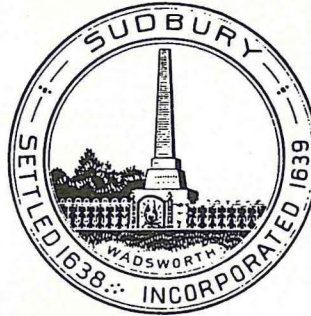


# **TOWN of SUDBURY**

## **Massachusetts**



### **OFFICIAL WARRANT**

## **1979**

### **ANNUAL**

### **TOWN MEETING**

#### **April 2, 1979**

**Lincoln-Sudbury Regional High School Auditorium**  
**8:00 P.M.**

**Annual Town Election including**  
**Regional District School Committee**

**March 26, 1979 Peter Noyes School**

**Polls Open 7:00 A.M. To 8:00 P.M.**

**BRING THIS BOOK WITH YOU**



# INDEX

## 1979 ANNUAL TOWN MEETING WARRANT

	<u>Page</u>	<u>Art.</u>	<u>Page</u>
CONSENT CALENDAR	i	*21 Removal of Earth, Art. V(A)	63
FINANCE COMMITTEE REPORTS:		22 LSRHS Contingency Fund	64
Report	iii	23 LSRHS Roof Repairs	65
Estimated 1979-80 Tax Rate	v	24 Fairbank School - New Roof	65
<u>Art.</u>		25 Horse Pond School - Heating System	66
1 Hear Reports	1	*26 Summer School	66
* 2 Temporary Borrowing	2	#27 Basic Requirements - Exempt SHA/ Handicapped Housing, Art. IX,I,B	67
3 Class. & Salary Plans	2	#28 Congregate Housing Zoning Exempt.	68
4 Personnel Administration Plan	6	*29 Septage Facility - Billing & User Fees, Amend G.L.c.111, §31D	70
5 Budget	22	30 Amend W/S Septage Disposal Agreement	71
110 Sudbury Schools	23	#31 Trinity Mental Health Services	72
130 Lincoln-Sudbury Regional	24	32 Swim Facility	74
140 Minuteman Vocational	26	33 Swim Facility Operations Budget	75
200 Debt Service	28	34 Special Act - Five-member Board of Selectmen	75
300 Protection	28	35 Special Act - Appoint Town Treasurer	77
400 Highway	31	36 Special Act - Appoint Tax Collector	79
500 General Government	34	37 Surface Drains	81
600 Library	38	*38 Electrical Services for Salt Shed and Landfill	83
700 Park and Recreation	39	*39 Microfilm Reader/Printer	83
800 Health	39	#40 Abolish CTA	84
900 Veterans	39	#41 Landham Road Reconstruction	85
950 Unclassified	40		
* 6 Unpaid Bills	43		
7 Update Property Values	43		
8 Town Audit	44		
* 9 Street Acceptances	45		
10 Street Acceptance-Newbridge Rd.	46		
*11 Transfer TPP 164 to Conservation	46		
12 Special Act - Special Police	47		
13 Police/Fire Headquarters	49		
14 Cluster Development, Art. IX,IV	50		
15 Walkway Constr. - Haynes/Puffer	57		
16 Walkway Constr. - Mossman	57		
17 Scenic Roads	58		
18 Personnel Admin. Plan, Art. XI,7	60		
*19 Public Safety, Art. V	61		
*20 Town Property, Art. XII, 1	62		

-----

Talent Search Sign-up Sheet

\* Consent Calendar

# By Petition



## CONSENT CALENDAR

In the interest of expediting Town Meeting and saving valuable time for discussion of key issues, Sudbury has used the "Consent Calendar" to speed passage of articles which the Moderator and the various Boards and Committees feel appear to raise no controversy. The purpose of the Consent Calendar is to allow the motions under these articles to be acted upon as one unit and to be passed by a unanimous vote without debate.

THE CONSENT CALENDAR WILL BE TAKEN UP AS THE FIRST ORDER OF BUSINESS AT THE COMMENCEMENT OF TOWN MEETING ON APRIL 2nd.

Please do your homework. If you have any question about the articles, motions or procedure, please feel free to call the Moderator, Owen Todd, or call the Executive Secretary, Richard E. Thompson, at 443-8891, ext. 185, before Town Meeting time.

At the call of the Consent Calendar, the Moderator will call out the numbers of the articles, one by one. IF ANY VOTER HAS ANY DOUBT ABOUT PASSING ANY MOTIONS, OR WISHES AN EXPLANATION OF ANY SUBJECT ON THE CONSENT CALENDAR, HE SHOULD STAND AND SAY THE WORD "HOLD" IN A LOUD, CLEAR VOICE WHEN THE NUMBER IS CALLED. The article will then be removed automatically from the Consent Calendar and restored to its original place in the Warrant, to be brought up, debated and voted on in the usual way. Remember, it is only our opinion that these motions can be passed without debate. It is your opinion that counts, and if it differs from ours, we urge you to say so.

After the calling of the individual items in the Consent Calendar, the Moderator will ask that all items remaining be passed as a unit by a unanimous vote.

Please review the list of articles and motions proposed for the Consent Calendar which follow. Complete reports, including those of Town Counsel, are to be found under each article printed in this Warrant. Please review them carefully.

### ARTICLE

### MOTION

ARTICLE 2 - TEMPORARY BORROWING: Move in the words of the article. (See Pg. 2)

ARTICLE 6 - UNPAID BILLS: Move that the Town appropriate \$2,383.51 for the payment of unpaid bills incurred, which may be legally unenforceable due to the insufficiency of the appropriation in the year in which the bill was incurred or receipt after the close of the fiscal year, as follows:

Town of Braintree	\$ 360.71
Norfolk County Agricultural School	1,870.00
National Geographic Society	62.50
Library of Congress	90.30
Patrick J. Manzo	360.14;

said sums to be raised by taxation.

(See Pg. 43)



ARTICLE 9 - STREET ACCEPTANCES: Move in the words of the article, with the sum of \$750 to be raised by taxation. (See Pg. 45)

ARTICLE 11 - TRANSFER TAX POSSESSION PARCEL 164 TO CONSERVATION: Move in the words of the article. (See Pg. 46)

ARTICLE 19 - AMEND BYLAWS, ART. V, PUBLIC SAFETY: Move in the words of the article. (See Pg. 61)

ARTICLE 20 - AMEND BYLAWS, ART. XII,1, TOWN PROPERTY: Move in the words of the article. (See Pg. 62)

ARTICLE 21 - AMEND BYLAWS, ART. V(A), REMOVAL OF EARTH: Move in the words of the article. (See Pg. 63)

ARTICLE 26 - SUMMER SCHOOL: Move in the words of the article. (See Pg. 66)

ARTICLE 29 - AMEND GENERAL LAWS CHAPTER 111, SEC. 31D, SEPTAGE FACILITY BILLING AND USER FEES: Move in the words of the article. (See Pg. 70)

ARTICLE 38 - ELECTRICAL SERVICES, LANDFILL & SALT SHED: Move in the words of the article, with the sum of \$1,200 to be raised by taxation. (See Pg. 83)

ARTICLE 39 - PURCHASE MICROFILM PRINTER/READER: Move in the words of the article, with the sum of \$3,700 to be raised by taxation. (See Pg. 83)

J. Owen Todd  
Moderator

1979 FINANCE COMMITTEE REPORT

The Sudbury Finance Committee is composed of nine citizens, three appointed by the Moderator each year for a three-year term. It is charged by Town Bylaw to review all budgets, monied articles and non-monied articles and to report its recommendations in the Warrant and at Town Meeting. The Committee presents an estimate of the tax rate for the coming year.

Your tax is based on the difference between the costs of the Town for the year and the net income from sources other than property taxes. Basically, our costs as a town are categorized as follows:

- Payment of State and county assessments.
- Monies appropriated at Town Meeting to provide services to the Town. These monies are voted in the budget article which provides for the basic operating expenses of the boards and departments, and in the special articles which provide for expenditures over and above the regular department budgets.
- The maintaining of an overlay account. The overlay is an amount established by the Assessors to cover abatements granted.

The costs itemized above are paid from the following sources:

- Reimbursements from the Federal Government through the Federal Revenue Sharing Program and Federal Anti-Recession Program.
- State receipts from motor vehicle excise taxes plus various permits and license fees.
- Highway receipts and offsets distributed to Sudbury by the State to be used for road construction and maintenance.
- Sudbury's share of State assistance and reimbursements to cities and towns in the Commonwealth. The amount of that share will not be known until Sudbury receives the Cherry Sheet from the State. The amounts used in estimating the tax rate in this warrant are projected from last year's Cherry Sheet figures.
- Free Cash - Monies which were received by the Town from the State or from local appropriations in past years and were not actually spent may be applied to the current year.
- Overlay Surplus - Usually there is an accumulated amount in the overlay account which is not used or required to be held. Sudbury applies a portion of that surplus to meet the appropriation for the Reserve Fund.
- Local Property Taxes - Whatever amount is required to meet the costs set out above and which is not raised by the above income sources must be met by property taxes paid by you.

The major problem the Town of Sudbury must face is our escalating property tax. This Finance Committee has attempted to control the problem for Sudbury by setting the specific goal of keeping the tax rate for next year equal to or less than its present rate of \$59.00.. Since it is difficult to accurately estimate what the

receipts to the Town will be in the forthcoming year, we essentially operated under the concept that a "no growth" town-wide total operating budget (including monied articles) would enable us to stabilize the tax rate.

To help us accomplish this goal, we asked the Town boards and department to follow three procedures: (1) a program budget, (2) a budget request at no larger than 4% over last year's budget, and (3) a "shopping list" of those areas that could be cut to bring their budgets down to zero growth. The 4% guideline was a preliminary step toward zero growth. Faced with roughly 5% to 7% salary increases and a 9% inflation rate, limiting a budget to 4% actually meant, in some cases, a budget reduction in non-salary items of 12%.

From this starting point, the Finance Committee has made every attempt to obtain an overall Town budget growth as close to zero as possible. Using our projected information on receipts and future Town valuation (which we estimate to be \$182,500,000), the tax rate for next year will be no greater than \$59.00 if the Town follows the Finance Committee recommendations. Every \$182,000 we spend equals \$1.00 on the tax rate.

It is quite evident that the major financial impact to our Town occurs in salary increases in all areas. Of the entire recommended operating budget of \$12,508,033, over 75% is spent on salaries. Part of the increase in salaries is due to the long-awaited reclassification plan of non-union employees in this Town. A clerical study was conducted last year which enabled the Personnel Board to reclassify personnel and adjust their salaries accordingly.

As contractually negotiated salaries continue to increase, it will be necessary to cut services either by reducing hours worked or number of personnel employed if the Town wishes to maintain the same budget. Our recommendations have resulted in reduced services in non-essential areas.

The Governor has recently proposed "tax cap" legislation which, if enacted, would freeze appropriations, budgets and tax levies, with certain exceptions, at fiscal 1978-1979 levels. It is not known at this time what legislation, if any, will be adopted, and we will report to you at Town Meeting on the impact, if any, of such "tax cap" legislation on our recommendations.

We realize that the ultimate decision on what to spend is in the hands of Town Meeting. We have presented our 1979-1980 recommendations. We hope that the information and comments related to each article will be helpful to you in making your decisions.

Most important, you must exercise your responsibility to choose by attending Town Meeting.

Respectfully submitted,

FINANCE COMMITTEE

Linda Glass, Chairman  
Anne Donald  
Philip Felleman  
Edward Glazer  
Chester Hamilton  
Carol McKinley  
Robert Norling  
Joseph Slomski  
Ronald Stephan



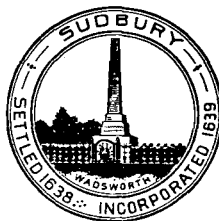
ESTIMATED SUDBURY 1979-80 TAX RATE

DEPARTMENT	ATM 1978-79 APPROPRIATION	1979-80 RECOMMENDED	INCREASE OR DECREASE	% OF INCREASE OR DECREASE	% OF TOTAL BUDGET
SCHOOLS					
Sudbury	\$4,821,000	\$4,948,000	\$127,000	+ 2.6	39.5
LSRHS (Net)	2,909,465	2,874,861	-34,604	- 1.2	23.0
MMRVTHS	298,217	321,025	22,808	+ 7.6	2.6
Community Use	20,000	20,000	--	--	.1
Sub-total Schools	8,048,682	8,163,886	115,204	+ 1.4	65.2
PROTECTION	1,471,747	1,459,669	-12,078	- 0.8	11.7
HIGHWAY	790,719	819,744	29,025	+ 3.7	6.6
UNCLASSIFIED	723,968	727,970	4,002	+ 0.5	5.8
DEBT	482,283	412,943	-69,340	- 14.4	3.3
GOVERNMENT	479,857	491,182	11,325	+ 2.3	4.0
LIBRARY	182,811	186,964	4,153	+ 2.3	1.5
HEALTH	109,630	102,109	- 7,521	- 6.8	.8
PARKS & RECREATION	127,000	125,762	- 1,238	- .9	1.0
VETERANS	12,182	12,250	68	+ 0.5	0.1
	12,428,879	12,502,479	73,600	+ 0.6	100.0
Estimate of State and County Assessments:	709,782	700,000			
Special Articles:	722,865	297,299			
Estimate of Overlay & Overlay Deficit:	242,034	125,000			
Gross Estimated Appropriation:	14,103,560	13,624,778			
Less Free Cash:	0	75,000			
Less Est. Receipts:	1,586,378	1,650,000			
Less Gov. Receipts:	1,023,395	1,000,000			
Less Revenue Sharing:	251,479	180,000			
Less School Fed. Aid:	11,852	16,529			
Less Misc. Receipts and Offsets:	105,509	33,000			
Less Conserv. Fund:	18,000	0			
Less Landham Rd. (borrowing & avail.):	488,796	0			
Less Overlay Surplus:	40,000	50,000			
TOTAL TO BE RAISED BY TAXATION	10,578,151	10,620,249			
Tax Rate	\$59.00		(1978-79: based on \$179,290,700 Assessed Valuation.)		
Estimated Tax Rate		\$58.19	(1979-80: based on \$182,500,000 Assessed Valuation.)		

TOWN WARRANT

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.



To the Constables of the Town of Sudbury:

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Sudbury, qualified to vote in Town elections, to meet at the Peter Noyes School in said Town on Monday, March 26, 1979, at seven o'clock in the forenoon; then and there to choose by official ballot in accordance with law, one Moderator, one Highway Surveyor, one Tree Warden, all for one year; one member of the Board of Selectmen, one member of the Board of Assessors, one Constable, one member of the Board of Health, two members of the Sudbury School Committee, two members of the Board of Park and Recreation Commissioners, all for three years; two members of the Goodnow Library Trustees for three years, one member of the Goodnow Library Trustees for two years in accordance with the vote of the 1978 Annual Town Meeting, under Article 25; one member of the Planning Board for five years, one member of the Planning Board for two years to fill a vacancy, one member of the Planning Board for one year to fill a vacancy; one member of the Sudbury Housing Authority for five years; one member of the Sudbury Housing Authority for two years to fill a vacancy.

Included as part of the Annual Town Election will be an election of two members for three years each to the Lincoln-Sudbury Regional School District School Committee.

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

And you are required to notify and warn the inhabitants of said Town qualified to vote in Town affairs to meet at the Lincoln-Sudbury Regional High School Auditorium in said Town on Monday, April 2, 1979, at eight o'clock in the evening, then and there to act on the following articles:

1      ARTICLE 1

Hear  
Reports

TO SEE IF THE TOWN WILL VOTE TO HEAR, CONSIDER AND ACCEPT THE REPORTS OF THE TOWN BOARDS, COMMISSIONS, OFFICERS, AND COMMITTEES AS PRINTED IN THE 1978 TOWN REPORT OR AS OTHERWISE PRESENTED, OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Board of Selectmen.

FINANCE COMMITTEE REPORT: Recommend Approval.

2 ARTICLE 2

Temporary  
Borrowing

TO SEE IF THE TOWN WILL VOTE TO AUTHORIZE THE TOWN TREASURER, WITH THE APPROVAL OF THE SELECTMEN, TO BORROW MONEY FROM TIME TO TIME IN ANTICIPATION OF REVENUE OF THE FINANCIAL YEAR BEGINNING JULY 1, 1979, IN ACCORDANCE WITH THE PROVISIONS OF GENERAL LAWS, CHAPTER 44, SECTION 4, AND ACTS IN AMENDMENT THEREOF, AND TO ISSUE A NOTE OR NOTES THEREFOR, PAYABLE WITHIN ONE YEAR, AND TO RENEW ANY NOTE OR NOTES AS MAY BE GIVEN FOR A PERIOD OF LESS THAN ONE YEAR IN ACCORDANCE WITH GENERAL LAWS, CHAPTER 44, SECTION 17; OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Board of Selectmen.

BOARD OF SELECTMEN REPORT: This article provides for short-term borrowing in anticipation of tax revenue receipts. The Selectmen recommend approval of this article.

FINANCE COMMITTEE REPORT: Recommend Approval.

3 ARTICLE 3

Personnel  
Bylaw:

TO SEE IF THE TOWN WILL VOTE TO AMEND THE CLASSIFICATION PLAN AND SALARY PLAN, SCHEDULES A & B IN ARTICLE XI OF THE TOWN BYLAWS, AS SET FORTH BELOW:

Class. &  
Salary Plans

Art. XI

"1979 - 1980

SCHEDULE A - CLASSIFICATION PLAN

AND

SCHEDULE B - SALARY PLAN

CLASSIFICATION	HRS PER WEEK	MINIMUM	STEP 1	STEP 2	STEP 3	MAXIMUM
<u>CLERICAL - ANNUALLY RATED</u>						
Clerk I	35	\$ 7,449	\$ 7,747	\$ 8,057	\$ 8,379	\$ 8,672
Clerk II	35	8,193	8,522	8,862	9,217	9,539
Account Clerk	35	8,193	8,522	8,862	9,217	9,539
Administrative Aide	35	8,193	8,522	8,862	9,217	9,539
Clerk Stenographer	35	8,766	9,117	9,483	9,862	10,206
Sr. Account Clerk	35	8,766	9,117	9,483	9,862	10,206
Secretary	35	9,293	9,664	10,051	10,453	10,818
Office Supervisor	35	10,129	10,534	10,956	11,394	11,793
Account Office Supervisor	35	10,129	10,534	10,956	11,394	11,793
Assistant Town Clerk	35	10,129	10,534	10,956	11,394	11,793
Administrative Secretary	35	10,535	10,956	11,395	11,850	12,265
Assistant Town Treasurer	35	10,535	10,956	11,395	11,850	12,265



CLASSIFICATION	HRS PER WEEK	MINIMUM	STEP 1	STEP 2	STEP 3	MAXIMUM
<u>FIRE DEPARTMENT</u>						
<u>ANNUALLY RATED</u>						
Fire Chief		INDIVIDUALLY RATED - MAXIMUM \$28,300				
Fire Captain	42	\$16,332	\$16,709	\$17,096	\$17,475	\$17,886
Fire Fighter	42	13,277	13,584	13,899	14,207	14,541
Fire Fighter/EMT	42	13,277	13,584	13,899	14,207	14,541
<u>SINGLE RATED</u>						
Call Fire Fighter		\$63.99 per year and \$6.16 per hour				
Fire Prevention Officer		\$600 per year				
Fire Alarm Superintendent		\$600 per year				
Master Mechanic		\$600 per year				
<u>POLICE DEPARTMENT</u>						
<u>ANNUALLY RATED</u>						
Police Chief		INDIVIDUALLY RATED - BY STATE LAW \$28,248				
Sergeant	37 1/3	16,495.50	16,879.80	17,275.65	17,664.15	18,016.95
Patrolman	37 1/3	13,746.60	14,065.80	14,396.55	14,719.95	15,012.90
Reserve Patrolman	37 1/3	13,746.60				
Provisional Patrolman		11,099.55	11,787.30			
<u>SINGLE RATED</u>						
Administrative Assistant		\$1,000 per year				
Fingerprint Officer		\$ 600 per year				
Juvenile-Safety Officer		\$ 600 per year				
Detective		\$ 600 per year				
Police Woman (School Traffic Duty)		\$50.19 per week				
Police Matron		\$ 5.54 per hour				
<u>HIGHWAY DEPARTMENT</u>						
<u>ANNUALLY RATED</u>						
Asst. Highway Surveyor		INDIVIDUALLY RATED - MAXIMUM \$19,425				
Operations Assistant		INDIVIDUALLY RATED - MAXIMUM \$15,750				
Foreman - Highway	40	\$13,370	\$13,692	\$14,016	\$14,362	\$14,685
Foreman - Tree & Cemetery	40	13,370	13,692	14,016	14,362	14,685
<u>HOURLY RATED</u>						
Mechanic	40	5.75	6.00	6.25	6.52	6.74
Heavy Equipment Operator	40	5.31	5.53	5.74	5.90	6.14
Tree Surgeon	40	5.31	5.53	5.74	5.90	6.14
Truck and/or Light Equipment Operator	40	4.92	5.09	5.27	5.46	5.60
Tree Climber	40	4.92	5.09	5.27	5.46	5.60
Laborer (Heavy)	40	4.57	4.70	4.88	5.03	5.20
Laborer (Light)	40	4.01	4.14	4.29	4.43	4.60
Temporary Laborer	40	3.28	3.40	3.53	3.64	3.80
<u>LIBRARY</u>						
<u>ANNUALLY RATED</u>						
Library Director	35	INDIVIDUALLY RATED - MAXIMUM \$18,900				
Asst. Library Director	35	\$11,269	\$11,741	\$12,309	\$12,932	\$13,582
Children's Librarian	35	11,269	11,741	12,309	12,932	13,582
Staff-Asst. Child. Lib.	35	9,451	9,870	10,310	10,884	11,341
Staff-Reference Lib.	35	9,451	9,870	10,310	10,884	11,341
Staff-Cataloger	35	9,451	9,870	10,310	10,884	11,341
Librarian Assistant	35	8,421	8,685	9,052	9,245	9,525
<u>HOURLY RATED</u>						
Library Page		2.78	2.89	2.99		

CLASSIFICATION	HRS PER WEEK	MINIMUM	STEP 1	STEP 2	STEP 3	MAXIMUM
<u>PARK AND RECREATION DEPARTMENT</u>						
<u>ANNUALLY RATED</u>						
Maintenance Foreman		INDIVIDUALLY RATED - MAXIMUM \$15,750				
Recreation Director, Part-time		\$ 5,910	\$ 5,753	\$ 5,852	\$ 6,354	\$ 6,671
Maintenance Asst./Equip. Operator		10,046	10,483	10,899	11,357	11,752
Laborer (Light)		7,842	8,154	8,528	8,802	9,214
<u>SEASONALLY RATED</u>						
Swimming Director		1,532	1,593	1,672	1,758	1,844
Playground Supervisor		1,181	1,229	1,290	1,355	1,424
Arts and Crafts Supervisor		1,181	1,229	1,290	1,355	1,424
Laborer (Heavy)		\$4.39 to \$5.08				
Swimming Instructor		\$3.95 to \$4.62				
Laborer (Light)		\$3.77 to \$4.43				
Playground Instructor		\$3.53 to \$4.07				
Temporary Laborer		\$3.14 to \$3.68				
Assistant Swim Instructor		\$3.14 to \$3.68				
Monitors (Tennis & Skating)		\$3.14 to \$3.68				
<u>TOWN ADMINISTRATION</u>						
<u>ANNUALLY RATED</u>						
Executive Secretary		INDIVIDUALLY RATED - MAXIMUM \$32,550				
Town Accountant		INDIVIDUALLY RATED - MAXIMUM \$23,100				
Town Engineer		INDIVIDUALLY RATED - MAXIMUM \$25,725				
Building Inspector & Zoning Enforcement Agent		INDIVIDUALLY RATED - MAXIMUM \$22,050				
Director of Health		INDIVIDUALLY RATED - MAXIMUM \$22,050				
Junior Civil Engineer		\$14,060	\$15,201	\$15,807	\$16,447	\$17,112
Building Services Coord.		12,548	12,865	13,186	13,505	13,842
Assistant Dog Officer		9,319	9,601	9,939	10,188	10,470
<u>HOURLY RATED</u>						
Senior Engineering Aide		5.66	5.90	6.12	6.37	6.63
Junior Engineering Aide		4.73	4.65	4.84	5.02	5.23
Student Engineering Aide		3.54	3.66	3.82	3.98	4.14
Custodian		4.29	4.44	4.62	4.78	4.97
<u>SINGLE RATED SCHEDULE</u>						
Veteran's Agent & Director		\$1,806 per year				
Animal Inspector		\$ 800 per year				
Custodian of Voting Machines		\$ 4.93 per hour				
Census Taker		\$ 3.97 per hour				
Election Warden		\$ 3.97 per hour				
Election Clerk		\$ 3.97 per hour				
Deputy Election Warden		\$ 3.97 per hour				
Deputy Election Clerk		\$ 3.97 per hour				
Election Officers & Tellers		\$ 3.78 per hour				
Plumbing Inspector		75% of established fees				

NO EMPLOYEE OF THE TOWN AT THE TIME OF AMENDMENT OF THE SALARY PLAN SHALL SUFFER A REDUCTION OF PAY BY VIRTUE OF SUCH AMENDMENT.

OVERTIME FOR NON-UNIONIZED EMPLOYEES SHALL BE PAID AT THE RATE OF TIME AND ONE-HALF IN EXCESS OF 40 HOURS IN ANY WORK WEEK, WHEN SUCH ADDITIONAL WORK TIME IS DIRECTED BY THE DEPARTMENT SUPERVISOR. THE OVERTIME RATE OF TIME AND ONE-HALF SHALL BE COMPUTED UPON THE EMPLOYEE'S BASE SALARY, WHICH BASE SALARY SHALL NOT INCLUDE LONGEVITY, CAREER INCENTIVE, OVERTIME OR ANY OTHER BENEFIT.



LONGEVITY SHALL BE PAID TO ALL PERMANENT FULL-TIME TOWN EMPLOYEES, EXCEPT INDIVIDUALLY RATED POSITIONS, HAVING SERVED CONTINUOUSLY AS AN EMPLOYEE OF THE TOWN AS FOLLOWS: AFTER SIX (6) YEARS, AN ADDITIONAL TWO PERCENT (2%); AFTER TEN (10) YEARS, AN ADDITIONAL ONE PERCENT (1%); AND AFTER FIFTEEN (15) YEARS, AN ADDITIONAL ONE PERCENT (1%).";

OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Personnel Board.

PERSONNEL BOARD REPORT:

I. Clerical Positions

The Personnel by-law requires that the Classification Plan and the Salary Plan be reviewed not less often than once every three years. A review in 1976 by our Board indicated that there were probably inequities and inconsistencies, along with out-dated job descriptions, for many of those involved in clerical and paraprofessional office jobs in the Town. In order to be comprehensive and to maintain objectivity we recommended that \$3,500 be earmarked for hiring an outside firm to study the positions involved, draft job descriptions, and rate the positions in accordance with levels of responsibility. This recommendation was approved at the Town Meeting of April 4, 1977. The study was undertaken and results submitted in December 1977. At the same time additional salary data for positions in other towns was gathered by the Executive Secretary and by the Secretary of this Board. After study by the Board, and review by the Selectmen, Finance Committee, Department heads and heads of Commissions, the Board finalized its recommendations and presents them in this article.

Principal changes are:

- (1) establishment of six grade levels instead of four
- (2) change in pay level differentials among grades
- (3) slight increase in percentage of increase between steps
- (4) changes in job titles to reflect more accurately the responsibilities of positions
- (5) adjustment in pay rates of permanent part-time positions to be consistent, pro-rata, with rates applicable for permanent full-time positions.

II. Individually Rated Positions

This article reflects an increase of 5% in maximums. An increase for any individual in this group must be in compliance with the performance review procedure of the Personnel Board.

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

TOWN COUNSEL OPINION: It is the opinion of Town Counsel that, if the Bylaw amendment proposed in Article 3 in the Warrants for the 1979 Annual Town Meeting is properly moved, seconded and adopted by a majority vote in favor of the motion, it will become a valid amendment to the Sudbury Bylaws.



4      ARTICLE 4

Personnel      TO SEE IF THE TOWN WILL VOTE TO AMEND ARTICLE XI OF THE SUDBURY BYLAWS,  
Admin. Plan      REFERRED TO AS THE "PERSONNEL ADMINISTRATION PLAN", BY DELETING ARTICLE XI,  
Art. XI      SECTIONS 1 THROUGH 12, AND SUBSTITUTING THEREFOR THE FOLLOWING:

"ARTICLE XI

THE PERSONNEL ADMINISTRATION PLAN  
TOWN OF SUDBURY, MASSACHUSETTS

PERSONNEL BOARD, CLASSIFICATION PLAN, SALARY PLAN  
AND INCIDENTAL BENEFITS

SECTION 1. SHORT TITLE

THIS BYLAW MAY BE REFERRED TO AS THE PERSONNEL ADMINISTRATION PLAN.

*Current Bylaw: (No change has been made to Section 1.)*

SECTION 2. PERSONNEL BOARD

THERE SHALL BE A PERSONNEL BOARD CONSISTING OF FIVE MEMBERS WHO SHALL BE APPOINTED BY THE SELECTMEN AS HEREIN PROVIDED:

WITHIN TEN DAYS OF THE EFFECTIVE DATE OF THIS BYLAW SAID BOARD OF SELECTMEN SHALL APPOINT TWO MEMBERS TO SERVE UNTIL THE ADJOURNMENT OF THE ANNUAL TOWN MEETING IN 1962; TWO MEMBERS TO SERVE UNTIL THE ADJOURNMENT OF THE ANNUAL TOWN MEETING IN 1961; AND ONE MEMBER TO SERVE UNTIL THE ADJOURNMENT OF THE ANNUAL TOWN MEETING IN 1960; AND THEREAFTER, AT THE ADJOURNMENT OF EACH ANNUAL TOWN MEETING AS THEIR TERMS OF OFFICE SHALL EXPIRE THEIR SUCCESSORS SHALL BE APPOINTED FOR TERMS OF THREE YEARS. ANY VACANCY WHICH SHALL OCCUR IN THE MEMBERSHIP OF SAID PERSONNEL BOARD SHALL BE FILLED BY SAID BOARD OF SELECTMEN, AND THE APPOINTEE SHALL SERVE FOR THE BALANCE OF THE TERM IN WHICH SUCH VACANCY SHALL OCCUR.

MEMBERS OF THE PERSONNEL BOARD MUST BE REGISTERED VOTERS IN THE TOWN AND SHALL SERVE WITHOUT COMPENSATION. NO MEMBER MAY BE AN EMPLOYEE OR ELECTED OFFICIAL OF THE TOWN.

*Current Bylaw: (No change has been made to Section 2.)*

SECTION 3. DEFINITION OF TERMS AND CLASSIFICATION PLAN

EMPLOYEE - ANY PERSON WORKING IN THE SERVICE OF ANY DEPARTMENT OR WHOSE SERVICES ARE DIVIDED BETWEEN TWO OR MORE DEPARTMENTS WHO RECEIVES COMPENSATION FOR SUCH SERVICES UNLESS SUCH PERSON IS ELECTED.

FULL-TIME EMPLOYEE - ANY EMPLOYEE WHO WORKS THIRTY-FIVE OR MORE HOURS DURING THE REGULARLY SCHEDULED WORK WEEK.

PART-TIME EMPLOYEE - ANY EMPLOYEE WHO WORKS LESS THAN THIRTY-FIVE HOURS DURING THE REGULARLY SCHEDULED WORK WEEK.

TEMPORARY EMPLOYEE - ANY EMPLOYEE WHO HAS BEEN HIRED FOR ANY POSITION, WHETHER FULL-TIME OR PART-TIME, WHICH IS SEASONAL AND/OR LIMITED TO INCLUDE A KNOWN OR APPROXIMATE TERMINATION DATE.

PERMANENT EMPLOYEE - ANY EMPLOYEE, FULL OR PART-TIME, WHO HAS BEEN APPOINTED TO AN AUTHORIZED POSITION FOR AN INDEFINITE TIME.

RETIREE - ANY FORMER EMPLOYEE WHO QUALIFIES FOR RETIREMENT UNDER THE COUNTY RETIREMENT SYSTEM.



THE POSITIONS OF ALL EMPLOYEES IN THE SERVICE OF THE TOWN, WHETHER FULL OR PART-TIME, SEASONAL, CASUAL, SPECIAL, CIVIL SERVICE, OR OTHERS, EXCEPT THOSE POSITIONS FILLED BY POPULAR ELECTION AND THOSE UNDER THE CONTROL OF THE SCHOOL COMMITTEE, SHALL BE CLASSIFIED BY TITLES IN GROUPS. EACH GROUP SHALL INCLUDE THOSE POSITIONS WHICH INVOLVE SUBSTANTIALLY SIMILAR WORK OR WHICH HAVE SUBSTANTIALLY EQUAL RESPONSIBILITIES. THESE GROUPS AND ALL OTHER POSITIONS NOT FALLING WITHIN A GROUP SHALL BE SET FORTH IN THIS BYLAW IN SCHEDULE A, ENTITLED "CLASSIFICATION PLAN"

THE TITLE OF ANY POSITION IN THE CLASSIFICATION PLAN SHALL BE USED TO DESIGNATE THAT POSITION IN ALL PAYROLLS, BUDGET ESTIMATES, OFFICIAL REPORTS, MEMORANDA, RECORDS, OR OTHER MATTERS INVOLVING THE PERSONNEL OR FISCAL PROCESSES OF THE TOWN.

*Current Bylaw:*

Section 3. Classification Plan

*The positions of all employees in the service of the Town, whether full or part time, seasonal, casual, special, Civil Service, or others, except those positions filled by popular election and those under the control of the School Committee, shall be classified by titles in groups. Each group shall include those positions which involve substantially similar work or which have substantially equal responsibilities. These groups and all other positions not falling within a group shall be set forth in this bylaw in Schedule A, entitled "Classification Plan".*

*The title of any position in the Classification Plan shall be used to designate that position in all payrolls, budget estimates, official reports, memoranda, records, or other matters involving the personnel or fiscal processes of the Town.*

SECTION 4. SALARY PLAN

THE MINIMUM AND MAXIMUM SALARIES, OR THE SINGLE RATE SALARIES, FOR THE GROUPS AND POSITIONS IN THE CLASSIFICATION PLAN ARE TO BE ESTABLISHED BY VOTE OF THE TOWN IN TOWN MEETING, AND ARE TO BE SET FORTH IN THIS BYLAW IN SCHEDULE B, ENTITLED "SALARY PLAN". THE SALARY RANGE, OR RATE, FOR A GROUP SHALL BE THE SALARY RANGE, OR RATE, FOR ALL POSITIONS IN THE GROUP.

