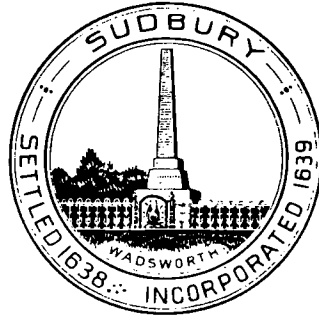


TOWN of SUDBURY

Massachusetts



OFFICIAL WARRANT

1992

ANNUAL TOWN MEETING

APRIL 6, 1992 7:30 P.M.

Lincoln-Sudbury Regional High School Auditorium

ANNUAL TOWN ELECTION

Including Regional District School Committee

March 30, 1992 Peter Noyes School

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

BRING THIS BOOK WITH YOU

1992 DOG LICENSES

NEW LICENSING PERIOD ---- JANUARY 1st - DECEMBER 31st

To obtain or renew a dog license by mail, please fill out this form and mail it with your check to the Town Clerk, Town Hall, Sudbury. Evidence of dog having been vaccinated for rabies and spayed (or neutered) must be presented for licensing. Evidence may be veterinarian's certificate or a notarized letter from veterinarian. A metal tag, with unexpired expiration date indicated, may be used for rabies verification. A spay or neutered certificate MUST accompany the fee for a spayed or neutered dog licensed before in another community and being licensed in Sudbury for the first time. All evidence will be returned to dog owner.

A \$25.00 fine per dog must be imposed on April 1st for non-compliance with Town BYlaw (V,\$3)

OWNER'S NAME _____ TELEPHONE NO. _____

ADDRESS _____

NAME OF DOG _____ BREED _____ AGE _____ COLOR _____

MALE NEUTERED	MALE	FEMALE SPAYED	FEMALE
\$6.00	\$10.00	\$6.00	\$10.00

DOG LICENSES WILL BE AVAILABLE AT THE RABIES CLINIC HELD AT THE HIGHWAY DEPARTMENT, OLD LANCASTER ROAD, SATURDAY, MARCH 14th, 10:00 A.M. - 12:00 NOON.

VOLUNTEER TO SERVE YOUR TOWN!
REGISTER NOW!

Following the conclusion of the Annual Town Meeting, 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: Board of Selectmen, Town Hall, 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"/> Finance | <input type="checkbox"/> Parks and Recreation |
| <input type="checkbox"/> Ancient Documents | <input type="checkbox"/> General | <input type="checkbox"/> Personnel |
| <input type="checkbox"/> Board of Appeals | <input type="checkbox"/> Health | <input type="checkbox"/> Planning |
| <input type="checkbox"/> Cable Television | <input type="checkbox"/> Historical | <input type="checkbox"/> Regional |
| <input type="checkbox"/> Celebrations | <input type="checkbox"/> Housing | <input type="checkbox"/> Resource Recovery/Landfill |
| <input type="checkbox"/> Conservation | <input type="checkbox"/> Industrial Dev. | <input type="checkbox"/> Town Report |
| <input type="checkbox"/> Education | <input type="checkbox"/> Insurance | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Elderly | <input type="checkbox"/> Landscaping (Town) | <input type="checkbox"/> Veterans |
| <input type="checkbox"/> Facilities | <input type="checkbox"/> Library | <input type="checkbox"/> Youth |
| <input type="checkbox"/> New Revenue | <input type="checkbox"/> Local Arts Council | <input type="checkbox"/> Rt. 20 Revitalization |
| <input type="checkbox"/> Generation | <input type="checkbox"/> Anything(call us!) | <input type="checkbox"/> (Sud. Village Project) |

**TOWN OF SUDBURY
1992 ANNUAL TOWN MEETING WARRANT**

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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 6TH.

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

At the call of the Consent Calendar, the Moderator will call out the numbers of the articles, one by one. If any voter has doubt about passing any motions, or wishes an explanation of any subject on the Consent Calendar, **THE VOTER SHOULD STAND AND SAY THE WORD "HOLD" IN A LOUD, CLEAR VOICE WHEN THE NUMBER IS CALLED.** The Moderator will then inquire as to whether the request to hold is for a question or for debate. If the purpose of the request was merely to ask a question, an attempt to obtain a satisfactory answer will be made, and if that occurs, the article will remain on the Consent Calendar absent a further request to hold. If the purpose of the request was to hold the article for debate, the article will be removed from the Consent Calendar and restored to its original place in the Warrant, to be brought up, and debated and voted on in the usual way. No voter should hesitate to exercise the right to remove matters from the Consent Calendar; it is the view of the voters as to the need for debate that is supreme, not that of the Town Officials who put together the Consent Calendar. However, it is hoped that voters will remove articles from the Consent Calendar only in cases of genuine concern. In past years it has occasionally happened that articles were removed from the Consent Calendar and when reached in the normal course, passed unanimously without debate, thus indicating that the initial removal request was, perhaps, not fully considered before being exercised.

After 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 are to be found under each article printed in this Warrant. Please review them carefully.

Article and Motion

Article 8. Elderly Exemption/Deferral of Real Estate Taxes - Increase Income Limit:

Move in the words of the article.

Article 9. Street Acceptances:

Move in the words of the article and to appropriate the sum of \$500 for expenses in connection therewith.

Article 13. Accept M.G.L. Ch. 40, S.22F - Fees:

Move in the words of the article.

Article 14. Release of Easement - Liberty Hill Estates:

Move in the words of the article.

Consent Calendar - continued

Article 17. Howe Trust - Eminent Domain Taking:
Move in the words of the article.

Article 18. Transfer Portion of New Town Cemetery to Selectmen for Sale:
Move in the words of the article.

Article 19. Authorize Selectmen to Sell Portion of New Town Cemetery:
Move in the words of the article.

Article 24. Accept M.G.L. Ch. 71, S.71F, Tuitions:
Move in the words of the article.

Article 28. LSRHS Stabilization Fund:
Move in the words of the article.

Thomas G. Dignan, Jr.
Town Moderator

1992 FINANCE COMMITTEE REPORT

The FY93 budget process has proven to be one of Sudbury's most challenging in recent years. Faced with continued economic recessionary pressures at both state and local levels, as well as rising costs needed to provide critical services, the townwide fiscal situation continues to be severely constrained. Realizing the constraints which face the Town going into FY94 and beyond, budget recommendations have been made in the context of continued fiscal pressure and limited state aid in the foreseeable future.

ECOMONIC CLIMATE

Massachusetts cities and towns have been affected by the full impact of the national economic recession. State aid to Sudbury decreased by 18% from FY91 to FY92. The local economic index, an indicator of price increases for local goods and services, continues to hover at the 5.5% level for FY92 and is projected to remain the same for FY93. And although Sudbury is considered one of the state's ten most affluent towns, measured by per capita income, the latest unemployment figures indicate that the Town still copes with a 4.5% unemployment rate.

SOURCES OF REVENUE

The Town's primary source of revenue is the property tax levy. Currently, 81% of Sudbury's total annual budget is funded via the property tax. The levy limit is fixed by state law at a maximum increase of 2.5% plus new construction and any override amounts. The \$315,000 override in FY92 provided a crucial source of additional funds, but did not fully offset losses to revenue in other areas. In more prosperous years, such as FY89, new construction revenues rose as high as \$768,000. For FY93, the Board of Assessors has projected only \$250,000. After a precipitous drop of over \$459,845 in state aid last year, we anticipate a level fund in Cherry Sheet receipts for FY93 at \$2,173,992, assuming no change to the state aid formula. Local receipts, covering such items as motor vehicle excise taxes, penalties on back tax payments, and court/parking fines, have been essentially level for the past three years, accounting for approximately \$2,010,000 in revenues to Sudbury.

The major remaining sources of local revenue are Free Cash, Stabilization Fund and Abatement Surplus. While \$175,000 was used from Abatement Surplus in FY92, the Board of Assessors has stated that no funds are available for disbursement from Abatement Surplus in FY93. In past years both the Stabilization Fund and Free Cash have been used extensively, leaving low balances in these accounts. The Town currently has a Stabilization Fund balance of under \$300,000, the lowest amount in recent years. In FY91, Sudbury received a stern warning from the Department of Revenue for its overuse of Free Cash. In FY92, \$300,527 was allocated from Free Cash to assist in balancing the budget. This year, the Finance Committee has again recommended the use of \$326,736 of Free Cash, a conservative but prudent amount. This would leave a Free Cash balance of approximately \$325,000. The Finance Committee strongly believes that it would be fiscally irresponsible to allow the Town's Free Cash and Stabilization Fund balances to fall below these amounts, given the current sluggish economic environment and continued fiscal uncertainty.

THE BUDGET PROCESS

As early as June of last year, the Finance Committee was aware of the extreme expense pressures confronting the Town for FY93. The combined effects of the negotiated raises for all Town employees and mandated health benefit costs increasing 18.5% created a potential \$1,400,000 shortfall in the FY93 budget. Faced with these challenges and the declining revenue situation, the Finance Committee requested that all Town departments prepare two operating budget proposals: a "Department Request" budget that would

permit the continuation of operations at the same level of services as FY92, and a "Level Funded" budget, in which the FY93 spending cap was limited to the FY92 appropriation.

The Finance Committee conducted over six weeks of budget hearings and discussions, in which it met with the Town department heads and both the Lincoln-Sudbury Regional and Sudbury Public School Committees. More than three dozen budgets were presented and evaluated, in addition to Town Meeting articles which represented possible uses of funds. During the course of the budget deliberations it became apparent that to fully fund raises and health costs, in addition to the normal increases in operating costs, the budget process would be severely complicated and possibly derailed. Although larger departments could be asked to absorb increased costs by curtailment of capital spending or workforce reductions, these options are not available to smaller departments which perform mandatory functions such as accounting or tax collecting. Over the past two years, many of these departments had already been substantially constrained by reductions or level funded budgets. The Committee voted unanimously to be fair and equitable across all Town departments regarding the recommendation of potential cuts which may be required to balance the budget.

