriate from available funds, \$13,500,000, or any other sum, to be expended under the direction of the Town Manager and the Permanent Building Committee for the purpose of 1) remodeling, reconstructing, making extraordinary repairs, removing asbestos, demolition and removal of debris where required, and expanding the Loring School; 2) purchase additional equipment and furnishings as required; and all expenses connected therewith, including development of specifications and bidding documents, supervision of work, and all professional, engineering and architectural services; and to determine whether said sum shall be raised by borrowing or otherwise; or act on anything relative thereto.

Submitted by Petition.

(Two-thirds vote required, if borrowed)

THE FINANCE COMMITTEE WILL REPORT AT TOWN MEETING.

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

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

Given under our hands this 27th day of January, one thousand nine hundred and ninety-seven.

SELECTMEN OF SUDBURY:

Lawrence L. Blacker

Maryann K. Clark

John C. Drobinski

**TOWN OF SUDBURY
1997 SPECIAL TOWN MEETING WARRANT**

Special Town Meeting Warrant

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