THE MINIMUM SALARY SET FOR ANY POSITION IN THE SALARY PLAN SHALL BE THE STARTING SALARY FOR THAT POSITION, UNLESS THE PERSONNEL BOARD AUTHORIZES A HIGHER STARTING SALARY UNDER SECTION 8, PARAGRAPH (6).

WHERE THE SALARY PLAN PROVIDES BOTH A MAXIMUM AND MINIMUM SALARY FOR A POSITION, BOTH PERMANENT PART-TIME AND PERMANENT FULL-TIME EMPLOYEES HOLDING THE POSITION SHALL BE ENTITLED TO THE SALARY SET THEREFOR IN STEPS 1 THROUGH MAXIMUM AFTER CONTINUOUS SATISFACTORY PERFORMANCE, AS RECOMMENDED BY THE APPROPRIATE DEPARTMENT HEAD WITH NOTICE TO THE PERSONNEL BOARD TO INSURE COMPLIANCE WITH ITS PERFORMANCE REVIEW PLAN, IN THE POSITION FOR THE FOLLOWING PERIODS:

STEP 1	STEP 2	STEP 3	MAXIMUM
SIX MONTHS	ONE YEAR	TWO YEARS	THREE YEARS

TEMPORARY EMPLOYEES SHALL BE PAID THE STARTING WAGE FOR THE POSITION THEY HOLD UNLESS THE PERSONNEL BOARD AUTHORIZES A HIGHER STEP WITHIN THE RANGE, BASED ON THE EXPERIENCE AND QUALIFICATIONS OF THE EMPLOYEE. NO EMPLOYEE OF THE TOWN AT THE TIME OF AMENDMENT OF THE SALARY PLAN SHALL SUFFER A REDUCTION OF PAY BY VIRTUE OF SUCH AMENDMENT.



Current Bylaw:

Section 4. Salary Plan

The minimum and maximum salaries, or the single rate salaries, for the groups and positions in the Classification Plan are to be established by vote of the Town in Town Meeting, and are to be set forth in this bylaw in Schedule B, entitled "Salary Plan". The salary range, or rate, for a group shall be the salary range, or rate, for all positions in the group.

The minimum salary set for any position in the Salary Plan shall be the starting salary for that position, unless the Personnel Board authorizes a higher starting salary under Section 8, paragraph (6).

Where the Salary Plan provides both a maximum and minimum salary for a position, a permanent full-time employee holding the position shall be entitled to the salary set therefor in Steps 1 through 4 after continuous service in the position for the following periods:

Step 1	Step 2	Step 3	Step 4
Six Months	One Year	Two Years	Three Years

Part-time and temporary employees shall be paid the starting rate for the position they hold unless the Personnel Board authorizes a higher step within the range, based on the experience and qualifications of the employee. Such employees are not entitled to salary adjustments based on length of continuous service. Temporary and part-time employees of the Town at the time of amendment of the salary plan shall not suffer a reduction of rate by virtue of such amendment.

SECTION 5. PAYMENT OF EMPLOYEES

NO PERSON MAY BE APPOINTED, EMPLOYED, OR PAID AS AN EMPLOYEE OF THE TOWN IN ANY POSITION SUBJECT TO THE CLASSIFICATION PLAN:

- (1) UNDER ANY POSITION TITLE OR TITLES OTHER THAN THOSE IN THE CLASSIFICATION PLAN;
- (2) UNDER A POSITION TITLE OTHER THAN THAT OF THE POSITION, OR POSITIONS, THE DUTIES OF WHICH THE PERSON ACTUALLY PERFORMS;
- (3) AT A SALARY, OR RATE, OTHER THAN THAT SET IN THE SALARY PLAN FOR THE POSITION, OR POSITIONS, THE DUTIES OF WHICH THE PERSON ACTUALLY PERFORMS; NOR
- (4) UNLESS THE PERSONNEL BOARD HAS DETERMINED THAT THE EMPLOYMENT OF SUCH A PERSON IS CONSISTENT WITH ALL PROVISIONS OF THIS BYLAW.

Current Bylaw: (No change has been made to Section 5.)



## SECTION 6. RECLASSIFICATION OF EMPLOYEES

NO EMPLOYEE MAY BE RECLASSIFIED TO A POSITION IN ANOTHER GROUP, EITHER HIGHER OR LOWER, UNLESS THE PERSONNEL BOARD HAS DETERMINED THAT THE RECLASSIFICATION WILL BE CONSISTENT WITH ALL PROVISIONS OF THIS BYLAW. ANY EMPLOYEE WHO IS ASKED TO WORK IN A HIGHER CLASSIFICATION, EXCEPT DURING A TRAINING PERIOD, WILL BE PAID ALL HOURS WORKED IN SAID CLASSIFICATION AT THE APPROPRIATE CLASSIFICATION RATE.

*Current Bylaw: (No change has been made to Section 6.)*

## SECTION 7. INCIDENTAL BENEFITS

(1) HOLIDAYS WITH PAY. ALL PERMANENT TOWN EMPLOYEES WILL BE ALLOWED THE FOLLOWING ELEVEN (11) DAYS WITH PAY:

NEW YEAR'S DAY	MEMORIAL DAY	COLUMBUS DAY
MARTIN LUTHER KING DAY	INDEPENDENCE DAY	VETERANS' DAY
WASHINGTON'S BIRTHDAY	LABOR DAY	THANKSGIVING DAY
PATRIOT'S DAY		CHRISTMAS DAY

IF A SICK DAY IS TAKEN ON THE DAY IMMEDIATELY BEFORE OR THE DAY IMMEDIATELY FOLLOWING A HOLIDAY, NO HOLIDAY PAY WILL BE GIVEN WITHOUT THE SPECIFIC APPROVAL OF THE DEPARTMENT HEAD.

PERMANENT FULL-TIME TOWN EMPLOYEES WHEN ONE OF THE FOREGOING HOLIDAYS FALLS ON SUNDAY, SUCH AN EMPLOYEE SHALL BE ENTITLED TO TIME OFF WITH PAY ON THE FOLLOWING MONDAY. IF IT SHOULD FALL ON A SATURDAY, HE SHALL BE ENTITLED TO TIME OFF WITH PAY ON THE PRECEDING FRIDAY. OR, IF SUCH HOLIDAY FALLS DURING HIS VACATION, SUCH EMPLOYEE SHALL BE ENTITLED TO EQUAL TIME OFF WITH PAY AT A TIME APPROVED BY HIS DEPARTMENT HEAD. IF, DUE TO AN EMERGENCY, HE IS REQUIRED TO WORK ON A HOLIDAY, THE EMPLOYEE IS TO BE PAID AT TIME-AND-ONE-HALF FOR SUCH TIME WORKED... (4 HOURS MINIMUM).

PERMANENT PART-TIME EMPLOYEES A PERMANENT PART-TIME EMPLOYEE WITH REGULARLY SCHEDULED WORKING HOURS SHALL BE ELIGIBLE FOR SALARY PAYMENT FOR EACH PAID HOLIDAY WHICH FALLS ON HIS NORMALLY SCHEDULED WORK DAY. THE PAY SHALL BE FOR THE NUMBER OF HOURS THE EMPLOYEE WOULD NORMALLY HAVE BEEN SCHEDULED TO WORK ON SUCH A DAY.

*Current Bylaw: Section 7 (1)*

*(1) Holidays With Pay. All permanent Town employees will be allowed the following eleven (11) days with pay:*

<i>New Year's Day</i>	<i>Memorial Day</i>	<i>Columbus Day</i>
<i>Martin Luther King Day</i>	<i>Independence Day</i>	<i>Veterans' Day</i>
<i>Washington's Birthday</i>	<i>Labor Day</i>	<i>Thanksgiving Day</i>
<i>Patriot's Day</i>		<i>Christmas Day</i>

FIRE DEPT. and POLICE DEPT. Holiday pay shall be calculated as follows: Each permanent full-time Police Department employee's holiday pay shall be an amount equal to one day's pay at said permanent full-time employee's hourly rate. Each permanent full-time employee's holiday pay shall be an amount equal to one-fifth (1/5) of said permanent full-time employee's weekly base salary.



Permanent full-time members of the Fire and Police Departments (the Chiefs excluded) who are permanently assigned to shifts that are an integral part of the twenty-four (24) hour per day, seven (7) days per week coverage shall be paid the above ten holidays when earned in the following manner: an individual holiday or an accumulation of any number of holidays shall be paid to said member upon request in any pay period following the holiday.

When a permanent full-time member of the Fire Department, or the Police Department is scheduled to work on a holiday, he shall receive a day's pay, straight time, in addition to his holiday pay. Any permanent full-time Fire or Police employee can request time off in lieu of a paid holiday and will be given a day off with pay at a time approved by his department head. If this option is chosen, the paid holiday pay will be deducted from the holiday pay payment. Time off will not be given during his regularly scheduled work week in which the holiday falls. Time off in lieu of holiday pay shall be based on 10-hour shifts; therefore, when taking a night shift off, four (4) additional hours would be deducted from the employee's holiday time. For further clarity, any permanent full-time employee of the Fire or Police Department whose work week is Monday through Friday will not be entitled to the ten (10) paid holidays. Said employees shall come under the benefits as described for permanent full-time employees.

PERMANENT  
FULL-TIME  
TOWN  
EMPLOYEES

When one of the foregoing holidays falls on Sunday, such an employee shall be entitled to time off with pay on the following Monday. If it should fall on a Saturday, he shall be entitled to time off with pay on the preceding Friday. Or, if such holiday falls during his vacation, such employee shall be entitled to equal time off with pay at a time approved by his department head. If, due to an emergency, he is required to work on a holiday, the employee is to be paid at time and one-half for such time worked... (4 hours minimum).

PERMANENT  
PART-TIME  
EMPLOYEES

A permanent part-time employee with regularly scheduled working hours shall be eligible for salary payment for each paid holiday which falls on his normally scheduled work day.

The pay shall be for the number of hours the employee would normally have been scheduled to work on such a day.

(2) SICK LEAVE. EACH PERMANENT, FULL-TIME EMPLOYEE SHALL BE ENTITLED TO TWELVE (12) DAYS OF SICK LEAVE PER FISCAL YEAR COMMENCING JULY 1 AFTER THE COMPLETION OF ONE FULL YEAR OF EMPLOYMENT. THE 12-DAY SICK LEAVE IS CREDITED TO EACH EMPLOYEE ANNUALLY ON JULY 1. THESE UNUSED SICK DAYS MAY BE ACCUMULATED FROM FISCAL YEAR TO FISCAL YEAR UP TO A MAXIMUM OF 120 DAYS.

ALL PRESENT PERMANENT FULL-TIME EMPLOYEES WILL BE CREDITED WITH ACCUMULATED UNUSED SICK DAYS IN ACCORDANCE WITH THE FOLLOWING FORMULA:

<u>AFTER ( ) YEAR</u>	<u># DAYS</u>	<u>LESS # SICK DAYS USED IN LAST 5 YEARS</u>	<u>=</u>	<u>AMOUNT CREDITED</u>
1 YR x 12 =	12	"		
2 YRS x 12 =	24	"		
3 YRS x 12 =	36	"		
4 YRS x 12 =	48	"		
5 YRS x 12 =	60	"		
6 YRS x 12 =	72	"		
7 YRS x 12 =	84	"		
8 YRS x 12 =	96	"		
9 YRS x 12 =	108	"		
10 YRS x 12 =	120	"		120 OR LESS
11 YRS x 12 =	132	"		"
12 YRS x 12 =	144	"		"
13 YRS x 12 =	156	"		"
14 YRS x 12 =	168	"		"
15 YRS x 12 =	180	"		"
16 YRS x 12 =	192	"		"
17 YRS x 12 =	204	"		"
18 YRS x 12 =	216	"		"
19 YRS x 12 =	228	"		"
20 YRS x 12 =	240	"		"

AN EMPLOYEE GRANTED SICK LEAVE OF FIVE (5) CONSECUTIVE DAYS OR MORE SHALL, PRIOR TO RETURNING TO WORK, SUBMIT TO THE DEPARTMENT HEAD AND THE PERSONNEL BOARD SATISFACTORY MEDICAL EVIDENCE OF GOOD HEALTH.

IN ORDER TO INCORPORATE THIS SICK LEAVE POLICY, ALL PERMANENT FULL-TIME MEMBERS WILL RECEIVE TWELVE (12) DAYS TIMES (x) THE NUMBER OF YEARS' SERVICE, LESS THOSE DAYS USED AS SICK LEAVE BETWEEN THE FOLLOWING DATES: JULY 1, 1974 - JUNE 30, 1979. THOSE EMPLOYEES WITH LESS THAN ONE YEAR OF SERVICE AS OF JULY 1 WILL BE CREDITED WITH SICK DAYS ON A PRO RATA BASIS.

THE NUMBER OF DAYS OF SICK LEAVE EACH YEAR THAT A PERMANENT PART-TIME EMPLOYEE SHALL BE ENTITLED TO SHALL BE DETERMINED BY MULTIPLYING TWELVE (12) DAYS TIMES (x) THE NUMBER OF DAYS THE EMPLOYEE WORKS PER WEEK (IRRESPECTIVE OF THE NUMBER OF HOURS PER DAY) AND DIVIDING THE RESULT BY FIVE (5). PAYMENT FOR EACH DAY TAKEN AS SICK LEAVE SHALL BE THE PAYMENT THAT THE EMPLOYEE WOULD HAVE NORMALLY RECEIVED ON THE DAYS TAKEN.

A PERMANENT FULL-TIME EMPLOYEE WHO RETIRES FROM SERVICE IN THE EMPLOY OF THE TOWN OF SUDBURY AND RETIRES INTO THE STATE OR COUNTY RETIREMENT SYSTEM SHALL RECEIVE FROM THE TOWN PAYMENT AT THE THEN CURRENT RATE OF PAY EQUAL TO 50% OF THE DAILY PAY TIMES THE NUMBER OF UNUSED ACCUMULATED SICK DAYS.

SICK LEAVE BANK - A SICK LEAVE BANK SHALL BE CREATED FOR PERMANENT FULL-TIME EMPLOYEES WHICH WILL BE JOINTLY ADMINISTERED BY A COMMITTEE OF ONE (1) PERSONNEL BOARD DESIGNEE AND TWO (2) TOWN EMPLOYEE DESIGNEES. THE JOINT COMMITTEE MAY ESTABLISH RULES AND REGULATIONS FOR THE ADMINISTRATION AND OPERATION OF THIS BANK, PROVIDED SAID RULES AND REGULATIONS DO NOT CONFLICT WITH THIS PERSONNEL ADMINISTRATION PLAN. TO BE ELIGIBLE TO USE THE BANK, AN EMPLOYEE MUST CONTRIBUTE THREE (3) DAYS OF HIS SICK LEAVE EACH YEAR. FURTHER, AN EMPLOYEE MUST EXHAUST HIS OWN ACCUMULATED SICK DAYS BEFORE HE IS ELIGIBLE TO USE THE BANK. THE MAXIMUM NUMBER OF



BANK DAYS ANY EMPLOYEE MAY BE GRANTED IS TWELVE (12) TIMES THE NUMBER OF YEARS OF HIS SERVICE. ALTHOUGH EMPLOYEES TO BE ELIGIBLE ARE REQUIRED TO DEPOSIT THREE (3) DAYS PER YEAR, THE TOTAL NUMBER OF DAYS AVAILABLE IN THE BANK SHALL NOT EXCEED SEVEN HUNDRED AND TWENTY (720) DAYS.

FOR EVERY WEEK AN EMPLOYEE RECEIVES WORKMEN'S COMPENSATION BENEFITS, HE SHALL BE ENTITLED TO  $1\frac{1}{4}$  DAYS OF AVAILABLE SICK LEAVE, NOT TO EXCEED HIS REGULAR PAY NOR HIS SICK LEAVE ENTITLEMENT.

*Current Bylaw: Section 7 (2)*

(2) Sick Leave. A permanent full-time employee who has been continuously employed by the Town for six months is entitled to three days sick leave with pay between his sixth and twelfth months of service. After completing one year of service the employee is entitled to five days of sick leave with pay in each twelve month period that begins with the anniversary date of his employment. Such sick leave may not be accumulated from year to year.

Upon the recommendation of such an employee's department head, supported by such medical evidence as it may require, the Personnel Board may grant the employee additional sick leave with pay in any twelve month period that begins with the anniversary date of his employment in accordance with the following schedule:

<u>Completed Years of Full-Time Continuous Employment</u>	<u>Maximum Additional Paid Sick Leave</u>
1 through 4 years	25 days
5 through 9 years	50 days
10 through 14 years	75 days
15 years and over	100 days

An employee granted additional paid sick leave of two (2) weeks or more shall, prior to returning to work, submit to the department head and the Personnel Board satisfactory medical evidence of good health. If an employee is on sick leave on his anniversary date of employment, he will not be granted additional sick leave beyond the maximum for the previous period until he has returned to work and completed ten (10) weeks full-time employment.

Regular part-time employees who work on a scheduled basis of more than twenty hours per week, but less than the normal work schedule for the Department twelve months of the year, shall be entitled to sick leave payment after completing one full year of service. This payment shall not exceed five days in any twelve month period that begins with the anniversary date of his employment. The amount of payment for each sick leave day shall be determined by multiplying his normal rate times a fraction, the numerator of which shall be the normally scheduled hours per week and the denominator, the normally scheduled work week for his Department.

For every week an employee receives Workmen's Compensation benefits, he shall be entitled to  $1\frac{1}{4}$  days of available sick leave, not to exceed his regular pay nor his sick leave entitlement.

(3) VACATION. A PERMANENT EMPLOYEE WITH AT LEAST FIVE MONTHS' CONTINUOUS SERVICE SHALL BE ENTITLED TO PAID VACATION DURING THE FIRST FISCAL YEAR OF EMPLOYMENT IN ACCORDANCE WITH THE FOLLOWING SCHEDULE:

<u>FIRST YEAR OF EMPLOYMENT</u>	<u>PAID VACATION</u>
<u>DATE OF EMPLOYMENT</u>	<u>ENTITLEMENT</u>
JULY OR AUGUST	2 WEEKS
SEPTEMBER THRU JANUARY	1 WEEK
FEBRUARY THRU JUNE	NONE

AFTER THE FIRST FISCAL YEAR OF EMPLOYMENT, VACATION ENTITLEMENT SHALL BE BASED ON THE YEARS OF CONTINUOUS TOWN SERVICE WHICH SHALL BE COMPLETED DURING THE FISCAL YEAR AS FOLLOWS:

<u>YEARS OF CONTINUOUS</u>	<u>PAID VACATION</u>
<u>TOWN SERVICE</u>	<u>ENTITLEMENT</u>
ONE (1) THRU FIVE (5) YEARS	2 WEEKS
AFTER FIVE (5) YEARS OF CONTINUOUS SERVICE	3 WEEKS
AFTER TEN (10) YEARS OF CONTINUOUS SERVICE	4 WEEKS

IN NO CASE SHALL AN EMPLOYEE BE ENTITLED TO PAID VACATION PRIOR TO COMPLETING FIVE MONTHS' CONTINUOUS SERVICE. THE VACATION PERIOD SHALL BE THE FISCAL YEAR, I.E., JULY 1 THROUGH JUNE 30. HOWEVER, ELIGIBILITY SHALL BE DETERMINED BY THE ANNIVERSARY DATE. E.G., IF AN EMPLOYEE SHALL COMPLETE TEN (10) YEARS OF CONTINUOUS SERVICE DURING A FISCAL YEAR, HE SHALL BE ENTITLED TO FOUR WEEKS OF VACATION IN THAT PERIOD OF JULY 1 THROUGH JUNE 30.

A PERMANENT PART-TIME EMPLOYEE'S VACATION ENTITLEMENT SHALL BE PAID IN AN AMOUNT EQUAL TO THE AVERAGE WEEKLY PAY FOR HIS REGULARLY SCHEDULED WORKING HOURS FOR THE PREVIOUS FIVE MONTHS.

VACATION ENTITLEMENT MAY NOT BE CARRIED FORWARD FROM ONE YEAR TO THE NEXT. LEAVE GRANTED TO TEMPORARY MILITARY SERVICE MAY NOT BE CHARGED AGAINST AN EMPLOYEE'S VACATION WITHOUT HIS CONSENT.

IN ORDER TO IMPLEMENT THE FISCAL YEAR VACATION PLANNING, AN EIGHTEEN (18) MONTH PERIOD OF GRACE WILL BE ALLOWED TO PROVIDE FOR AN ORDERLY AND EQUITABLE TRANSITION.

*Current Bylaw: Section 7 (3)*

*(3) Vacation. A permanent full-time employee with at least five months continuous service shall be entitled to paid vacation during the first calendar year of employment in accordance with the following schedule:*

<i><u>First Year of Employment</u></i>	<i><u>Paid Vacation</u></i>
<i><u>Date of Employment</u></i>	<i><u>Entitlement</u></i>
<i><u>January or February</u></i>	<i><u>2 weeks</u></i>
<i><u>March through July</u></i>	<i><u>1 week</u></i>
<i><u>August through December</u></i>	<i><u>None</u></i>

*After the first year of employment, vacation entitlement shall be based on the years of continuous service completed on the anniversary of date of employment, as follows:*

<i><u>Years of</u></i>	<i><u>Vacation Entitlement</u></i>
<i><u>Continuous Service</u></i>	
<i><u>After 1 year and through 6 years</u></i>	<i><u>2 weeks</u></i>
<i><u>After 6 years and through 12 years</u></i>	<i><u>3 weeks</u></i>
<i><u>After 12 years</u></i>	<i><u>4 weeks</u></i>



Vacation entitlement may not be carried forward from one anniversary year to the next. Leave granted for temporary military service may not be charged against an employee's vacation without his consent.

A part-time employee with regularly scheduled working hours shall be eligible for a paid vacation after each 12 consecutive months of employment as follows: such employee shall be entitled to two weeks vacation and shall be paid in an amount equal to 1/26th of the pay for his regularly scheduled work during the previous 12 months.

During the calendar year 1974 and during the first 12 months that this bylaw revision is in effect, the department head shall make adjustments to vacation entitlement so that the change from a calendar year to an anniversary year basis for vacation entitlement shall not result in inequities for Town employees and the Town of Sudbury.

(4) JURY DUTY. AN EMPLOYEE CALLED FOR JURY DUTY ON DAYS FALLING WITHIN HIS USUAL WORK PERIOD FOR THE TOWN SHALL BE PAID FOR THOSE DAYS THE DIFFERENCE BETWEEN THE COMPENSATION HE WOULD HAVE RECEIVED FROM THE TOWN AND HIS FEES, EXCLUSIVE OF TRAVEL ALLOWANCE, FOR SUCH JURY SERVICE.

*Current Bylaw: [No change has been made to Section 7 (4).]*

(5) RESERVE MILITARY DUTY. AN EMPLOYEE WHO IS CALLED UPON TO REPORT FOR RESERVE MILITARY DUTY, SHALL BE PAID THE DIFFERENCE BETWEEN THE COMPENSATION HE WOULD HAVE RECEIVED FROM THE TOWN AND HIS MILITARY PAY AND ALLOWANCES UPON THE PRESENTATION OF A PAY VOUCHER TO THE OFFICE OF THE TOWN ACCOUNTANT. SUCH PAY FOR RESERVE DUTY IS NOT TO EXCEED SEVENTEEN (17) DAYS' PAY IN A CALENDAR YEAR.

*Current Bylaw: [No change has been made to Section 7 (5).]*

(6) BEREAVEMENT TIME. AN EMPLOYEE MAY BE GRANTED, BY HIS DEPARTMENT HEAD, UP TO THREE (3) DAYS' EXCUSED ABSENCE WITH PAY TO HANDLE PERSONAL MATTERS RELATED TO THE DEATH OF A CLOSE MEMBER OF THE EMPLOYEE'S FAMILY INCLUDING HIS SPOUSE, CHILD AND PARENT, BROTHER, SISTER OR GRANDPARENT OF EITHER SPOUSE.

*Current Bylaw: [No change has been made to Section 7 (6).]*

(7) REIMBURSEMENT BENEFITS. WHEN A PERMANENT FULL-TIME TOWN EMPLOYEE TAKES A COURSE WITH THE PRIOR APPROVAL OF HIS DEPARTMENT HEAD, AT AN ACCREDITED COLLEGE AS PART OF A DEGREE PROGRAM, WHEN THE COURSE OR DEGREE HAS A FUNCTIONAL RELATIONSHIP TO THE EMPLOYEE'S JOB, THE EMPLOYEE WILL BE REIMBURSED FOR 100% OF THE COST OF BOOKS, REGISTRATION AND TUITION FEES UPON THE PRESENTATION OF SATISFACTORY EVIDENCE THAT HE HAS COMPLETED THE COURSE WITH A "C" GRADE OR BETTER, OR THAT PORTION DUE WHICH WAS DISAPPROVED OR NOT PAID BY THE STATE AND FEDERAL GOVERNMENT.

THE DETERMINATION AS TO WHETHER OR NOT THE DEGREE IS FUNCTIONALLY RELATED TO HIS JOB SHALL BE THE RESPONSIBILITY OF THE DEPARTMENT SUPERVISOR AND APPROVED BY THE PERSONNEL BOARD. WHEN AN EMPLOYEE, WITH THE APPROVAL OF HIS SUPERVISOR AND OF THE PERSONNEL BOARD, ATTENDS A JOB RELATED COURSE, NOT AS PART OF A DEGREE RELATED PROGRAM, AT AN ACCREDITED SCHOOL OR PROFESSIONAL SEMINAR, HE WILL BE REIMBURSED AT THE RATE OF 100% FOR THE COST OF BOOKS, REGISTRATION AND TUITION FEES, UPON THE PRESENTATION OF SATISFACTORY EVIDENCE THAT HE HAS COMPLETED THE COURSE WITH A "C" GRADE OR BETTER, IF GRADES ARE GIVEN.



WHEN AN EMPLOYEE IS DIRECTED BY HIS SUPERVISOR TO ATTEND A COURSE AS PART OF HIS JOB, THE TOWN WILL REIMBURSE THE EMPLOYEE FOR ALL COSTS ASSOCIATED WITH ATTENDANCE, INCLUDING MILEAGE AT THE RATE ESTABLISHED BY VOTE AT TOWN MEETING FOR TRAVEL TO AND FROM THE COURSE.

REIMBURSEMENT AS OUTLINED ABOVE SHALL BE REDUCED BY ANY AMOUNT TO WHICH THE EMPLOYEE IS ENTITLED UNDER VARIOUS STATE AND FEDERAL LAWS.

*Current Bylaw: Section 7 (7)*

*(7) Reimbursement Benefits. When a permanent full-time Town employee takes a course with the prior approval of his department head, at an accredited college as part of a degree program, when the course or degree has a functional relationship to the employee's job, the employee will be reimbursed for 100% of the cost of books, registration and tuition fees upon the presentation of satisfactory evidence that he has completed the course with a "C" grade or better, or that portion due which was disapproved or not paid by the State and Federal Government.*

*The determination as to whether or not the degree is functionally related to his job shall be the responsibility of the department supervisor and approved by the Personnel Board. When an employee, with the approval of his supervisor and of the Personnel Board, attends a job related course, not as part of a degree related program, at an accredited school or professional seminar, he will be reimbursed at the rate of 100% for the cost of books, registration and tuition fees, upon the presentation of satisfactory evidence that he has completed the course with a "C" grade or better, if grades are given.*

*When an employee is directed by his supervisor to attend a course as part of his job, the Town will reimburse the employee for all costs associated with attendance, including mileage at the rate of \$.10 per mile for travel to and from the course.*

*Reimbursement as outlined above shall be reduced by any amount to which the employee is entitled under various State and Federal laws.*

*Section 7 (8), as follows, has been deleted in its entirety:*

*(8) Police and Fire Career Incentive Plan. There is hereby established a career incentive pay program offering supplemental remuneration to regular full-time employees of the Sudbury Police and Fire Departments, for furthering their education in the field of police and fire work.*

*This remuneration is supplemental to base salary and shall be predicated on the accumulation of points earned in the following manner: one point for each semester hour credit earned toward a baccalaureate or an associate degree; sixty points for an associate degree; one hundred and twenty points for a baccalaureate degree; one hundred fifty points for a degree of Master, or, in the Police Department, a degree of law. All semester credits and degrees shall be earned in an educational institution such as and including those accredited by the New England Association of Colleges and Secondary Schools, or by the Board of Higher Education.*

*Such supplemental remuneration shall be granted in the following manner: a one and one-half percent increase for ten points so accumulated, a three percent increase for twenty-five points, a five percent increase for forty points, a seven and one-half percent increase for sixty points, a ten percent increase for one hundred twenty points, or fifteen percent increase for one hundred fifty points so accumulated.*

*This plan, to be administered by the Personnel Board, requires the following steps:*

- 1) The chief of the respective department must approve, in advance, the professional appropriateness of the courses taken.*
- 2) Employees shall receive supplemental remuneration on the basis of appropriate course completion information filed on or before August first of each year with the Personnel Board on a form furnished by the Chief of the Department.*
- 3) The number of points accumulated by each employee shall then be computed and the appropriate supplemental remuneration shall be authorized by the Personnel Board to begin on the eighteenth pay period.*

*The intent of this clause is not to deprive employees of worthy courses which may be given in schools not accredited, and therefore, exceptions may be made upon good cause shown and subsequent approval by the Personnel Board. In any event, all courses and classes referred to in the above clause shall require prior approval of the Personnel Board.*

*The Town may recognize courses or degrees taken or granted prior to employment with the Sudbury Police or Fire Department if the same are approved by the chief of the respective department and the Personnel Board. In making a determination hereunder the chief and Personnel Board shall consider the professional appropriateness of the prior courses or degree. The decision of the Personnel Board shall be final.*

#### SECTION 8. DUTIES AND AUTHORITY OF THE PERSONNEL BOARD

(1) THE PERSONNEL BOARD SHALL ADMINISTER THE PERSONNEL ADMINISTRATION PLAN. IT MAY ESTABLISH AND PROMULGATE FOR THIS PURPOSE SUCH POLICIES, PROCEDURES AND REGULATIONS CONSISTENT WITH THE PLAN AS IT CONSIDERS DESIRABLE, EXCEPT THAT NO ACTION OF THE BOARD MAY TAKE EFFECT UNLESS APPROVED BY A MAJORITY OF ITS MEMBERS.

(2) THE TOWN ACCOUNTANT AND DEPARTMENT HEADS SHALL KEEP SUCH RECORDS OF THE EMPLOYEES OF THE TOWN AS THE BOARD MAY REQUIRE. THE BOARD SHALL KEEP SUCH RECORDS OF ITS OWN AS IT CONSIDERS APPROPRIATE. ALL RECORDS OF THE TOWN BY WHOMSOEVER KEPT PERTAINING TO THE TOWN'S EMPLOYEES SHALL BE OPEN TO INSPECTION BY THE BOARD, OR ANY OF ITS MEMBERS, AT ALL REASONABLE TIMES.

(3) THE BOARD SHALL MAINTAIN WRITTEN DESCRIPTIONS OF THE POSITIONS SUBJECT TO THE CLASSIFICATION PLAN; DESCRIBING THEIR ESSENTIAL CHARACTERISTICS AND GENERAL DUTIES, AND ESTABLISHING THEIR MINIMUM REQUIREMENTS. THESE DESCRIPTIONS ARE NOT TO BE INTERPRETED AS LIMITING THE SCOPE OF ANY POSITION, AND EMPLOYEES IN THE FUTURE, AS IN THE PAST, SUBJECT TO THE PROVISIONS OF SECTIONS 5 AND 6, SHALL PERFORM ANY INCIDENTAL DUTIES ASSIGNED BY DEPARTMENT HEADS, SUPERVISORS, OR OTHER ADMINISTRATIVE AUTHORITY.

(4) THE BOARD SHALL REVIEW EVERY THREE YEARS OR MORE OFTEN IF IT CONSIDERS IT ADVISABLE,

- A. ALL POSITIONS SUBJECT TO THE CLASSIFICATION PLAN TO DETERMINE WHETHER EACH GROUP CONTINUES TO INCLUDE THOSE POSITIONS WHICH INVOLVE SUBSTANTIALLY SIMILAR WORK OR WHICH HAVE SUBSTANTIALLY EQUAL RESPONSIBILITIES, AND

B. THE SALARY PLAN TO DETERMINE WHETHER IT SETS FORTH FAIR AND EQUITABLE PAY LEVELS.

AFTER EACH REVIEW THE BOARD SHALL RECOMMEND TO THE TOWN THE ACTION WHICH IT CONSIDERS ADVISABLE.

(5) THE BOARD MAY TENTATIVELY ADD A NEW POSITION TO THE CLASSIFICATION PLAN, OR RECLASSIFY AN EXISTING POSITION TO A DIFFERENT GROUP. ANY SUCH ACTION SHALL CEASE TO BE EFFECTIVE AFTER THE CLOSE OF THE NEXT FOLLOWING ANNUAL TOWN MEETING UNLESS ADOPTED BY AN AMENDMENT TO THE CLASSIFICATION PLAN AT THAT MEETING.

(6) NOTWITHSTANDING PROVISIONS OF SECTIONS 4 AND 5 THAT MIGHT BE CONSTRUED TO THE CONTRARY, THE BOARD MAY AUTHORIZE AN ENTRANCE RATE HIGHER THAN THE MINIMUM RATE FOR A POSITION. THE BOARD SHALL CONSIDER THE RECOMMENDATION OF THE DEPARTMENT HEAD OR OTHER ADMINISTRATIVE AUTHORITY, SUPPORTED BY EVIDENCE OF EXCEPTIONAL CIRCUMSTANCES SATISFACTORY TO THE BOARD. THE BOARD MAY MAKE SUCH OTHER VARIANCES FROM THE SALARY PLAN AS IT CONSIDERS NECESSARY FOR THE PROPER FUNCTIONING OF THE SERVICES OF THE TOWN.

(7) NO ACTION OF THE PERSONNEL BOARD UNDER PARAGRAPH (6) OF THIS SECTION, OR UNDER SECTIONS 5 OR 6, OR UNDER ANY OTHER SECTION OR PROVISION OF THIS BYLAW, MAY BE CONSTRUED AS AUTHORIZATION TO SPEND MONEY FOR SALARIES OR WAGES TO EMPLOYEES IN ADDITION TO THAT WHICH HAS BEEN LAWFULLY APPROPRIATED FOR THAT PURPOSE AT TOWN MEETING, OR WHICH IS OTHERWISE LAWFULLY AVAILABLE.