Three actions of the Committee resulted in significant improvements in our attempts at balancing the budget. First, a special task force of selected Committee members and Town volunteers was formed with the explicit purpose of reducing the Atkinson Pool deficit for FY93. Within three weeks, the Pool Task Force formulated recommendations which reduced a projected \$54,000 deficit to approximately \$6,000. These actions, approved by both the Board of Selectmen and Town Accountant, represent a savings of \$48,000 over initial budget estimates. Second, the Committee identified and obtained approval from Town departments for the return of over \$17,000 in unused funds from prior year Town Meeting articles. Third, the creation of a Salary Contingency line item in Unclassified and the funding of certain larger department salary line items at 98% of their appropriations permits the use of an additional \$35,000 in funds in FY93 that would not have been available until FY94. This action alone results in the saving of at least one position in Town.

Finally, in the spirit of teamwork and cooperation townwide, a number of unions have agreed to reduce their negotiated salary increases. The Lincoln-Sudbury Teachers Union voted to cut their salary increases for FY93 in half, resulting in a savings of over \$126,000. The administrative and non-contractual employees at Lincoln-Sudbury agreed to reduce their salary increases, for an additional \$62,000 savings. The Supervisory Union in Town also voted to reduce their salary increase by one half, and as of this writing, the other four Town unions are in active discussions with the Board of Selectmen regarding similar concessions. If final agreements are not reached prior to the start of FY93, further personnel reductions will be required to balance the budget. The Selectmen, Personnel Board and Finance Committee jointly agreed that it would be equitable to offer the same salary increase givebacks on the part of all non-union and elected Town employees, for an additional savings of approximately \$50,000. These raise reductions have been considered in formulation of the budget recommendation, and the Committee has sought where feasible to use the givebacks specifically to retain or restore key personnel within the affected departments.

Working with these assumptions, and using the Level Fund request as a base for comparison, the Finance Committee began the preparation of a budget which matched the mandatory constraints of the Proposition 2 1/2 levy limit.

SERVICE EFFECTS

Despite our best efforts, the Finance Committee's recommended non-override budget as printed in the Warrant, will result in significant reductions in personnel in the Sudbury Public Schools, Lincoln-Sudbury Regional High School, the reduction of one position in each of the Fire, Highway and Engineering Departments as well as reduced hours for Police, Highway, Park and Recreation, Library, Selectmen and Town Clerk offices. The majority of these reductions will occur as the result of layoffs.

The Finance Committee also reviewed the use of funds for Town Meeting articles. Given the severity of the budget constraints described above, the Committee is recommending the expenditure of only \$38,500, including \$500 for Street Acceptances and \$38,000 for required FY92 Budget Adjustments to accommodate unanticipated increases in health insurance and unemployment costs. The Finance Committee is currently reviewing the remaining articles to determine which, if any, it can recommend for approval at Town Meeting.

The severity of service reductions in the FY93 levy limit budget prompted the Finance Committee to recommend an override in the amount of \$287,627. The additional funds have been targeted specifically to restore critical Town functions. The override includes \$23,046 to restore the personnel in the Fire Department to FY92 levels and allow the North Sudbury Fire Station to remain open; \$22,200 to the Library for books and to restore staffing to FY92 levels; \$18,974 to restore the Town Clerk's office to a fully staffed five-day-a-week operation; \$10,407 to the Council on Aging to fund the Director position at full time; and \$3,000 to the Board of Health for increased mosquito treatment to reduce the health risk due to recent outbreaks of encephalitis in Massachusetts. Because the Committee believes the education of our children to be of the highest importance, we recommend that the Sudbury Schools and the Lincoln-Sudbury Regional High School receive \$125,000 and \$85,000 respectively in the override budget to reinstate critical educational programs which were cut from their level funded budgets.

PLANNING FOR FY94

For the past three fiscal years, budgetary constraints have reduced service levels provided by a wide number of Town departments. The continued high quality of our education systems is now at risk. Recognizing the potential long term impact of these changes, the Finance Committee has requested a joint meeting with the Board of Selectmen to explore ideas which would both reduce the cost of local government, while preserving or in some cases restoring service levels provided. These options for change will involve issues such as regionalization or sharing of services with neighboring towns, consolidation of Town departments to eliminate redundancies, and privatization of functions to significantly reduce costs. Issues which have broad impact often involve infrastructure change in local governments, and as such will take time to gain the full consensus of the affected departments. The objective of this meeting is to identify a set of well defined initiatives for action, which can be researched, formalized and acted upon in time for inclusion in the FY94 budget process. The Committee believes that such initiatives will become a necessity, if we are to continue to provide quality local services with limited funds. The Committee will provide a preliminary report at Town Meeting on the results of its discussions.

SUMMARY

The Finance Committee believes its FY93 non-override and override budget recommendations make best use of available funds for Sudbury. The override budget restores many critical services which are lost through the required application of Proposition 2 1/2 limitations. We strongly endorse and recommend approval of both of these budgets.

As a final note, the Finance Committee would like to express its appreciation to each Town department, board and committee for its continued cooperation and understanding during this difficult budget process. Despite individual concerns, all departments operated in a cooperative spirit, focusing on the best interests of the Town as a whole.

Respectfully submitted,

Roy T. Sanford, Chairman
James Haughey, Vice Chairman
David W. Fitts

Richard F. Brooks
Rosalyn J. Drawas
John J. Ryan, Jr.

Michael T. Fitzgerald
Barbara W. Pryor
Marjorie R. Wallace

BUDGET TERMS AND DEFINITIONS

Free Cash: The unreserved fund balance (amount of money remaining) after deducting from surplus revenue all uncollected taxes from prior years. Free Cash is certified by the Director of Accounts; any or all of the certified amount may be used to defray Town expenses by a vote of the Town Meeting.

Abatements and Exemptions (previously called Overlay): Amount set by the Assessors to create a fund to cover abatements of real and personal tax assessments for the current year, and raised on the tax levy.

Abatement Surplus: Accumulation of the surplus amounts of Abatements and Exemptions set aside by the Assessors each year to cover abatements of (and exemptions from) real estate and personal property tax assessments. The accumulated amount for previous years no longer committed for abatements may be used by vote of the Town Meeting.

Reserve Fund: An amount appropriated by the Annual Town Meeting for emergency or unforeseen purposes. The Finance Committee, by state law, is the sole custodian of the Reserve Fund and approves transfers from the Fund into the operating budgets throughout the year if: (1) the need for funds is of an emergency and/or unforeseen nature, and (2) if, in the judgment of the Finance Committee, the Town Meeting would approve such an expenditure if such a meeting was held. The Reserve Fund is therefore a mechanism for avoiding the necessity of frequent Special-Town Meetings.

Cherry Sheet: Details of State and County charges and reimbursements used in determining the tax rate. Name derives from the color of the paper used.

Enterprise Fund: A separate fund, set up to provide a specific town service, whereby the cost of providing the service is funded in total from user charges. An appropriation for an enterprise fund is funded in total from enterprise fund revenue unless otherwise noted. Enterprise fund revenue used to fund services provided by other town departments will be shown in the warrant after the appropriation total for the department. An enterprise fund is supposed to fully disclose all costs and all revenue sources needed to provide a service.

Funding Sources for Expenditures: Authorizations for the Town to expend monies are made in the form of a motion at Town Meeting. The wording of the motions will specify the funding source; that is, the place from where money is going to come or will be raised. When a motion reads, to appropriate a sum of money, without a source being identified, that amount will be included in the tax calculation, whereby the total of all sums to be appropriated will be reduced by an estimate of local and state revenue. The balance needed will be provided by property taxes. When items in the warrant are offset or raised from available funds, those items will also appear as offsets in the determination of the tax rate.