(8) THE BOARD MAY ON ITS OWN MOTION PROPOSE THE AMENDMENTS, AUTHORIZED BY ARTICLE XI, AND AMENDMENTS OF OTHER TOWN BYLAWS WHICH MAY AFFECT THE PERSONNEL ADMINISTRATION PLAN.

(9) THE BOARD SHALL SUMMARIZE ITS ACTIVITIES ANNUALLY IN A REPORT WHICH SHALL BE PUBLISHED IN THE ANNUAL TOWN REPORT.

(10) THE BOARD MAY, BY ORDER, ESTABLISH A TEMPORARY CLASSIFICATION FOR ANY POSITION, THE NATURE AND DUTIES OF WHICH ARE TEMPORARY OR SUBJECT TO MATERIAL CHANGE, WHICH ORDER SHALL BE IN EFFECT UNTIL THE COMPLETION OF THE NEXT ANNUAL TOWN MEETING.

(11) THE PERSONNEL BOARD MAY REQUIRE THAT ANY EMPLOYEE PRIOR TO ADVANCING TO A NEW SALARY LEVEL SHALL BE GIVEN A WRITTEN EVALUATION AND RECOMMENDATION BY HIS SUPERVISOR, SUPERIOR, OR DEPARTMENT HEAD, WHICH EVALUATION SHALL BE IN SUCH FORM AS THE PERSONNEL BOARD MAY PRESCRIBE AND WHICH SHALL BE FILED WITH SAID BOARD.

*Current Bylaw: [No change has been made to Section 8 (1-10).  
Part (11) has been added.]*

SECTION 9. EMPLOYEE PHYSICAL EXAMINATIONS

EVERY PERMANENT EMPLOYEE OF THE TOWN WHOSE WEEKLY WORK SCHEDULE IS TWENTY (20) HOURS OR MORE SHALL BE REQUIRED, AS CONDITION OF THEIR EMPLOYMENT, PRIOR TO THE EFFECTIVE DATE OF THEIR EMPLOYMENT, TO HAVE A PHYSICAL EXAMINATION BY A TOWN PHYSICIAN, APPOINTED FOR SUCH PURPOSE BY THE BOARD OF SELECTMEN. THE COST OF SUCH PHYSICAL EXAMINATIONS SHALL BE BORNE BY THE TOWN AND REPORTS FROM THE EXAMINING PHYSICIAN SHALL BE FILED WITH THE PERSONNEL BOARD AND APPLICABLE BOARD OR COMMISSION HAVING JURISDICTION.



*Current Bylaw:*

Section 9. Employee Physical Examinations

*Every person, except clerical personnel, employed as a full-time member of the Police, Fire or Highway Departments shall be required, as condition of their employment, prior to the effective date of their employment, to have a physical examination by a Town Physician, appointed for such purpose by the Board of Selectmen. The cost of such physical examinations shall be borne by the Town and reports from the examining physician shall be filed with the Personnel Board and applicable Board or Commission having jurisdiction.*

*Section 10, as follows, has been deleted in its entirety:*

Section 10. Civil Service Law

*Nothing in this bylaw shall be construed to conflict with the Civil Service Law of the Commonwealth of Massachusetts.*

SECTION 10. SEVERABILITY

IF A PART OF THIS BYLAW IS INVALID, ALL VALID PARTS WHICH ARE SEVERABLE FROM THE INVALID PART REMAIN IN EFFECT. IF A PART OF THIS BYLAW IS INVALID IN ONE OR MORE OF ITS APPLICATIONS, THE PART REMAINS IN EFFECT IN ALL VALID APPLICATIONS THAT ARE SEVERABLE FROM THE INVALID APPLICATIONS.

*Current Bylaw: [No change has been made to the provisions of Section 10, (formerly Section 11).]*

SECTION 11. AMENDMENTS

THIS BYLAW MAY BE AMENDED BY MAJORITY VOTE AT ANY TOWN MEETING.

THE PERSONNEL BOARD SHALL BE GIVEN A COPY OF ANY PROPOSED AMENDMENT AT LEAST THIRTY (30) DAYS BEFORE THE TOWN MEETING AT WHICH IT IS TO BE CONSIDERED. THE COPY SHALL CONTAIN THE NAMES AND ADDRESSES OF THE PROPONENTS.

EXCEPT AS OTHERWISE SPECIFICALLY PROVIDED IN COLLECTIVE BARGAINING AGREEMENTS, OR BY VOTE OF THE TOWN, AMENDMENTS TO THE CLASSIFICATION PLAN AND TO THE SALARY PLAN VOTED AT AN ANNUAL TOWN MEETING SHALL BE EFFECTIVE AS OF JULY FIRST OF THE CALENDAR YEAR IN WHICH VOTED; PROVIDED, HOWEVER, THAT THOSE AMENDMENTS WHICH CONFIRM A TENTATIVE OR TEMPORARY CLASSIFICATION OR SALARY CHANGE AS ORDERED BY THE PERSONNEL BOARD UNDER SECTION 8 SHALL BE EFFECTIVE IMMEDIATELY UPON COMPLETION OF THE ANNUAL TOWN MEETING.";

*Current Bylaw: [No change has been made to the provisions of Section 11, (formerly Section 12).]*

OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Personnel Board and the Board of Selectmen.

PERSONNEL BOARD AND BOARD OF SELECTMEN REPORT: This article proposes amendments to the Personnel Administration Plan to accomplish the following:

- Add definitions to clearly define different types/groups of employees;
- Add fringe benefits for non-union employees available to unionized groups for the past three years;
- Eliminate specific references to police, fire, and highway employees' benefits now incorporated in binding collective bargaining contracts.

The first major proposal to amend the Personnel Administration Plan to provide a definition of terms relating to town employees is commonplace and an integral part of any good personnel bylaw. The new employee terms presented here for Town Meeting consideration confirm past interpretations by the Personnel Board for these employee groups, and most importantly, do not affect any employee's present rights or benefits under the Bylaw.

These definitions of terms for employee groups have been reviewed by Town Counsel and do not conflict with State statutes.

The Town (excluding schools and town union personnel) has the following number of employees: Full-time - 27; Part-time - 48; Temporary - 49; Retirees - 7. These figures were compiled as of the summer of 1978 to reflect a better picture of the actual number of part-time and temporary employees hired in a typical year. Only approximately twelve part-time employees are eligible for Blue Cross/Blue Shield and other major benefits. The following is a compilation of all town employees:

	<u>Full</u>	<u>Part-time</u>	<u>Temporary</u>
Local Schools	232	23	--
LSRHS	151	70	--
Town Union Employees	78	--	--
Town Non-union Employees	27	48	49

Proposed changes to Section 4, third paragraph, add the words "permanent part-time" thus allowing permanent part-time employees to be entitled to salary adjustments based on length of continuous service, without written Personnel Board approval. At present, part-time employees receive less hourly pay than full-time employees even though they work in the same grade classification and perform the same job functions; i.e., the 1978-79 Salary Plan calls for a Junior Clerk part-time to start at \$3.26/hour and a full-time Junior Clerk to start at \$3.89/hour. This proposed amendment, if adopted, will affect the salaries of eighteen clerical positions at a cost of approximately \$7,500.

Proposed changes to Section 4, Salary Plan, fourth paragraph, eliminate references to part-time employees, but still require temporary employees to acquire Personnel Board approval before being hired or rehired at a level other than Start. This proposed amendment, if adopted, will have no monetary impact.



Proposed changes to Section 7, (1) Holidays with Pay, delete all references to fire and police because holiday pay benefits are more thoroughly covered in their respective union contracts and by State statute. In the past, union contracts have been modified or changed while the Personnel Administration Plan has not, because if a conflict arose the union contract would prevail. During grievance procedures it is cumbersome for the Town to be arbitrating an issue and have two documents from which references or implied interpretations can be extracted. As stated, the union contract is binding nonetheless.

The addition of a new paragraph to Section 7, (1) Holidays with Pay, gives the department head latitude in granting holiday pay where it can be proven that an abuse of sick leave takes place immediately prior to or after a holiday.

The second major proposal to amend the Personnel Administration Plan deals with providing non-union town employees with certain benefits enjoyed by town unionized groups over the past three years. Proposed changes to Section 7, (2) Sick Leave, and 7, (3) Vacation, add a completely new sick leave plan and modify vacation entitlement for town non-union employees.

The new sick leave plan, if adopted, is similar to those offered throughout Massachusetts and the United States in both the public and private sectors. It is anticipated that the new sick leave plan will encourage less absenteeism for sick leave by allowing accumulation and buy-back at the time of retirement. The only monetary effect will be upon retirement of a given employee. A total of three town employees (excluding school and union employees) retired over the past five years. No retirements are contemplated over the next few years.

The new proposed sick leave plan is similar, or identical in most cases, to those in effect for the police, fire, highway and local and regional school employees.

Town non-union employees have been neglected for too long! On this point, please read a verbatim quotation from the Report of the Governor's Special Committee on Local Government Management Capacity, dated April 1978:

..."People are the most valuable management resource available to local government, and yet, in most communities, they are not managed properly. Of the Commonwealth's 351 municipalities, fewer than fifteen percent have a personnel director or an individual whose prime responsibility is personnel management. While precise figures are not available, it appears that relatively few communities have any written personnel policy which affects all appointed and salaried employees. Without uniform policies and practices, gross inequities inevitably result. Salaries and benefits for employees doing similar work and with similar experience can vary and, without proper supervision, become ineffective and discriminatory. Varying policies regarding recruiting and hiring, discipline, and discharge will result in legitimate grievances by some employees who are treated more severely than others. Whenever people working together are not treated equitably and fairly, morale will decline and, along with it, productivity.

Moreover, the growing influence of CETA programs and affirmative action may result in further management-related or legal problems unless adequate personnel policies and practices are provided. ..."

For the same justification as stated above, a modified vacation plan is proposed for all non-union town personnel entitling them to the same vacation benefits now enjoyed by all other unionized and school employees. Under the proposed vacation plan an employee would now be eligible for three (3) weeks of vacation after five (5) years of continuous service instead of six (6), and four (4) weeks of vacation after ten (10) years of continuous service instead of twelve (12). Other changes are incorporated to coincide with town fiscal year accounting or budgeting. The monetary effect of the new vacation entitlements, if adopted, would be \$3,214 in the new fiscal year. However, unlike other employee groups, no additional appropriation would be required because rarely do we budget to cover for non-union personnel.

Proposed changes to Section 7, (7) Reimbursement Benefits, eliminate references to mileage reimbursement to employees for use of personal cars for town business, because the rate is established yearly by vote of the Annual Town Meeting.

The third major proposal dealing with amending the Personnel Administration Plan involves eliminating all references to police, fire and highway which are now covered in binding collective bargaining contracts, as referred to previously under proposed changes to Section 7, (1) Holidays with Pay.

Section 7, (8) Police and Fire Career Incentive Plan, is proposed for deletion in its entirety for the reasons stated immediately above.

Changes to Section 9, Employee Physical Examinations, are proposed to require that all permanent employees working twenty hours or more per week must submit to a physical examination prior to starting employment. Prior exclusion from the Bylaw of certain employees like clerical, Park and Recreation, Library and department heads was not a sound policy. (In practice, however, department heads have been required to take physical examinations before being employed.) All permanent employees are eligible for retirement benefits (employees working 25 hours plus), workmen's compensation, Blue Cross/Blue Shield (employees working 20 hours plus), and Unemployment Compensation, which costs the Town hundreds of thousands of dollars. It is imperative and in the Town's best interest to have a record of an employee's health at the time of his/her employment. The estimated, additional cost for this provision could be a maximum annual cost of \$150 based on prior turnover. No additional appropriation will be requested.

Section 10, Civil Service Law, has been recommended for deletion because the Town at present has no non-union personnel, with the exception of the Plumbing Inspector, under Civil Service (now called the State Division of Personnel Administration).

In conclusion, we hope Town Meeting agrees that all employees should be treated similarly and on a fair and equitable basis. This article is one big step in that direction. The Board of Selectmen and the Personnel Board recommend your approval.



FINANCE COMMITTEE REPORT: The main objectives of this revised personnel plan are: 1)to provide a clear definition of the categories of individuals employed by the Town, 2)to provide for the same hourly rate to be paid part-time employees as full-time employees, 3)to add certain fringe benefits for non-union employees similar to those available to union employees and 4)to delete obsolete language. The cost impact of these proposed amendments is as follows:

<u>Section</u>	<u>Item</u>	<u>Approximate Cost Impact</u>
(a) 4	Bring part-time employees to same hourly rate as full-time employees	\$7,500
(b) 7	Increased sick pay benefit	0
(c) 7	Increased vacation	\$3,214 increase
(d) 9	Employee physical exam	\$ 150

These amendments provide reasonable and fair consideration to our non-union employees. Recommend Approval.

TOWN COUNSEL OPINION: It is the opinion of Town Counsel that, if the Bylaw amendment proposed in Article 4 in the Warrant for the 1979 Annual Town Meeting is properly moved, seconded and adopted by a majority vote in favor of the motion, it will become a valid amendment to the Sudbury Bylaws.

5 ARTICLE 5

Budget

TO SEE IF THE TOWN WILL VOTE TO RAISE AND APPROPRIATE, OR APPROPRIATE FROM AVAILABLE FUNDS, THE FOLLOWING SUMS, OR ANY OTHER SUM OR SUMS, FOR ANY OR ALL TOWN EXPENSES AND PURPOSES, INCLUDING DEBT AND INTEREST AND OUT-OF-STATE TRAVEL, TO FIX THE SALARIES OF ALL ELECTED OFFICIALS AND TO PROVIDE FOR A RESERVE FUND, ALL FOR THE FISCAL YEAR JULY 1, 1979 THROUGH JUNE 30, 1980, INCLUSIVE, IN ACCORDANCE WITH THE FOLLOWING SCHEDULE, WHICH IS INCORPORATED HEREIN BY REFERENCE; OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Finance Committee.

\* Transfer from Reserve Fund included in this figure.

\*\* Transfer from Reserve Fund added but not included in this figure.

+ Inter-account transfer.

100 EDUCATION: 110 SUDBURY PUBLIC SCHOOLS

		1977-78	1978-79	1979-80	1979-80
	(Pupils)	Expenditures	Budget	Requested	Recommended
		(2877)	(2689)	(2525)	
1100	School Committee	\$ 9,926	\$ 8,075	\$ 8,345	
1200	Supt. Office	107,911	113,382	123,566	
1000	ADMINISTRATION TOTAL	117,837	121,457	131,911	
2200	Principals	235,041	252,568	272,768	
2300	Teachers	2,753,012	2,803,016	2,858,622	
2400	Textbooks	17,790	26,551	24,761	
2500	Libraries	86,509	96,732	105,206	
2600	Audio-Visual	23,798	41,950	43,308	
2700	Guidance	148,555	150,205	155,008	
2800	Pupil Personnel	336,582	361,688	362,876	
2000	INSTRUCTION TOTAL	3,601,287	3,732,710	3,822,549	
3100	Student Services	200	6,200	6,604	
3200	Health Services	79,628	82,585	84,258	
3300	Transportation	210,363	201,357	301,889	
3400	Food Services	20,501	22,400	20,548	
3500	Student Activities	2,744	3,842	3,910	
3000	OTHER SCHOOL SERVICES TOTAL	313,436	316,384	417,209	
4100	Operation	402,591	398,529	403,393	
4200	Maintenance	107,785	101,355	113,297	
4000	OPER. & MAINT. TOTAL	510,376	499,884	516,690	
7300	Acquisition	14,049	17,829	4,173	
7400	Replacement	7,645	22,736	9,668	
7000	ACQUISITION/REPLMT. TOTAL	21,694	40,565	13,841	
9100	Tuitions	125,417	110,000	111,800	
9000	PROGRAM W/OTHERS TOTAL	125,417	110,000	111,800	
TOTAL BUDGET		\$4,690,047	\$4,821,000	\$5,014,000	\$4,948,000
Federal Aid Applied		19,663	11,882	16,528.51	16,528.51
Community Use of Buildings		11,992	20,000	20,000	20,000

FINANCE COMMITTEE REPORT: The total request of \$5,014,000 reflects a 4% increase over this year's budget as the projected student population declines by 6%, resulting in an 11% increase in cost per pupil. Reduced staff is in line with the declining student population. No new programs have been added, although increased student participation in Home Economics and Art at Curtis Junior High is reflected in increased dollars for the programs. The most notable requested increase is in Transportation, up \$94,547 (+57%), as a new bus contract is being negotiated with a sizable increase anticipated to maintain the current level of service.

The Finance Committee is recommending a budget of \$4,948,000 (an increase of \$127,000 or 2.6%). Our recommended reduction of \$66,000 is based primarily on a priority "shopping list" which we requested from



the School Committee in an effort to maintain a zero growth total Town budget. We suggest reducing Transportation by \$25,000 in light of a possible reduction in the number of buses needed (\$10,000 per bus) coupled with a more reasonable contract than anticipated. Reduce both Central Management and School Management by \$5,000. Reduce the Library program by \$13,000. This is a planned growth program which could be slowed down. Reduce the Instrumental Music program by \$18,000 thereby eliminating one staff position. The program could still be offered and paid for by the individual participants or be a contracted service at a reduced cost.

In voting a budget of \$4,948,000 you are not mandating the above suggested reductions. The School Committee has the final decision as to where reductions will occur and the flexibility to transfer monies within the total budget.

The Finance Committee urges the Sudbury School Committee to develop an educational plan commensurate with the projected school population five years hence. It is imperative that this be developed expeditiously so that the Town will be able to evaluate subsequent budget requests in the context of the expected system.

Recommend Approval.

100: EDUCATION: 130 LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT

A. BUDGET	(Pupils)	1977-78	1978-79	1979-80
		Expenditures	Budget	Budget
		(1729)	(1668)	(1575)
1100 School Committee		8,492	12,500	7,200
1200 School Superintendent		136,819	139,979	147,146
<u>1000 ADMINISTRATION TOTAL</u>		<u>145,311</u>	<u>152,479</u>	<u>154,346</u>
2200 Principal		234,572	237,410	247,663
2300 Teaching		2,213,703	2,411,152	2,535,552
2400 Textbooks		26,279	35,610	36,223
2500 Library		71,643	74,130	81,717
2600 Audio Visual		48,007	51,510	58,742
2700 Student Services		213,766	189,354	196,214
2800 Psych. Services		49,258	63,608	65,097
<u>2000 INSTRUCTION TOTAL</u>		<u>2,857,228</u>	<u>3,062,774</u>	<u>3,221,208</u>
3100/3200 Attendance & Health		26,774	27,429	27,105
3300 Transportation		284,438	274,944	297,482
3500 Ath. & Student Acct.		96,686	113,030	128,964
<u>3000 OTHER SCHOOL SERVICES TOTAL</u>		<u>407,898</u>	<u>415,403</u>	<u>453,551</u>
4100 Oper./Plant		406,194	380,922	443,904
4200 Maint./Plant		220,873	260,627	258,540
<u>4000 PLANT &amp; MAINTENANCE TOTAL</u>		<u>627,067</u>	<u>641,549</u>	<u>702,444</u>
5100 Emp. Retire. & Unemployment		45,035	81,428	72,000
5200 Insurance		145,971	180,665	212,300
<u>5000 FIXED CHARGES TOTAL</u>		<u>191,006</u>	<u>262,093</u>	<u>284,300</u>

	<u>1977-78</u> <u>Expenditures</u>	<u>1978-79</u> <u>Budget</u>	<u>1979-80</u> <u>Budget</u>
9100 Programs w/Other Schools	<u>179,872</u>	<u>183,424</u>	<u>218,000</u>
9000 PROGRAMS W/OTHER DISTRICTS/SCHOOLS	<u>179,872</u>	<u>183,424</u>	<u>218,000</u>
REDUCTION TO BE DETERMINED BY SUPERINTENDENT			<u>(7,500)</u>
<u>TOTAL OPERATING BUDGETS</u>	<u>4,408,382</u>	<u>4,717,722</u>	<u>5,026,349</u>
6000 COMMUNITY SERVICE	<u>1,312</u>	<u>1,000</u>	<u>1,000</u>
7000 EQUIPMENT	<u>61,874</u>	<u>68,547</u>	<u>64,405</u>
8000 DEBT SERVICE	<u>507,987</u>	<u>491,713</u>	<u>475,438</u>
<u>TOTAL EXPENDITURES/BUDGET</u>	<u>\$4,979,555</u>	<u>\$5,278,982</u>	<u>\$5,567,192</u>

#### B. SUDBURY ASSESSMENT

Operating Expenses Less Reimbursements	\$2,695,373.44	\$2,689,428.01
Community Service	821.00	828.00
Equipment	56,277.09	53,327.34
Net Debt Service	156,994.07	131,277.92
<u>REQUESTED ASSESSMENT</u>	<u>\$2,909,465.60</u>	<u>\$2,874,861.27</u>
<u>VOTED ASSESSMENT</u>	<u>\$2,909,465.60</u>	<u>\$2,874,861.27</u>

FINANCE COMMITTEE REPORT: The Lincoln-Sudbury School Committee voted a total assessment of \$3,454,540, of which Sudbury's assessment will be \$2,874,861.27. This is a reduction of 1.2% from last year's assessment.

The Sudbury Finance Committee voted to support the \$2,874,861.27 assessment as was voted by the Lincoln-Sudbury Regional High School, but the vote was passed with great reluctance by the Finance Committee. The reason for our reluctance and to a large extent our disappointment, was the fact that the LSRHS's total budget was about 5.4% over last year's budget. The Finance Committee showed its displeasure with the LS budget by voting to support a budget of \$5,490,000 instead of the LS budget of \$5,567,000. The assessment is lower than last year's only because the estimated reimbursements were assumed to be larger.

With the student population decreasing next year to 1,574 from 1,668 this year, and with the total budget increasing by approximately \$288,000, the cost per pupil has increased 12 percent. We find this excessive. We feel that a reduction to \$5,490,000, which is 4% over last year, should have been, and could have been achieved. Various alternatives were suggested that could have reduced the budget to \$5,490,000 - very few were implemented.

The LSRHS Committee feels that the Town has not given them a mandate that would encourage them to make significant programmatic changes and



commensurate budget reductions in LS school system. We urge the townspeople to give them such a mandate. Such indications will be extremely useful in future years, since a five-year projection shows enrollment decreasing to 1,300 students in the 1983 period. Unless we give guidance and direction to the Regional School Committee, the cost per pupil will become exorbitant in future years.

Recommend Approval.

100 EDUCATION: 140 MINUTEMAN REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

A. BUDGET	1978-79	PROPOSED
	BUDGET	1979-80 BUDGET
1100 School Committee	\$ 35,909	\$ 37,299
1200 Supt. Office	121,876	130,048
<u>1000 ADMINISTRATION TOTAL</u>	<u>157,785</u>	<u>167,347</u>
2100 Computer Services & Planning	66,043	68,625
2200 Principal	183,072	178,305
2300 Teachers	2,357,618	2,517,223
2400 Textbooks	28,643	24,210
2500 Library	105,599	102,724
2600 Audio-Visual	31,864	26,158
2700 Guidance	206,419	220,393
2800 Pupil Personnel	35,405	27,151
2900 Resources	2,125	725
<u>2000 INSTRUCTION TOTAL</u>	<u>3,016,788</u>	<u>3,165,514</u>
3200 Health Services	38,142	53,528
3300 Transportation	420,334	462,092
3400 Food Services	3,700	3,800
3500 Student Activities	75,726	79,704
3600 Audio-Visual	3,000	1,500
<u>3000 SCHOOL ACTIVITIES TOTAL</u>	<u>540,902</u>	<u>600,624</u>
4100 Operation	493,071	519,115
4200 Maintenance	157,836	177,050
<u>4000 OPER. &amp; MAINT. TOTAL</u>	<u>650,907</u>	<u>696,165</u>
5100 Retirement	50,000	68,124
5200 Insurance	191,747	172,474
5300 Rental	37,351	39,035
5400 Debt. Mgt.	25,000	25,000
<u>5000 BUSINESS TOTAL</u>	<u>304,098</u>	<u>304,633</u>
7100 Equipment Improvement	850	200
7200 Bldg. Improvements	43,475	57,161
7300 Equipment Acquisition	127,632	147,650
7400 Equipment Replacement	38,987	32,208
<u>7000 EQUIPMENT/IMPROVEMENTS TOTAL</u>	<u>210,944</u>	<u>237,219</u>

	1978-79 BUDGET	PROPOSED 1979-80 BUDGET
8100 Principal Payment	\$ 1,300,000	\$ 1,300,000
8190 Interest Payment	298,500	238,800
<u>8000 DEBT SERVICE TOTAL</u>	<u>1,598,500</u>	<u>1,538,800</u>
<u>TOTAL BUDGET</u>	<u>\$ 6,479,924</u>	<u>\$ 6,710,302</u>

B. DISTRICT ASSESSMENT

I. OPERATING BUDGET	1978-79	1979-80
Total Operating Budget	\$ 4,881,894	\$ 5,055,882
Aid/Revenue	-2,198,207	-2,103,865
Net Operating Budget	2,683,687	2,952,017
II. SPECIAL OPERATING COSTS	--	127,418
III. CAPITAL BUDGET		
Capital	1,598,500	1,598,800
Reimbursement	-1,103,135	-1,574,235
Assessment	495,365	24,565
TOTAL ASSESSMENT	\$ 3,179,052	\$ 3,104,000
C. <u>SUDBURY ASSESSMENT</u>	<u>\$ 298,217</u>	<u>\$ 321,025</u>

FINANCE COMMITTEE REPORT: The MMRVTHS operating budget has increased 3.7% over this year while the regular day student population from the twelve member towns has declined 11.1%. The number of Sudbury students has remained approximately the same accounting for nearly 10% of the total. Due to a ONE TIME windfall, reimbursement of State construction aid of \$471,000 has increased anticipated revenues to more than compensate for the budget increase of \$302,176 which includes \$60,000 for the construction of a second access road. The resultant total assessment is down \$75,052, but due to Sudbury's larger share of the student population, our assessment is up \$22,808 to \$321,025.

The Minuteman Region is concerned about declining regular student population from the twelve member towns and is actively considering expansion of the district. Also, while the region's students are decreasing, there is an increasing number of tuition students from non-member towns keeping the total population fairly stable. Continuing evaluation of the regular day programs as well as the work-study, afternoon, and adult education programs should maintain the Minuteman Regional School as a valuable educational resource to the Town of Sudbury.

Recommend Approval.



200 DEBT SERVICE

		EXPENDITURES	APPROPRIATED	EXPENDITURES	FISCAL YEAR 1980	
		7/1/77 -	7/1/78 -	7/1/78 -	7/1/79-6/30/80	
		6/30/78	6/30/79	12/31/78	REQUESTED	RECOMMENDED
201	Loan Int., Temp.	*38,465	35,000	15,585	60,000	60,000
202	School Bond Int.	53,102.50	37,282.50	22,052.50	22,942.50	22,942.50
203	Other Bond Int.	--	--	--	--	--
204	Principal, Schools	410,000	410,000	335,000	330,000	330,000
205	Principal, Others	50,000	--	--	--	--
<u>200</u>	<u>TOTAL</u>	551,567.50	482,282.50	372,637.50	412,942.50	412,942.50

FINANCE COMMITTEE REPORT:

200 DEBT SERVICE: The increase in Loan Interest, Temporary (200-201) represents the increased interest rate the Town is expected to pay on Tax Anticipation Notes. Recommend Approval.

300 PROTECTION OF PERSONS AND PROPERTY

310 FIRE DEPARTMENT

310-10	Fire Chief's					
	Salary	23,596	26,000	13,000	28,350	27,820
310-11	Salaries	+395,592	+466,408	228,274	508,895	492,563
310-12	Overtime	*+113,967	+100,000	58,897	72,915	80,915
310-13	Clerical	5,500	9,157	3,512	9,266	8,555
310-21	General Expense	* 7,162	7,000	2,358	7,000	7,000
310-31	Maintenance	* 16,626	17,730	10,932	24,192	23,192
310-42	Out-of-State					
	Travel	--	--	--	1,200	1,200
310-51	Equipment	12,988	14,450	6,370	18,250	17,250
310-62	Fire Alarm Maint.	6,920	8,050	585	4,500	4,500
310-71	Uniforms	5,023	5,910	3,343	7,380	7,170
310-81	Tuition Reimb.	* 1,104	800	145	1,200	1,200
<u>310</u>	<u>TOTAL</u>	588,478	655,505	327,416	683,148	671,365
	Federal Revenue					
	Sharing	- 115,000	- 125,000		- 90,000	- 90,000
	NET BUDGET	473,478	530,505	327,416	593,148	581,365

FINANCE COMMITTEE REPORT:

310 FIRE DEPARTMENT: The overall increase of 1½% in Personal Services is attributed to a 5% contracted salary increase and a savings in overtime (310-12) of 46% due to the "swing man principle." Increases in the maintenance account (310-31) are due to a "service life program" of fire engine repowering along with water tank overhauls. The equipment account (310-51) includes the replacements of a brush truck as well as hose and communications radios. The total budget increase is 2½%. Recommend Approval.

		EXPENDITURES	APPROPRIATED	EXPENDITURES	FISCAL YEAR 1980	
		7/1/77 -	7/1/78 -	7/1/78 -	7/1/79-6/30/80	
		<u>6/30/78</u>	<u>6/30/79</u>	<u>12/31/78</u>	<u>REQUESTED</u>	<u>RECOMMENDED</u>
<u>320 POLICE DEPARTMENT</u>						
320-10	Police Chief's					
	Salary	24,395	26,825	13,412	28,248	28,248
320-11	Salaries	377,852	407,560	204,088	448,646	448,646
320-12	Overtime	69,701	95,708	48,357	84,283	79,283
320-13	Clerical	9,641	10,316	5,158	11,089	11,089
320-16	Crossing Guards	4,872	--	--	--	--
320-21	General Expense	14,021	14,630	6,460	14,580	13,580
320-31	Maintenance	20,680	22,200	5,267	23,016	22,900
320-41	Travel	550	500	237	500	500
320-51	Equipment	14,813	18,000	4,227	18,395	16,000
320-61	Auxiliary Police	1,385	1,500	905	1,500	1,110
320-71	Uniforms	* 5,782	6,200	3,460	7,000	7,000
320-81	Tuition Reimb.	2,782	6,000	820	3,000	3,000
<u>320</u>	TOTAL	546,474	609,439	292,391	640,257	631,356
	Federal Revenue					
	Sharing	- 115,000	- 125,000		- 90,000	- 90,000
	NET BUDGET	431,474	484,439	292,391	550,257	541,356
<u>340 BUILDING INSPECTOR</u>						
340-10	Salaries	18,876	20,000	10,000	22,050	21,400
340-12	Overtime	+ 855	602	190	602	602
340-13	Clerical	13,066	15,311	7,226	17,197	16,050
340-14	Deputy Inspector	646	1,000	325	1,000	750
340-15	Custodial	+ 16,312	22,442	10,803	23,657	23,657
340-16	Plumbing	1,548	2,500	820	2,625	2,500
340-17	Retainer	1,000	1,000	500	1,050	1,000
340-18	Sealer of Weights					
	& Measures	--	--	--	1,000	0
340-21	General Expense	677	750	496	750	750
340-31	Vehicle Maint.	843	750	194	750	750
340-32	Town Bldg. Maint.	* 51,509	49,500	13,737	63,395	60,395
340-51	Equipment	--	5,000	4,399	--	--
<u>340</u>	TOTAL	105,332	118,855	48,690	134,076	127,854

FINANCE COMMITTEE REPORT:

320 POLICE DEPARTMENT: The increase in personal services accounts are due to a 5% contracted salary increase. General Expense (320-21) is down 7% and the maintenance account (320-31) is up 3% due to anticipated increases in the cost of vehicle repairs. The usual practice of replacing patrol cars annually is continued with two sedans and one wagon to be traded during this budget year. The overall total budget increase is 3½%. Recommend Approval.

340 BUILDING AND INSPECTIONS: The major changes are in salaries, utilities, and painting the Alan J. Flynn Building. The cost of utilities is mostly out of the Town's control, and the Flynn Building should be attended to before its condition deteriorates further and the job becomes more costly.

Therefore, to keep this budget at approximately the same level as last year without regard to the painting of the Flynn Building which we view as an extraordinary item, the Finance Committee recommends reducing the Clerical Salaries by \$1,147, which will mean a reduction in the hours the office is open of about 3 hours a week. The request to hire a new Sealer of Weights and Measures at \$1,000 a year is disapproved in this cost-cutting year. Recommend Approval.

	EXPENDITURES 7/1/77 - 6/30/78	APPROPRIATED 7/1/78 - 6/30/79	EXPENDITURES 7/1/78 - 12/31/78	FISCAL YEAR 1980 7/1/79-6/30/80	
				REQUESTED	RECOMMENDED
<u>350 DOG OFFICER</u>					
350-11 Salaries	6,888	10,173	5,086	10,680	10,680
350-12 Overtime & Ext. Hire	272	574	0	574	574
350-17 Retainer	--	--	--	500	0
350-21 General Expense	3,892	2,650	1,823	2,850	2,600
350-31 Vehicle Maint.	165	750	88	750	750
350-51 Equipment	--	10,000	0	--	--
<u>350 TOTAL</u>	<u>11,217</u>	<u>24,147</u>	<u>6,997</u>	<u>15,354</u>	<u>14,604</u>
<u>360 CONSERVATION</u>					
360-13 Clerical	* 2,735	2,937	1,308	3,637	3,323
360-21 General Expense	3,296	5,080	2,059	5,080	5,080
360-31 Maintenance	1,929	1,500	153	1,500	1,500
360-41 Travel	26	75	11	75	75
360-51 Conservation Fund	0	48,337	63	49,304	0
360-52 Equipment	--	1,870	1,784	--	--
<u>360 TOTAL</u>	<u>7,986</u>	<u>59,799</u>	<u>5,378</u>	<u>59,596</u>	<u>9,978</u>

#### FINANCE COMMITTEE REPORT:

350 DOG OFFICER: The Finance Committee recommends that the Assistant Dog Officer become the Dog Officer at the requested salary, and that the newly requested Dog Officer Retainer be deleted. With the recommended reduction of \$250 in General Expense (350-21), the actual working budget will have an increase of 3.2%. Overall, including the Dog Pound request in the '79 budget, there is a decrease in the recommended amounts of 6.5%. The opening of the pound should bring some savings in the Care of Dogs (350-21). Recommend Approval.