REVENUE AND EXPENDITURE ANALYSIS

	Expend. FY 91 *	Approp. FY 92**	Dept Request FY 93	FinCom Rec Non Override FY 93	FinCom Rec Override FY 93
Sudbury Pub. Schls. (Gross)	8,755,308	8,971,858	9,609,051	9,171,858	9,296,858
Sudbury Pub. Schls: Offsets	118,222	100,492	130,492	130,492	130,492
SUDBURY PUB. SCHLS. (Net)	8,637,086	8,871,366	9,478,559	9,041,366	9,166,366
L.S.R.H.S.(Assessment)	5,989,788	6,367,491	6,664,523	6,539,191	6,624,191
M.R.V.T.H.S.(Assessment)	416,819	357,370	381,446	381,446	381,446
TOTAL SCHOOLS	15,043,693	15,596,227	16,524,528	15,962,003	16,172,003
200: Debt Service	487,438	490,200	1,073,835	1,073,835	1,073,835
300: Protection	3,026,032	3,130,417	3,385,281	3,137,903	3,160,949
400: Highway/Landfill	1,717,565	1,607,536	1,998,382	1,576,382	1,576,382
500: General Govt.	782,380	781,050	888,959	770,701	800,082
560: Finance	477,619	474,374	529,649	464,584	464,584
600: Library	353,497	369,456	425,571	363,529	385,729
700: Recreation	509,326	492,103	533,431	462,405	462,405
800: Health	183,300	186,816	191,419	186,397	189,397
900: Veterans	6,920	7,363	7,658	7,363	7,363
950: Unclass./Transfer Accts.	2,529,030	3,052,425	3,484,892	3,515,833	3,515,833
TOTAL TOWN (inc. Unclassif.)	10,073,107	10,591,741	12,519,077	11,558,932	11,636,559
TOTAL OPERATING BUDGET	25,116,800	26,187,968	29,043,605	27,520,935	27,808,562
STM Articles:	137,500	0	0	0	0
ATM Articles:	1,351,468	1,437,780	287,236	38,500	38,500
Borrowing	1,337,500	1,000,000	0	0	0
TOTAL ARTICLES	151,468	437,780	287,236	38,500	38,500
TOTAL APPROPRIATIONS	25,268,268	26,625,748	29,330,841	27,559,435	27,847,062
Cherry Sheet Chgs.& Underest.	335,667	347,160	347,160	347,160	347,160
Cherry Sheet Offsets	238,132	217,547	217,547	217,547	217,547
Recap, Snow&Ice &Oth.chgs.	100,719	70,727	50,000	50,000	50,000
Abatements & Exemptions	399,193	394,184	400,000	350,000	350,000
TOTAL CHARGES	1,073,711	1,029,618	1,014,707	964,707	964,707
TOTAL TO BE RAISED	26,341,979	27,655,366	30,345,548	28,524,142	28,811,769
Cherry Sh.Receipts & Overest.	2,633,837	2,173,992	2,173,992	2,173,992	2,173,992
Local Receipts	2,031,004	2,069,951	2,010,000	2,010,000	2,010,000
Enterprise Fund Receipts	629,164	690,968	737,064	674,589	674,589
Ent. Fund Revenue Offsets	93,719	111,466	127,269	116,099	116,099
Free Cash applied	359,430	300,527	326,736	326,736	326,736
Dog Licenses (& St Aid)	0	2,000	7,750	7,750	7,750
Wetlands Protection Fund	4,125	4,125	4,125	4,125	4,125
Abatement Surplus	0	175,000	0	0	0
Cemetery Fund	15,000	28,000	11,700	11,700	11,700
Stabilization Fund	115,000	180,000	0	0	0
Transfer from ATM 1987/14	0	30,000	0	0	0
Transf: ATM 82/14,STM 86/6	0	7,317	0	0	0
State Aid: Road Repair	0	0	0	0	0
Ambulance Fund	4,500	25,000	25,000	50,000	50,000
TOTAL RECEIPTS&REVENUE	5,885,779	5,798,346	5,423,636	5,374,991	5,374,991
REQUIRED TAX LEVY	20,456,200	21,857,020	24,921,912	23,149,151	23,436,778
Previous Limit +2.5%	19,362,888	20,695,073	21,710,546	21,710,546	21,710,546
New Construction	267,427	170,948	200,000	250,000	250,000
Prop 2 1/2 Override	560,000	315,000		0	287,627
LEVY LIMIT	20,190,315	21,181,021	21,910,546	21,960,546	22,248,173
Prop 2 1/2 Exemptions	483,582	682,036	1,192,733	1,192,733	1,192,733
APPLICABLE LEVY LIMIT	20,673,897	21,863,057	23,103,279	23,153,279	23,440,906
UNDER LEVY LIMIT	(Not appl)	6,037	0	4,128	4,128
OVER LEVY LIMIT	(Not appl)	0	1,818,633	0	0

1992 LONG RANGE PLANNING COMMITTEE REPORT

This Long Range Planning Committee's report summarizes the original five-year Capital Improvement Program requests submitted to this Committee by the various Town boards, commissions, committees, and departments. Consideration has also been given to those departments which annually have maintained a regular program for the replacement of capital equipment, by including some funds in future years to replace equipment. These departments initially did not submit a five-year plan because of the fiscal climate. The LRPC, in the summary below, has factored in an expense for replacement of equipment which might be needed in the future.

The total amount of these five-year Capital Improvement Programs is \$10,359,750 - a decrease of 23.8% compared to last year's total of \$13,605,952. Please note that the FY93 figures are the original requests, and that in some cases the requests will be reduced or withdrawn given the financial situation facing the Town.

The Long Range Planning Committee will prepare a separate comprehensive report identifying and prioritizing the individual 1993 Capital Program, as well as several recommendations for improving the operation of the Town. This report will be available at the Board of Selectmen's Office, as well as at Town Meeting.

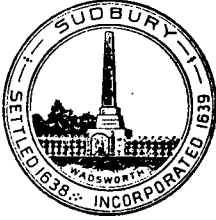
Respectfully submitted,

Robert J. Cusack, Chairman
Robert A. Cala
Philip Ferrara

L. William Katz
David A. Palmer

FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM UPDATE
FISCAL YEARS 1993 THROUGH 1997

Town Agency	Requested FY 1993	%	Requested FY 93-97	%
Police	\$ 82,800	2.9	\$ 414,000	4.0
Sudbury Sch.	473,400	16.7	1,280,350	12.4
L-SRHS	2,135,000	75.5	2,135,000	20.6
Building	126,000	4.5	126,000	1.2
Landfill	12,500	.4	12,500	.1
Library			100,000	1.0
Fire			428,000	4.1
Selectmen			4,698,000	45.3
Highway			300,000	2.9
Planning			356,200	3.4
Park & Rec.			50,000	.5
Engineering			91,000	.9
Accounting			40,000	.4
Assessors			39,500	.4
Clerk			61,000	.6
Conservation			196,200	1.9
Treas/Collect.			32,000	.3
	<u>\$ 2,829,700</u>	<u>100.0</u>	<u>\$ 10,359,750</u>	<u>100.0</u>



TOWN OF SUDBURY

1992 ANNUAL TOWN MEETING WARRANT

**Commonwealth of Massachusetts
Middlesex, ss.**

GREETINGS:

To the Constable of the Town of Sudbury:

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 30, 1992 at seven o'clock in the forenoon, then and there to choose by official ballot in accordance with law, one Moderator and one member of the Planning Board, each for one year; one member of the Sudbury Housing Authority for two years; one member of the Board of Selectmen, one Town Clerk, one member of the Board of Assessors, one Constable, two Goodnow Library Trustees, one member of the Board of Health, two members of the Board of Park and Recreation Commissioners, two members of the Planning Board, and one member of the Sudbury School Committee, all for three years; and one member of the Sudbury Housing Authority for five years.

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 Committee.

BALLOT QUESTIONS:

QUESTION NO. 1

Shall the Town of Sudbury adopt the optional form of municipal administration summarized as follows, according to the provisions of chapter forty-three C of the General Laws providing for optional plans of municipal administration?

"Section eleven of chapter forty-three C of the General Laws authorizes the legislative body to provide, by ordinance or by law, for a consolidated department of municipal finance which may include the offices of accountant, auditor or comptroller, treasurer, collector and assessors."

YES _____ NO _____

QUESTION NO. 2

Shall the Town of Sudbury be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the Town's apportioned share of the bonds issued by the Lincoln-Sudbury Regional School District in order to finance costs of reconstructing, equipping, remodeling and making extraordinary repairs to the regional high school?

YES _____ NO _____

QUESTION NO. 3

Shall the Town of Sudbury be allowed to assess an additional \$287,627 in real estate and personal property taxes for the purposes of providing for the general administrative cost of operating the schools, fire department and other town departments for the fiscal year beginning July 1, 1992?

YES _____ NO _____

QUESTION NO. 4**(Non-binding Public Opinion Advisory Question)**

Shall our Representative, Chester G. Atkins, and our Senators, Edward M. Kennedy and John F. Kerry, be instructed to take all suitable measures:

1. To enact reductions in military expenditures of at least fifty percent (50%) by the 1996 budget year;
2. To provide assistance to communities and employers to convert from military to peace-time production; and
3. To reallocate funds from military uses to meet domestic needs such as health care, education and environmental protection and to reduce the federal deficit?

YES _____ NO _____

The polls will 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 6, 1992, at 7:30 o'clock in the evening, then and there to act on the following articles:

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 1991 Town Report or as otherwise presented; or act on anything relative thereto.

Submitted by the Board of Selectmen.

ARTICLE 2. AMEND BYLAWS, ART. XI. PERSONNEL CLASSIFICATION AND SALARY PLAN

To see if the Town will vote to amend Article XI of the Town of Sudbury Bylaws, entitled "The Personnel Administration Plan", by deleting the Classification and Salary Plan, Schedules A & B, in its entirety and substituting therefor plan entitled "FY1993 Schedule A - Classification Plan and Schedule B - Salary Plan" (providing for a 4% general salary increase effective July 1, 1992), a copy of which is on file in the offices of the Town Clerk and Board of Selectmen, or act on anything relative thereto.

Submitted by the Personnel Board.

PERSONNEL BOARD REPORT: This article would adopt for Fiscal Year 1993 the Salary Plan and Classification Plan that is on file with the Town Clerk's Office. Those Plans provide for a general ("across-the-board") increase of 4% for non-union employees effective July 1, 1992. This increase is commensurate with the salary increases which are scheduled to be given to employees of the Lincoln-Sudbury Regional School District and the Town supervisory union bargaining unit employees. As of the date that this report was prepared, the Town was in the process of negotiating with the other Town union employees to reduce the wage increases from the amounts that had previously been negotiated in the current contract. The Personnel Board believes that a 4% increase is appropriate in light of the Town's financial situation, the present rate of inflation, and comparable settlements both within the Town and other towns. The Plans also will confirm certain grade reclassifications and salary level adjustments determined by the Personnel Board in the past year. In addition, there are a limited number of positions which, at the request of the department in question, are not scheduled to receive wage increases in Fiscal Year 1993.

BOARD OF SELECTMEN POSITION: With respect to non-union salaries only, the Board supports this article.

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

TOWN COUNSEL OPINION: See opinion at the end of this Warrant.

**ARTICLE 3. AMEND BYLAWS, ART. XI. PERSONNEL ADMINISTRATION PLAN -
REDUCTION IN FORCE**

To see if the Town will vote to amend Article XI of the Town of Sudbury Bylaws, entitled "The Personnel Administration Plan", by adding a new Section 10, entitled "Reduction In Force", to read as follows:

"Section 10. Reduction In Force

When layoffs are deemed necessary by department heads, employees shall be laid off in inverse order of classification seniority, provided their qualifications, demonstrated ability to perform the work, and dependability are substantially equal as determined by a department head. For purposes of this Article, 'classification seniority' shall mean the employee's length of continuous service in the classification.";

or act on anything relative thereto.

Submitted by the Personnel Board.

PERSONNEL BOARD REPORT: This article would amend the Personnel Bylaw to establish standards for selecting non-union employees for layoff when necessary.

During the past year, the Town negotiated layoff procedures with several unions representing Town employees in collective bargaining units. This article is designed to give guidance to department heads, and protection to non-union employees, of the same type that has now been negotiated for union employees. The article would give primary weight to merit in selecting employees for layoff, while recognizing the principle of seniority as a "tie breaker".

BOARD OF SELECTMEN POSITION: The Board will report at Town Meeting.

FINANCE COMMITTEE REPORT: Recommend approval.

TOWN COUNSEL OPINION: See opinion at the end of this Warrant.

ARTICLE 4. FY92 BUDGET ADJUSTMENTS

To see if the Town will vote to amend the votes taken under Article 9, of the April 1991 Annual Town Meeting, by adding to or deleting from line items thereunder, by transfer between or among accounts or by transfer from available funds, or act on anything relative thereto.

Submitted by the Board of Selectmen.

BOARD OF SELECTMEN REPORT: We are aware that some funds will be needed to supplement certain FY92 accounts and that other accounts may have excess funds which can be utilized as offsets. At present it is anticipated that the Health Insurance and Unemployment Compensation accounts may need increases. This article will allow us flexibility to review all accounts within the FY92 Operating Budget to make adjustments at the Annual Town Meeting as necessary. The Board will report at Town Meeting.

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

ARTICLE 5. UNPAID BILLS

To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of money for the payment of certain unpaid bills incurred in previous fiscal years or which may be legally unenforceable due to the insufficiency of the appropriation in the years in which such bills were incurred; or act on anything relative thereto.

Submitted by the Town Accountant.

(Four-fifths vote required.)

TOWN ACCOUNTANT REPORT: Invoices that are submitted for payment after the accounts are closed at the end of a fiscal year or payables for which there are insufficient funds (and were not submitted for a Reserve Fund transfer) can only be paid by a vote of the Town Meeting, a Special Act of the Legislature, or a court judgment. To date, there are no known unpaid bills outstanding. A report will be made at Town Meeting.

The Board of Selectmen and Finance Committee will report at Town Meeting if necessary.

ARTICLE 6. (Withdrawn)

ARTICLE 7. GOODNOW LIBRARY REVOLVING FUNDS

To see if the Town will vote to authorize for Fiscal Year 1993 the use of two revolving funds by the Goodnow Library: one, for the acquisition of new books, to be funded by all receipts from the library item reserve procedure charge; and the second, for maintenance and utility charges for the multi-purpose room, to be funded by all receipts from the room reservation charge policy for non-Town agencies; each to be maintained as a separate account, in accordance with Massachusetts General Laws Chapter 44, Section 53E-

1/2, and to be expended under the direction of the Trustees of the Goodnow Library; or act on anything relative thereto.

Submitted by the Trustees of the Goodnow Library.

TRUSTEES OF THE GOODNOW LIBRARY REPORT: The Trustees will report at Town Meeting.

BOARD OF SELECTMEN POSITION: The Board supports this article.

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

ARTICLE 8. ELDERLY EXEMPTION/DEFERRAL OF REAL ESTATE TAXES -
INCREASE INCOME LIMIT (Consent Calendar)

To see if the Town will vote to approve the adoption of a \$30,000 maximum gross receipts amount under Massachusetts General Laws Chapter 59, Section 5, Clause 41A, for the exemption and deferral of real estate taxes on property owned by persons aged 65 or over who have annual gross receipts of no more than the maximum amount; or act on anything relative thereto.

Submitted by the Board of Assessors.

BOARD OF ASSESSORS REPORT: The Assessors wish to present to Town Meeting for voter consideration an increase in the income limit that would qualify Sudbury senior citizens for a property tax deferral. This program does not eliminate a person's taxable obligation, but is a deferral, which provides for recovery of unpaid taxes by placement of a lien against the real estate. Monies are collected (including accrued interest at 8% per year) when the house is sold, or the person qualifying for the program (or surviving spouse) is deceased.

The Massachusetts legislature passed the initial legislation with a \$20,000 income limit in 1974. In addition to the income limitation, the applicant must be 65 years or older, and satisfy residency requirements. In 1991, the legislature amended the law to increase the limit up to \$40,000. Each city and town in the Commonwealth has the option of: a) leaving the income limit at \$20,000 or b) increasing the income limit to any amount up to \$40,000. Since living expenses have risen significantly in seventeen years, an income limit which was appropriate in 1974 is inappropriate today.

The Assessors are asking Town Meeting to determine if the maximum annual income which would qualify a Sudbury homeowner for the Clause 41A provision should be increased from \$20,000 to \$30,000.

In Fiscal 1991, twelve Sudbury homeowners participated in the existing program, with approximately \$20,000 in property taxes deferred.

BOARD OF SELECTMEN POSITION: The Board supports this article.

FINANCE COMMITTEE REPORT: Recommend approval.

ARTICLE 9. STREET ACCEPTANCES (Consent Calendar)

To see if the Town will vote to accept the layout of any one or more of the following ways:

Jason Drive	From Landham Road to a dead end, a distance of 632 feet, more or less;
Trailside Circle	From Bridle Path to a dead end, a distance of 501 feet, more or less;
Bridle Path	From Tall Pine Drive to Tall Pine Drive, a distance of 2,530 feet, more or less;
Carding Mill Road	From Boston Post Road (Rt. 20) to Bigelow Drive, a distance of 1,235 feet, more or less;
Bigelow Drive	From Boston Post Road (Rt. 20) to a dead end, a distance of 3,010 feet, more or less;
Tavern Circle	From Powder Mill Road to a dead end, a distance of 1,104 feet, more or less;
Cranberry Circle	From Powder Mill Road to a dead end, a distance of 2,670 feet, more or less;
Webster Circle	From Phillips Road to a dead end, a distance of 1,004 feet, more or less;
Phillips Road	From the end of the Public Way of Phillips Road to a dead end, a distance of 1,302 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, \$500, or any other sum, therefor and all expenses in connection therewith; or act on anything relative thereto.

Submitted by the Board of Selectmen.

(Two-thirds vote required.)

BOARD OF SELECTMEN REPORT: This article is the result of the recommendations of the Highway Surveyor and Town Engineer as to roads which meet legal requirements for acceptance. The Selectmen have, at a previous public hearing, voted the layout of these 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 will report at Town Meeting.

FINANCE COMMITTEE REPORT: Recommend approval.

ARTICLE 10. AMEND BYLAWS - FINANCE DEPARTMENT

To see if the Town will vote to amend the Town of Sudbury Bylaws by inserting a new article to be numbered by the Town Clerk to establish a Finance Department for the Town of Sudbury as follows:

Section 1. Finance Department

There is hereby established a Municipal Finance Department (hereinafter called the Finance Department) pursuant to the provisions of Massachusetts General Laws Chapter 43C, Section 11, which shall include the offices of Town Accountant and Town Treasurer and Collector, but shall not include the office of Assessors.

Section 2. Director of Finance

The Finance Department shall be under the direction of a Director of Finance who shall be appointed by the Board of Selectmen for a term of no less than three years nor more than five years. In the event of a vacancy in the office of the Director, a temporary Director may be appointed pending appointment of a permanent Director. An Assistant Finance Director may be appointed by the Finance Director with approval from the Board of Selectmen. The Director of Finance shall serve ex officio as the Town Accountant.

Section 3. Duties

The Director of Finance shall:

- a) Coordinate all financial services and activities;
- b) Prepare and maintain all financial and accounting records pursuant to the Massachusetts Uniform Municipal Accounting System;
- c) Coordinate payments of all obligations for all departments;
- d) Coordinate all receipts and investments;
- e) Oversee and assist all other Town departments and offices in all matters related to financial affairs;
- f) Monitor budget preparation and implementation through to setting of tax rate;
- g) Monitor expenditures by all departments;
- h) Monitor expenditures and revenues of all funds;
- i) Prepare and file all financial reports required by state and federal agencies, Board of Selectmen, Executive Secretary;
- j) Manage audit of financial operations;
- k) Supervise the purchase of all goods, materials, supplies and services;
- l) Maintain and implement inventory control and fixed assets;
- m) Supervise and direct all data processing facilities;
- n) Appoint all personnel under direction and control of Finance Director, subject to approval of the Board of Selectmen.

Section 4. Areas of Responsibility

The Director of Finance shall report directly to the Executive Secretary on all matters relating to the following departments:

- a) Personnel and Employee Benefits
- b) Accounting
- c) Five-year Financial Planning
- d) Long-range Capital Planning
- e) Treasurer
- f) Tax Collector
- g) Data Processing
- h) Risk Management and Retirement";

or act on anything relative thereto.

Submitted by the Board of Selectmen.

BOARD OF SELECTMEN REPORT: The Board of Selectmen has been looking into establishing a Municipal Finance Department for several years. The major advantages of doing so are as follows:

1. Allows better coordination of all Town finances.
2. Hopefully provides dollar savings in the future by combining jobs or eliminating jobs.
3. Single department head overseeing all Town financial operations.
4. Provides framework to expand in the future to include Schools or others.
5. Does not provide salary increases or upgrades for any personnel at this time.
6. Does not usurp power or authority of any existing Town agency or department.
7. Provides professionalism and easier recruitment of personnel.
8. Avoids duplication of effort.
9. Allows for better checks and balances in all financial operations.
10. Provides better public service.
11. Does not cost anything to implement.

The Towns of Concord and Lexington have been operating under a similar finance setup for many years very successfully. We are very impressed with their innovations in performance reporting and Town insurance matters.

The Board of Selectmen does not recommend or support the Assessors being incorporated under this bylaw. The Assessors should remain independent and elected.

The General Laws (M.G.L. Ch.43C) under which we are asking that this Finance Department be set up states in part:

"Any person holding any office or position in the service of a city or town which accepts one of the optional forms of administration provided in this chapter and who is employed in an office or agency which is merged with another or abolished or otherwise constituted shall be transferred to the department or agency thereby created without reduction in compensation, or impairment of any civil service, retirement, pension, seniority, vacation, sick leave or other rights or benefits to which then entitled. Any reduction in force which is to result from the new form of administration shall be accomplished through attrition, or other reassignment and not by dismissal."