360 CONSERVATION: The major issue in this budget is the Conservation Fund which the Finance Committee is recommending be deleted from the 1979/80 budget appropriations. Although the Finance Committee strongly supports the Conservation Commission's Land Acquisition program, the high cost of the parcels now under consideration for purchase by the Conservation Commission would require borrowing through a bond issue or other source of funds; consequently, in this very tight fiscal year we do not see justification for adding the \$49,304 request by the Conservation Commission to the Fund which has an outstanding balance of \$161,000. Recommend Approval.



		EXPENDITURES 7/1/77 - 6/30/78	APPROPRIATED 7/1/78 - 6/30/79	EXPENDITURES 7/1/78 - 12/31/78	FISCAL YEAR 1980 7/1/79-6/30/80	
					REQUESTED	RECOMMENDED
<u>370 BOARD OF APPEALS</u>						
370-13	Clerical	* 2,331	2,500	1,413	3,000	2,809
370-21	General Expense	<u>684</u>	<u>800</u>	<u>171</u>	<u>800</u>	<u>800</u>
<u>370</u>	TOTAL	3,015	3,300	1,584	3,800	3,609
<u>385 SIGN REVIEW BOARD</u>						
385-13	Clerical	516	602	324	645	803
385-21	General Expense	<u>93</u>	<u>100</u>	<u>36</u>	<u>100</u>	<u>100</u>
<u>385</u>	TOTAL	609	702	360	745	903
<u>390 CIVIL DEFENSE</u>						
390-21	General Expense	245	--	--	--	--
390-22	Spec. Emergency	<u>318</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
<u>390</u>	TOTAL	563	--	--	--	--
<u>300</u>	GROSS BUDGET	1,263,674	1,471,747	682,816	1,536,976	1,459,669
	Offsets	230,000	250,000		180,000	180,000
<u>300</u>	NET BUDGET	1,033,674	1,221,747	682,816	1,356,976	1,279,669

FINANCE COMMITTEE REPORTS:

370 BOARD OF APPEALS: The \$309 or 12% increase for personal services is attributed to increased clerical support for the anticipated case load. Recommend Approval.

400 HIGHWAY DEPARTMENT

410-10	Supt's Salary	22,000	24,000	12,000	25,700	25,200
410-11	Asst. Supt's Sal.	16,960	18,000	9,000	19,425	19,425
410-12	Oper. Asst's Sal.	11,656	14,700	4,933	15,750	15,750
410-13	Clerical	17,036	18,847	9,315	19,689	20,101
410-14	Tree Warden	500	500	129	600	500
410-21	General Expense	4,450	4,500	1,209	4,500	4,500
410-31	Maintenance	1,997	3,000	1,079	3,450	3,450
410-32	Utilities	11,110	12,400	3,597	13,400	13,400
410-41	Travel	100	150	39	150	150
410-42	Out-of-State Travel	300	300	0	300	300
410-51	Admin. Equipment	240	* 450	698	--	--
410-71	Uniforms	<u>4,327</u>	<u>5,200</u>	<u>1,841</u>	<u>5,200</u>	<u>5,200</u>
<u>410</u>	Sum	90,676	102,047	43,840	108,164	107,976
420-11	Operating Salary	+ 230,727	242,169	118,810	256,966	256,966
420-12	Extra Hire	13,853	16,372	8,007	16,372	15,000
420-13	Overtime	<u>8,992</u>	<u>13,627</u>	<u>5,471</u>	<u>13,627</u>	<u>12,923</u>
<u>420-10</u>	Sum	253,572	272,168	132,288	286,965	284,889

		EXPENDITURES	APPROPRIATED	EXPENDITURES	FISCAL YEAR 1980	
		7/1/77 -	7/1/78 -	7/1/78 -	7/1/79-6/30/80	
		6/30/78	6/30/79	12/31/78	REQUESTED	RECOMMENDED
420-20	Road Work					
420-21	Operating Materials	15,998	16,000	5,226	16,000	16,000
420-23	Hired Equipment	5,662	6,000	3,083	6,000	6,000
420-24	Street Seal	60,000	60,000	27,961	60,000	60,000
420-25	Signs & Markings	7,491	7,500	2,540	7,500	7,500
420-26	Street Maint.	34,499	34,500	2,885	34,500	34,500
420-28	Sweeping	13,730	14,000	352	14,000	14,000
420-20	Sum	137,380	138,000	42,047	138,000	138,000
420-30	Trees					
420-31	Tree Materials	2,416	3,700	699	3,000	3,000
420-34	Contractors	* 9,493	6,000	1,837	6,000	6,000
420-30	Sum	11,909	9,700	2,536	9,000	9,000
420-40	Landfill					
420-41	Materials	* 4,185	3,800	0	3,800	3,800
420-43	Hired Equipment	8,989	1,000	0	1,000	1,000
420-44	Utilities	* 362	330	97	330	330
420-45	Maintenance	288	300	150	300	300
420-40	Sum	13,824	5,430	247	5,430	5,430
420-50	Cemeteries					
420-51	Materials	1,996	1,800	618	1,800	1,800
420-53	Hired Equipment	0	200	50	200	200
420-50	Sum	1,996	2,000	668	2,000	2,000
420-62	Chap. 90 Maint.	5,997	6,000	0	6,000	6,000
420-60	Sum	5,997	6,000	0	6,000	6,000
430	Machinery					
430-20	Fuels & Lubr.	* 26,148	23,750	8,274	25,350	25,350
430-30	Parts & Repairs	* 43,124	38,225	13,598	38,225	38,225
430-40	Equipment	14,544	65,000	61,303	65,000	65,000
430	Sum	83,816	126,975	83,175	128,575	128,575
460	Snow & Ice					
460-12	Overtime	+ 38,506	23,699	5,155	23,699	23,699
460-30	Materials	* 41,990	40,000	12,572	48,150	48,150
460-40	Equipment	6,342	6,600	1,338	6,600	6,600
460-50	Contractors	* 15,154	20,000	695	20,000	20,000
460	Sum	101,992	90,299	19,760	98,449	98,449
470	Street Lighting					
470-20	Street Lighting	* 33,078	37,100	13,824	39,325	39,325
470-30	New Locations	0	1,000	0	100	100
470	Sum	33,078	38,100	13,824	39,425	39,425
400	TOTAL	734,240	790,719	338,385	822,008	819,744

EXPENDITURES	APPROPRIATED	EXPENDITURES	FISCAL YEAR 1980	
7/1/77 -	7/1/78 -	7/1/78 -	7/1/79-6/30/80	
6/30/78	6/30/79	12/31/78	REQUESTED	RECOMMENDED

OFFSETS:

Chapter 825	94,845	
Cemetery:		
Mt. Wadsworth		5,000
North Sudbury		2,400
Mt. Pleasant		4,400
New Town	2,000	5,000
Chapter 90 Improvements	6,000	
Anti-Recession Title II	27,825	5,650
Road Machinery Fund	500	

NET BUDGET	603,070	768,269	338,385	822,008	819,744
------------	---------	---------	---------	---------	---------

FINANCE COMMITTEE REPORT:

400 HIGHWAY: In general, the recommended appropriations reflect a continuation of actual expenditures for adjusted salary changes, a known increase in the cost of salt (reflected in Account 460-30) and estimated increases in fuel and utility charges. Approximately 31,000 lineal feet of roads will be repaired and resurfaced, and although current programs for street maintenance are to be continued at the same cost level, 11% less materials can be purchased due to current bid prices.

Chapter 90 Maintenance, for County roads, is continued at the same cost level of the past several years. No new Chapter 90 Construction Funds are requested in 420-63, and the present account is carried forward at \$440,800 toward the eventual reconstruction of Landham Road.

The equipment contemplated in Account 430 consists of replacing a 13-year-old dump truck, which is used both as a snowplow and a year-round piece of equipment, a backhoe to replace one in use since 1970, and a 13-year-old brush chipper. The recommended purchases reflect a continuation of this program recommended by the Long Range Capital Expenditures Committee to replace necessary equipment on a regularly scheduled basis.

The reduction recommended for overtime (420-13) is based on closing the Sanitary Landfill on five Monday holidays on which it is currently open and thus eliminating the overtime costs now required by these holiday openings.

Recommend Approval.



		EXPENDITURES	APPROPRIATED	EXPENDITURES	FISCAL YEAR 1980	
		7/1/77 -	7/1/78 -	7/1/78 -	7/1/79-6/30/80	
		6/30/78	6/30/79	12/31/78	REQUESTED	RECOMMENDED
<u>500 GENERAL GOVERNMENT</u>						
<u>501 SELECTMEN</u>						
501-10	Exec. Sec'y. Salary	28,991	31,000	15,500	32,550	32,550
501-12	Overtime	561	1,070	130	500	500
501-13	Clerical Salary	30,162	34,294	15,510	38,011	37,790
501-14	Selectmen's Salary	1,517	1,600	758	1,600	1,600
501-21	General Expense	4,972	5,300	2,397	5,000	5,000
501-31	Maintenance *	465	350	294	400	400
501-41	Travel	1,890	2,200	871	2,000	2,000
501-42	Out-of-State Travel	1,000	1,000	1,000	1,000	1,000
501-51	Equipment Purchase	* 720	600	0	0	0
501-81	Surveys & Studies	1,538	* 2,000	1,568	1,000	1,000
<u>501</u>	<u>TOTAL</u>	<u>71,816</u>	<u>79,414</u>	<u>38,028</u>	<u>82,061</u>	<u>81,840</u>
<u>502 ENGINEERING</u>						
502-10	Town Engineer Sal.	22,697	24,500	12,250	25,725	25,725
502-11	Salaries	58,226	75,484	36,660	79,775	79,775
502-12	Overtime	1,903	2,140	899	2,000	1,000
502-13	Clerical Salary	9,361	10,116	5,057	11,034	11,034
502-14	Temp. Eng. Aides	12,154	13,046	5,636	13,032	10,432
502-21	General Expense	6,319	6,775	1,944	6,700	6,700
502-31	Maint. & Repair					
	Vehicles	2,059	2,300	656	2,700	2,700
502-41	Travel	13	100	0	100	100
502-51	Equipment Purchase	4,929	0	--	--	--
<u>502</u>	<u>TOTAL</u>	<u>117,661</u>	<u>134,461</u>	<u>63,102</u>	<u>141,066</u>	<u>137,466</u>
<u>503 LAW</u>						
503-10	Retainer	11,000	12,000	6,000	12,600	12,600
503-11	Salaries	9,551	9,551	4,775	10,029	10,029
503-21	General Expense *	14,447	16,200	7,479	13,400	13,400
503-51	Equipment Purchase	--	--	--	--	--
<u>503</u>	<u>TOTAL</u>	<u>34,998</u>	<u>37,751</u>	<u>18,254</u>	<u>36,029</u>	<u>36,029</u>
<u>504 ASSESSORS</u>						
504-13	Clerical	21,466	27,820	11,033	33,255	28,754
504-14	Assessors' Salary	2,500	2,500	1,250	6,100	2,500
504-21	General Expense	3,941	5,480	3,209	5,480	5,480
504-31	Maintenance	0	125	0	125	125
504-41	Travel	1,166	1,600	374	1,600	1,600
504-51	Equipment Purchase	0	250	234	150	150
<u>504</u>	<u>TOTAL</u>	<u>29,073</u>	<u>37,775</u>	<u>16,100</u>	<u>46,710</u>	<u>38,609</u>

		EXPENDITURES	APPROPRIATED	EXPENDITURES	FISCAL YEAR 1980	
		7/1/77 -	7/1/78 -	7/1/78 -	7/1/79-6/30/80	
		6/30/78	6/30/79	12/31/78	REQUESTED	RECOMMENDED
<u>505 TAX COLLECTOR</u>						
505-10	Collector's Salary	11,200	12,000	6,000	13,500	12,600
505-12	Overtime	+ 217	428	418	425	425
505-13	Clerical	+ 14,344	16,472	7,665	20,569	18,599
505-14	Attorney's Salary	0	3,000	0	--	--
505-21	General Expense	2,168	2,285	840	2,300	2,300
505-31	Maintenance	0	75	0	35	35
505-41	Travel	15	50	47	150	150
505-51	Equipment Purchase	0	500	487	--	--
<u>505</u>	TOTAL	27,944	34,810	15,457	36,979	34,109
<u>506 TOWN CLERK &amp; REGISTRARS</u>						
506-10	Town Clerk's Sal.	12,500	13,500	6,750	13,500	14,175
506-12	Overtime	+ 449	--	--	--	--
506-13	Clerical	+ 27,105	29,132	14,288	29,176	31,596
506-14	Registrars	550	550	550	550	550
506-21	General Expense	8,341	6,133	1,241	6,515	6,515
506-31	Maintenance	* 374	355	188	280	280
506-41	Travel	350	350	117	350	350
506-42	Out-of-State Travel	0	225	225	255	255
506-51	Equipment Purchase	149	163	160	60	60
506-61	Elections	* 4,001	* 9,595	5,804	6,486	6,486
<u>506</u>	TOTAL	53,819	60,003	29,323	57,172	60,267
<u>507 TREASURER</u>						
507-10	Treasurer's Salary	9,000	9,000	4,500	12,000	9,450
507-13	Clerical	7,034	7,480	3,669	10,515	9,212
507-21	General Expense	467	500	140	600	600
507-31	Maintenance	20	100	0	100	100
507-41	Travel	683	500	267	800	800
507-61	Tax Title Expense	384	500	16	400	400
507-71	Bond & Note Issue Exp.*	290	500	240	500	500
507-81	Tuitions	200	225	195	225	225
<u>507</u>	TOTAL	18,078	18,805	9,027	25,140	21,287
<u>508 FINANCE COMMITTEE</u>						
508-13	Clerical Salary	* 2,211	2,354	723	1,350	1,350
508-21	General Expense	161	200	155	200	200
508-41	Travel	--	--	--	--	--
<u>508</u>	TOTAL	2,372	2,554	878	1,550	1,550
<u>509 MODERATOR</u>						
509-10	Salary	60	100	0	100	100
509-21	General Expense	0	75	0	75	75
<u>509</u>	TOTAL	60	175	0	175	175

		EXPENDITURES 7/1/77 - 6/30/78	APPROPRIATED 7/1/78 - 6/30/79	EXPENDITURES 7/1/78 - 12/31/78	FISCAL YEAR 1980 7/1/79-6/30/80	
					REQUESTED	RECOMMENDED
<u>510 PERMANENT BUILDING COMMITTEE</u>						
510-13	Clerical Salary	0	50	44	750	50
510-21	General Expense	0	0	0	100	50
<u>510</u>	TOTAL	0	50	44	850	100
<u>511 PERSONNEL BOARD</u>						
511-13	Clerical Salary	1,569	1,926	1,044	3,150	2,085
511-21	General Expense	188	200	195	300	250
<u>511</u>	TOTAL	1,757	2,126	1,239	3,450	2,335
<u>512 PLANNING BOARD</u>						
512-13	Clerical Salary	2,100	2,140	1,031	3,500	2,772
512-21	General Expense	658	800	133	800	800
512-31	Maintenance	45	50	0	50	50
512-41	Travel	84	100	0	100	100
512-61	Spec. Studies	13,374	0	0	5,000	2,000
<u>512</u>	TOTAL	16,261	3,090	1,164	9,450	5,722
<u>513 ANCIENT DOCUMENTS COMMITTEE</u>						
513-21	General Expense	1,800	1,800	788	1,800	1,800
<u>514 HISTORIC DISTRICTS COMMISSION</u>						
514-13	Clerical Salary	27	112	27	192	233
514-21	General Expense	* 78	50	13	70	70
<u>514</u>	TOTAL	105	162	40	262	303
<u>515 HISTORICAL COMMISSION</u>						
515-13	Clerical Salary	0	0	0	140	50
515-21	General Expense	0	0	0	650	50
<u>515</u>	TOTAL	0	0	0	790	100
<u>518 COUNCIL ON AGING</u>						
518-21	General Expense	503	1,120	327	1,120	1,120
518-51	Equipment Purchase	260	200	85	200	200
518-61	Sr. Citizen Program	1,231	1,250	222	1,250	1,250
518-62	Transportation Prog.	793	800	252	800	800
<u>508</u>	TOTAL	2,787	3,370	886	3,370	3,370
<u>519 TALENT SEARCH COMMITTEE</u>						
519-21	General Expense	0	100	45	100	100
<u>520 COMMITTEE ON TOWN ADMINISTRATION</u>						
520-13	Clerical Salary	0	50	0	150	50
520-21	General Expense	39	0	0	100	50
<u>520</u>	TOTAL	39	50	0	250	100



		EXPENDITURES	APPROPRIATED	EXPENDITURES	FISCAL YEAR 1980	
		7/1/77 - 6/30/78	7/1/78 - 6/30/79	7/1/78 - 12/31/78	7/1/79-6/30/80 REQUESTED	RECOMMENDED
521	ACCOUNTING					
521-10	Town Account. Sal.	17,897	21,000	10,419	23,100	22,470
521-12	Overtime & Ex. Hire +	762	589	509	1,680	1,340
521-13	Clerical Salaries	+20,066	25,357	13,488	29,322	27,820
521-21	General Expense	965	965	502	1,040	1,040
521-31	Maintenance	3,400	4,000	1,869	4,000	4,000
521-41	Travel	450	450	192	450	450
521-51	Equipment Purchase	13,199	11,000	7,953	8,800	8,800
521-61	Payroll Processing *	844	0	--	--	--
521	TOTAL	57,583	63,361	34,932	68,392	65,920
	Excess Paid Detail	0	0	0	1,500	1,500
521	NET BUDGET	57,583	63,361	34,932	66,892	64,420
500	GROSS BUDGET	436,153	479,857	229,307	515,596	491,182
	Offsets	0	0	0	1,500	1,500
500	NET BUDGET	436,153	479,857	229,307	514,096	489,682

FINANCE COMMITTEE REPORTS:

502 ENGINEERING: The budget recommended for the Engineering Department represents a net increase over fiscal '79 of \$3,005, or 2.2%. This results almost entirely from increases in the salary accounts, offset by recommended reductions in the temporary engineering aides and overtime accounts. Recommend Approval.

504 ASSESSORS: This budget is up approximately 2% due largely to the increase in clerical costs resulting from reclassification. You will note the significant difference between the amount requested and what is being recommended by the Finance Committee for the Assessors' salary. The Finance Committee feels it would be a bad precedent to recommend a substantial increase into the salary account of elected officials. The Assessors feel that the additional salary is justified by the hours required to perform their job. The Finance Committee recommends that the question of organization in the Assessors' office be studied. Recommend Approval.

506 TOWN CLERK: The reduction in the Elections Account (506-61) is due to the fact that there will be only two elections, instead of three, in fiscal 1979-80. This reduction offsets the increases in clerical salaries ((506-13) and small increases in other accounts. Recommend Approval.

507 TREASURER: The increase in the Clerical Account (507-13) reflects a reclassification and upgrade of the position of Assistant Treasurer as proposed by the Personnel Board. Recommend Approval.

510 PERMANENT BUILDING COMMITTEE: The activity of this Committee is dependent upon action to be taken at this Town Meeting. The amounts recommended are sufficient to sustain the Committee. If additional activity is required, it can be funded from the special project requiring planning or construction. Recommend Approval.

511 PERSONNEL BOARD: The recommended budget is approximately 9.8% over the current year appropriations. Projected increases are in the clerical account (511-13). Recommend Approval.

512 PLANNING BOARD: The significant increase in the number of hearings has resulted in corresponding increases in the clerical account. In addition, \$2,000 has been allocated to special studies (512-61). Although additional study funds were requested, specific plans and studies to be accomplished were not identified. Recommend Approval.

515 HISTORICAL COMMISSION: This Commission was recently reorganized and this is its first budget. The Finance Committee recommends \$50 for clerical (515-13) and \$50 for general expense (515-21) at this time, as being adequate to get the Commission under way. Recommend Approval.

521 ACCOUNTING: This budget reflects a proposed reduction of hours in the clerical account (521-13). The equipment purchase account (521-51) is a continuation of the 1977 five-year lease/purchase agreement for the Burroughs accounting machine. The overtime and extra hire account (521-12) has been increased to reflect the transfer of certain budget functions formerly performed by the Finance Committee clerk. The Finance Committee clerical account (508-13) has been correspondingly reduced. Recommend Approval.

		EXPENDITURES	APPROPRIATED	EXPENDITURES	FISCAL YEAR 1980	
		7/1/77 -	7/1/78 -	7/1/78 -	7/1/79-6/30/80	
		6/30/78	6/30/79	12/31/78	REQUESTED	RECOMMENDED
00	GOODNOW LIBRARY					
00-10	Library Director	15,270	17,000	8,173	18,900	18,200
00-12	Overtime & Ext. Hire	0	3,477	0	2,343	2,200
00-11	Clerical	+ 47,744	40,869	20,249)		
	Salaries	+ 29,242	47,316	23,643)	100,738	95,885
	Pages Sal.	7,979	9,021	3,873)		
00-15	Custodial	+ 4,367	3,906	1,969	5,165	5,165
00-21	General Expense	* 6,045	7,150	3,190	8,415	8,415
00-31	Maintenance	10,507	12,154	5,545	13,869	13,869
00-41	Travel	250	250	63	250	250
00-42	Out-of-State Travel	468	655	45	480	480
00-51	Equipment Purchase *	2,352	1,852	1,298	2,322	1,900
00-52	Books	* 28,657	39,161	17,122	43,600	40,600
00	TOTAL	152,881	182,811	85,170	196,082	186,964
	Offsets:					
	State Aid	5,064.75	5,064.75	--	6,148.56	6,148.56
	Dog License Refund		7,905.43	--	3,317.88	3,317.88
	NET BUDGET	147,816.25	169,840.82	85,170	186,615.56	177,497.56

FINANCE COMMITTEE REPORT:

600 LIBRARY: In its continuing attempt to hold down the tax rate, the Finance Committee is recommending that the Trustee's request be reduced to \$186,964 an increase of 2.2% over last year. This will cut \$3,000 from the Book Account (600-52), \$422 from Equipment Account (600-51) and \$5,696 from the Personal Services Account. Recommend Approval.

		EXPENDITURES	APPROPRIATED	EXPENDITURES	FISCAL YEAR 1980	
		7/1/77 -	7/1/78 -	7/1/78 -	7/1/79-6/30-80	
		6/30/78	6/30/79	12/31/78	REQUESTED	RECOMMENDED
<u>700 PARK AND RECREATION</u>						
700-10	Maint. Foreman	12,720	14,000	7,000	15,750	14,980
700-12	Overtime	435	1,055	211	1,000	500
700-15	Salaries	52,860	59,345	39,644	62,895	62,282
700-21	General Expense	989	1,000	316	1,000	1,000
700-31	Maintenance	23,724	26,800	8,969	22,000	21,000
700-41	Travel	413	500	262	500	500
700-51	Equipment Purchase	2,953	3,000	180	3,000	2,600
700-61	Special Programs	18,898	20,800	16,619	22,400	22,400
700-71	Uniforms	462	500	22	500	500
<u>700</u>	TOTAL	113,454	127,000	73,223	129,045	125,762
<u>800 BOARD OF HEALTH</u>						
800-10	Director's Salary	19,000	20,500	10,250	22,000	22,000
800-13	Clerical Salary	6,574	7,490	3,420	8,000	8,191
800-15	Animal Inspector	800	800	400	800	800
800-21	General Expense	929	1,200	418	1,200	1,200
800-31	Lab Expense	960	2,200	1,280	3,600	3,600
800-41	Travel	1,282	1,500	565	1,500	1,500
800-51	Equipment Purchase	0	850	284	200	200
800-61	SPHNA	26,148	29,840	14,918	29,868	29,868
800-71	Mosquito Control	15,000	16,000	16,000	16,500	16,500
800-75	Septage Disposal	1,424	24,000	0	24,000	13,000
800-81	Consultant Fees	--	250	0	250	250
800-91	Mental Health	4,740	5,000	2,053	5,000	5,000
<u>800</u>	TOTAL	76,857	109,630	49,588	112,918	102,109
	Offsets	0	19,767.85	0	0	0
	NET BUDGET	76,857	89,862.15	49,588	112,918	102,109
<u>900 VETERANS</u>						
900-10	Agent's Salary	1,712	1,807	903	1,896	1,900
900-21	General Expense	309	375	43	350	350
900-61	Benefits	9,155	10,000	3,861	10,000	10,000
<u>900</u>	TOTAL	11,176	12,182	4,807	12,246	12,250



FINANCE COMMITTEE REPORTS:

700 PARK AND RECREATION: With cuts of approximately 2% recommended in the Salary and Maintenance Accounts, this budget is reduced 1%. However, this budget maintains the requested programs. Recommend Approval.

800 BOARD OF HEALTH: The recommended budget of \$102,109 represents a 7% decrease from the current budget. The Stream Analysis and Mosquito Control programs are being increased and there is a 9% increase in the personal services account. However, the amount to be appropriated for the Septage Disposal Facility is less than originally anticipated because there will be unexpended funds from this year that can be carried forward. Recommend Approval.

		EXPENDITURES	APPROPRIATED	EXPENDITURES	FISCAL YEAR 1980	
		7/1/77 -	7/1/78 -	7/1/78 -	7/1/79-6/30/80	
		6/30/78	6/30/79	12/31/78	REQUESTED	RECOMMENDED
<u>950 UNCLASSIFIED</u>						
950-11	Blue Cross/Shield	157,926	220,000	82,695	240,000	220,000
950-12	Life Insurance	3,442	4,400	1,426	4,400	4,400
950-21	Fidelity Bonds	918	1,500	0	1,500	1,500
950-31	Casualty Insurance	71,432	88,000	64,322	96,000	96,000
950-41	Print Town Report	3,543	4,000	0	4,000	4,000
950-51	Memorial Day	998	1,100	0	1,530	825
950-61	Veterans' Graves	289	300	0	350	350
950-71	Fire Pension	1,500	1,500	875	1,500	1,500
950-81	Reserve Fund	65,189 <sup>(1)</sup>	100,000	4,599	100,000	100,000
950-89	School Tuition	--	--	--	3,740	3,740
950-91	Hosmer House	1,336	0	--	--	--
950-92	Communications	3,372	3,500	1,395	3,500	3,500
950-93	Hydrant Rental	21,805	22,015	11,008	22,085	22,085
950-94	Copying Service	5,805	6,800	2,611	6,800	6,800
950-96	Retirement Fund	207,742	*206,353	103,177	207,770	207,770
950-97	Town Meetings	6,455	9,000	25	9,000	9,000
950-98	Postage	7,140	9,500	3,856	9,500	9,500
950-99	Telephone	* 12,217	11,000	5,429	12,000	12,000
950-100	Unemployment	0	35,000	1,664	25,000	25,000
<u>50</u>	TOTAL	571,109	723,968	283,082	748,675	727,970
	Overlay Reserve	100,000	40,000	0	50,000	50,000
	NET BUDGET	471,109	683,968	283,082	698,675	677,970

FINANCE COMMITTEE REPORT:

950 UNCLASSIFIED: The more significant increases are again in Casualty Insurance (950-31) and Retirement Funds (950-96) accounts. Recommend Approval.

(1) Expenditures shown from the Reserve Fund have also been identified in line items denoted by an asterisk that received Reserve Fund transfers.

1977-78 TRANSFERS

ACCOUNT NUMBER/NAME	TRANSFER NO.	AMOUNT
200-201: Debt - Interest on Temporary Loans	0759	\$10,000.00
200-201: Debt - Interest on Temporary Loans	0778	8,600.00
310-11: Fire - Salaries (from 310-12)	0756	6,041.10
310-12: Fire - Overtime	0768	5,277.00
310-21: Fire - General Expense	0776	835.00
310-31: Fire - Maintenance	0768	1,433.00
310-81: Fire - Tuition Reimbursement	0784	330.00
320-71: Police - Uniforms	0792	85.00
340-12: Building - Overtime & Extra Hire (from 340-15)	0755	1,000.00
340-32: Building - Town Hall Maintenance	0758	1,425.00
340-32: Building - Town Hall Maintenance	0789	249.83
340-33: Building - Center School Maintenance	0790	232.48
340-35: Building - Police Building Maintenance	0765	850.00
340-35: Building - Police Building Maintenance	0791	22.61
340-36: Building - Hosmer House Maintenance	0772	800.00
340-36: Building - Hosmer House Maintenance	0777	1,400.00
360-13: Conservation - Clerical	0757	700.00
370-13: Appeals - Clerical	0786	650.00
420-34: Highway/Tree - Contractors	0748	4,504.00
420-41: Highway/Landfill - Materials	0763	4,200.00
420-44: Highway/Landfill - Utilities	0783	31.53
430-20: Highway/Machinery - Fuels & Lubr.	0767	2,415.00
430-30: Highway/Machinery - Parts & Repair	0767	4,903.00
460-12: Highway/Snow & Ice - Overtime (from 420-11)	0764	7,000.00
460-12: Highway/Snow & Ice - Overtime (from 420-11)	0766	7,000.00
460-12: Highway/Snow & Ice - Overtime (from 420-11)	0767	3,000.00
460-30: Highway/Snow & Ice - Materials	0767	2,000.00
460-50: Highway/Snow & Ice - Contractors	0767	2,000.00
470: Highway/Street Lighting	0793	1,077.75
501-31: Selectmen - Maintenance	0749	200.00
501-51: Selectmen - Equipment Purchase	0737	144.00
503-21: Law - General Expense	0787	3,447.47
505-12: Tax Collector - Overtime (from 505-13)	0691	240.00
506-12: Town Clerk & Registrars - Overtime (from 506-13)	0773	460.00
506-31: Town Clerk & Registrars - Maintenance	0774	53.76
506-61: Town Clerk & Registrars - Elections	0775	1,220.00
507-71: Treasurer - Bond & Note Issue	0760	175.00
508-13: Finance Committee - Clerical	0770	300.00
514-21: Historic Districts Commission - General Expense	0780	32.15
521-12: Accounting - Overtime (from 521-13)	0762	300.00
521-61: Accounting - Payroll Processing	0761	343.50
600-14: Library - Salaries (from 600-13)	0779	250.00
600-15: Library - Custodial (from 600-13)	0771	500.00
600-21: Library - General Expense	0747	383.00
600-51: Library - Equipment Purchase	0746	351.56
600-52: Library - Books	0753	300.00
950-99: Unclassified - Telephone	0782	1,216.90
Art.34 ATM77 - Town Hall Sewerage	0750	3,000.00



1978-79 TRANSFERS

ACCOUNT NUMBER/NAME	TRANSFER NO.	AMOUNT
310-11: Fire - Salaries (from 310-12)	0785	\$50,565.00
410-51: Highway - Admin. Equipment	0795	255.00
410-51: Highway - Admin. Equipment	0796	324.00
501-81: Selectmen - Surveys & Studies	0788	1,943.31
506-61: Town Clerk & Registrars	0802	1,610.00
950-96: Unclassified - Retirement Fund	0800	721.41

As of 2/8/79



6 ARTICLE 6

Unpaid  
Bills

TO SEE IF THE TOWN WILL VOTE TO RAISE AND APPROPRIATE A SUM OF MONEY  
TO PAY ANY ONE OR MORE OF THE FOLLOWING UNPAID BILLS TOTALING \$2,743.65:

\$ 360.71 TO PAY THE TOWN OF BRAINTREE FOR RETIREMENT  
BENEFITS PAID TO EVERETT A. JOHNSON DURING THE  
YEAR 1977 (BOARD OF SELECTMEN);

1,870.00 TO PAY NORFOLK COUNTY AGRICULTURAL SCHOOL FOR THE  
TUITION EXPENSES FOR A SUDBURY STUDENT ATTENDING  
THAT SCHOOL (UNCLASSIFIED);

62.50 TO PAY THE NATIONAL GEOGRAPHIC SOCIETY FOR A BILL  
SUBMITTED AFTER THE CLOSE OF THE FISCAL YEAR  
1977-78 (SCHOOL COMMITTEE);

90.30 TO PAY THE LIBRARY OF CONGRESS FOR A BILL SUBMITTED  
AFTER THE CLOSE OF THE FISCAL YEAR 1977-78  
(SCHOOL COMMITTEE);

360.14 TO PAY PATRICK J. MANZO FOR PAY ADJUSTMENT  
(SELECTMEN);

OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Town Accountant.

TOWN ACCOUNTANT REPORT: Bills submitted after the close of the  
accounts at the end of a fiscal year or bills for which there are  
insufficient funds can only be paid by a vote of the Town Meeting  
or by a Special Act of the State Legislature.

FINANCE COMMITTEE REPORT: Recommend Approval.

BOARD OF SELECTMEN POSITION: The Board unanimously supports this article.

TOWN COUNSEL REPORT: The motion under this article requires a 4/5 vote  
of the Town Meeting.

7 ARTICLE 7

Update  
Property  
Values

TO SEE IF THE TOWN WILL VOTE TO RAISE AND APPROPRIATE, OR APPROPRIATE  
FROM AVAILABLE FUNDS, \$40,000, OR ANY OTHER SUM, TO COMPLETE THE UPDATING  
OF PROPERTY VALUES IN THE TOWN OF SUDBURY, TO BE EXPENDED UNDER THE  
DIRECTION OF THE BOARD OF ASSESSORS, IN ORDER TO COMPLY WITH THE  
MASSACHUSETTS SUPREME JUDICIAL COURT RULING REQUIRING ALL PROPERTY IN  
THE COMMONWEALTH OF MASSACHUSETTS TO BE VALUED AT A FULL AND FAIR CASH  
VALUE; OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Board of Assessors.

BOARD OF ASSESSORS REPORT: The purpose of this warrant article is to  
provide the Board of Assessors with additional funds to update the  
revaluation conducted by the professional firm of Whipple, Magane and  
Darcy for the 1970 Tax Roll, and to enable them to comply with the  
Massachusetts Supreme Court ruling requiring all cities and towns in  
Massachusetts to assess on a full and fair cash value. Therefore, the  
Board of Assessors is requesting the sum of \$40,000 to supplement funds  
already allocated for this purpose (\$40,000 - 1978 Annual Town Meeting).

FINANCE COMMITTEE REPORT: Last year the Town appropriated \$40,000 as the first phase of revaluation. The Town still has an approved plan from the State; this year's request for \$40,000 is the balance needed to implement the revaluation plan. Recommend Approval.