Thus, it is not our intention to do away with anyone's job, or expand anyone's job or department; rather, it is our intention to provide a mechanism which will protect the Town's future by providing a professional structure for its financial operations. A professional structure will be more efficient and cost effective.

The Board of Selectmen recommends your approval.

FINANCE COMMITTEE REPORT: Recommend approval.

TOWN COUNSEL OPINION: See opinion at the end of this Warrant.

ARTICLE 11. (Withdrawn)

ARTICLE 12. 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, 1992 through June 30, 1993, inclusive, in accordance with the following schedule, which is incorporated herein by reference; and to determine whether or not the appropriation for any of the items shall be raised by borrowing; or act on anything relative thereto.

Submitted by the Finance Committee.

FINANCE COMMITTEE REPORT: See overall Finance Committee report at front of Warrant and reports on individual budgets following the detailed budget.

BUDGET NOTES:

- * [FY91] Includes Reserve Fund and Line Item transfers, as well as transfers from the Salary Adjustment Account. Also includes other financing uses.
- ** [FY92] Includes no Line Item or Reserve Fund Transfers.
- *** Transfer accounts are appropriated to the 970 account and then transferred to other line items as needed. Thus for FY91 this account is not included in the Total Operating Budget.
- FY93 Personal Services for the Fire, Police, Highway and Library Departments have been funded at 98% to allow for staff turnover. A Town Salary Contingency amount (one-half of the 2% savings) has been budgeted in Account 970-970 from which transfers to these departments can be made if needed.

	Expend. FY 91 *	Approp. FY 92**	Dept Request FY 93	FinCom Rec Non Override FY 93	FinCom Rec Override FY 93
100 EDUCATION					

SUDBURY PUBLIC SCHOOLS					
Salaries	7,030,496	7,315,136	7,814,566	7,379,373	7,504,373
Expenses	1,654,512	1,604,447	1,742,210	1,740,210	1,740,210
Equipment	70,300	52,275	52,275	52,275	52,275
	-----	-----	-----	-----	-----
Subtot Sudbury Pub.Scls	8,755,308	8,971,858	9,609,051	9,171,858	9,296,858
Offsets, including METCO	118,222	100,492	130,492	130,492	130,492
110 Net Sudbury Public Scls	8,637,086	8,871,366	9,478,559	9,041,366	9,166,366
Insurance/Benefit Costs	989,831	1,210,526	1,427,612	1,425,393	1,425,393
True Cost S.P.S.	9,626,917	10,081,892	10,906,171	10,466,759	10,591,759
L-S REGIONAL H.S.					
130 Sudbury Assessment	5,989,788	6,367,491	6,664,523	6,539,191	6,624,191
MINUTEMAN VOC. H.S.					
140 Sudbury Assessment	416,819	357,370	381,446	381,446	381,446
TOTAL 100 BUDGET	15,043,693	15,596,227	16,524,528	15,962,003	16,172,003
Offsets:Free Cash	0	0	0	0	0
NET 100 BUDGET	15,043,693	15,596,227	16,524,528	15,962,003	16,172,003
200 DEBT SERVICE					

-201 Temp. Loan Int.	5,849	20,000	38,641	38,641	38,641
-203 Other Bond Int.	206,589	195,200	355,194	355,194	355,194
-205 Other Bond Princ.	275,000	275,000	675,000	675,000	675,000
-711 Bond & Note Expense			5,000	5,000	5,000
200 TOTAL DEBT SERVICE	487,438	490,200	1,073,835	1,073,835	1,073,835
# (Fairbank/COA: P & I)	145,955	140,240	134,480	134,480	134,480
# (Nixon/Noyes: P & I)	148,938	196,880	733,400	733,400	733,400
# (Fire Station: P & I)	136,770	132,960	129,120	129,120	129,120
# (Melone land:1/2 yr Int)	0	0	51,954	51,954	51,954
# (Unisys land:1/2 yr Int)			51,954	51,954	51,954

Project costs provided for information only and do not necessarily add to the Total Debt Service, due to Carry Forwards, Annual Town Meeting appropriations, etc.

	Expend. FY 91 *	Approp. FY 92**	Dept Request FY 93	FinCom Rec Non Override FY 93	FinCom Rec Override FY 93
300 PROTECTION					

310 FIRE DEPT					
Personal Services	1,236,702	1,291,137	1,397,689	1,311,643	1,334,689
Expenses	75,514	86,990	96,530	96,530	96,530
Capital Spending	9,956	0	0	0	0
310 TOTAL	1,322,172	1,378,127	1,494,219	1,408,173	1,431,219
Offset:Ambulance Fund	0	25,000	25,000	50,000	50,000
Net Budget	1,322,172	1,353,127	1,469,219	1,358,173	1,381,219
320 POLICE DEPT					
Total Personal Services	1,218,323	1,233,921	1,325,514	1,243,594	1,243,594
Total Expenses	95,560	94,125	94,125	86,773	86,773
Total Capital Spending	65,465	65,500	82,800	37,800	37,800
320 TOTAL	1,379,348	1,393,546	1,502,439	1,368,167	1,368,167
340 BUILDING DEPT					
Personal Services	151,296	185,237	194,858	187,837	187,837
Expenses	116,229	111,880	121,665	112,152	112,152
340 TOTAL	267,525	297,117	316,523	299,989	299,989
Pool Ent.Fund Revenue	10,000	7,948	8,940	8,765	8,765
350 DOG OFFICER					
Personal Services	17,980	19,768	21,538	19,413	19,413
Expenses	1,153	1,153	1,153	1,089	1,089
350 TOTAL	19,133	20,921	22,691	20,502	20,502
360 CONSERVATION COMMISSION					
Personal Services	21,744	27,517	29,391	28,896	28,896
Expenses	8,496	3,700	9,750	2,687	2,687
360 TOTAL	30,240	31,217	39,141	31,583	31,583
Offset:Wetland Protect.	4,125	4,125	4,125	4,125	4,125
Net Budget	26,115	27,092	35,016	27,458	27,458
370 BOARD OF APPEALS					
Personal Services	6,409	8,491	9,618	8,659	8,659
Expenses	1,205	998	650	830	830
370 TOTAL	7,614	9,489	10,268	9,489	9,489
TOTAL 300 BUDGET	3,026,032	3,130,417	3,385,281	3,137,903	3,160,949
Offsets	4,125	29,125	29,125	54,125	54,125
NET 300 BUDGET	3,021,907	3,101,292	3,356,156	3,083,778	3,106,824

	Expend. FY 91 *	Approp. FY 92**	Dept Request FY 93	FinCom Rec Non Override FY 93	FinCom Rec Override FY 93
400 PUBLIC WORKS					

410 HIGHWAY DEPT					
Personal Services	565,866	573,126	669,549	578,567	578,567
Expenses	457,044	452,541	554,051	489,516	489,516
Capital Spending	164,749	70,000	200,000	0	0
Snow and Ice	101,138	136,457	136,457	136,457	136,457
410 TOTAL	1,288,797	1,232,124	1,560,057	1,204,540	1,204,540
Offset:Cemetery Fund	15,000	28,000	11,700	11,700	11,700
Offset:ATM82/14,STM86/6	0	7,317	0	0	0
Net Budget	1,273,797	1,196,807	1,548,357	1,192,840	1,192,840
460 LANDFILL ENT. FUND #					
Personal Services	150,635	175,623	191,733	187,976	187,976
Expenses	164,414	169,900	217,000	150,517	150,517
Capital Spending	50,000	29,889	29,592	33,349	33,349
460 TOT DIRECT COST (Approp)	365,049	375,412	438,325	371,842	371,842
INDIRECT COST: (Not Approp)					
Engineering Dept. Ser	31,004	35,334	38,904	31,767	31,767
Benefits/Insurance	32,715	38,604	38,604	38,579	38,579
Total Indirect Cost	63,719	73,938	77,508	70,346	70,346
TOTAL 460 BUDGET	428,768	449,350	515,833	442,188	442,188
LANDFILL RECEIPTS	402,483	432,500	515,833	442,188	442,188
RETAINED EARNINGS	37,664	16,875	54,310	54,310	54,310
TOTAL 400 BUDGET	1,717,565	1,607,536	1,998,382	1,576,382	1,576,382
Offsets	15,000	35,317	11,700	11,700	11,700
NET 400 BUDGET	1,702,565	1,572,219	1,986,682	1,564,682	1,564,682

#In accordance with Chapter 306 of the Acts of 1986, the Board of Selectmen recommends the FY1993 Landfill Enterprise Fund Budget as set forth in the above Finance Committee Recommended columns.

500 GENERAL GOVERNMENT					

501 SELECTMEN					
Personal Services	196,437	210,114	228,502	213,800	213,800
Expenses	8,307	8,500	13,336	12,336	12,336
501 TOTAL	204,744	218,614	241,838	226,136	226,136

(See page 26 for revised 501 budget, to be substituted for the following budget if Article 10 is approved.)