BOARD OF SELECTMEN POSITION: The Board unanimously supports this article.

8

ARTICLE 8

Town  
Audit

TO SEE IF THE TOWN WILL VOTE TO RAISE AND APPROPRIATE, OR APPROPRIATE FROM AVAILABLE FUNDS, \$15,000, OR ANY OTHER SUM, TO ENGAGE THE SERVICES OF A PUBLIC ACCOUNTING FIRM TO PERFORM AN AUDIT OF THE TOWN'S FINANCIAL RECORDS FOR THE PERIOD JUNE 30, 1972 TO JUNE 30, 1979; OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Board of Selectmen.

BOARD OF SELECTMEN REPORT: The Bureau of Accounts in the Department of Revenue of the Commonwealth of Massachusetts is the auditing agency of the Commonwealth for cities, towns, counties and other local government agencies such as school districts and water districts. The aggregate number of agencies for which the Bureau of Accounts is responsible exceeds 600. The Town of Sudbury has not been audited since June 30, 1972 by the Bureau of Accounts; additionally, it is known that the Bureau of Accounts will be unable to perform a financial audit of the records of the Town of Sudbury in the upcoming fiscal year. Furthermore, in addition to the traditional desire for timely financial audits, the Town must now comply with the office of Federal Revenue Sharing's directive that in order to continue to receive Revenue Sharing funds, all recipients of over \$25,000 must have a complete audit by December 31, 1979.

Financial audits ordinarily involve the systematic examination of records and procedures relative to the financial transactions of the auditee. Documents pertaining to revenue, collections and expenditures are examined to verify that transactions have been properly handled in compliance with existing laws and restrictions. The proposed audit specifications are not limited to the financial audit; also included are specifications for an examination of systems and procedures and the value and efficiency of Town operations. Administrative procedures will be reviewed to identify waste and opportunities to reduce costs and improve programs.

The objective of this article is to provide the funds necessary for the Town to engage the services of an independent public accounting firm which will perform the necessary tests of records, statements and procedures of the Town in order to render a report which will conform to the financial standards known as the Generally Accepted Auditing Standards and will ensure acceptance by the Bureau of Accounts and the several federal agencies from which the Town has received funds and which will express an opinion on the financial statements and financial position of the Town. Additionally, the Town can expect to receive recommendations concerning improving controls and procedures.

It is essential that an audit be completed by December 31, 1979 if the Town expects to receive \$180,000 - \$200,000 of Revenue Sharing each year. It also makes sound financial sense to audit this year and continue the auditing process on a more frequent basis in the future. The Board of Selectmen recommends approval.

FINANCE COMMITTEE REPORT: Recommend Approval.

9      ARTICLE 9

Street                      TO SEE IF THE TOWN WILL VOTE TO ACCEPT THE LAYOUT OF ANY ONE OR MORE  
Acceptances                OF THE FOLLOWING WAYS:

PADDOCK WAY - FROM DAKIN ROAD TO A DEAD END, A DISTANCE OF  
743 FEET, MORE OR LESS;

DEACON LANE (FORMERLY OLDE TOWNE CIRCLE) - FROM PANTRY ROAD TO A  
DEAD END, A DISTANCE OF 900 FEET, MORE OR LESS;

WITHERELL DRIVE - FROM WILLIS ROAD TO BELCHER DRIVE, A DISTANCE  
OF 2,502 FEET, MORE OR LESS;

CAKEBREAD DRIVE - FROM WITHERELL DRIVE TO A DEAD END, A DISTANCE  
OF 528 FEET, MORE OR LESS;

TAINTOR DRIVE - FROM WITHERELL DRIVE TO A DEAD END, A DISTANCE  
OF 494 FEET, MORE OR LESS;

DARVELL DRIVE - FROM WITHERELL DRIVE TO BELCHER DRIVE, A DISTANCE  
OF 422 FEET, MORE OR LESS;

BELCHER DRIVE - FROM WILLIS ROAD TO BOWKER V, A DISTANCE OF  
1,784 FEET, MORE OR LESS;

ROBERT BEST ROAD - FROM PEAKHAM ROAD TO PEAKHAM ROAD, A DISTANCE  
OF 2,460 FEET, MORE OR LESS;

COLBURN CIRCLE - FROM ROBERT BEST ROAD TO A DEAD END, A DISTANCE  
OF 565 FEET, MORE OR LESS;

CURTISS CIRCLE - FROM ROBERT BEST ROAD TO A DEAD END, A DISTANCE  
OF 682 FEET, MORE OR LESS;

AS LAID OUT BY THE BOARD OF SELECTMEN IN ACCORDANCE WITH THE  
DESCRIPTIONS AND PLANS ON FILE IN THE TOWN CLERK'S OFFICE; TO  
AUTHORIZE THE ACQUISITION, BY PURCHASE, BY GIFT OR BY A TAKING BY  
EMINENT DOMAIN, IN FEE SIMPLE, OF THE PROPERTY SHOWN ON SAID PLANS;  
AND TO RAISE AND APPROPRIATE, OR APPROPRIATE FROM AVAILABLE FUNDS,  
\$750, OR ANY OTHER SUM, THEREFOR AND ALL EXPENSES IN CONNECTION  
THEREWITH; OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Board of Selectmen.

BOARD OF SELECTMEN REPORT: This article is the result of the  
recommendations of the Highway Surveyor and the Town Engineer as to  
roads which meet legal requirements for acceptance. The Selectmen have,  
at a previous public hearing, voted the layout of these ten roads. If  
the above streets are voted and accepted by the Town Meeting as public  
ways, all future maintenance and repair will be done by the Town. The  
Board of Selectmen recommends approval.

FINANCE COMMITTEE REPORT: Recommend Approval.



10 ARTICLE 10

Street  
Acceptance  
Newbridge Rd.

TO SEE IF THE TOWN WILL VOTE TO ACCEPT THE LAYOUT OF  
NEWBRIDGE ROAD - FROM CLARK ROAD TO WATER ROW, A DISTANCE OF  
1,782 FEET, MORE OR LESS,

AS LAID OUT BY THE BOARD OF SELECTMEN IN ACCORDANCE WITH THE  
DESCRIPTION AND PLAN ON FILE IN THE TOWN CLERK'S OFFICE; TO  
AUTHORIZE THE ACQUISITION, BY PURCHASE, BY GIFT OR BY A TAKING BY  
EMINENT DOMAIN, IN FEE SIMPLE, OF THE PROPERTY SHOWN ON SAID PLANS;  
AND TO RAISE AND APPROPRIATE, OR APPROPRIATE FROM AVAILABLE FUNDS,  
\$16,100, OR ANY OTHER SUM, THEREFOR AND ALL EXPENSES IN CONNECTION  
THEREWITH, AND THE REPAIR, CONSTRUCTION OR RECONSTRUCTION THEREOF;  
OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Board of Selectmen.

BOARD OF SELECTMEN REPORT: This article is submitted on behalf of  
the abutters of Newbridge Road who petitioned the Board to do so in  
October of 1978. The petition stated in part:

"The residents (and adjoining road residents) are again urgently  
requesting pressure to be put on the proper department to have  
the end of this road accepted and repaired in such a manner that  
it can be used without car damage."

The dollar amount requested in this article breaks down as  
follows: estimate for land damages, \$10,210; paving and repair,  
\$5,790; recording fees, \$100.

The proposed layout of Newbridge Road will be at a width of  
forty feet, but it is the intention of the Town only to pave at its  
present width which we believe to be the desire of the abutters.

The Town Engineer and the Highway Surveyor will be at Town  
Meeting to make a further report and answer any questions. The Board  
of Selectmen recommends approval.

FINANCE COMMITTEE REPORT: The Finance Committee was unable to reach  
a position. The vote was 3 in favor, 3 against and 1 abstention.

11 ARTICLE 11

Transfer  
of Tax  
Possession  
Parcel 164  
to  
Conservation

TO SEE IF THE TOWN WILL VOTE TO TRANSFER THE FOLLOWING PARCEL OF LAND  
TO THE CUSTODY AND CONTROL OF THE CONSERVATION COMMISSION FOR ALL  
PURPOSES INCLUDED IN GENERAL LAWS, CHAPTER 40, SECTION 8C, AS AMENDED:

LOTS 21 AND 22, BLOCK G, AS SHOWN ON A PLAN ENTITLED "PLAN OF PINE  
LAKES, SUDBURY, MASS." DATED APRIL 1927, DRAWN BY ROBERT B. BELLAMY,  
SURVEYOR, RECORDED WITH MIDDLESEX SOUTH DISTRICT DEEDS IN PLAN  
BOOK 394, PLAN 37, AND BOUNDED AND DESCRIBED AS FOLLOWS:

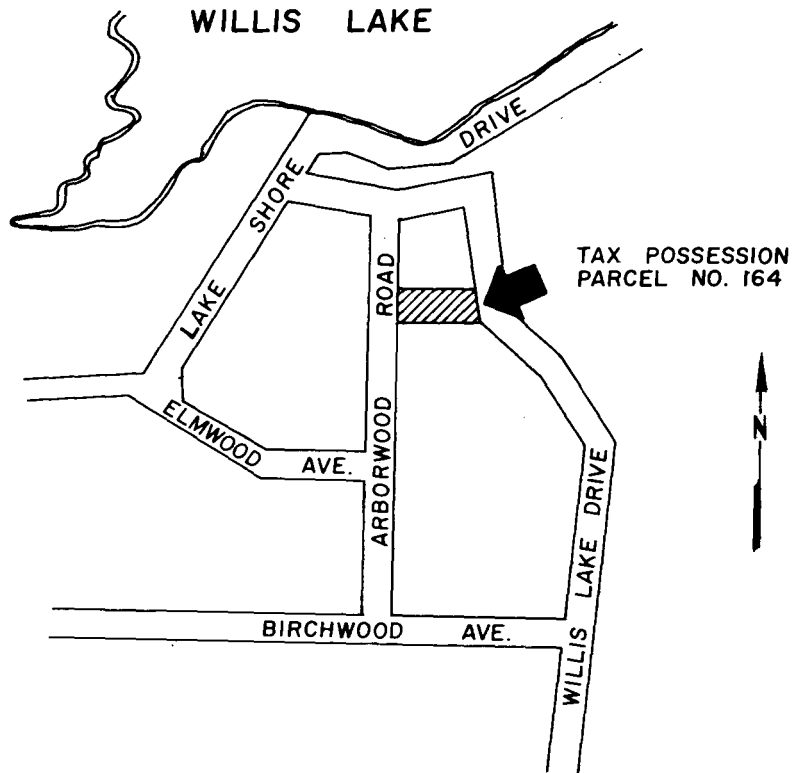
NORTHERLY	BY LAND NOW OR FORMERLY OF TOWN OF SUDBURY AND BY LAND NOW OR FORMERLY OF WOODLEE
EASTERLY	BY WILLIS LAKE DRIVE
SOUTHERLY	BY LAND NOW OR FORMERLY OF DUNNE
WESTERLY	BY ARBORWOOD DRIVE;

OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Board of Selectmen.

BOARD OF SELECTMAN REPORT: This small (0.14 acre) tax possession parcel (#164) was previously desired by an abutting property owner; see Article 21 of the 1978 Annual Town Meeting. However, the abutter misunderstood the sale terms and is no longer interested in acquiring it. Since it abuts land already under the jurisdiction of the Conservation Commission, the Commission is interested in acquiring it, and transfer to the Commission appears appropriate. The Board of Selectmen recommends approval.

FINANCE COMMITTEE REPORT: This parcel is apparently of no value to the abutting property owners. Recommend Approval.



ARTICLE 11: TRANSFER OF TAX POSSESSION LAND

12      ARTICLE 12

Special  
Act -  
Special  
Police

TO SEE IF THE TOWN WILL VOTE TO APPROVE THE PETITION SET FORTH HEREIN  
RELATIVE TO THE APPOINTMENT OF SPECIAL POLICE OFFICERS AND AUTHORIZE  
AND REQUEST THE BOARD OF SELECTMEN TO PETITION THE GENERAL COURT OF THE  
COMMONWEALTH OF MASSACHUSETTS TO ENACT THE SPECIAL LAW SET FORTH IN  
SAID PETITION AND WITHOUT FURTHER SUBMISSIONS TO A TOWN MEETING:

"THE COMMONWEALTH OF MASSACHUSETTS

IN THE YEAR ONE THOUSAND NINE HUNDRED AND SEVENTY-NINE  
AN ACT RELATIVE TO THE APPOINTMENT OF SPECIAL POLICE IN  
THE TOWN OF SUDBURY.

BE IT ENACTED BY THE SENATE AND HOUSE OF REPRESENTATIVES IN  
GENERAL COURT ASSEMBLED, AND BY THE AUTHORITY OF THE SAME  
AS FOLLOWS:

SECTION 1. THE BOARD OF SELECTMEN, THE APPOINTING AUTHORITY, MAY APPOINT SPECIAL POLICE OFFICERS, HEREINAFTER CALLED SPECIAL POLICE, IN THE TOWN OF SUDBURY. SUCH APPOINTMENTS SHALL NOT BE SUBJECT TO THE PROVISIONS OF GENERAL LAWS, CHAPTER 31, AS AMENDED. SPECIAL POLICE SHALL BE APPOINTED FOR 1 YEAR TERMS, PROVIDED, HOWEVER, THAT AN APPOINTMENT MAY BE REVOKED AT ANY TIME, WITH OR WITHOUT CAUSE, BY THE APPOINTING AUTHORITY.

SECTION 2. SPECIAL POLICE MAY BE GIVEN, BY THE APPOINTING AUTHORITY, ALL OR ANY PART OR PORTION OF THE POWERS AND AUTHORITY OF POLICE OFFICERS APPOINTED UNDER THE PROVISIONS OF GENERAL LAWS, CHAPTER 31, AS AMENDED, AND GENERAL LAWS, CHAPTER 41, SECTION 96, AS AMENDED, HEREINAFTER CALLED POLICE OFFICERS. SPECIAL POLICE SHALL BE ASSIGNED DUTIES OR TASKS BY THE CHIEF OF POLICE, BY THE ACTING CHIEF OF POLICE IN ABSENCE OF A CHIEF OF POLICE, OR BY THE SENIOR POLICE OFFICER ON DUTY (SUBJECT TO WRITTEN RULES AND REGULATIONS CONCERNING SPECIAL POLICE ESTABLISHED BY THE CHIEF OF POLICE). SPECIAL POLICE SHALL NOT BE ASSIGNED DUTIES OR TASKS THAT DEPRIVE A POLICE OFFICER OF REGULAR EMPLOYMENT OR OVERTIME EMPLOYMENT REQUESTED BY A POLICE OFFICER.

SECTION 3. THIS ACT SHALL TAKE EFFECT UPON ITS PASSAGE.";

OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Board of Selectmen.

BOARD OF SELECTMEN REPORT: This article is identical to Article 18 approved at the 1977 Annual Town Meeting. This Special Act became House Bill 6170 and died in the waning hours of the 1977 legislative session. The Board of Selectmen submitted the Special Police bill to the General Court for the 1978 legislative session but was informed that once a bill requiring local approval has been considered without being enacted, any refiling of that bill in the following session must be accompanied by a new certificate of local approval.

In March of 1978 we were advised by Senator Atkins' office to have this article placed on the warrant for the next Annual Town Meeting so that the bill could be considered as expeditiously as possible by the Legislature. We were unable to submit this bill to the 1978 Annual Town Meeting because of the closing of the warrant and late notification of the above circumstances dealing with the refiling of the legislation requested by Town Meeting.

In order that the Town Meeting might properly understand the purpose of the article, we repeat below the written report of the Board of Selectmen contained in the warrant for the 1977 Annual Town Meeting.

On June 7, 1976 the Board of Selectmen voted: "That it would be the policy of the Board, until it is advised that it has other authority, rather than to appoint Special Police Officers, as that term has been known, to appoint, in their stead, Special Constables under the provisions of Chapter 90, Section 29 of the General Laws, as recommended by Town Counsel in his memorandum of April 1, 1976." However, Special Constables under the law are limited in their power to only "the enforcement of all laws and regulations concerning motor vehicles".



Therefore, the purpose of this article is to present special legislation to the General Court so that the Board of Selectmen would be authorized to appoint Special Police Officers, as has been the practice in the past, with the powers and duties which the Police Chief feels they should have to carry out their job. To state in more simple terms this correcting legislation is needed (1) so that the title Special Police may be used in future appointments; and (2) to seek legislative clarification of the powers of Special Police Officers.

To quote from Town Counsel's memorandum of April 1, mentioned above:

"Many towns still follow the practice of appointing special police officers; this is usually not a matter of reliance upon an interpretation of a particular statute, but is based on habit and custom. It is my opinion that custom and usage should not be relied on in so important a matter."

The Selectmen recommend approval of this article.

FINANCE COMMITTEE REPORT: This article, as approved by Town Meeting in 1977, died in the legislature before it was enacted. Therefore, the process must be repeated. There is no provision in the law for appointing special police. Constables can be appointed but their authority is limited. Reserves cannot be appointed without a 12-week training program. Contingent upon receiving rules and regulations as requested, the Finance Committee recommends approval.

13      ARTICLE 13

POLICE/FIRE  
HEADQUARTERS

TO SEE IF THE TOWN WILL VOTE TO RIASE AND APPROPRIATE, OR APPROPRIATE FROM AVAILABLE FUNDS, \$7,500, OR ANY OTHER SUM, TO BE EXPENDED UNDER THE JURISDICTION OF THE PERMANENT BUILDING COMMITTEE FOR THE PURPOSE OF PREPARATION OF BIDDING DOCUMENTS, INCLUDING THE UPDATING OF PLANS AND SPECIFICATIONS, FOR A NEW POLICE AND FIRE HEADQUARTERS BUILDING TO BE LOCATED ON THE OLIVER LAND SITE, SO-CALLED; OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Board of Selectmen.

BOARD OF SELECTMEN REPORT: This article has been inserted to provide funds for the Permanent Building Committee to review and update existing plans and specifications for a new fire and police headquarters building to be located off Hudson Road on Town land, formerly the so-called Oliver land.

Previous Town expenditures relating to the proposed new Police/Fire Headquarters project are as follows:

1972 Annual Town Meeting, Art. 48:	(Land)	\$ 3,000
1972 Annual Town Meeting, Art. 47:	(Plans)	8,000
1973 Special Town Meeting, Art. 1:	(Land)	77,000
1973 Special Town Meeting, Art. 2:	(Plans)	40,000
Reserve Fund Transfer, Architect:	(Plans)	3,000
		<u>\$131,000</u>

It is the intention of the Permanent Building Committee, if this article is approved, 1) to determine current construction cost figures for the facility; 2) to update plans to recognize energy conservation construction saving measures; and 3) to update plans to recognize new state building code requirements, if any. Once this work is completed, the proposed Police/Fire facility project will be brought to a future Town Meeting for further funding action.

The Board of Selectmen believes that a serious need still exists for new police and fire facilities. We must go forward now because escalating construction costs dictate that we do so. The majority of the Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: Members of the Finance Committee participated in the tour of the police and fire facilities on December 16, 1978. While there appears to be general agreement among the various Town Boards and Committees that a space problem exists with respect to the Town's present police and fire facilities, a number of alternatives are still being explored. Inasmuch as we have been advised that the specific proposal to be presented to the Town Meeting may change, the Finance Committee will make its report at Town Meeting.

14      ARTICLE 14

Amend Bylaws      TO SEE IF THE TOWN WILL VOTE TO AMEND ARTICLE IX, SECTION IV OF THE  
Art. IX,            ZONING BYLAW BY ADDING THERETO A NEW SUBSECTION D ENTITLED, "CLUSTER  
Sec. IV            DEVELOPMENT", AS FOLLOWS:

Cluster            "D. CLUSTER DEVELOPMENT  
Development  
Provision

1. OBJECTIVES

A. THE PLANNING BOARD MAY GRANT A SPECIAL PERMIT FOR ANY TRACT OF LAND TEN (10) ACRES OR GREATER WITHIN A RESIDENTIAL ZONING DISTRICT FOR THE PURPOSE OF ALLOWING A CLUSTER DEVELOPMENT OF RESIDENTIAL BUILDING LOTS. THE OBJECTIVES OF CLUSTER DEVELOPMENT SHALL BE:

- (1) TO PRESERVE HISTORICAL OR PREHISTORICAL RESOURCES, OPEN SPACE FOR CONSERVATION, AGRICULTURE, OUTDOOR RECREATION OR PARK PURPOSES;
- (2) TO PROMOTE MORE EFFICIENT USE OF LAND IN HARMONY WITH ITS NATURAL FEATURES;
- (3) TO PROTECT NATURAL AQUIFER RECHARGE SYSTEMS;
- (4) TO REDUCE THE LENGTH OF PROPOSED UTILITIES AND STREETS THEREBY PROMOTING MORE EFFICIENT MUNICIPAL SERVICES;
- (5) TO PROMOTE BETTER SITING OF BUILDING LOTS.

2. STANDARDS

A. THE NUMBER OF LOTS PERMITTED WITHIN ANY CLUSTER DEVELOPMENT SHALL NOT EXCEED THE NUMBER OF BUILDABLE LOTS THAT COULD BE OBTAINED THROUGH CONVENTIONAL DEVELOPMENT OF THE TRACT UNDER THE REQUIREMENTS OF THE ZONING DISTRICT IN WHICH THE TRACT IS LOCATED. BUILDABLE LOT IS DEFINED AS ANY LOT MEETING THE DIMENSIONAL REQUIREMENTS OF THE

ZONING DISTRICT IN WHICH IT IS LOCATED, HAVING ADEQUATE AREA FOR LOCATING BUILDINGS, AND HAVING BEEN CERTIFIED BY THE BOARD OF HEALTH AS TO SUITABILITY FOR SUB-SURFACE SEWERAGE DISPOSAL.

B. ALL DIMENSIONAL REGULATIONS WITHIN A CLUSTER DEVELOPMENT SHALL COMPLY WITH THE PROVISIONS OF ARTICLE IX, SECTION IV, SUBSECTION B OF THE ZONING BYLAW, EXCEPT AS FOLLOWS:

- (1) THE MINIMUM AREA OF BUILDING LOTS SHALL BE HALF THAT OF THE RESIDENTIAL DISTRICT IN WHICH IT IS LOCATED, AS FOLLOWS:

SINGLE RESIDENCE "A" = 20,000 SQ. FEET

SINGLE RESIDENCE "C" = 30,000 SQ. FEET

IN INSTANCES WHERE A TRACT OVERLAPS RESIDENCE ZONES A AND C, THE PRELIMINARY STANDARD SUBDIVISION PLAN MUST RESPECT THESE BOUNDARIES. THE MINIMUM LOT SIZE IN THE CLUSTER DEVELOPMENT WILL BE DETERMINED BY MULTIPLYING THE NUMBER OF LOTS IN RESIDENCE ZONE A BY 20,000 SQUARE FEET, AND MULTIPLYING THE LOTS IN RESIDENCE ZONE C BY 30,000 SQUARE FEET, ADDING THE TWO AREAS AND DIVIDING BY THE TOTAL NUMBER OF LOTS.

- (2) LOT FRONTAGE SHALL HAVE AN AVERAGE WIDTH OF ONE-HALF THAT REQUIRED IN THE RESIDENTIAL DISTRICT IN WHICH THE CLUSTER DEVELOPMENT IS LOCATED, AS FOLLOWS:

SINGLE RESIDENCE "A" = 90 FEET

SINGLE RESIDENCE "C" = 105 FEET

THE MINIMUM LOT FRONTAGE PERMITTED IN EITHER RESIDENCE ZONE SHALL BE 50 FEET.

- (3) MINIMUM SIDE YARD REQUIREMENTS WILL BE 15 FEET IN RESIDENCE ZONE A.

C. TO PROVIDE A BUFFER BETWEEN A CLUSTER DEVELOPMENT AND SURROUNDING PROPERTIES, NO STRUCTURE SHALL BE LOCATED WITHIN 50 FEET OF THE OVERALL PERIMETER BOUNDARY.

D. A MINIMUM OF 35% OF THE LAND AREA OF THE TRACT, EXCLUSIVE OF LAND SET ASIDE FOR STREET PURPOSES, SHALL REMAIN UNSUBDIVIDED AND SHALL BE DESIGNATED AS COMMON OPEN LAND. SUCH LAND SHALL HAVE A SHAPE, CHARACTER AND DIMENSION SUITABLE TO ASSURE ITS USE FOR CONSERVATION, RECREATION OR PARK PURPOSES. IF NOT CONTIGUOUS, NO PORTION OF THE COMMON OPEN LAND SHALL BE SMALLER THAN ONE ACRE. PROVISION SHALL BE MADE SO THAT THE COMMON LAND SHALL BE READILY ACCESSIBLE TO ALL LOTS WITHIN THE CLUSTER DEVELOPMENT THAT DO NOT ABUT THE COMMON LAND. A PEDESTRIAN EASEMENT OF 10' FEET MINIMUM WIDTH IS REQUIRED LEADING FROM COMMON OPEN LAND PARCELS AND A PUBLIC OR PRIVATE WAY WITHIN THE CLUSTER DEVELOPMENT, OR BETWEEN SUCH PARCELS, ONE OF WHICH MUST ABUT A WAY. IN CASES WHERE ANY PORTION OF THE COMMON OPEN LAND IS USED FOR SEPTIC SYSTEMS, THE MINIMUM WIDTH OF THE EASEMENT WILL BE DETERMINED BY THE NATURE OF THE TERRAIN TO READILY ALLOW THE PASSAGE OF SERVICE VEHICLES. A MAXIMUM OF 20% OF THE COMMON LAND MAY BE DEVOTED TO PAVED AREAS AND STRUCTURES USED FOR OR ACCESSORY TO OUTDOOR RECREATION AND CONSISTENT WITH THE OBJECTIVES OF THIS SUBSECTION. SUCH STRUCTURES OR PAVED AREAS MAY NOT BE CONSTRUCTED ON FLOODPLAIN, WETLAND, SLOPES IN EXCESS OF 10% GRADE, OR LEDGE OUTCROPPINGS.



- E. SUBJECT TO THE APPROVAL OF THE BOARD OF HEALTH, THE PLANNING BOARD MAY PERMIT THE COMMON LAND TO BE USED FOR SUB-SURFACE SEWERAGE DISPOSAL WHERE IT FINDS THAT SUCH USE WILL NOT BE DETRIMENTAL TO THE CHARACTER OR QUALITY OF THE COMMON LAND. IN SUCH CASES, THE HOMEOWNER WILL BE PROVIDED WITH AN EASEMENT TO PERMIT ANY MAINTENANCE OR CONSTRUCTION AS MAY BE REQUIRED. SUCH EASEMENTS SHALL ALSO APPLY TO APPLICABLE SEPTIC EXPANSION AREAS AND WILL DESIGNATE THE HOMEOWNER AS THE "AGENT OF PREMISES" FOR SEWERAGE DISPOSAL MAINTENANCE PURPOSES.
- F. THE COMMON OPEN LAND, AND SUCH OTHER FACILITIES AS MAY BE HELD IN COMMON, SHALL BE CONVEYED TO ONE OF THE FOLLOWING, AS DETERMINED BY THE APPLICANT SUBJECT TO THE APPROVAL OF THE PLANNING BOARD AND SUBJECT TO THE FOLLOWING GUIDELINES:
- (1) A CORPORATION OR TRUST COMPRISING A HOMEOWNERS ASSOCIATION WHOSE MEMBERSHIP INCLUDES ALL THE OWNERS OF LOTS OR UNITS CONTAINED IN THE TRACT. THE DEVELOPER SHALL INCLUDE IN THE DEED TO PURCHASERS OF INDIVIDUAL LOTS BENEFICIAL RIGHTS IN SAID OPEN LAND, AND SHALL GRANT A CONSERVATION RESTRICTION TO THE TOWN OF SUDBURY OVER SUCH LAND PURSUANT TO M.G.L. CHAPTER 184, S. 31-33, TO INSURE THAT SUCH LAND BE KEPT IN AN OPEN OR NATURAL STATE AND NOT BE BUILT UPON FOR RESIDENTIAL USE OR DEVELOPED FOR ACCESSORY USES SUCH AS PARKING OR ROADWAYS. THIS RESTRICTION SHALL BE ENFORCEABLE BY THE TOWN THROUGH ITS CONSERVATION COMMISSION IN ANY PROCEEDING AUTHORIZED BY A S. 33 OF CH. 184 OF M.G.L., INCLUDING FUTURE AMENDMENTS THERETO AND CORRESPONDING PROVISIONS OF FUTURE LAWS. IN ORDER TO ENSURE THAT THE ASSOCIATION WILL PROPERLY MAINTAIN THE LAND DEEDED TO IT UNDER THIS SECTION, THE DEVELOPER SHALL CAUSE TO BE RECORDED AT THE MIDDLESEX SOUTH DISTRICT REGISTRY OF DEEDS A DECLARATION OF COVENANTS AND RESTRICTIONS WHICH SHALL, AT A MINIMUM, PROVIDE FOR THE FOLLOWING:
    - (A) MANDATORY MEMBERSHIP IN AN ESTABLISHED HOMEOWNERS ASSOCIATION, AS A REQUIREMENT OF OWNERSHIP OF ANY LOT IN THE TRACT;
    - (B) PROVISIONS FOR MAINTENANCE ASSESSMENTS OF ALL LOTS IN ORDER TO ENSURE THAT THE OPEN LAND IS MAINTAINED IN A CONDITION SUITABLE FOR THE USES APPROVED AND IN CONFORMANCE WITH ALL STATE AND LOCAL LAWS. FAILURE TO PAY SUCH ASSESSMENT SHALL CREATE A LIEN ON THE PROPERTY ASSESSED, ENFORCEABLE BY EITHER THE HOMEOWNERS ASSOCIATION OR THE OWNER OF ANY LOT;
    - (C) PROVISION WHICH, SO FAR AS POSSIBLE UNDER THE EXISTING LAW, WILL ENSURE THAT THE RESTRICTIONS PLACED ON THE USE OF THE OPEN LAND WILL NOT TERMINATE BY OPERATION OF LAW;
    - (D) IN INSTANCES WHERE THE COMMON OPEN LAND IS NOT BEING MAINTAINED PROPERLY, AND DEEMED TO BE IN VIOLATION OF THE TOWN BYLAWS, OR A THREAT TO PUBLIC HEALTH, SAFETY AND WELFARE BY APPROPRIATE BOARDS OR OFFICIALS ACTING IN ACCORDANCE WITH FEDERAL, STATE OR LOCAL LAWS, THE TOWN OF SUDBURY, AFTER DUE NOTICE, MAY ENTER THE COMMON

OPEN LAND AND PERFORM THE NECESSARY MAINTENANCE AND ASSESS THE OWNERS APPROPRIATELY. SUCH RESTRICTION SHALL CONTAIN THE ABOVE RIGHT OF ENTRANCE AND MAINTENANCE AND SHALL BE IN A FORM AND SUBSTANCE AS THE PLANNING BOARD SHALL PRESCRIBE AND MAY CONTAIN SUCH ADDITIONAL RESTRICTIONS ON DEVELOPMENT AND USE OF THE COMMON LAND AS THE PLANNING BOARD MAY DEEM APPROPRIATE.

- (2) A NONPROFIT ORGANIZATION, THE PRINCIPAL PURPOSE OF WHICH IS THE CONSERVATION OF OPEN SPACE. THE DEVELOPER OR CHARITY SHALL GRANT A CONSERVATION RESTRICTION AS SET OUT IN (1) ABOVE.
  - (3) THE CONSERVATION COMMISSION OF THE TOWN FOR PARK OR OPEN SPACE USE, SUBJECT TO THE APPROVAL OF THE SELECTMEN WITH A TRUST CLAUSE INSURING THAT IT BE MAINTAINED AS OPEN SPACE.
- G. NO LOT SHOWN ON A PLAN FOR WHICH A SPECIAL PERMIT FOR CLUSTER DEVELOPMENT IS GRANTED MAY BE FURTHER SUBDIVIDED AND A NOTATION TO THIS EFFECT SHALL BE SHOWN ON THE PLAN AND ON EACH DEED CONVEYING BUILDING LOTS ON SAID PLAN.
- H. INDIVIDUAL WELLS ARE NOT PERMITTED AS A WATER SOURCE WITHIN A CLUSTER DEVELOPMENT. COMMUNAL WELLS WILL ONLY BE ALLOWED SUBJECT TO THE APPROVAL OF THE SUDBURY WATER DISTRICT AND THE BOARD OF HEALTH.

3. PROCEDURE FOR APPROVAL

- A. THE APPLICANT SEEKING A SPECIAL PERMIT FOR A CLUSTER DEVELOPMENT SHALL SUBMIT TWO PLANS TO THE PLANNING BOARD. THE FIRST PLAN SHALL SHOW DEVELOPMENT OF THE TRACT UNDER THE PROVISIONS OF THE ZONING BYLAW WITHOUT REGARD TO THIS SUBSECTION. SUCH PLAN SHALL CONFORM TO PROVISIONS DESCRIBED IN SECTION IV, B OF THE RULES AND REGULATIONS GOVERNING THE SUBDIVISION OF LAND FOR A PRELIMINARY SUBDIVISION PLAN. SUCH PLAN SHALL BE ACCOMPANIED BY A REPORT FROM THE BOARD OF HEALTH STATING WHICH LOTS ON SAID PLAN MEET SOIL STANDARDS THAT APPEAR SUITABLE FOR SUB-SURFACE SEWERAGE DISPOSAL.

THE SECOND PLAN SHALL SHOW DEVELOPMENT OF THE TRACT AS A CLUSTER DEVELOPMENT UNDER THE PROVISION OF THE ZONING BYLAW INCLUDING THIS SUBSECTION. THE SUBMISSION AND APPROVAL OF SUCH PLAN SHALL MEET ALL REQUIREMENTS SET FORTH IN THE PLANNING BOARD'S RULES AND REGULATIONS GOVERNING CLUSTER DEVELOPMENT AND ANY AMENDMENTS THERETO. IN ADDITION TO THE INFORMATION REQUIRED ON THE ABOVE, THE PLAN SHALL ALSO SHOW TOPOGRAPHICAL LINES, SOIL TYPES, WOODED AREAS, LEDGE OUTCROPPINGS, WETLANDS AND FLOODPLAINS. THE PLAN SHALL DETAIL THE LANDSCAPING AND PROPOSED USE OF THE COMMON OPEN LAND, INCLUDING ANY PROPOSED STRUCTURES THEREON. TO THE MAXIMUM EXTENT POSSIBLE, ALL PROPOSED INSTRUMENTS TO BE RECORDED WITH THE PLAN, INCLUDING THE PERPETUAL CONSERVATION RESTRICTION DRAFT, SHALL BE SUBMITTED TO THE PLANNING BOARD AT THE TIME OF APPLICATION FOR A SPECIAL PERMIT UNDER THIS SUBSECTION.