	Expend. FY 91 *	Approp. FY 92**	Dept Request FY 93	FinCom Rec Non Override FY 93	FinCom Rec Override FY 93
502 ENGINEERING DEPT.					
Personal Services	224,528	209,659	237,744	194,966	194,966
Expenses	7,449	7,550	12,900	9,760	9,760
Capital Spending	0	0	6,000	6,000	6,000
502 TOTAL	231,977	217,209	256,644	210,726	210,726
Lndfill Ent.Fund Revenue	31,004	35,334	38,904	31,767	31,767
503 LAW					
Personal Services	27,560	27,560	29,214	27,560	27,560
Expenses	67,125	67,125	68,917	63,679	63,679
503 TOTAL	94,685	94,685	98,131	91,239	91,239
506 TOWN CLERK & REGISTRARS					
Personal Services	110,097	118,696	128,430	108,187	127,161
Expenses	33,932	25,133	39,075	30,252	30,252
506 TOTAL	144,029	143,829	167,505	138,439	157,413
509 MODERATOR					
Personal Services	0	0	0	0	0
Expenses	0	0	0	0	0
509 TOTAL	0	0	0	0	0
510 PERMANENT BLDG. COM.					
Personal Services	1,101	1,175	1,415	1,175	1,175
Expenses	0	0	0	0	0
510 TOTAL	1,101	1,175	1,415	1,175	1,175
511 PERSONNEL BOARD					
Personal Services	4,051	4,298	4,739	4,438	4,438
Expenses	266	300	725	360	360
511 TOTAL	4,317	4,598	5,464	4,798	4,798
512 PLANNING BOARD					
Personal Services	38,476	41,392	46,947	38,488	38,488
Expenses	1,838	3,020	2,822	2,822	2,822
512 TOTAL	40,314	44,412	49,769	41,310	41,310
513 ANCIENT DOCUMENTS COM.					
Expenses	1,600	1,600	1,600	1,600	1,600
513 TOTAL	1,600	1,600	1,600	1,600	1,600
514 HISTORIC DIST. COM.					
Personal Services	75	80	80	80	80
Expenses	15	85	85	85	85
514 TOTAL	90	165	165	165	165

	Expend. FY 91 *	Approp. FY 92**	Dept Request FY 93	FinCom Rec Non Override FY 93	FinCom Rec Override FY 93
515 HISTORICAL COMMISSION					
Expenses	1,866	1,675	1,625	1,625	1,625
515 TOTAL	1,866	1,675	1,625	1,625	1,625
516 CABLE TV COMMISSION					
Expenses	1,193	0	1,100	400	400
516 TOTAL	1,193	0	1,100	400	400
517 DESIGN REVIEW BOARD					
Personal Services	1,646	2,364	1,795	1,795	1,795
Expenses	35	47	616	616	616
517 TOTAL	1,681	2,411	2,411	2,411	2,411
518 COUNCIL ON AGING					
Personal Services	44,209	48,015	59,791	49,176	59,583
Expenses	10,574	2,662	1,501	1,501	1,501
518 TOTAL	54,783	50,677	61,292	50,677	61,084
TOTAL 500 BUDGET	782,380	781,050	888,959	770,701	800,082
560 FINANCE					
(See page 26 for revised 561 combined budget, to be substituted for the following 561 and 563 budgets if Article 10 is approved.)					
561 FINANCE DIRECTOR/ACCOUNTING					
Personal Services	109,293	116,087	118,308	115,989	115,989
Expenses	27,535	12,525	12,775	12,577	12,577
561 TOTAL	136,828	128,612	131,083	128,566	128,566
563 TREASURER/COLLECTOR					
Personal Services	113,842	114,924	130,529	119,295	119,295
Expenses	64,659	73,400	102,975	61,645	61,645
563 TOTAL	178,501	188,324	233,504	180,940	180,940
564 ASSESSORS					
Personal Services	109,046	115,706	121,937	119,547	119,547
Expenses	47,176	35,284	29,053	29,053	29,053
Capital Spending	0	0	7,000	0	0
564 TOTAL	156,222	150,990	157,990	148,600	148,600
568 FINANCE COMMITTEE					
Personal Services	5,794	6,148	6,772	6,218	6,218
Expenses	274	300	300	260	260
568 TOTAL	6,068	6,448	7,072	6,478	6,478
TOTAL 560 BUDGET	477,619	474,374	529,649	464,584	464,584

	Expend. FY 91 *	Approp. FY 92**	Dept Request FY 93	FinCom Rec Non Override FY 93	FinCom Rec Override FY 93
600 GOODNOW LIBRARY					

Personal Services	260,581	280,208	323,063	290,435	297,213
Expenses	92,916	89,248	102,508	73,094	88,516
600 TOTAL	353,497	369,456	425,571	363,529	385,729
Offset: Dog Licenses	0	2,000	7,750	7,750	7,750
Net budget	353,497	367,456	417,821	355,779	377,979
700 PARK AND RECREATION					

Personal Services	134,074	140,644	161,345	129,939	129,939
Expenses	34,344	34,303	34,303	23,082	23,082
Capital Spending	0	0	0	0	0
700 TOTAL	168,418	174,947	195,648	153,021	153,021
701 POOL ENTERPRISE FUND#					
Personal Services	192,050	196,891	217,518	189,119	189,119
Expenses	92,405	118,665	118,665	118,665	118,665
Capital Spending	24,978	0	0	0	0
701 TOT DIRECT COST (Approp)	309,433	315,556	336,183	307,784	307,784
INDIRECT COST: (Not Approp)					
Benefits/Insurance	30,000	29,580	40,821	36,988	36,988
Custodial Services	0	7,948	8,940	8,765	8,765
Total Indirect Cost	30,000	37,528	49,761	45,753	45,753
TOTAL 701 BUDGET	339,433	353,084	385,944	353,537	353,537
POOL ENTERPRISE RECEIPTS	264,115	353,084	348,500	348,500	348,500
710 YOUTH COMMISSION					
Expenses	1,475	1,600	1,600	1,600	1,600
710 TOTAL	1,475	1,600	1,600	1,600	1,600
TOTAL 700 BUDGET	509,326	492,103	533,431	462,405	462,405

#In accordance with Chapter 306 of the Acts of 1986, the Board of Selectmen recommends the 1993 Pool Enterprise Fund Budget as set forth in the Finance Committee Recommended columns, with \$5037 to be raised on the tax levy.

800 BOARD OF HEALTH					

Personal Services	72,209	77,055	118,474	116,152	116,152
Expenses	111,091	109,761	72,945	70,245	73,245
Capital Spending	0	0	0	0	0
800 TOTAL	183,300	186,816	191,419	186,397	189,397

	Expend. FY 91 *	Approp. FY 92**	Dept Request FY 93	FinCom Rec Non Override FY 93	FinCom Rec Override FY 93
900 Veterans					

Personal Services	3,406	3,613	3,908	3,613	3,613
Expenses	3,514	3,750	3,750	3,750	3,750
900 TOTAL	6,920	7,363	7,658	7,363	7,363
950 UNCLASSIFIED					

EMPLOYEE BENEFITS					
-800 Health Insurance	1,225,734	1,476,000	1,734,300	1,730,300	1,730,300
Town Share:	545,819	657,263	772,284	770,503	770,503
Sc1 Share:	679,915	818,737	962,016	959,797	959,797
-801 Life Insurance	4,515	4,600	4,600	4,600	4,600
Town Share:	2,011	2,048	2,048	2,048	2,048
Sc1 Share:	2,504	2,552	2,552	2,552	2,552
-813 Retirement Fund	797,398	853,000	951,667	951,667	951,667
Town Share:	630,024	673,955	751,912	751,912	751,912
Sc1 Share:	167,374	179,045	199,755	199,755	199,755
-821 Worker's Compensation	122,312	160,000	180,000	180,000	180,000
Town Share:	82,548	107,984	121,482	121,482	121,482
Sc1 Share:	39,764	52,016	58,518	58,518	58,518
-822 FICA/Medicare	46,852	85,000	100,000	100,000	100,000
Town Share:	20,863	37,850	44,530	44,530	44,530
Sc1 Share:	25,989	47,150	55,470	55,470	55,470
-825 Unemploy. Compensation	0	1,000	70,000	70,000	70,000
Town Share:	0	445	31,171	31,171	31,171
Sc1 Share:	0	555	38,829	38,829	38,829
-952 Pension Liab. Fund	20,000	20,000	20,000	20,000	20,000
Town Share:	15,802	15,802	15,802	15,802	15,802
Sc1 Share:	4,198	4,198	4,198	4,198	4,198
Total Employee Benefits	2,216,811	2,599,600	3,060,567	3,056,567	3,056,567

	Expend. FY 91 *	Approp. FY 92**	Dept Request FY 93	FinCom Rec Non Override FY 93	FinCom Rec Override FY 93
950 UNCLASSIFIED continued					
OPERATING EXPENSES					
-803 Property/Liab. Insurance	178,814	215,000	215,000	215,000	215,000
Town Share:	108,726	108,726	108,726	108,726	108,726
Scl Share:	70,088	106,274	106,274	106,274	106,274
-804 Print Town Report	6,099	8,000	8,000	8,000	8,000
-805 Memorial Day	1,298	1,325	1,325	1,325	1,325
-814 Town Meetings	12,635	18,000	18,000	18,000	18,000
-815 Postage	24,500	30,000	30,000	30,000	30,000
-816 Telephone	22,846	25,500	43,000	43,000	43,000
-818 Gasoline	55,179	45,000	0	0	0
-951 Copying	10,848	10,000	9,000	9,000	9,000
Total Operating Expenses	312,219	352,825	324,325	324,325	324,325
950 TOTAL UNCLASSIFIED	2,529,030	2,952,425	3,384,892	3,380,892	3,380,892
(Total Town Related)	1,539,199	1,741,899	1,957,280	1,955,499	1,955,499
(Total School Related)	989,831	1,210,526	1,427,612	1,425,393	1,425,393
Offset: Free Cash	359,430	132,947	288,236	288,236	288,236
Offset: Abatement Surplus	0	175,000	0	0	0
NET 950 BUDGET	2,169,600	2,644,478	3,096,656	3,092,656	3,092,656
Pool Ent. Fund Revenue	0	0	7,000	0	0
Lndfill Ent. Fund Revenue	0	0	0	0	0
970 TRANSFER ACCOUNTS °°					

-110 Salary Adjustment Acct.	28,225	0	0	0	0
-807 Reserve Fund	75,664	100,000	100,000	100,000	100,000
-970 Town Salary Contingency				34,941	34,941
-971 Scl Salary Contingency				0	0
970 TOTAL TRANSFER ACCOUNTS	103,889	100,000	100,000	134,941	134,941
Offset: Abatement Surplus	0	0	0	0	0
Offset: Free Cash	0	0	0	0	0
NET 970 BUDGET	103,889	100,000	100,000	134,941	134,941
TOTAL OPERATING BUDGET	25,116,800	26,187,967	29,043,605	27,520,935	27,808,562
Total Offsets	19,125	241,442	48,575	73,575	73,575
Free Cash Applied	359,430	132,947	288,236	288,236	288,236
NET OPERATING BUDGET	24,738,245	25,813,578	28,706,794	27,159,124	27,446,751

ALTERNATE 501 AND 561/563 BUDGETS
TO BE USED IF ARTICLE 10 IS APPROVED:

	Expend. FY 91 *	Approp. FY 92**	Dept Request FY 93	FinCom Rec Non Override FY 93	FinCom Rec Override FY 93
560 FINANCE DEPT					
Personal Services	223,135	231,011	248,837	270,334	270,334
Expenses	92,194	85,925	115,750	74,222	74,222
560 TOTAL	315,329	316,936	364,587	344,556	344,556
501 SELECTMEN					
Personal Services	196,437	210,114	228,502	178,750	178,750
Expenses	8,307	8,500	13,336	12,336	12,336
501 TOTAL	204,744	218,614	241,838	191,086	191,086

PROPOSED WRAP-UP MOTION:

That appropriations within departmental budgets under Personal Services, Expenses, Capital Spending, Snow and Ice, Net Sudbury Public Schools, Sudbury Assessment (Schools), Total Debt Service, and Total Unclassified must be expended within those categories unless, in each instance, the Finance Committee grants prior approval; and that automobile mileage allowance rates shall be paid in accordance with Federal Internal Revenue Service mileage allowance regulations.