- B. WITHIN 60 DAYS OF SUBMISSION OF THE PRELIMINARY CLUSTER PLAN THE PLANNING BOARD SHALL APPROVE, CONDITIONALLY APPROVE, OR DIAPPROVE SAID PLAN. APPLICATION PROCEDURES FOR FILING THE CLUSTER DEFINITIVE PLAN ARE DESCRIBED IN THE PLANNING BOARD'S RULES AND REGULATIONS GOVERNING CLUSTER DEVELOPMENT.



- C. THE PLANNING BOARD SHALL NOT GRANT A SPECIAL PERMIT FOR A CLUSTER DEVELOPMENT UNLESS IT DETERMINES THAT BECAUSE OF SOIL, DRAINAGE, TRAFFIC OR OTHER CONDITIONS THE GRANTING OF SUCH PERMIT WOULD BE CONSISTENT WITH THE OBJECTIVES OF THIS SUBSECTION AND WOULD NOT BE DETRIMENTAL TO THE TOWN OR NEIGHBORHOOD IN WHICH THE PROPOSED DEVELOPMENT IS LOCATED.
- D. THE PLANNING BOARD MAY, FOR THE PURPOSES OF REVIEWING CERTAIN CLUSTER SUBDIVISION PLANS, APPOINT A DESIGN REVIEW COMMITTEE NUMBERING THREE PROFESSIONALS IN THE FIELDS OF LAND PLANNING, LANDSCAPE ARCHITECTURE, ENGINEERING, OR OTHER AREAS THE PLANNING BOARD MAY DEEM NECESSARY TO ACT IN A REVIEW CAPACITY DURING THE APPROVAL PROCESS OF THE CLUSTER SUBDIVISIONS.
- E. IF A SPECIAL PERMIT IS GRANTED UNDER THIS SUBSECTION, THE PLANNING BOARD SHALL IMPOSE AS A CONDITION THAT THE COMMON LAND SHALL BE CONVEYED, FREE OF ANY MORTGAGE INTEREST OR SECURITY INTEREST OR MADE SUBJECT TO A PERPETUAL RESTRICTION OF THE TYPE DESCRIBED ABOVE IN PARAGRAPH 2, F, (1) PRIOR TO ANY CONSTRUCTION OR ALTERATION OF THE LAND. THE APPLICANT SHALL PROVIDE SATISFACTORY ASSURANCE OF SAID CONVEYANCE AND RECORDING IN THE FORM OF COPIES OF THE RECORDED INSTRUMENTS BEARING THE RECORDING STAMP.
- F. THE PROVISIONS OF THIS BYLAW ARE SEVERABLE FROM EACH OTHER, AND IF ANY OF SAID PROVISIONS SHALL BE HELD UNCONSTITUTIONAL OR INVALID BY ANY COURT OF COMPETENT JURISDICTION, THE REMAINING PROVISIONS SHALL REMAIN IN FULL FORCE AND EFFECT; IF ANY PROVISION OF THESE REGULATIONS IS HELD BY SUCH COURT TO BE INVALIDLY APPLIED TO ANY PARTICULAR CASE, ALL OTHER APPLICATIONS OF SUCH PROVISION TO OTHER CASES SHALL NOT AFFECTED THEREBY.

#### 4. AMENDMENTS

- A. FOLLOWING THE GRANTING OF A SPECIAL PERMIT UNDER THIS SUBSECTION, THE PLANNING BOARD MAY AMEND THE PLAN IN ACCORDANCE WITH ITS CLUSTER DEVELOPMENT RULES AND REGULATIONS, SOLELY TO CHANGE LOT LINES PROVIDED, HOWEVER, THAT NO SUCH AMENDMENT SHALL:
  - (1) GRANT ANY REDUCTION IN THE SIZE OR CHANGE IN LOCATION OF THE COMMON OPEN LAND AS PROVIDED IN THE PERMIT;
  - (2) GRANT ANY CHANGE IN THE LAYOUT OF THE WAYS AS PROVIDED IN THE PERMIT;
  - (3) INCREASE THE NUMBER OF LOTS AS PROVIDED IN THE PERMIT; OR
  - (4) DECREASE THE DIMENSIONAL REQUIREMENTS OF ANY LOT BELOW THOSE PERMITTED BY THIS BYLAW."

OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Planning Board.

PLANNING BOARD REPORT: The Cluster Development Bylaw provides an alternative to the standard subdivision approach to development on suitable tracts of land. If a special permit is granted by the Planning Board, houses can be built on smaller lots than normally allowed in either residential zone, provided a compensatory portion of the overall tract is set aside as permanent open space. This Bylaw is for single unit residences only; no multi-unit or condominiums are allowed.



No increase in overall density is anticipated; prior to preparing a cluster plan, a developer will have to establish how many houses his site would support in a standard subdivision.

Cluster zoning is a major recommendation of Dr. Ward S. Motts in his hydrological study of Sudbury's existing and potential water resources. In the MAPC (Metropolitan Area Planning Council) Areawide 208 Study, Cluster Development is specifically suggested for Sudbury as a means of protecting water quality of existing and potential well sites.

Cluster Development can generate significant amounts of open space in areas that otherwise may be built upon. Design will be encouraged to preserve historic and natural resources. In addition to preserving fragile environmental features and fostering development most compatible with the physical aspects of a site, it is felt that this additional open space will help maintain the semi-rural character of the Town.

Considering that much of Sudbury's remaining land is only marginally suitable for development, it is important to encourage building in those areas that most readily can sustain it without causing potential problems for future homeowners or the Town.

It is anticipated that Cluster Development will be financially beneficial to the Town, compared to standard subdivisions. Shorter streets will reduce maintenance costs such as sweeping, snow plowing, salting, repaving, patching, drainage system cleaning and other costs related to roadways.

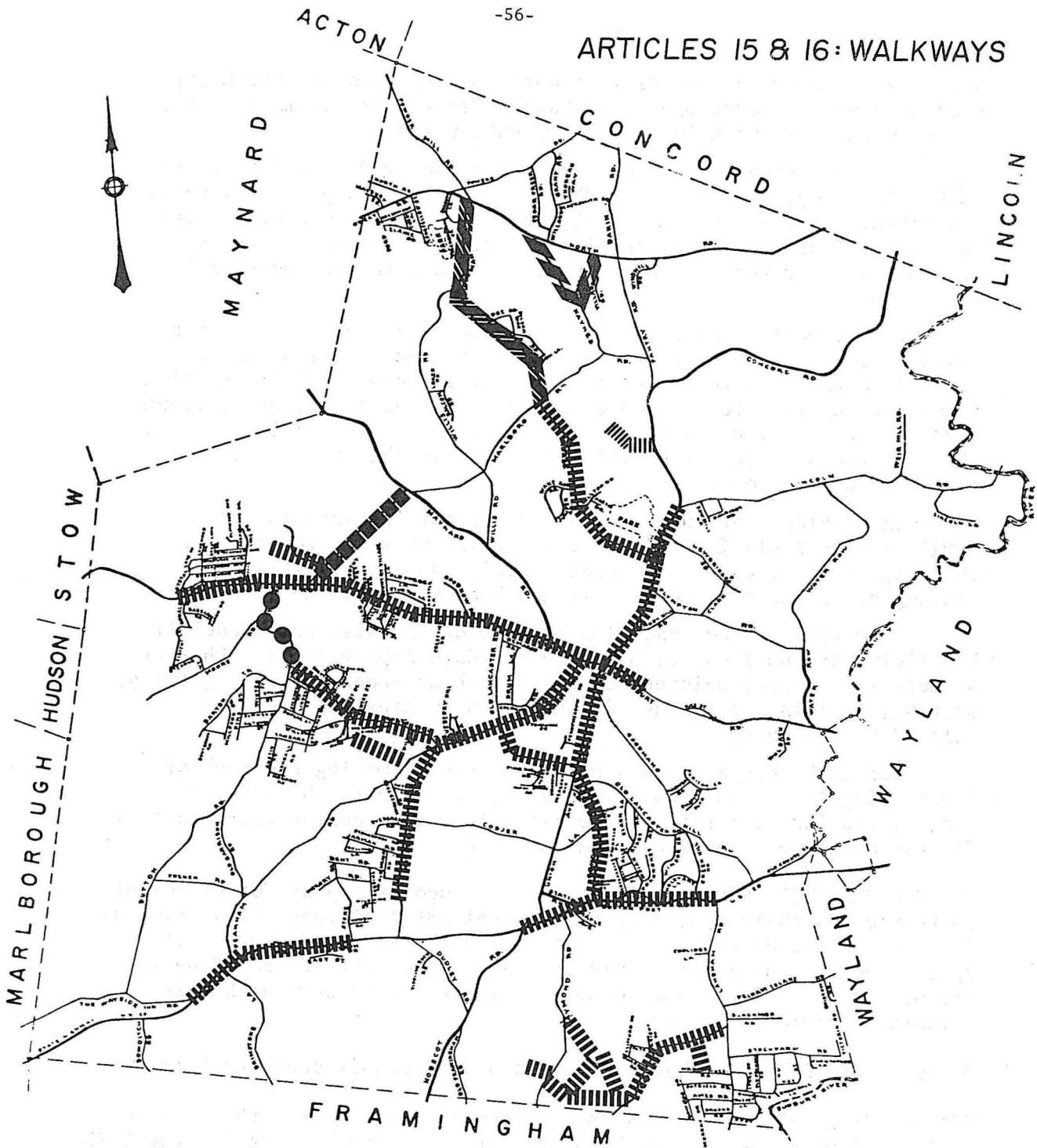
Cluster Development is a proven method of making the most of diminishing land resources. This approach respects the individual characteristics of a site and permits flexible planning with benefits for the developer, homeowner and the Town.

FINANCE COMMITTEE REPORT: This article proposes a plan for efficient aesthetic and environmentally sound development of some of the remaining residential areas in Town. Its objective is to preserve open space, protect the water supply and reduce the cost of providing roads and utilities. The Finance Committee agrees in concept with this article. Recommend Approval.

BOARD OF SELECTMEN POSITION: The Board unanimously supports this article.

TOWN COUNSEL OPINION: It is the opinion of Town Counsel that, if the Zoning Bylaw change set forth in Article 14 in the Warrant for the 1979 Annual Town Meeting is properly moved and seconded, a report is given by the Planning Board as required by law, and the motion is adopted by a two-thirds vote in favor of the motion, the proposed change will become a valid amendment to the Sudbury Zoning Bylaw after approval by the Attorney General.

# ARTICLES 15 & 16: WALKWAYS



## LEGEND:

- ||||| existing walkways
- \\\\\\ Haynes/Puffer walkway (Art. 15)
- XXXXX Mossman Road walkway (Art. 16)
- ..... Dutton Road walkway (Planned)
- Fairbank Road walkway (Planned)

15      ARTICLE 15

Walkway  
Construction  
Haynes/Puffer

TO SEE IF THE TOWN WILL VOTE TO RAISE AND APPROPRIATE, OR APPROPRIATE FROM AVAILABLE FUNDS, \$40,000, OR ANY OTHER SUM, FOR THE CONSTRUCTION OF A WALKWAY, SUCH FUNDS TO BE EXPENDED IN THE FOLLOWING MANNER:

CONSTRUCTION FUNDS AS NECESSARY TO BE EXPENDED UNDER THE DIRECTION OF THE HIGHWAY SURVEYOR, FOR A WALKWAY ALONG THE FOLLOWING ROADS:

1. HAYNES ROAD FROM DUNSTER ROAD TO NORTH ROAD, A DISTANCE OF APPROXIMATELY 2650 FEET;
2. PUFFER LANE FROM HAYNES ROAD TO VILLAGE ROAD, A DISTANCE OF APPROXIMATELY 1050 FEET;

OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Planning Board.

PLANNING BOARD REPORT: This walkway will provide a safe, convenient means of access to the Haynes Road school. The children from this neighborhood have been walking to the Haynes School for a number of years during which the traffic along these main connecting roads to Route 117 has been increasing. This traffic increase shows no signs of abating. The safety of these school walkers has, therefore, become a problem which has been brought to the attention of the Planning Board and its Walkway Subcommittee by residents in this area. The Planning Board and Walkway Subcommittee have assigned highest priority to the construction of this walkway for school-related safety reasons.

FINANCE COMMITTEE REPORT: This walkway will be used daily by children walking to and from the Haynes School. This is consistent with the original intent of the Walkway program. Recommend Approval.

BOARD OF SELECTMEN POSITION: The Board unanimously supports this article.

16      ARTICLE 16

Walkway  
Construction  
Mossman

TO SEE IF THE TOWN WILL VOTE TO RAISE AND APPROPRIATE, OR APPROPRIATE FROM AVAILABLE FUNDS, \$80,000, OR ANY OTHER SUM, FOR THE CONSTRUCTION OF A WALKWAY, SUCH FUNDS TO BE EXPENDED IN THE FOLLOWING MANNER:

CONSTRUCTION FUNDS AS NECESSARY TO BE EXPENDED UNDER THE DIRECTION OF THE HIGHWAY SURVEYOR, FOR A WALKWAY ALONG MOSSMAN ROAD FROM MARLBORO ROAD TO NORTH ROAD, A DISTANCE OF APPROXIMATELY 7700 FEET;

OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Planning Board.

PLANNING BOARD REPORT: The Long Range Walkway Development Program, initiated as a result of Town Meeting action at the 1963 Annual Town Meeting, continues to add new walkways. The 1977 Annual Town Meeting authorized funds for construction of a walkway along Morse Road from Concord Road to Marlboro Road. Final engineering of the Mossman Road walkway was completed in 1977. Construction of the Morse Road walkway will be completed during the 1979 construction season. The Mossman Road walkway will provide a safe, convenient means of walking along one of



the principal through streets in the northern section of Sudbury. This link to the Morse Road walkway will provide residents living along Mossman Road, and the many subdivision roads exiting onto Mossman Road, a safe, convenient means of walking to parks, shopping, schools, churches, and public facilities.

FINANCE COMMITTEE REPORT: The Mossman Road walkway is not directly related to school safety which the Finance Committee believes should have first priority. We believe that this proposal does not have sufficient priority to justify the requested funds. Recommend Disapproval.

BOARD OF SELECTMEN POSITION: The Board does not support this article.

17      ARTICLE 17

Scenic Roads  
Recommendations

TO SEE IF THE TOWN WILL VOTE TO DESIGNATE THE FOLLOWING ROADS IN ACCORDANCE WITH THE RECOMMENDATION OF THE CONSERVATION COMMISSION UNDER SECTION 15C OF CHAPTER 40 OF THE GENERAL LAWS (THE SCENIC ROADS ACT):

CONCORD ROAD	BOSTON POST ROAD TO CONCORD LINE
HAYNES ROAD	PANTRY ROAD TO NORTH ROAD
LINCOLN ROAD	CONCORD ROAD TO WAYLAND LINE
MARLBORO ROAD	MAYNARD ROAD TO HAYNES ROAD
MORSE ROAD	CONCORD ROAD TO MARLBORO ROAD
MOSSMAN ROAD	MARLBORO ROAD TO NORTH ROAD
PLYMPTON ROAD	CONCORD ROAD TO WATER ROW
POWERS ROAD	NORTH ROAD TO CONCORD LINE
WATER ROW	OLD SUDBURY ROAD TO LINCOLN ROAD
WILLIS ROAD	MAYNARD ROAD TO MOSSMAN ROAD

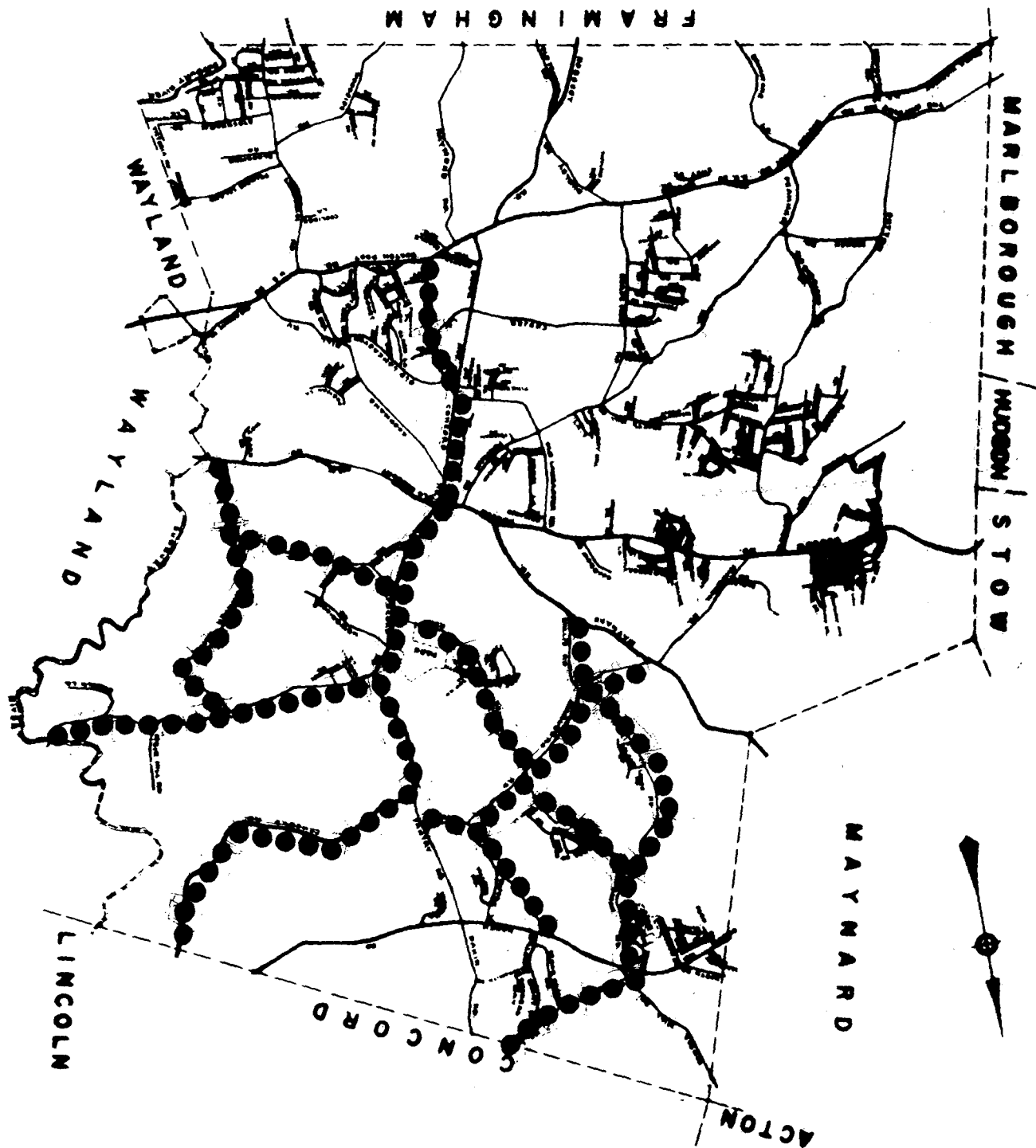
OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Conservation Commission.

CONSERVATION COMMISSION REPORT: The 1978 Annual Town Meeting passed a Scenic Roads Bylaw which sets standards and procedures to be followed in dealing with the State Scenic Roads Act, General Laws, Ch. 40, s. 15C, which declares in part, "Upon recommendation or request of the Planning Board, Conservation Commission, or Historical Commission of the town, the town may designate any road in town other than a numbered route or a state highway, as a scenic road." Once a road has been so designated, "any repair, maintenance, reconstruction, or paving work done with respect thereto shall not involve or include the cutting or removal of trees, or the tearing down of stone walls, or portions thereof, except with the prior written consent of the Planning Board." Scenic road status also ensures that the eligibility of the town to receive State aid for approved construction or reconstruction will remain unaffected.

The State statute does not define the term "scenic" and the 1978 Bylaw did not confer scenic status on any of Sudbury's roads. Presumably the law constitutes a legislative determination that the trees, stone walls, historic and aesthetic features that border our local roads have scenic value and are worth preserving. Therefore, the Conservation Commission recommends that as a starting point for the program, roads listed above which cross Sudbury's boundaries or are major connector roads within Sudbury's boundaries be designated as scenic because they have one or more of the following scenic features:

ARTICLE 17 : SCENIC ROADS



1. Are bordered by trees of exceptional quality;
2. Are bordered by stone walls;
3. Have historical significance or are bordered by sites of historical value;
4. Are bordered by any other natural or man-made features of aesthetic value.

FINANCE COMMITTEE REPORT: The Finance Committee was unable to reach a position. The vote was 2 in favor and 4 against.

BOARD OF SELECTMEN POSITION: The Board unanimously supports this article.

18

ARTICLE 18

Amend Bylaws  
Art. XI, 7  
Personnel  
Admin. Plan

TO SEE IF THE TOWN WILL VOTE TO AMEND THE TOWN OF SUDBURY BYLAWS, ARTICLE XI, PERSONNEL ADMINISTRATION PLAN, SECTION 7, INCIDENTAL BENEFITS, (1) HOLIDAYS WITH PAY, BY:

- A) SUBSTITUTING IN THE THIRD PARAGRAPH THE WORD AND NUMBER, "ELEVEN (11)", FOR THE WORD, "TEN", SO THAT THE SENTENCE AS AMENDED WILL READ AS FOLLOWS:

"PERMANENT FULL-TIME MEMBERS OF THE FIRE AND POLICE DEPARTMENTS (THE CHIEFS EXCLUDED) WHO ARE PERMANENTLY ASSIGNED TO SHIFTS THAT ARE AN INTEGRAL PART OF THE TWENTY-FOUR (24) HOUR PER DAY, SEVEN (7) DAYS PER WEEK COVERAGE SHALL BE PAID THE ABOVE ELEVEN (11) HOLIDAYS WHEN EARNED IN THE FOLLOWING MANNER: AN INDIVIDUAL HOLIDAY OR AN ACCUMULATION OF ANY NUMBER OF HOLIDAYS SHALL BE PAID TO SAID MEMBER UPON REQUEST IN ANY PAY PERIOD FOLLOWING THE HOLIDAY."; AND

- B) SUBSTITUTING IN THE FOURTH PARAGRAPH THE WORD AND NUMBER, "ELEVEN (11)", FOR THE WORD AND NUMBER, "TEN (10)", SO THAT THE SENTENCE AS AMENDED WILL READ AS FOLLOWS:

"FOR FURTHER CLARITY, ANY PERMANENT FULL-TIME EMPLOYEE OF THE FIRE OR POLICE DEPARTMENT WHOSE WORK WEEK IS MONDAY THROUGH FRIDAY WILL NOT BE ENTITLED TO THE ELEVEN (11) PAID HOLIDAYS.";

OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Town Clerk.

TOWN CLERK REPORT: This article is submitted for the purpose of correcting an error in Section 7 (1). At the time the number of holidays to which town employees are entitled was increased from 10 to 11, the appropriate amendment was made in the first paragraph of Section 7 (1), but was inadvertently not made in the third and fourth paragraphs.

If the article submitted by the Board of Selectmen and Personnel Board proposing several changes in Article XI is passed, this article will be indefinitely postponed as the paragraphs in which this error appears will have been eliminated in the new wording of Section 7 (1). (See Article 4 for full text of Section 7 (1) as proposed and as presently worded.)



FINANCE COMMITTEE REPORT: If the Personnel Administration Plan is approved this article becomes unnecessary.

TOWN COUNSEL OPINION: It is the opinion of Town Counsel that, if the Bylaw amendment proposed in Article 18 in the Warrant for the 1979 Annual Town Meeting is properly moved, seconded and adopted by a majority vote in favor of the motion, it will become a valid amendment to the Sudbury Bylaws.

19      ARTICLE 19

Amend Bylaws      TO SEE IF THE TOWN WILL VOTE TO AMEND THE TOWN OF SUDBURY BYLAWS,  
Art. V              ARTICLE V, PUBLIC SAFETY, AS FOLLOWS:

Public Safety              IN SECTION 15, BY SUBSTITUTING THE WORDS, "HIGHWAY SURVEYOR",  
                                 FOR THE WORDS, "SUPERINTENDENT OF THE HIGHWAY DEPARTMENT";

                                 IN SECTION 18, BY SUBSTITUTING THE WORDS, "INSPECTOR OF  
BUILDINGS", FOR THE WORDS, "BUILDING INSPECTOR"; AND

                                 IN SECTION 19, BY SUBSTITUTING THE WORDS, "HIGHWAY SURVEYOR",  
FOR THE WORDS, "HIGHWAY COMMISSION";

OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Town Clerk.

TOWN CLERK REPORT: This article is submitted for the purpose of correcting the titles of the officials to whom reference is made in Article V, sections 15, 18, and 19 of the Bylaws.

The text of these three sections as they presently appear in the Bylaws is as follows: (The titles to be corrected have been underlined.)

"Section 15. No person shall park any vehicle in the Town of Sudbury so that it interferes with the work of removing or plowing snow or removing ice from any way within the Town. The Superintendent of the Highway Department is authorized to remove, or cause to be removed, to some convenient place, including in such term a public garage, any vehicle interfering with such work. The owner of such vehicle shall be liable for the cost of such removal and the storage charges, if any, resulting therefrom.

Section 18. Any person excavating land or any person in charge of such excavation and the owner of land which has been excavated, shall, within two days after such person has been notified in writing by the Selectmen or the Building Inspector that in the opinion of the Selectmen or the Building Inspector such excavation constitutes a hazard to public safety, erect barriers or take other suitable measures to eliminate such hazard. The penalty for violation of this section of the Sudbury Bylaws shall not exceed \$200.00 per day for every day such person is in violation of such notice, commencing with the fourth day thereof.

Section 19. No person shall move or remove snow or ice from private lands upon any public street, walkway, or common land of the Town in such manner as to obstruct or impede the free passage of vehicular or pedestrian traffic upon the street, walkway, or common land of the Town unless he has first obtained a permit therefor issued by the Highway Commission."

FINANCE COMMITTEE REPORT: Recommend Approval.

TOWN COUNSEL OPINION: It is the opinion of Town Counsel that, if the Bylaw amendment proposed in Article 19 in the Warrant for the 1979 Annual Town Meeting is properly moved, seconded and adopted by a majority vote in favor of the motion, it will become a valid amendment to the Sudbury Bylaws.

20

ARTICLE 20

Amend Bylaws  
Art. XII, 1  
Town Property

TO SEE IF THE TOWN WILL VOTE TO AMEND ARTICLE XII, SECTION 1, OF THE TOWN OF SUDBURY BYLAWS, ENTITLED, "DISPOSAL OF TOWN-OWNED PERSONAL PROPERTY", BY DELETING SAID SECTION 1 AND SUBSTITUTING THEREFOR THE FOLLOWING:

"SECTION 1. DISPOSAL OF TOWN-OWNED PERSONAL PROPERTY. ANY BOARD OR OFFICER IN CHARGE OF A DEPARTMENT OF THE TOWN MAY, WITH THE APPROVAL OF THE BOARD OF SELECTMEN, TRANSFER TO ANOTHER TOWN DEPARTMENT OR TRANSFER BY SALE ANY PERSONAL PROPERTY OF THE TOWN WITHIN THE POSSESSION OR CONTROL OF THE DEPARTMENT WHICH HAS BECOME OBSOLETE OR IS NOT REQUIRED FOR FURTHER USE BY THE DEPARTMENT OR ANY OTHER TOWN DEPARTMENT; PROVIDED, HOWEVER, THAT IN THE CASE OF TRANSFER BY SALE OF SUCH PROPERTY WHICH HAS, IN THE OPINION OF THE BOARD OF SELECTMEN, AN AGGREGATE VALUE IN EXCESS OF \$1,000, OR IN THE CASE OF TRANSFER BY SALE OF PERSONAL PROPERTY (REGARDLESS OF ITS VALUE) WHICH, IN THE OPINION OF THE BOARD OF SELECTMEN, IS HISTORICALLY SIGNIFICANT TO THE TOWN, THE SALE SHALL BE BY PUBLIC BID IN A MANNER PRESCRIBED BY SAID BOARD OF SELECTMEN; AND PROVIDED FURTHER THAT IN THE CASE OF TRANSFER BY SALE OF SUCH HISTORICALLY SIGNIFICANT PROPERTY THE BOARD OF SELECTMEN SHALL SEND ADVANCE WRITTEN NOTICE OF SUCH TRANSFER BY SALE AND SUCH PUBLIC BID TO THE HISTORICAL COMMISSION AND TO THE ANCIENT DOCUMENTS COMMITTEE. FOR PURPOSES OF THIS SECTION 1, ALL PERSONAL PROPERTY LOCATED IN THE HOSMER HOUSE OR IN THE LORING PARSONAGE SHALL BE DEEMED TO BE HISTORICALLY SIGNIFICANT TO THE TOWN.";

OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Board of Selectmen.

BOARD OF SELECTMEN REPORT: As the Bylaw presently reads, all obsolete, personal property to be sold must be sold "by public bid." This amendment is proposed to allow the sale of obsolete low-value property without the delay and expense of public bid procedures, unless the property is "historically significant" to the Town. Recommend approval.

Note: Printed below is Section 1 of Article XII as the Bylaw presently reads:

"Section 1. Disposal of Town-owned Personal Property.

- a. By Transfer - That any board or officer in charge of a department of the Town may, with the approval of the Board of Selectmen, transfer to another Town department, any personal property of the Town within the possession or control of the department which has become obsolete or is not further required by the department.
- b. By Trade-in - Personal property that is being traded in as an allowance on the purchase of new equipment must receive the approval of the Board of Selectmen and the Finance Committee.
- c. By Sale - That any personal property that has become obsolete or of no further use to any Town department shall be disposed of by public bid in a manner prescribed by the Board of Selectmen."

FINANCE COMMITTEE REPORT: We believe that the proposed Bylaw change strikes a good balance between the protection of historically significant town property and the efficient disposition of obsolete town property. Recommend Approval.

TOWN COUNSEL OPINION: It is the opinion of Town Counsel that, if the Bylaw amendment proposed in Article 20 in the Warrant for the 1979 Annual Town Meeting is properly moved, seconded and adopted by a majority vote in favor of the motion, it will become a valid amendment to the Sudbury Bylaws.

21

ARTICLE 21

Amend Bylaws  
Art. V(A)  
Removal of  
Earth

TO SEE IF THE TOWN WILL VOTE TO AMEND THE FIRST SENTENCE OF SECTION 7 OF ARTICLE V(A) OF THE TOWN OF SUDBURY BYLAWS (REMOVAL OF EARTH) BY ADDING, AFTER THE WORDS, "ANY PROVISION OF", THE WORDS, "THIS BYLAW OR OF", SO THAT SAID SENTENCE SHALL THEN READ:

"IF THE EARTH REMOVAL BOARD SHALL BE INFORMED OR SHALL HAVE REASON TO BELIEVE THAT ANY PROVISION OF THIS BYLAW OR OF ANY REMOVAL PERMIT OR CONDITION THEREOF HAS BEEN, IS BEING, OR IS ABOUT TO BE VIOLATED, THE BOARD SHALL MAKE, OR CAUSE TO BE MADE, AN INVESTIGATION OF THE FACTS, AND IF THE BOARD FINDS ANY VIOLATION, THE BOARD SHALL SEND A NOTICE ORDERING CESSATION OF THE IMPROPER ACTIVITIES TO THE OWNERS OF THE PREMISES IN QUESTION OR HIS DULY AUTHORIZED AGENT, AND TO THE OCCUPANT OF THE PREMISES.";

OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by Town Counsel.

TOWN COUNSEL REPORT: This amendment to the Earth Removal Bylaw is proposed to clarify the powers and duties of the Earth Removal Board; the Bylaw as amended indicates that the Board has jurisdiction to enforce its provisions whether or not a permit has been issued.



TOWN COUNSEL OPINION: It is the opinion of Town Counsel that, if the Bylaw amendment proposed in Article 21 in the Warrant for the 1979 Annual Town Meeting is properly moved, seconded and adopted by a majority vote in favor of the motion, it will become a valid amendment to the Sudbury Bylaws.

FINANCE COMMITTEE REPORT: Recommend Approval.

BOARD OF SELECTMEN POSITION: The Board unanimously supports this article.

22

ARTICLE 22

LSRHS  
Contingency  
Fund

TO SEE IF THE TOWN WILL VOTE TO APPROVE THE SUBMISSION OF LEGISLATION PROPOSED BY THE LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT RELATIVE TO THE ESTABLISHMENT OF A CONTINGENCY FUND AND TO AUTHORIZE THE LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT TO PETITION THE GENERAL COURT OF THE COMMONWEALTH OF MASSACHUSETTS TO ENACT THE FOLLOWING SPECIAL LAW:

"AN ACT AUTHORIZING THE LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT TO ESTABLISH A CONTINGENCY FUND.

BE IT ENACTED BY THE SENATE AND HOUSE OF REPRESENTATIVES IN GENERAL COURT ASSEMBLED, AND BY THE AUTHORITY OF THE SAME,  
AS FOLLOWS:

TO PROVIDE FOR EXTRAORDINARY OR UNFORESEEN EXPENDITURES OR SHORTFALLS IN ESTIMATED RECEIPTS FROM SOURCES OTHER THAN ASSESSMENTS ON THE MEMBER TOWNS, THE LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT MAY INCLUDE IN ITS ANNUAL OPERATING AND MAINTENANCE BUDGET, IN ADDITION TO ALL OTHER SUMS INCLUDED THEREIN, A SUM NOT EXCEEDING TWO PERCENT OF THE AMOUNT OF SAID BUDGET, TO BE KNOWN AS THE CONTINGENCY FUND. NO DIRECT DRAFTS SHALL BE MADE AGAINST THE CONTINGENCY FUND, BUT TRANSFERS THEREFROM MAY FROM TIME TO TIME BE VOTED BY VOTE OF TWO-THIRDS OF ALL MEMBERS OF THE REGIONAL DISTRICT SCHOOL COMMITTEE OF SAID DISTRICT. SUMS INCLUDED IN THE ANNUAL OPERATING AND MAINTENANCE BUDGET OF SAID DISTRICT FOR A CONTINGENCY FUND SHALL BE SUBJECT TO THE PROVISIONS OF SECTION THIRTY-FOUR OF CHAPTER SEVENTY-ONE OF THE GENERAL LAWS.";

OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Lincoln-Sudbury Regional District School Committee.

LINCOLN-SUDBURY REGIONAL DISTRICT SCHOOL COMMITTEE REPORT: This article, if passed, will indicate the support of the Town for submitting legislation to the General Court which would provide for the establishment of a Contingency Fund as a line item in the budget of the Lincoln-Sudbury Regional School District. This Contingency Fund would be equivalent to the Finance Committee's Reserve Fund and represents the most direct way to show the Town which portion of the budget is available for extraordinary or unforeseen expense.

FINANCE COMMITTEE REPORT: The concept of a contingency fund in the Lincoln-Sudbury budget had been accepted for many years until the question of its legality was raised at the 1977 Town Meeting. The need for such a fund results from the fact that the Region, after voting its budget and determining the assessments to the Towns in February, has no mechanism to acquire additional funds to cover emergency expenses. The contingency fund is, therefore, equivalent to the Town's Reserve Fund. The Finance Committees of past years, as well as the present, support the concept of a contingency fund which is so identified and replaces reserves that are currently added to several line items in the budget. This fund remains visible and the annual accounting reports show its use if it becomes necessary. If not used, the funds are used to offset the following year's assessment. The Finance Committee strongly urges your support of this article.

BOARD OF SELECTMEN POSITION: The Board unanimously supports this article.

23

ARTICLE 23

LSRHS  
Roof Repairs

TO SEE IF THE TOWN WILL VOTE TO RAISE AND APPROPRIATE, OR APPROPRIATE FROM AVAILABLE FUNDS, \$53,820, OR ANY OTHER SUM, AS SUDBURY'S SHARE, ACCORDING TO THE REGIONAL APPORTIONMENT OF COST, TO BEGIN A PROGRAM OF RE-ROOFING THE LINCOLN-SUDBURY REGIONAL SCHOOL BUILDINGS, SAID FUNDS TO BE SPENT UNDER THE DIRECTION OF THE LINCOLN-SUDBURY REGIONAL DISTRICT SCHOOL COMMITTEE; OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Lincoln-Sudbury Regional District School Committee.

LINCOLN-SUDBURY REGIONAL DISTRICT SCHOOL COMMITTEE REPORT: The condition of the roofs on the buildings at Lincoln-Sudbury Regional High School are in various states of repair/disrepair. A subcommittee of architects/ construction managers and civil engineers studied the problems and have recommended a seven-year program of repairs. This article would fund the first of these phases.

FINANCE COMMITTEE REPORT: A large portion of the Lincoln-Sudbury Regional High School roof is in need of repair. A multi-year plan has been developed to correct the situation. Phase I (for 1979) is to re-roof approximately 39,000 square feet at an estimated cost to Sudbury of \$53,820. Each succeeding phase will be analyzed and decided upon on a year-to-year basis by the Lincoln-Sudbury School Committee, and the yearly cost will be included in their operating budget. Recommend Approval.

BOARD OF SELECTMEN POSITION: The Board unanimously supports this article.

24

ARTICLE 24

Fairbank  
School -  
New Roof

TO SEE IF THE TOWN WILL VOTE TO RAISE AND APPROPRIATE, OR APPROPRIATE FROM AVAILABLE FUNDS, \$30,000, OR ANY OTHER SUM, TO BE EXPENDED UNDER THE DIRECTION OF THE SUDBURY SCHOOL COMMITTEE FOR THE PURPOSE OF PROVIDING A NEW ROOF FOR THE FAIRBANK SCHOOL; OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Sudbury School Committee.

SUDBURY SCHOOL COMMITTEE REPORT: The Fairbank School is now the oldest school in use. The roof is eighteen years old and is now showing many bare spots. Although we have provided maintenance on an as-needed basis, it is now at the point where our maintenance is not sufficient.

FINANCE COMMITTEE REPORT: The Fairbank School, built in 1961, has received minimal roof repair and is now in need of a new roof. The Finance Committee supports this request of \$30,000 in order to sustain the structure. Recommend Approval.

25      ARTICLE 25

Horse Pond School - Heating System      TO SEE IF THE TOWN WILL VOTE TO APPROPRIATE \$7,000, OR ANY OTHER SUM, TO BE EXPENDED UNDER THE DIRECTION OF THE SUDBURY SCHOOL COMMITTEE FOR THE PURPOSE OF REPAIRING THE HEATING SYSTEM, CONTROLS, AND THERMOSTATS AT THE HORSE POND SCHOOL, SAID SUM TO BE RAISED BY A TRANSFER FROM THE SPECIAL RENTAL ACCOUNT RESERVED FOR SUCH REPAIRS, OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Sudbury School Committee.

SUDBURY SCHOOL COMMITTEE REPORT: When the Town rented the Horse Pond School to the Massachusetts Firefighting Academy, it was stipulated in the lease agreement that the Town would be responsible for the heating system. The rental fee is being put into a special account to be used for such needs.

FINANCE COMMITTEE REPORT: The School Committee is responsible for the maintenance of the heating system in the Horse Pond School. The cost of repair and upgrading of the system will total \$7,000. This amount is available in the Special Rental Account with the Firefighting Academy, and Town Meeting approval is necessary for a transfer from that account. Recommend Approval.

26      ARTICLE 26

Summer School      TO SEE IF THE TOWN WILL VOTE TO APPROPRIATE \$3,245, OR ANY OTHER SUM, TO BE EXPENDED UNDER THE DIRECTION OF THE SUDBURY SCHOOL COMMITTEE, FOR THE PURPOSE OF SUPPORTING THE SUMMER SCHOOL PROGRAM, SAID SUM TO BE RAISED BY TRANSFER FROM THE SUMMER SCHOOL RESERVED FOR APPROPRIATION ACCOUNT, OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Sudbury School Committee.

SUDBURY SCHOOL COMMITTEE REPORT: Each year the Summer School Program charges tuition. This money is put into a reserve account and is appropriated by Town Meeting to support the next year's Summer School Program.



FINANCE COMMITTEE REPORT: Town Meeting approval is necessary to transfer the requested \$3,245 from the "Summer School Reserved for Appropriation Account" for the support of the 1979 Summer School Program. Recommend Approval.

BOARD OF SELECTMEN POSITION: The Board unanimously supports this article.

27

ARTICLE 27 ✓

Amend Bylaws  
Art. IX,I,B  
Basic  
Requirements

TO SEE IF THE TOWN WILL VOTE TO AMEND ARTICLE IX, SECTION I, PARAGRAPH B, OF THE ZONING BYLAW ENTITLED, "BASIC REQUIREMENTS", BY ADDING IN THE SECOND SENTENCE IMMEDIATELY FOLLOWING THE WORDS, "FOR ELDERLY PERSONS OF LOW INCOME", THE WORDS, "OR LOW-INCOME HANDICAPPED PERSONS"; OR ACT ON ANYTHING RELATIVE THERETO.

Exempt SHA/  
Handicapped  
Housing

Submitted by Petition.

PETITIONERS REPORT: See report under Article 28.

Petition

Note: Printed below is Section I, Paragraph B, of Article IX, as the proposed Bylaw will read. The words to be added have been underlined.

"B. BASIC REQUIREMENTS

No parcel of land in any district shall be used for any purpose other than that for which the district is established by this bylaw and the uses shall be subject to the other restrictions required by this bylaw except for any municipal purposes or exemption from other restrictions when and as authorized by a vote of the Town. The use of land in any district by the Sudbury Housing Authority for housing for elderly persons of low income or low-income handicapped persons shall be exempt from all of the provisions of this zoning bylaw when and as authorized by a two-thirds vote of the Town. The use, construction, alteration, height and area of buildings and the use of premises in the aforementioned districts shall be regulated and restricted as hereinafter provided. No lot, nor the building or structure, shall be changed in size, or use so as to violate the provisions of this bylaw."

TOWN COUNSEL REPORT: As presently enacted, the Zoning Bylaw provides for the use of land by the Sudbury Housing Authority for housing for elderly persons of low income. The Zoning Bylaw also provides that the Town Meeting may authorize an exemption from its provisions by a two-thirds vote. This amendment would add an exemption for housing for low-income handicapped persons subject to approval by a two-thirds vote of the Town Meeting.

TOWN COUNSEL OPINION: It is the opinion of Town Counsel that, if the Zoning Bylaw change set forth in Article 27 in the Warrant for the 1979 Annual Town Meeting is properly moved and seconded, a report is given by the Planning Board as required by law, and the motion is adopted by a two-thirds vote in favor of the motion, the proposed change will become a valid amendment to the Sudbury Zoning Bylaw after approval by the Attorney General.

FINANCE COMMITTEE REPORT: The Finance Committee supports the petitioners' request to broaden the scope of the Bylaw to include handicapped persons of low income as well as elderly persons. Recommend Approval.

BOARD OF SELECTMEN POSITION: The Board unanimously supports this article. The PLANNING BOARD will present its report at Town Meeting.

28

ARTICLE 28 *Postponed*

Congregate  
Housing  
Zoning  
Exemption

Petition

TO SEE IF THE TOWN WILL VOTE TO EXEMPT THE SUDBURY HOUSING AUTHORITY FROM ALL PROVISIONS OF THE ZONING BYLAW, IN ACCORDANCE WITH ARTICLE IX, SECTION I, PARAGRAPH B, FOR THE PURPOSE OF IMPLEMENTING A PLAN FOR THE DEVELOPMENT OF A CONGREGATE FACILITY TO HOUSE AND SERVE TWELVE TO FIFTEEN (12-15) SEVERELY PHYSICALLY DISABLED PERSONS ON A SPECIFIC PARCEL OF LAND SHOWN ON A PLAN ENTITLED: "PLAN OF LAND OF RALPH E. & AGNES A. HAWES, SOUTH SUDBURY, MASSACHUSETTS," DATED: FEBRUARY 12, 1942 AND RECORDED WITH MIDDLESEX SOUTH DISTRICT DEEDS AS PLAN 127 OF 1942, A COPY OF WHICH IS ON FILE IN THE TOWN CLERK'S OFFICE; AND TO FURTHER AUTHORIZE AND EMPOWER THE SUDBURY HOUSING AUTHORITY TO IMPLEMENT SAID PLAN; OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by Petition.

PETITIONERS REPORT (Articles 27 & 28): In 1971, Town Meeting established a housing authority for the sole purpose of providing housing for elderly persons of low income, under provisions of Massachusetts General Laws Chapter 121B, and all Acts and Amendments thereof and in addition thereto. At the time, Town Counsel advised the Town Meeting that the Sudbury Housing Authority could, with appropriate State or Federal financial assistance, get bonding and acquire property without any additional vote of authorization from Town Meeting. However, the Housing Authority would have to obtain Town Meeting approval for any zoning changes or exemptions required to proceed with any proposed development. This would require a two-thirds vote of Town Meeting.

In 1973, Town Meeting overwhelmingly approved the request of the Housing Authority to establish a "municipal use exemption" which provided that:

"The use of land in any district by the Sudbury Housing Authority for housing for elderly persons of low income shall be exempt from all the provisions of this Zoning Bylaw when and as authorized by a two-thirds vote of the Town."

Implicit in such approval was the inclusion of "housing for the handicapped", as the plan described to Town Meeting on the occasion of this vote included units of housing for the handicapped.

In 1974, contract was let for construction of Musketahquid Village, developed in close cooperation with Town officials, and occupancy began in July, 1976.

In January, 1978, SHA received notice of the availability of funds under the Public Housing Act of 1937, administered by the U. S. Department of Housing and Urban Development. The SHA applied in February for a reservation of these funds to develop up to 15 units of housing, utilizing a "congregate" model, to serve severely physically disabled persons

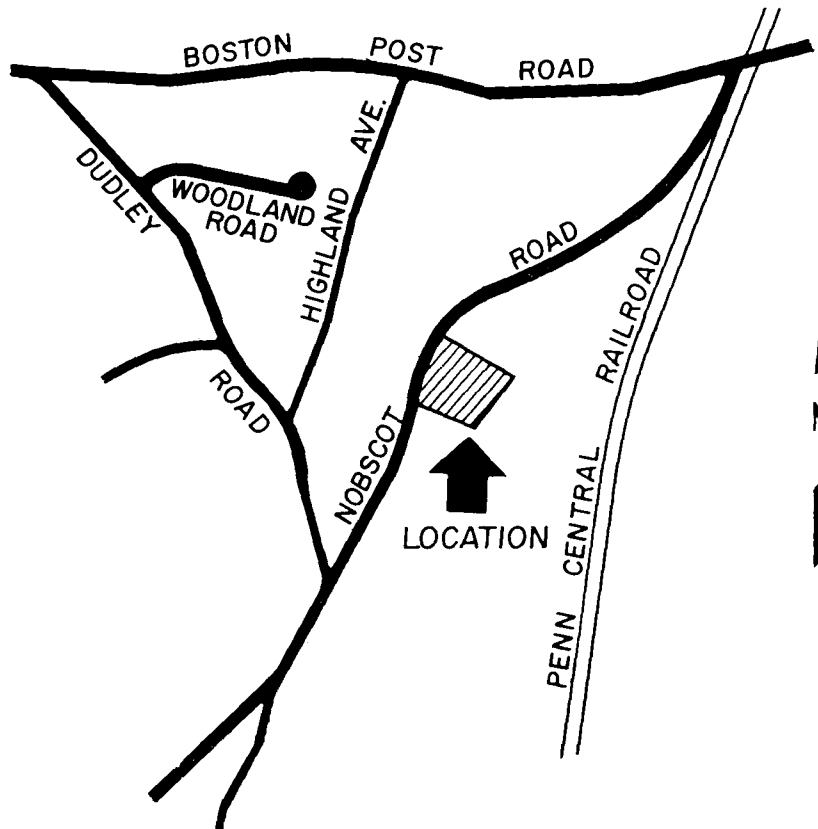
(quadraplegics). Immediately thereafter, the SHA sought and received full endorsement by the Board of Selectmen at their meeting of March 13, 1978. The Selectmen were informed of a request, by HUD officials for clarification of the 1971 Town Meeting vote, which specified "housing for elderly persons of low income". The Selectmen voted to endorse and support the SHA application subject to any corrections or reservations that might be expressed by Town Counsel.

In accordance with established procedure, and the mandate of the Sudbury Housing Authority to develop housing for elderly persons of low income, and handicapped persons, the SHA now seeks exemption from all provisions of the Zoning Bylaw in order to utilize that property designated as Site A, a plan of which is on file in the Town Clerk's office, to develop up to 15 units of congregate-type housing to serve severely physically disabled persons. The primary purpose of this housing will be to serve as "transitional" housing for quadraplegics who wish to receive the training and education necessary to establish their own independent lives in the community.

FINANCE COMMITTEE REPORT: This article would allow the Town to build housing for handicapped persons under the control of the Sudbury Housing Authority. The project would be funded by the Department of Housing and Urban Development (HUD). Recommend Approval.

BOARD OF SELECTMEN POSITION: The Board unanimously supports this article.

The PLANNING BOARD will present its report at Town Meeting.



ARTICLE 28: CONGREGATE HOUSING



29

ARTICLE 29 *Approved*

Amend  
G.L.ch.111,  
Sec. 31D

Septage  
Facility -  
Billing &  
User Fees

TO SEE IF THE TOWN WILL VOTE TO AUTHORIZE AND DIRECT THE BOARD OF SELECTMEN TO APPROVE AND SUPPORT A PETITION TO THE GENERAL COURT OF THE COMMONWEALTH OF MASSACHUSETTS BY THE OPERATIONAL REVIEW COMMITTEE OF THE WAYLAND/SUDBURY SEPTAGE DISPOSAL FACILITY AMENDING GENERAL LAWS CHAPTER 111, SECTION 31D, AS FOLLOWS:

BY STRIKING FROM THE FIRST PARAGRAPH THE WORD, "SHALL", AND SUBSTITUTING THEREFOR THE WORD, "MAY", AND BY STRIKING FROM THE FIRST PARAGRAPH THE WORDS, "BY SUCH PERSONS", AND BY STRIKING FROM THE SECOND PARAGRAPH THE WORD, "SHALL", AND SUBSTITUTING THEREFOR THE WORD, "MAY", AND ALSO BY STRIKING FROM THE SECOND PARAGRAPH THE WORDS, "BY SUCH PERSONS", SO THAT THE LAW WILL READ AS FOLLOWS:

"SECTION 31D. PRIVY, CESSPOOL AND SEPTIC TANKS; DISPOSAL OF CONTENTS; INVESTIGATION OF FACILITIES.

CITIES, TOWNS AND SEWERAGE DISTRICTS MAY, SUBJECT TO THE APPROVAL OF THE DEPARTMENT, PROVIDE FACILITIES FOR THE RECEIPT AND DISPOSAL OF PRIVY, CESSPOOL AND SEPTIC TANK CONTENTS COLLECTED FOR HIRE BY PRIVATE PERSONS AND ~~SHALL~~ MAY ESTABLISH SUCH CHARGES FOR THE USE ~~BY-SUCH-PERSONS~~ OF SUCH FACILITIES AS MAY BE NECESSARY FOR DEFRAYING THE COST OF CONSTRUCTION, OPERATING AND MAINTAINING THE SAME.

THE COMMISSIONER MAY INVESTIGATE FACILITIES FOR THE RECEIPT AND DISPOSAL OF PRIVY, CESSPOOL AND SEPTIC TANK CONTENTS IN CITIES, TOWNS AND SEWERAGE DISTRICTS. IF IN HIS OPINION HE DETERMINES SUCH FACILITIES ARE INADEQUATE FOR PROPER DISPOSAL OF SUCH CONTENTS, HE MAY RECOMMEND NECESSARY ACTION FOR THE PROTECTION OF THE PUBLIC. IF AFTER A REASONABLE TIME, THE CITY, TOWN OR SEWERAGE DISTRICT FAILS TO ACT UPON HIS RECOMMENDATION IN A MANNER SATISFACTORY TO HIM, UPON AN ORDER ISSUED BY THE DEPARTMENT, A CITY, TOWN OR SEWERAGE DISTRICT SHALL PROVIDE FACILITIES FOR THE RECEIPT AND DISPOSAL OF PRIVY, CESSPOOL AND SEPTIC TANK CONTENTS COLLECTED FOR HIRE BY PRIVATE PERSONS. THE CITY, TOWN OR SEWERAGE DISTRICT ~~SHALL~~ MAY ESTABLISH SUCH CHARGES FOR THE USE ~~BY-SUCH-PERSONS~~ OF SUCH FACILITIES AS MAY BE NECESSARY FOR DEFRAYING THE COST OF CONSTRUCTING, OPERATING AND MAINTAINING THE SAME.

NOTHING IN THIS SECTION SHALL PREVENT A CITY, TOWN OR SEWERAGE DISTRICT, OR A COMBINATION OF CITIES AND TOWNS OR CITIES, TOWNS AND A SEWERAGE DISTRICT FROM ACTING JOINTLY IN CARRYING OUT THE PROVISIONS OF THIS SECTION.";

OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Board of Selectmen.

BOARD OF SELECTMEN REPORT: The Operational Review Committee of the Wayland/Sudbury Septage Disposal Facility involves active participation by representatives of the Town of Sudbury. The Selectmen, in accordance with the Bylaws and established policies of the Town of Sudbury, have submitted this article to enable them to convey to the Legislature and appropriate legislative committees the support of the Town Meeting body. The legislation, if enacted, will involve technical amendments to existing legislation. Recommend approval.

FINANCE COMMITTEE REPORT: This article has been submitted to reflect the change in wording from "shall establish charges" to "may establish charges" and to delete the words "by such persons". All maintenance and operation costs must appear on the user charges which would make pumping very costly for individual pumpers. The amendment allows flexibility in determining what portion will be a direct charge as opposed to incorporating the charges into the Town's tax rate. This change will allow the Operational Review Committee to bill the homeowner directly as the user. Recommend Approval.

30

ARTICLE 30

*Indef. Postponed*

Amend W/S  
Septage  
Disposal  
Agreement

TO SEE IF THE TOWN WILL VOTE TO AMEND THE SEPTAGE DISPOSAL AGREEMENT BETWEEN THE TOWNS OF WAYLAND, MASSACHUSETTS, AND SUDBURY, MASSACHUSETTS, DATED MARCH 11, 1976, BY ADDING A NEW SECTION IV-G, AS FOLLOWS:

"IN THE EVENT THAT A GRANT IS RECEIVED FROM THE FEDERAL OR STATE GOVERNMENT TO ASSIST FINANCIALLY THE CONSTRUCTION OF THE SEPTAGE DISPOSAL FACILITY, THE COMMITTEE SHALL ADOPT A USER CHARGE SYSTEM AS MAY BE REQUIRED BY THE GRANTING AGENCY.";

OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Sudbury Board of Health and the Wayland/Sudbury Septage Disposal Facility Operational Review Committee.

SUDBURY BOARD OF HEALTH AND WAYLAND/SUDBURY SEPTAGE DISPOSAL FACILITY OPERATIONAL REVIEW COMMITTEE REPORT: This article is being inserted into the warrants for the 1979 annual town meetings in both Sudbury and Wayland by the Operational Review Committee of the joint septage treatment facility. In its review of the towns' grant application the Environmental Protection Agency asked that the intertown agreement be amended to conform to EPA requirements for user charges.

User charges are fees for using the septage facility. In Section IV-C, the agreement between Wayland and Sudbury establishing such a facility states: "...the Committee shall...establish...the schedule of fees to be charged for the use of said facility."

Present estimated cost of constructing the facility is \$1,200,000. EPA approval of our grant application will bring 75% Federal and 15% State reimbursement of eligible costs. Inasmuch as the Towns had planned to have user charges for the facility from the beginning of their joint discussions, it seems advisable to make the wording of the intertown agreement more explicit, as the EPA wishes, to take advantage of a reimbursement program for which the facility was not originally anticipated to be eligible.

The Operational Review Committee estimates that the cost of treating a typical 1,000 gallon pump-out from a household septic system will be between \$25.00 and \$30.00 for all the facility's costs, capital, operating and maintenance. How much of this should be incorporated into the Towns' tax rates and how much should be raised directly through user charges remains to be determined.



The Operational Review Committee is presently working out a proposal. While EPA regulations set limits on the apportionment of charges, there is some flexibility. These regulations also require that public hearings on the subject be held, and it is hoped that citizens and officials of the two Towns will provide their counsel to the Committee to help it strike the most desirable balance.

FINANCE COMMITTEE REPORT: In order for the Town to be eligible for a grant the Environmental Protection Agency has requested the changes proposed in this article. The effect of the changes is to accept the homeowner as the user as opposed to the pumper. Recommend Approval.

BOARD OF SELECTMEN POSITION: The Board unanimously supports this article.

31

ARTICLE 31

X

Trinity  
Mental Health  
Services

Petition

TO SEE IF THE TOWN WILL VOTE TO RAISE AND APPROPRIATE, OR APPROPRIATE FROM AVAILABLE FUNDS, \$1498, OR ANY OTHER SUM, FOR MENTAL HEALTH SERVICES TO BE PROVIDED TO RESIDENTS OF THE TOWN OF SUDBURY BY TRINITY MENTAL HEALTH ASSOCIATION OF FRAMINGHAM, MASSACHUSETTS, OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by Petition.

PETITIONERS REPORT: Trinity Mental Health Center is an outpatient community mental health center serving persons sixteen years of age and older who live, work or attend school in Sudbury, Wayland, Framingham, Natick, Dover, Ashland, Sherborn, Holliston and Hopkinton. The Center has a professional staff of over forty full and part-time psychiatrists, psychologists, psychiatric social workers and psychiatric nurses. The services provided include comprehensive evaluations, individual psychotherapy, marital and family counseling, group therapy for individuals and couples, medication evaluation and review, psychological testing, emergency psychiatric and telephone consultation, consultation and training for other agencies, and information and referrals.

Trinity Mental Health Center was founded in 1966 as a non-profit outpatient clinic by a group of private citizens who formed a Mental Health Association in partnership with the Department of Mental Health of the Commonwealth of Massachusetts. Its sources of funding include local towns, Federal grants, Department of Mental Health, patient fees on a sliding scale, and third party carriers.

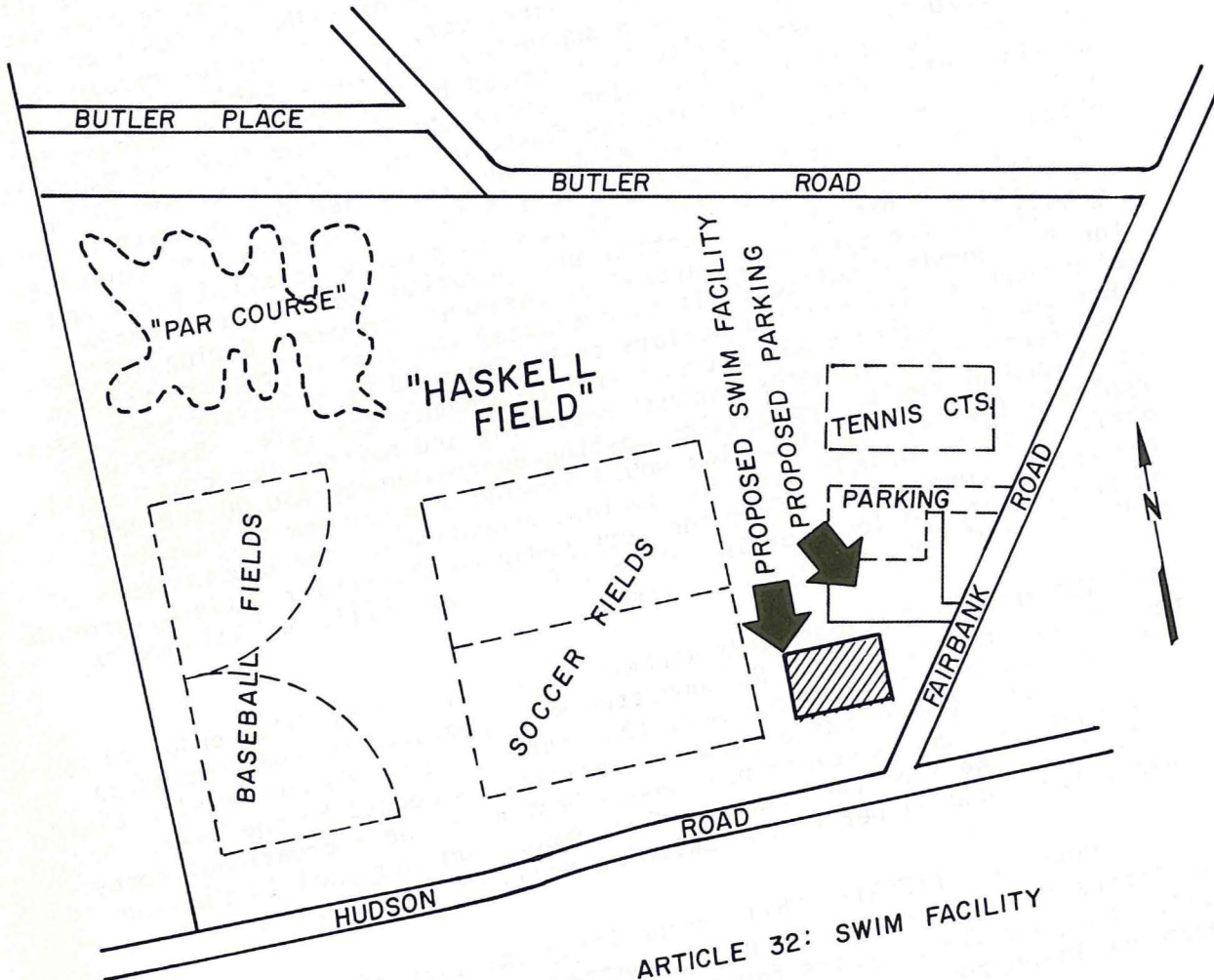
In Fiscal Year 1978 Trinity Mental Health Center served approximately 82 clients from the Town of Sudbury. This number included 42 new applications during the year. Overall services provided to residents of Sudbury totalled 748 visits including 73 diagnostic evaluations, 380 visits for individuals, couples and family therapy, 234 visits for group therapy, 60 medication evaluations, and one visit for psychological testing. It is anticipated that for Fiscal Year 1980 the number of visits for residents of Sudbury will increase to 793 visits. This number is based on additional monies appropriated to Trinity Mental Health Center by the Department of Mental Health.



The amount of \$1498 requested from the Town of Sudbury has been calculated according to a formula used for all towns. This amount represents the remaining cost to Trinity Mental Health Association after patient fees and third party payments have been collected.

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

BOARD OF SELECTMEN POSITION: The Board does not support this article.





Swim  
Facility

TO SEE IF THE TOWN WILL VOTE TO APPROPRIATE \$1,200,000, OR ANY OTHER SUM, FOR THE PURPOSE OF CONSTRUCTING AND EQUIPPING, ON LAND NOW OWNED BY THE TOWN, A YEAR-ROUND, TOTALLY-ENCLOSED, SWIM FACILITY, AND TO DETERMINE WHETHER THIS SUM WILL BE RAISED BY BORROWING OR OTHERWISE, OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Permanent Building Committee.

PERMANENT BUILDING COMMITTEE REPORT: At the 1978 Town Meeting, funds were appropriated to plan the construction of a swimming facility for the people of Sudbury. This decision was supported by Park and Recreation Commission sponsored studies which determined that (1) no natural bodies of water within the town were suitable for a public swimming area because of turbidity and pollution, (2) nearly half of Sudbury's families have no access to any swimming facility whatsoever, and (3) approximately three out of four residents surveyed supported building a public pool -- even if construction costs had to be financed by a single year increase in the tax rate of over \$4.00. Also contributing to the Park and Recreation Commission's support for planning funds was the State's announced intention to discontinue use of Walden Pond as a base for swimming programs which served 500 Sudbury children during 1978. The Permanent Building Committee engaged an architectural firm to prepare detailed plans and estimates of cost of construction and operation for an indoor-outdoor facility -- the type most favored by residents surveyed during 1977 by the Swim Needs Committee. It is estimated the cost of construction in 1979 would be 1.2 million dollars to be financed by a 20-year bond issue that would require a 55¢ increase in the Sudbury tax rate. Based upon architects cost estimates, annual operating and maintenance costs could be funded by family memberships costing approximately \$50.00 per year. Approval for pool construction would provide a major new recreational activity that can help meet the social, educational, and health needs of the entire community -- from the very young to the senior citizen, provide an opportunity to learn an important life-saving skill, and enhance the Sudbury Community as a place to live.

PARK AND RECREATION COMMISSION REPORT: This article is fully endorsed by the Board. The Swim Needs Subcommittee was appointed by the Commission and has been in existence for more than three years. We concur with their findings and believe that a swimming facility is needed by the Town. We agree that an indoor-outdoor pool would best meet the recreational needs of all ages. We feel the concept of an indoor-outdoor pool is the most financially sound answer to the swimming needs of the Town.

FINANCE COMMITTEE REPORT: While recognizing the lack of public swimming facilities in Sudbury, the Finance Committee cannot advise spending \$100,000 a year for 20 years for a single recreational project. Recommend Disapproval.

BOARD OF SELECTMEN POSITION: The Board does not support this article.

33      ARTICLE 33

Swim Facility  
Operations  
Budget

TO SEE IF THE TOWN WILL VOTE TO RAISE AND APPROPRIATE, OR APPROPRIATE FROM AVAILABLE FUNDS, \$35,000, OR ANY OTHER SUM, TO BE EXPENDED UNDER THE JURISDICTION OF THE PARK AND RECREATION COMMISSION, FOR THE OPERATION OF THE TOWN SWIMMING FACILITY, OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Park and Recreation Commission.

PARK AND RECREATION COMMISSION REPORT: This article reflects the operating budget needed to run the swimming pool for the balance of time between pool construction completion and the end of the fiscal year. The figures here were ascertained by intensive research by the Swim Needs Subcommittee, and we feel this is a reasonable request to maintain and operate a swimming facility.

FINANCE COMMITTEE REPORT: If the previous article does not pass, this budget is unnecessary. Recommend Disapproval.

BOARD OF SELECTMEN POSITION: The Board does not support this article

34      ARTICLE 34

Special Act  
Five-member  
Board of  
Selectmen

TO SEE IF THE TOWN WILL VOTE TO AUTHORIZE AND DIRECT THE BOARD OF SELECTMEN TO PETITION THE GENERAL COURT IMMEDIATELY UPON THE PASSAGE OF THIS ARTICLE, FOR THE ENACTMENT OF SPECIAL LEGISLATION CONTAINED HEREIN, AUTHORIZING THE TOWN OF SUDBURY TO INCREASE THE NUMBER OF MEMBERS OF ITS BOARD OF SELECTMEN, CHOSEN BY ELECTION, FROM THREE TO FIVE, WITHOUT FURTHER SUBMISSIONS TO A TOWN MEETING.

"COMMONWEALTH OF MASSACHUSETTS

IN THE YEAR ONE THOUSAND NINE HUNDRED AND SEVENTY NINE, AN ACT AUTHORIZING THE TOWN OF SUDBURY TO INCREASE THE NUMBER OF SELECTMEN OF SAID TOWN.

BE IT ENACTED BY THE SENATE AND HOUSE OF REPRESENTATIVES IN GENERAL COURT ASSEMBLED AND BY AUTHORITY OF THE SAME, AS FOLLOWS:

SECTION 1. NOTWITHSTANDING ANY CONTRARY PROVISION OF LAW, THE NUMBER OF SELECTMEN IN THE TOWN OF SUDBURY SHALL BE INCREASED FROM THREE TO FIVE AT THE NEXT ANNUAL TOWN ELECTION HELD NOT LESS THAN NINETY DAYS FROM THE EFFECTIVE DATE HEREOF. AT SUCH ELECTION, THREE SELECTMEN SHALL BE ELECTED AS FOLLOWS: ONE FOR ONE YEAR, ONE FOR TWO YEARS AND ONE FOR THREE YEARS. THEREAFTER, UPON THE EXPIRATION OF THE TERM OF A SELECTMAN, HIS SUCCESSOR SHALL BE ELECTED FOR A TERM OF THREE YEARS.

THE PROVISION OF THIS ACT SHALL NOT BE CONSTRUED AS LIMITING THE TERM OF ANY SELECTMEN IN OFFICE ON THE EFFECTIVE DATE HEREOF.

SECTION 2. THIS ACT SHALL TAKE EFFECT UPON ITS PASSAGE.";

OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Committee on Town Administration.