1991-1992 RESERVE FUND TRANSFERS

Reserve Fund Appropriation	\$	100,000
<u>Account number/Description</u>		<u>Amount</u>
502-210 Engineering General Expense		1,760.00
503-256 Law Legal Expense		6,981.21
Balance As Of 1/31/92	\$	91,258.79

100 EDUCATION: 110 SUDBURY SCHOOLS

	FY 91		FY 92		FY 93	
	Staff	Cost	Staff	Cost	Staff	Cost
	\$		\$		\$	
Section 1.00 Professional Staff	133.60	5,272,347	129.60	5,534,504	129.70	5,951,973
Section 2.00 Support Staff	66.05	1,758,149	59.41	1,830,632	59.41	1,862,593
Section 3.00 Supplies/Services						
Equipment		1,724,812		1,656,722		1,794,485
Total Budget	199.65	8,755,308	189.01	9,021,858	189.11	9,609,051
STM 10/91 Voted Reduction				-50,000		
Total Gross Budget		8,755,308		8,971,858		9,609,051
Offsets: State & Federal Grants		-106,047		-100,492		-100,492
Instrumental Music Fee		-12,175				-30,000
Total Net Budget		8,637,086		8,871,366		9,478,559
Section 1.00 Prof. Staff	133.60	5,272,347	129.60	5,534,504	129.70	5,951,973
1.10 Classroom Teachers	76.50	2,982,839	78.00	3,300,058	78.00	3,516,447
Elementary	46.50		47.00		47.00	
Middle	30.00		31.00		31.00	
1.20 Special Subj. Teachers	28.30	1,134,046	24.30	1,041,846	24.40	1,137,836
Art	3.00		3.00		3.00	
Catalyst	4.00		2.00		2.00	
Computer	2.00		2.00		2.00	
Foreign Language	1.80		1.80		1.80	
Home Economics	1.60		1.20		1.20	
Industrial Arts	1.00		0.80		0.80	
Instrumental Music	2.00		2.00		2.00	
Librarian	3.00		2.00		2.00	
Music	3.00		2.50		2.60	
Physical Education	6.00		6.00		6.00	
Writing/Literature	0.90		1.00		1.00	
1.30 Remedial Teachers	28.80	1,155,462	27.30	1,192,600	27.30	1,297,690
Early Childhood	0.50		0.50		0.50	
Guidance	6.30		6.30		6.30	
Psychologist	1.00		1.00		1.00	
Reading	4.00		2.50		2.50	
SPED-Resource	9.30		9.30		9.30	
SPED-Sub Separate	5.00		5.00		5.00	
Speech	2.70		2.70		2.70	
Section 2.00 Support Staff	66.05	1,758,149	59.41	1,830,632	59.41	1,862,593
2.10 Teacher Assistants	20.50	261,885	17.84	252,011	17.84	276,918
Computer	1.00		1.00		1.00	
Genesis-Grade 1	4.00		4.00		4.00	
Kindergarten	5.50		3.34		3.34	
Library	5.00		4.00		4.00	
Special Education	5.00		5.50		5.50	

110 SUDBURY SCHOOLS continued

	FY 91		FY 92		FY 93	
	Staff	Cost	Staff	Cost	Staff	Cost
		\$		\$		\$
2.20 Clerical-Secretarial	23.30	423,495	18.40	445,155	18.40	471,496
2.25 Nurses	0.00	0	3.00	53,318	3.00	59,109
2.30 Custodial-Maintenance	13.25	377,500	12.17	367,337	12.17	392,841
2.40 Administrators	9.00	568,369	8.00	530,331	8.00	538,969
2.50 Contracted Services:						
Sub. Teachers; Crossing						
Guards; Lunchroom Aides;						
Curriculum Workshops		126,900		123,260		123,260
2.60 "A" Acct. Adjust. (ATM92)				59,220		0
Section 3.00 Supplies/ Services/Equipment		1,724,812		1,656,722		1,794,485
Haynes		22,600		20,340		20,340
Noyes		41,400		37,260		37,260
Curtis		64,600		57,835		57,835
Curriculum Dept.		80,000		72,000		72,000
SPED/PPS Dept.		622,000		632,000		688,640
Maintenance		159,170		157,700		156,550
Heat, Electric, Telephone		232,910		245,720		231,870
Central Office, School Com.		76,000		82,500		102,225
Health Services		84,733		5,588		0
Transportation		289,124		293,504		375,490
Equipment		52,275		52,275		52,275

STAFF/PUPIL SUMMARY	Staff	FY91	Staff	FY92	Staff	FY93
Number of Pupils		1,825		1,876		1,917
Classroom Teachers	76.50		78.00		78.00	
Special Subj & Remedial Tchrs.	57.10		51.60		51.70	
Total Professional Staff	133.60		129.60		129.70	
Support Staff	66.05		59.41		59.41	
Total Staff	199.65		189.01		189.11	
Class Size		22.26		22.60		23.10
Cost Per Pupil (Gross)		\$4,797		\$4,782		\$5,013
School Benefits		\$989,831		\$1,210,526		\$1,427,612
Total Per Pupil Cost		\$5,340		\$5,428		\$5,757

100 EDUCATION: 130 LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT

Administration:	FY '90 Budget	FY '91 Budget	FY '91 Expenditure	FY '92 Budget	FY '93 Proposed
School Committee	43,000	46,000	97,843	47,000	57,000
Administration	29,000	27,250	25,684	40,073	44,000
Business Office	13,150	14,480	14,823	15,350	16,700
Central Office	17,500	17,500	12,896	17,700	18,200
Administration Total	102,650	105,230	151,246	120,123	135,900
Instruction:	FY '90 Budget	FY '91 Budget	FY '91 Expenditure	FY '92 Budget	FY '93 Proposed
Art	6,750	6,125	6,067	6,125	7,825
Business	32,410	0	0	0	0
Computer	75,615	31,100	43,627	37,600	41,100
English	14,500	14,500	9,677	16,720	17,950
Foreign Language	11,800	9,100	9,556	9,600	10,425
History	10,900	14,650	16,174	15,050	11,500
Home Economics	8,350	0	0	0	0
LS Central	6,885	6,400	3,615	6,650	6,650
Mathematics	9,325	8,650	10,573	9,450	11,050
Music	6,900	6,830	12,503	20,000	20,000
Physical Education	14,250	11,400	11,375	12,000	12,550
Science	19,900	19,400	21,114	20,400	20,400
Technology	16,800	6,000	3,947	8,800	7,800
Career Center	4,450	3,450	4,781	4,175	4,675
General Supplies	43,500	47,000	62,867	51,000	52,000
Instruction Total	282,335	184,605	215,875	217,570	223,925
Educational Support	FY '90 Budget	FY '91 Budget	FY '91 Expenditure	FY '92 Budget	FY '93 Proposed
House Services	17,000	17,000	15,868	20,450	20,450
Student Services	55,188	41,592	43,028	20,650	22,450
Audio-Visual	26,850	20,350	28,632	15,650	18,750
Library	14,050	14,050	14,546	14,950	20,250
Student Activities	5,000	10,000	10,636	15,000	15,000
Athletics	41,800	104,000	105,462	124,000	123,300
Transportation	276,000	231,955	230,540	250,000	186,164
Cafeteria Transfer	0	0	0	0	0
Development	8,000	8,000	10,510	10,000	10,000
Educational Support Total	443,888	446,947	459,222	470,700	416,364

130 LSRHS continued

Operations	FY '90 Budget	FY '91 Budget	FY '91 Expenditure	FY '92 Budget	FY '93 Proposed
Custodial	45,500	37,000	27,785	37,250	35,250
Grounds	27,700	28,700	22,178	28,700	26,700
Maintenance	169,000	176,500	184,371	182,500	173,000
Utilities	282,300	294,500	275,736	339,700	301,525
Operations Total	524,500	536,700	510,070	588,150	536,475
Special Education	FY '90 Budget	FY '91 Budget	FY '91 Expenditure	FY '92 Budget	FY '93 Proposed
Local Services	55,950	54,850	48,056	53,850	57,370
Transportation	110,000	137,667	124,434	137,667	123,046
Out-of-District	802,915	892,880	613,708	696,692	729,701
Special Ed Total	968,865	1,085,397	786,198	888,209	910,117
Contingency	FY '90 Budget	FY '91 Budget	FY '91 Expenditure	FY '92 Budget	FY '93 Proposed
Contingency	25,000	50,250	125	50,250	50,250
Contingency Total	25,000	50,250	125	50,250	50,250
Salaries & Other Compensation:	FY '90 Budget	FY '91 Budget	FY '91 Expenditure	FY '92 Budget	FY '93 Proposed
Administration	465,588	465,505	465,505	446,991	460,403
Administrative Support	119,921	93,395	91,919	95,899	98,776
Professional Staff	3,424,431	3,418,902	3,419,093	3,712,604	3,922,720
Course Reimbursement	15,000	19,000	15,000	19,000	19,000
Curriculum Development	30,000	30,000	24,600	38,945	34,000
Extra Services	35,000	35,000	31,670	40,500	41,715
Educational Support	181,358	172,462	164,492	230,376	230,391
Substitutes	45,000	45,000	50,546	50,000	55,000
Clerical	313,763	312,436	314,119	359,435	391,735
Blg./Grds/Maint.	444,421	416,446	403,486	443,880	460,112
Coaches/Trainer	90,000	170,000	174,990	182,000	192,523
Unemployment Compens	100,000	96,000	30,384	40,000	40,000
Salaries Total	5,264,482	5,274,146	5,185,804	5,659,630	5,946,375