COMMITTEE ON TOWN ADMINISTRATION REPORT: In Sudbury, politics is what people talk about when they meet at the grocery store, Little League games and parties. And for the past year and a half or so, the principal subject of discussion has been the Board of Selectmen, and who and how many will show up at the next meeting.

We're supposed to have three Selectmen running the business of the Town: three people to apply their collective brainpower to the problems we face day in and day out. At various times in our history, of course, we've had various numbers of Selectmen; for the past two hundred years or so, the number has been three, probably because one, while efficient, might become despotic, two would be voting against each other all the time, and three sounded just right.

The fact is, three Selectmen is a good number -- if we could always count on having three Selectmen. Unhappily, over the past eighteen or twenty-four months, circumstances have pushed Sudbury into the awkward position of having two, or even one, for long periods of time. This March, in fact, we'll have our fourth election for Selectman in twelve months.

Obviously, the situation is, and has been, unsettled. This situation is what caused the Committee on Town Administration to be asked both formally and informally by several citizens to investigate the value of increasing the number of Selectmen from three to five. We have done so, at personal cost of hundreds of hours spent in deliberation, in discussions with other towns, in public hearings, in subcommittee meetings, in meetings with many Town officials and citizens. We've probably given the matter as exhaustive a study as possible -- there's no doubt that we're all exhausted by it, anyway.

There is, it must be admitted, little hard evidence on which to judge one way or another. The towns we've talked to, such as Hudson, Wayland, Hull and Braintree, generally report in sheer generalizations: they "like" five, if they've gone to five, they're "happy" with three, if they stuck with three. Efficiency and effectiveness in town government is, apparently, impossible to measure.

In the end, the reasons to remain with three Selectmen seem to be these:

- 1, Fewer members mean less talk; less talk means greater efficiency.
- 2, The Selectmen are involved in enough town affairs already, and adding more simply means they'll be able to meddle more.
- 3, A three-member Board has worked for two hundred years; why change?

On the other hand, a five-member Board offers these advantages:

- 1, The Board is able to function in the absence of one or even two members -- decisions and appointments needn't be put off.
- 2, The strain on each member is at least somewhat eased, because there are more members among whom to divide the chores.
- 3, It seems to be much more difficult for a single strong member to dominate a five-member Board; more difficult, too, for a single group of politically active citizens to gain disproportionate influence.

After carefully weighing the merits, the Committee on Town Administration unanimously recommends increasing the number of Selectmen from three to five.

What is more important, we affirm the right of the Town to decide which is better, through open Town Meeting. It is clear to us from the number of people who have mentioned the subject that a significant segment of the Town wishes to be consulted on the matter, and Town Meeting is the proper forum.

Finally, it should be pointed out that there are several possible mechanisms to effectuate such a change, should the Town will it, ranging from simply electing two more Selectmen to undertaking a Charter Commission. After discussion with Town Counsel, the Massachusetts League of Cities and Towns and other towns, and after our own investigations, we recommend the method outlined in the article. It appears to be the simplest, surest, most legally defensible method devised for the purpose, and it has been successfully used by other towns.

FINANCE COMMITTEE REPORT: The Finance Committee believes that the addition of two more members to the Board will allow for a more equitable distribution of the Selectmen's responsibilities. Recommend Approval.

BOARD OF SELECTMEN POSITION: The majority does not support this article.

35

ARTICLE 35

Special Act  
Appoint Town  
Treasurer

TO SEE IF THE TOWN WILL VOTE TO APPROVE THE PETITION SET FORTH HEREIN PROVIDING FOR THE APPOINTMENT OF THE TOWN TREASURER AND AUTHORIZE AND REQUEST THE BOARD OF SELECTMEN TO PETITION THE GENERAL COURT OF THE COMMONWEALTH OF MASSACHUSETTS TO ENACT THE SPECIAL LAW SET FORTH IN SAID PETITION AND WITHOUT FURTHER SUBMISSIONS TO A TOWN MEETING:

"THE COMMONWEALTH OF MASSACHUSETTS

IN THE YEAR ONE THOUSAND NINE HUNDRED AND SEVENTY-NINE.  
AN ACT AUTHORIZING THE SELECTMEN OF THE TOWN OF SUDBURY TO  
APPOINT THE TOWN TREASURER OF SAID TOWN.

BE IT ENACTED BY THE SENATE AND HOUSE OF REPRESENTATIVES IN GENERAL COURT ASSEMBLED, AND BY THE AUTHORITY OF THE SAME, AS FOLLOWS:

SECTION 1. NOTWITHSTANDING THE PROVISIONS OF SECTION ONE OF CHAPTER FORTY-ONE OF THE GENERAL LAWS, THE BOARD OF SELECTMEN OF THE TOWN OF SUDBURY SHALL APPOINT A SUITABLE QUALIFIED PERSON TO THE OFFICE OF TOWN TREASURER AND UPON THE APPOINTMENT AND QUALIFICATION OF THE PERSON INITIALLY SO APPOINTED THE TERM OF THE INCUMBENT OF SAID OFFICE SHALL TERMINATE, BUT IN NO CASE SHALL SAID TERM OF OFFICE OF SAID INCUMBENT TERMINATE BEFORE THE NEXT ANNUAL ELECTION AT WHICH SAID OFFICE IS NORMALLY FILLED FOLLOWING THE PASSAGE OF THIS ACT. THE TOWN TREASURER SO APPOINTED SHALL HAVE ALL THE POWERS, PERFORM THE DUTIES AND BE SUBJECT TO THE LIABILITIES AND PENALTIES NOW OR HEREAFTER CONFERRED OR IMPOSED BY LAW ON TOWN TREASURERS. THE TERM OF INITIAL APPOINTMENT SHALL EXPIRE ON THE LAST MONDAY IN MARCH OF THE THIRD YEAR FOLLOWING APPOINTMENT, AND THEREAFTER THE TOWN TREASURER



SHALL BE FOR A TERM OF THREE YEARS AND SHALL SERVE UNTIL HIS SUCCESSOR IS APPOINTED AND QUALIFIED. HE MAY BE REMOVED FOR CAUSE AT A PUBLIC HEARING BY THE SELECTMEN AND THE VACANCY FILLED BY APPOINTMENT FOR THE REMAINDER OF THE UNEXPIRED TERM IN THE SAME MANNER AS IN THE CASE OF AN ORIGINAL APPOINTMENT. HIS SALARY OR COMPENSATION SHALL BE SUCH AS THE SELECTMEN MAY VOTE FROM TIME TO TIME IN ACCORDANCE WITH THE JOB CLASSIFICATION AND SALARY PLANS OF THE TOWN. THE POSITION OR OFFICE OF TOWN TREASURER SHALL NOT BE SUBJECT TO THE LAWS AND RULES PERTAINING TO CIVIL SERVICE. SAID BOARD SHALL FILL ANY VACANCY IN SUCH OFFICE BY APPOINTING A QUALIFIED SUCCESSOR FOR THE REMAINDER OF ANY UNEXPIRED TERM.

SECTION 2. IN THE EVENT THAT THE TOWN TREASURER SHALL RESIGN, BE PERMANENTLY DISABLED OR OTHERWISE BY UNABLE TO PERFORM THE DUTIES OF HIS OFFICE BEFORE SECTION ONE OF THIS ACT SHALL BECOME EFFECTIVE, THEN THE BOARD OF SELECTMEN OF SAID TOWN MAY IMPLEMENT ANY AND ALL OF THE PROVISIONS OF THIS ACT AS MAY BE NECESSARY TO CONTINUE THE ORDERLY ADMINISTRATION OF THIS OFFICE.

SECTION 3. THE PRESENT TOWN TREASURER MAY BE APPOINTED OR REAPPOINTED TO HIS RESPECTIVE OFFICE WITHOUT ANY AGE LIMITATIONS OR RESTRICTIONS.

SECTION 4. THIS ACT SHALL TAKE EFFECT UPON ITS PASSAGE.";

OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Committee on Town Administration.

COMMITTEE ON TOWN ADMINISTRATION REPORT: Last year, the Committee on Town Administration was asked by the then-Chairman of the Finance Committee to study the office of Town Treasurer, including the various methods of filling that office with the best possible person.

Our investigations have involved many hours of research, a public hearing and several interviews with William Downing, Sudbury's present Treasurer.

Right now, Sudbury elects its Treasurer. And we do a good job of it. Mr. Downing is a skilled, honest, industrious Treasurer; we're fortunate to have him, and -- if he should decide to retire -- he'd be a difficult Treasurer to follow.

This is precisely why it is appropriate now to study the office.

In recent years, the Treasurer's duties have become increasingly complex. A swelling host of government rules and regulations surround virtually every move. He devotes twenty-five to thirty hours a week to his job, and his assistant gives another thirty or more hours of service.

This growing demand on time and technical knowledge seems to require a special kind of person, with specialized training, for the post. Mr. Downing has told the CTA that the job simply couldn't be successfully handled by a part-time, relatively unskilled volunteer -- precisely the kind of person Sudbury has always relied on to run for and hold its public offices. And the consequences of ill-informed actions, or non-action, by a Sudbury Treasurer could be disastrous.



So it seems to the CTA that the Treasurer ought to be appointed rather than elected. This way, a candidate's qualifications could be carefully studied by the appointing body -- qualifications which suit the candidate to be a Treasurer, not an electable politician, which are often (but not always) two different things. It would also appear that an appointed Treasurer will be more accountable to his (or her) appointing body, which would, of course, be charged with the responsibility of monitoring this most important office.

Clearly, the post must be filled by the Selectmen. No other Town committee or board has the stature of the Selectmen; none other has such a straightforward responsibility to govern the Town.

We are, frankly, reluctant to remove any office from public election -- and further reluctant to attach to the Selectmen yet another appointment. Yet, for the future good of the Town, we see no alternative.

We, therefore, urge your approval of this article. And -- as its first appointment to the office -- we respectfully recommend to the Selectmen a candidate eminently qualified, thoroughly experienced, greatly admired: Mr. William Downing.

FINANCE COMMITTEE REPORT: The Finance Committee agrees with the CTA's conclusion that the position of Town Treasurer requires a high degree of technical knowledge and specialized training and experience. The elective process does not necessarily produce the best candidate. Recommend Approval.

BOARD OF SELECTMEN POSITION: The majority supports this article.

36

ARTICLE 36

Special Act  
Appoint Tax  
Collector

TO SEE IF THE TOWN WILL VOTE TO APPROVE THE PETITION SET FORTH HEREIN PROVIDING FOR THE APPOINTMENT OF THE TOWN COLLECTOR OF TAXES AND AUTHORIZING AND REQUEST THE BOARD OF SELECTMEN TO PETITION THE GENERAL COURT OF THE COMMONWEALTH OF MASSACHUSETTS TO ENACT THE SPECIAL LAW SET FORTH IN SAID PETITION AND WITHOUT FURTHER SUBMISSIONS TO A TOWN MEETING:

"THE COMMONWEALTH OF MASSACHUSETTS

IN THE YEAR ONE THOUSAND NINE HUNDRED AND SEVENTY-NINE.  
AN ACT AUTHORIZING THE SELECTMEN OF THE TOWN OF SUDBURY TO  
APPOINT THE COLLECTOR OF TAXES OF SAID TOWN.

BE IT ENACTED BY THE SENATE AND HOUSE OF REPRESENTATIVES IN GENERAL COURT ASSEMBLED, AND BY THE AUTHORITY OF THE SAME, AS FOLLOWS:

SECTION 1. NOTWITHSTANDING THE PROVISIONS OF SECTION ONE OF CHAPTER FORTY-ONE OF THE GENERAL LAWS, THE BOARD OF SELECTMEN OF THE TOWN OF SUDBURY SHALL APPOINT A SUITABLE QUALIFIED PERSON TO THE OFFICE OF COLLECTOR OF TAXES OF SAID TOWN AND UPON THE APPOINTMENT AND QUALIFICATION OF THE PERSON INITIALLY SO APPOINTED THE TERM OF THE INCUMBENT OF SAID OFFICE SHALL TERMINATE, BUT IN NO CASE SHALL SAID TERM OF OFFICE OF SAID INCUMBENT TERMINATE BEFORE THE NEXT ANNUAL ELECTION AT WHICH SAID OFFICE IS NORMALLY FILLED FOLLOWING THE PASSAGE OF THIS ACT. THE COLLECTOR OF TAXES SO APPOINTED SHALL HAVE ALL THE POWERS, PERFORM THE DUTIES AND BE SUBJECT TO THE LIABILITIES AND PENALTIES

NOW OR HEREAFTER CONFERRED OR IMPOSED BY LAW ON COLLECTORS OF TAXES. THE TERM OF INITIAL APPOINTMENT SHALL EXPIRE ON THE LAST MONDAY IN MARCH OF THE THIRD YEAR FOLLOWING APPOINTMENT, AND THEREAFTER THE COLLECTOR OF TAXES SHALL BE FOR A TERM OF THREE YEARS AND SHALL SERVE UNTIL HIS SUCCESSOR IS APPOINTED AND QUALIFIED. HE MAY BE REMOVED FOR CAUSE AT A PUBLIC HEARING BY THE SELECTMEN AND THE VACANCY FILLED BY APPOINTMENT FOR THE REMAINDER OF THE UNEXPIRED TERM IN THE SAME MANNER AS IN THE CASE OF AN ORIGINAL APPOINTMENT. HIS SALARY OR COMPENSATION SHALL BE SUCH AS THE SELECTMEN MAY VOTE FROM TIME TO TIME IN ACCORDANCE WITH THE JOB CLASSIFICATION AND SALARY PLANS OF THE TOWN. THE POSITION OR OFFICE OF COLLECTOR OF TAXES SHALL NOT BE SUBJECT TO THE LAWS AND RULES PERTAINING TO CIVIL SERVICE. SAID BOARD SHALL FILL ANY VACANCY IN SUCH OFFICE BY APPOINTING A QUALIFIED SUCCESSOR FOR THE REMAINDER OF ANY UNEXPIRED TERM.

SECTION 2. IN THE EVENT THAT THE COLLECTOR OF TAXES SHALL RESIGN, BE PERMANENTLY DISABLED OR OTHERWISE BE UNABLE TO PERFORM THE DUTIES OF HIS OFFICE BEFORE SECTION ONE OF THIS ACT SHALL BECOME EFFECTIVE, THEN THE BOARD OF SELECTMEN OF SAID TOWN MAY IMPLEMENT ANY AND ALL OF THE PROVISIONS OF THIS ACT AS MAY BE NECESSARY TO CONTINUE THE ORDERLY ADMINISTRATION OF THIS OFFICE.

SECTION 3. THE PRESENT COLLECTOR OF TAXES MAY BE APPOINTED OR REAPPOINTED TO HIS RESPECTIVE OFFICE WITHOUT ANY AGE LIMITATIONS OR RESTRICTIONS.

SECTION 4. THIS ACT SHALL TAKE EFFECT UPON ITS PASSAGE.";

OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Committee on Town Administration.

COMMITTEE ON TOWN ADMINISTRATION REPORT: The Committee on Town Administration was asked by last year's Chairman of the Finance Committee to investigate the methods of filling the office of Town Tax Collector, which is now an elected post.

Our present Tax Collector is Isabelle Stone, who was appointed in 1972 to fill a vacancy, and who has won re-election ever since, to the credit of the Town's electorate. Mrs. Stone is capable, dedicated, qualified -- and willing to serve.

The Tax Collector's is a full-time responsibility, according to Mrs. Stone; she has three part-time people (amounting to two full-time people) reporting to her. The office is always busy; there are few lulls, and at times it faces a blizzard of tax bills.

Mrs. Stone has established an enviable record for collections: Sudbury's delinquency rate is very, very low. This is a tribute to her personality, her patience and her powers of persuasion.

Like the Treasurer, the Tax Collector is knotted within an ever-changing, ever-growing net of government directives. The job appears to be not one for an amateur -- certainly not one for an amateur who holds a full-time job somewhere else. But this is exactly the kind of candidate for public office that Sudbury depends on to run its government.

The CTA has spent considerable time looking into the Tax Collector's job; we've held a public hearing, we've talked to Mrs. Stone a number of times. Over this period of about six months, we've developed a great admiration for Mrs. Stone and her accomplishments, and we'd hate to see her subject to the vagaries of the elective process.

For a Tax Collector, no less than a Town Counsel or a Town Accountant, has become a professional. And a good one requires certain training, certain experience, certain skills that are unfortunately often irrelevant to one's ability to get elected.

We, therefore, suggest that this position is too delicate and too important to Sudbury to be filled on the basis of public popularity, and that the post ought to be filled by appointment.

Again reluctantly, we recommend that the Selectmen be charged with the responsibility of reviewing resumes and appointing a qualified Tax Collector.

And finally, we recommend that that Tax Collector be, if she's still willing, Isabelle Stone.

FINANCE COMMITTEE REPORT: We agree with the CTA's conclusion that the Tax Collector's position requires special skills and experience to meet the growing demands of that office. The elective process can no longer be counted on to produce the best candidate. Recommend Approval.

BOARD OF SELECTMEN POSITION: The majority does not support this article.

37

ARTICLE 37

Surface  
Drains

TO SEE IF THE TOWN WILL VOTE TO RAISE AND APPROPRIATE, OR APPROPRIATE FROM AVAILABLE FUNDS, \$100,000, OR ANY OTHER SUM, TO BE EXPENDED UNDER THE DIRECTION OF THE HIGHWAY SURVEYOR, FOR THE CONSTRUCTION AND RECONSTRUCTION OF SURFACE DRAINS, AS FOLLOWS:

CONCORD ROAD: OLD LANCASTER ROAD NORTHERLY APPROXIMATELY 160 FEET;

OLD LANCASTER ROAD: EASTERLY FROM CONCORD ROAD TO POKONOKET AVENUE  
APPROXIMATELY 2,310 FEET;

UNION AVENUE: SOUTHERLY FROM THE INTERSECTION OF CONCORD ROAD AND  
OLD LANCASTER ROAD APPROXIMATELY 825 FEET;

AMES ROAD AND MURRAY DRIVE: APPROXIMATELY 1,040 FEET;

WOODSIDE ROAD (PORTION): APPROXIMATELY 980 FEET;

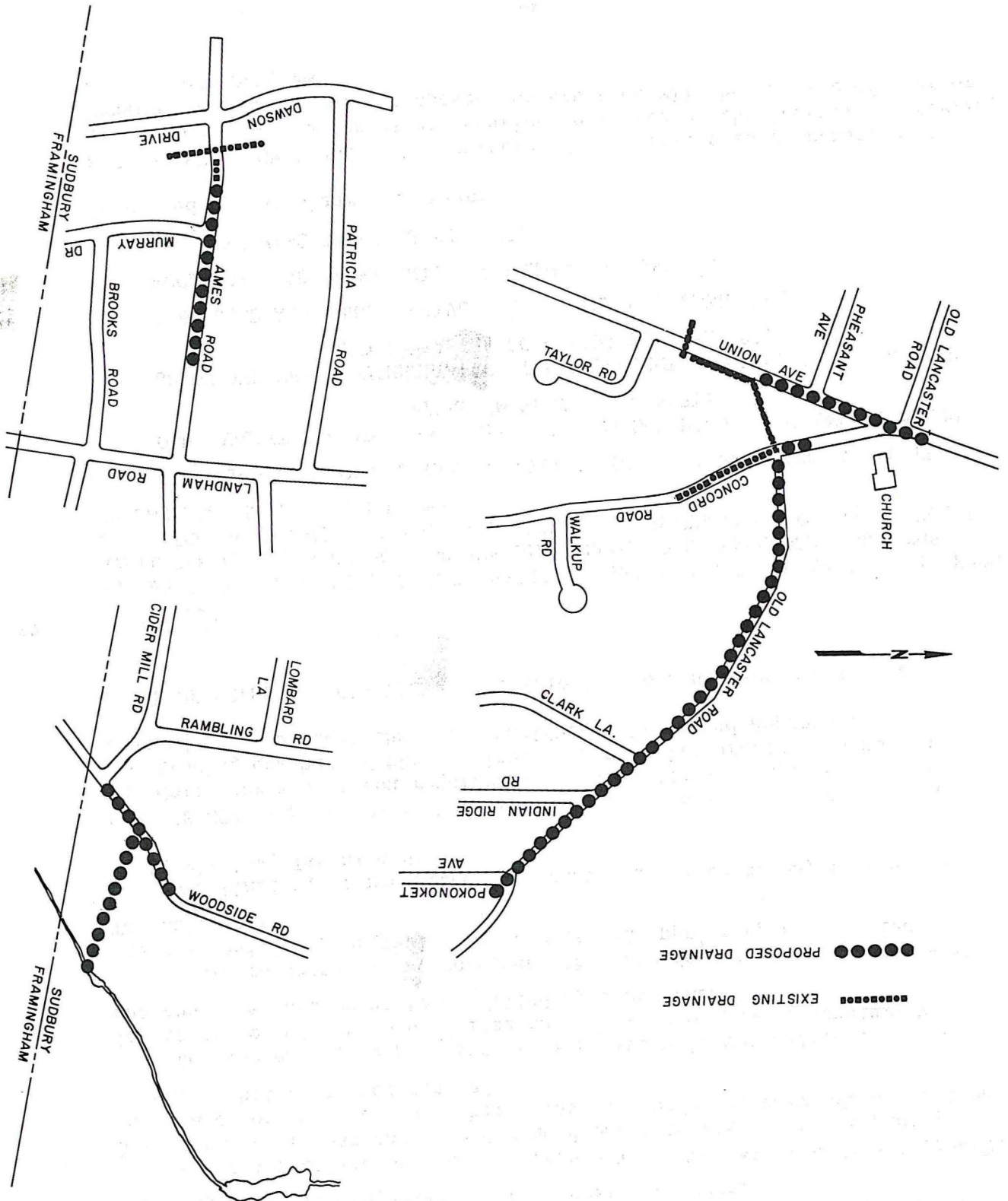
OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Highway Surveyor.

HIGHWAY SURVEYOR REPORT: The purpose of the article is to construct and reconstruct surface drains at locations designed by the Sudbury Engineering Department. This year's proposed construction will be the second year of a five-year program.



# ARTICLE 37: DRAINAGE



FINANCE COMMITTEE REPORT: This article allows for the continuation of the Drainage Program begun last year. Construction of surface drains in the Concord Road, Old Lancaster Road and Union Avenue area will resolve a particularly bad situation. The Ames Road-Murray Drive and Woodside areas are considered equally high priority for this phase of the program. Utilizing in-house manpower has enabled the Highway Surveyor to underspend last year's appropriation by \$15,000 which monies can be used this year to offset the \$100,000 requested. Recommend Approval.

BOARD OF SELECTMEN POSITION: The Board unanimously supports this article.

38

ARTICLE 38

Electrical  
Services for  
Salt Shed &  
Landfill

TO SEE IF THE TOWN WILL VOTE TO RAISE AND APPROPRIATE, OR APPROPRIATE FROM AVAILABLE FUNDS, \$1,200, OR ANY OTHER SUM, TO BE EXPENDED UNDER THE DIRECTION OF THE HIGHWAY SURVEYOR, FOR THE INSTALLATION OF NEW ELECTRICAL SERVICES IN THE FOLLOWING LOCATIONS:

- (A) INSTALLATION OF A 100 AMP SERVICE AND FLOODLIGHTS FOR THE SALT STORAGE SHED LOCATED BEHIND THE HIGHWAY DEPARTMENT GARAGE:

\$680

- (B) INSTALLATION OF A 100 AMP SERVICE AND LIGHT FOR THE TRAILER AT THE SANITARY LANDFILL LOCATED ON BOSTON POST ROAD:

\$520

Submitted by the Highway Surveyor.

HIGHWAY SURVEYOR REPORT: The electrical service for our salt storage shed was not included in the contract awarded by the State Department of Public Works; therefore, in order to finalize the building, the electrical service would be most helpful.

The electrical service for our trailer, located at our Sanitary Landfill, is a requirement of the State Department of Public Health Regulations for Disposal of Solid Wastes.

FINANCE COMMITTEE REPORT: Recommend Approval.

BOARD OF SELECTMEN POSITION: The Board unanimously supports this article.

39

ARTICLE 39

Purchase  
Microfilm  
Reader/  
Printer

TO SEE IF THE TOWN WILL VOTE TO RAISE AND APPROPRIATE, OR APPROPRIATE FROM AVAILABLE FUNDS, \$3,700, OR ANY OTHER SUM, TO BE EXPENDED UNDER THE DIRECTION OF THE ANCIENT DOCUMENTS COMMITTEE, FOR THE PURCHASE OF A MICROFILM READER/PRINTER, OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Ancient Documents Committee.

ANCIENT DOCUMENTS COMMITTEE REPORT: The purpose of this article is to provide a microfilm reader/printer to be used by all town departments and committees in conjunction with the Records Management Program. The microfilming aspect of the Records Management Program has been in operation for the past several years and we now have 70 reels of 16mm and 35mm microfilm of town records on hand.

The application of microfilming has thus far been limited to two areas: one, to provide added security for current vital operating records and for our ancient records, and two, to preserve the needed information contained in records which have no historical importance in and of themselves and which, once filmed, can be disposed of.

Many of the records already filmed are in the second category and this filming has allowed the release of about 25 cubic feet of valuable vault space and additional office space.

A third, and more significant application yet to be utilized is the filming of records which must be readily accessible, but which are referenced on an average of a few times a week. Such records are a major part of the critical file/storage problem facing many of the town departments.

One of the major objectives of the Records Management Program is to significantly reduce the office and vault space devoted to the filing and storage of records, thereby extending the useful life of the existing offices and vault.

The acquisition of a microfilm reader/printer would permit the filming of records in this third category and removal of the originals from the "active" files. The ability to retrieve "hard copies" of such records when needed is essential for the departments involved to continue providing service to the Town.

The proposed reader/printer was set forth as a requirement in the five year plan for the development of the Records Management Program. It would be suitable for both 16mm and 35mm film and could be adapted for microfiche should the Town have need for it at some time in the future.

FINANCE COMMITTEE REPORT: We believe that the acquisition of such a microfilm reader/printer will prove to be valuable to the Town by reducing the office and vault space devoted to the storage of records. Recommend Approval.

BOARD OF SELECTMEN POSITION: The Board unanimously supports this article.

40

ARTICLE 40

Abolish  
Committee  
on Town  
Admini-  
stration

TO SEE IF THE TOWN WILL VOTE TO ABOLISH THE COMMITTEE ON TOWN ADMINISTRATION ESTABLISHED UNDER ARTICLE 47 OF THE ANNUAL TOWN MEETING OF 1962, OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by Petition.

Petition

(No warrant report was submitted by the Petitioners.)



FINANCE COMMITTEE REPORT: It is felt that there is a continuing need to study and evaluate how the Town should administer itself and make recommendations to the Town Meeting. Recommend Disapproval.

BOARD OF SELECTMEN POSITION: The Board does not support this article.

41      ARTICLE 41

Landham Road      TO SEE IF THE TOWN WILL VOTE TO AMEND ITS VOTE UNDER ARTICLE 11 OF THE  
Reconstruction      1978 ANNUAL TOWN MEETING CONCERNING THE RECONSTRUCTION OF LANDHAM ROAD,  
                         AS AMENDED BY ITS VOTE UNDER ARTICLE 1 OF THE JUNE 7, 1978 SPECIAL TOWN  
Petition            MEETING, TO PROVIDE THAT LANDHAM ROAD SHALL BE CONSTRUCTED AT A WIDTH  
                         OF 30 FEET; AND TO SEE IF THE FUNDS APPROPRIATED THEREUNDER SHALL BE  
                         RAISED BY BORROWING OR OTHERWISE; OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by Petition.

(No warrant report was submitted by the Petitioners.)

FINANCE COMMITTEE REPORT: The Finance Committee has consistently supported the construction of a 30-foot road at the 1978 ATM and the June, 1978 STM. However, we feel that the Town has had the opportunity to consider this issue and has spoken in favor of a 24-foot road. For this reason, we recommend disapproval of the article.

BOARD OF SELECTMEN POSITION: The Board does not support this article.

And you are required to serve this warrant by posting attested, printed copies therefor at the Town Hall and such other places as the Selectmen deem appropriate, but not less than three in each precinct, and not less than a total of twelve in the Town, at least seven days before the time appointed for such meeting.

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

Given under our hands this fifth day of March, one thousand nine hundred and seventy-nine.

JOHN E. MURRAY, Chairman

ROBERT J. HOTCH

WILLIAM J. COSSART

Selectmen of Sudbury

This is a detailed black and white map of Framingham, Massachusetts, and its surrounding areas. The map shows the city of Framingham in the center, with various streets and landmarks labeled. Surrounding towns include Maynard to the north, Lincoln to the south, and Weyland to the west. The map also shows the location of Framingham relative to the Hudson River and the Connecticut River. A compass rose is located in the bottom right corner, and a scale bar is in the bottom left corner.





# WE WANT YOU

## REGISTER NOW WITH THE TALENT SEARCH COMMITTEE

Following the conclusion of the Annual Town Meeting on April 30, the term in office of many persons currently serving on various boards and committees will expire. The Moderator and the Board of Selectmen will be looking for people to fill those vacancies. If you would like to serve on a Town committee, please fill in the form below and mail it to: TALENT SEARCH COMMITTEE Chairman, Lee Todd, 363 Willis Road, Sudbury, MA 01776.

NAME: \_\_\_\_\_ TEL. NO. \_\_\_\_\_  
ADDRESS: \_\_\_\_\_ YRS. RES. \_\_\_\_\_  
OCCUPATION: \_\_\_\_\_  
EDUCATION/TRAINING \_\_\_\_\_  
EXPERIENCE IN GOV'T \_\_\_\_\_

### INDICATE INTERESTS BELOW:

- |   |   |
|---|---|
| <input type="checkbox"/> ADMINISTRATION   | <input type="checkbox"/> HEALTH         |
| <input type="checkbox"/> BOARD OF APPEALS | <input type="checkbox"/> HOUSING        |
| <input type="checkbox"/> CELEBRATIONS     | <input type="checkbox"/> HISTORICAL     |
| <input type="checkbox"/> CONSERVATION     | <input type="checkbox"/> LIBRARY        |
| <input type="checkbox"/> DATA PROCESSING  | <input type="checkbox"/> PERSONNEL      |
| <input type="checkbox"/> EDUCATION        | <input type="checkbox"/> PLANNING       |
| <input type="checkbox"/> ELDERLY          | <input type="checkbox"/> TOWN REPORT    |
| <input type="checkbox"/> FACILITIES       | <input type="checkbox"/> TRANSPORTATION |
| <input type="checkbox"/> FINANCE          | <input type="checkbox"/> REGIONAL       |
| <input type="checkbox"/> GENERAL          | <input type="checkbox"/> YOUTH          |



BOARD OF SELECTMEN  
SUDBURY  
MASSACHUSETTS 01776

U. S. POSTAGE

PAID

Permit No.4

Sudbury, Mass. 01776

POSTAL PATRON  
SUDBURY  
MASSACHUSETTS 01776

TOWN WARRANT  
EMERGENCY SPECIAL TOWN MEETING



COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

To either of the Constables of the Town of Sudbury:

Greeting:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Sudbury, qualified to vote in Town affairs, to meet at the Lincoln-Sudbury Regional High School Auditorium in said Town on Monday, April 9, 1979, at seven thirty o'clock in the evening, then and there to act on the following article:

Validate  
Town  
Meeting

ARTICLE 1

TO SEE IF THE TOWN WILL VOTE TO AUTHORIZE AND REQUEST THE BOARD OF SELECTMEN TO PETITION THE GENERAL COURT OF THE COMMONWEALTH OF MASSACHUSETTS TO ENACT THE SPECIAL ACT SET FORTH HEREIN AND WITHOUT FURTHER SUBMISSIONS TO A TOWN MEETING:

"COMMONWEALTH OF MASSACHUSETTS

IN THE YEAR ONE THOUSAND NINE HUNDRED AND SEVENTY-NINE.  
AN ACT VALIDATING THE ACTS AND PROCEEDINGS AT THE ANNUAL ELECTION  
AND ANNUAL BUSINESS MEETING OF THE TOWN OF SUDBURY IN THE YEAR  
NINETEEN HUNDRED AND SEVENTY-NINE.

BE IT ENACTED BY THE SENATE AND HOUSE OF REPRESENTATIVES IN  
GENERAL COURT ASSEMBLED, AND BY THE AUTHORITY OF THE SAME,  
AS FOLLOWS:

SECTION 1. ALL ACTS AND PROCEEDINGS OF THE TOWN OF SUDBURY  
TAKEN AT ITS ANNUAL TOWN ELECTION HELD ON MARCH TWENTY-SIXTH,  
NINETEEN HUNDRED AND SEVENTY-NINE, AND AT ITS ANNUAL TOWN  
MEETING FOR THE TRANSACTION OF OTHER BUSINESS COMMENCED ON  
APRIL SECOND, NINETEEN HUNDRED AND SEVENTY-NINE, AND ALL ACTS  
DONE IN PURSUANCE THEREOF, ARE HEREBY RATIFIED, VALIDATED AND  
CONFIRMED, NOTWITHSTANDING THE FAILURE OF SAID TOWN TO POST  
THE WARRANT FOR SAID ANNUAL TOWN ELECTION AND ANNUAL BUSINESS  
MEETING AT LEAST SEVEN DAYS BEFORE MARCH TWENTY-SIXTH, NINETEEN  
HUNDRED AND SEVENTY-NINE.

SECTION 2. THIS ACT SHALL TAKE EFFECT UPON ITS PASSAGE.";

OR ACT ON ANYTHING RELATIVE THERETO.

Submitted by the Board of Selectmen.

And you are required to serve this warrant by posting attested, printed copies thereof at the Town Hall and such other places as the Selectmen deem appropriate, but not less than three in each precinct, and not less than a total of twelve in the Town, at least fourteen days before the time appointed for such meeting.

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

Given under our hands this twenty-sixth day of March, one thousand nine hundred and seventy-nine.

JOHN E. MURRAY, Chairman

ROBERT J. HOTCH

WILLIAM J. COSSART

Selectmen of Sudbury

OFFICIAL WARRANT: EMERGENCY SPECIAL TOWN MEETING, APRIL 9, 1979, 7:30 P.M.

(Please bring this warrant with you.)

Board of Selectmen  
Town Hall  
Sudbury, Ma. 01776

U. S. POSTAGE  
PAID

Permit No.4

Sudbury, Mass. 01776

POSTAL PATRON

SUDBURY

MASSACHUSETTS 01776