130 LSRHS continued

Regional Fixed Costs	FY '90 Budget	FY '91 Budget	FY '91 Expenditure	FY '92 Budget	FY '93 Proposed
Insurance	71,501	76,900	80,150	74,100	58,000
Benefits	705,000	814,015	726,421	931,500	1,083,913
Regional Fixed Costs Total	776,501	890,915	806,570	1,005,600	1,141,913
Debt Service	FY '90 Budget	FY '91 Budget	FY '91 Expenditure	FY '92 Budget	FY '93 Proposed
Roof Debt					
Renovation Debt	191,175	182,025	182,025	172,875	163,725
Debt Service Total	191,175	182,025	182,025	172,875	163,725
Capital Projects	FY '90 Budget	FY '91 Budget	FY '91 Expenditure	FY '92 Budget	FY '93 Proposed
Various					
Asbestos	10,000				
Capital Project Study		25,000	25,000		
Boiler		10,000	7,500		
Capital Project Total	10,000	35,000	32,500	0	0
TOTAL BUDGET	8,589,396	8,791,215	8,329,637	9,173,107	9,525,044
Less Estimated Receipts:		(191,966)		(180,000)	(162,000)
TOTAL	8,589,396	8,599,249	8,329,637	8,993,107	9,363,044
STATE AID					(1,462,509.00)
REAPPORTIONMENT ADJUSTMENT					(320,322.92)
ASSESSMENT					7,580,212.08
LINCOLN ASSESSMENT					915,689.39
SUDBURY ASSESSMENT					6,664,522.69
TOTAL ASSESSMENT					7,580,212.08

**100 EDUCATION: 140 MINUTEMAN REGIONAL VOCATIONAL
TECHNICAL HIGH SCHOOL**

Program Area	AMOUNT	PROPOSED	DIFFERENCE
	FY92	FY93	
	\$	\$	\$
Construction	90,970	93,145	2,175
Commercial	165,418	153,222	-12,196
Technology	54,646	52,753	-1,893
Auto/Metals	54,757	60,635	5,878
Academic	148,923	158,643	9,720
Instructional Sub-total	514,714	518,398	3,684
Support			
Library	21,900	22,600	700
Audio-Visual	8,675	6,625	-2,050
Television	870	400	-470
Microcomputer Service	24,850	25,450	600
Special Education	10,300	10,200	-100
Psychological Service	4,400	4,300	-100
Guidance Service	11,810	9,625	-2,185
Health Service	8,301	12,000	3,699
Principal's Office	77,775	77,750	-25
Transportation	722,592	663,164	-59,428
Vocation Coordination	7,650	7,650	0
Computer Service, Mini	38,255	38,255	0
Dean's Office	2,400	2,400	0
District Programs	49,900	49,900	0
Superintendent's Office	4,650	4,650	0
Planning Office	51,260	51,260	0
Business Office	13,450	10,050	-3,400
Risk Insurance	122,650	120,500	-2,150
Employee Benefits	1,052,759	1,154,702	101,943
Medicare	36,300	43,000	6,700
Custodial	22,000	19,900	-2,100
Utilities	481,050	486,000	4,950
Maintenance Operations	54,000	54,000	0
Maintenance Repairs	102,450	102,600	150
Building Improvement	118,000	115,000	-3,000
Debt Management	0	0	0
Equipment/Capital	148,344	142,647	-5,697
Food Service	5,450	1,100	-4,350
Support Sub-total	3,202,041	3,235,728	33,687
Salaries	5,980,639	6,108,183	127,544
TOTAL	9,697,394	9,862,309	164,915
Required Deferral Make-up		196,473	
TOTAL		10,058,782	

ESTIMATED ASSESSMENT

381,446

Apportionment Formula:

<u>Students (37)</u>	<u>Day Share</u>	+	<u>Flex Share</u>	+	<u>Aftnoon.Share</u>	=	\$381,446
6.1826	<u>Operating \$</u>		<u>of Pupils (1)</u>		<u>of Pupils (26)</u>		
	\$376,692		\$1,160		\$3,594		

FINANCE COMMITTEE BUDGET REPORTS

110 Sudbury Schools: The Sudbury K-8 Public Schools FY92 net budget as printed in this warrant reflects a \$50,000 reduction from the FY92 school budget actually voted at the April 1991 Annual Town Meeting. That \$50,000 reduction resulted from the October 1991 Special Town Meeting at which the Town voted to reduce the K-8 budget to help offset a shortfall in the Town's FY92 budget. In defining a "level fund" FY93 budget for the K-8 schools, the Finance Committee voted to use the original school budget amount as voted at the April 1991 Annual Town Meeting.

The recommended budget is a \$170,000 increase from the 1991-92 budget. In addition, increases in the employee benefit costs for school employees are included in the Town's Unclassified Account. The School Committee requested a \$557,000 increase above the April '91 appropriation. The Finance Committee recommends that \$195,000 in additional reductions be made by the School Committee.

These additions (\$170,000) and additional reductions (\$195,000) and the passage of an override (\$125,000) will still leave a shortfall of \$117,000 between level service and the Finance Committee recommendation. The School Committee tentatively plans to reduce one custodian and two to three teaching positions to reduce costs to the budget limit. The recommended budget does not provide any money to reopen the Nixon School, accommodate an expected forty additional students next year, or work on any of the growing backlog of maintenance or capital replacement needs in the school facilities.

130 Lincoln-Sudbury Regional School District: In response to the financial strain affecting the Town and each of its departments, the Lincoln-Sudbury teachers and all non-union personnel agreed to a 50% reduction in their FY93 raises. These agreements resulted in a savings of over \$188,000 in the FY93 Lincoln-Sudbury school budget. Unfortunately, health insurance and other such costs for Lincoln-Sudbury (those cost categories which appear in the Town's Unclassified Account) are projected to increase by \$136,000 in FY93. In defining a "level fund" FY93 budget for Lincoln-Sudbury, the Finance Committee voted to increase the FY92 budget by \$136,000, reflecting the fact that any such increase in "unclassified" costs for the Sudbury K-8 Public Schools and Town departments are not borne by those departments but are reflected in increases in the Town's Unclassified Account. Despite the raise reductions the Lincoln-Sudbury budget would result in the loss of several teaching and non-teaching positions, reduced educational services and increased fees. As a result of this situation the Finance Committee is recommending an \$80,000 increase in the Lincoln-Sudbury assessment to Sudbury in its no override budget and an additional \$85,000 increase in its recommended override budget.

140 Minuteman Regional Vocational Technical School District: Despite a 4.1% enrollment increase, the total expense budget at the Minuteman School will grow by only 1.7%, achieved by a salary freeze and absorbing increased health insurance costs. The total assessment for Minuteman, however, will grow by 7.1%. The contributing factors in the increase include the makeup of the FY92 salary deferral, the total expense increase, a reduction in interest earnings and fewer funds available to be applied from the Excess and Deficiency Fund. It should be noted that the Excess and Deficiency Fund will be virtually exhausted and the school has assumed that State aid will be level funded. Sudbury's assessment will grow by 6.7%, slightly less than the overall assessment increases of 7.1%, due to a slightly lower percentage of fulltime students. Part-time junior high school enrollment from Sudbury is up substantially.

200 Debt Service: The full impact of the financing of the Nixon/Noyes school remodeling project will be felt in FY93. As a result, principal and interest payments will increase by approximately \$536,000. In addition, interest payments on the borrowings to finance the purchase of the Melone and Unisys properties will be made in the amount of \$66,250. Debt service is expected to increase by \$100,000 in FY94, remain unchanged in FY95, and decrease in FY96 and years thereafter.

310 Fire Department: The level funded Fire Department budget will result in the loss of firemen, reduction in overtime, and delay in the replacement of safety equipment. By assuming the successful renegotiation of union contracts, reducing overtime and offsetting the budget with a \$50,000 appropriation from the Ambulance Fund, the loss of personnel has potentially been limited to one. This loss of personnel and reduction in the overtime account will result in the Town not being adequately covered at all times. It is impossible to anticipate emergency service needs; the North Sudbury station may be closed on a day or days when there is no emergency or it may be closed on a day when there is an extraordinary need such as we experienced last August when Bartlett's Greenhouses were on fire or in December when there was an accident which required more emergency personnel than were available.

The new fire station on Hudson Road will require additional utility costs; we must recognize that as we vote for new building we must be prepared to allocate funds for additional utility and maintenance costs.

Although the Finance Committee gives high priority to maintaining public safety, the recommended cuts are necessary to preserve basic services throughout the Town. The override will restore the remaining cut position.

320 Police Department: The Finance Committee has recommended moving line items within the Police budget into the salary account in an attempt to retain current staffing. In the event a giveback on salaries occurs, the eliminated patrolman could be reinstated by moving \$6,000 from the overtime account to the salaries line. The dispatcher could also be reinstated by moving an additional \$26,000 from overtime to salaries. Other savings of \$5,000 have occurred from the cruiser account this year by moving the patrol car rotation from 12 months to 18 months, allowing the capital expenditure to be spread out over a longer period of time.

340 Building Department: The total department expense represents a 1% increase over the FY92 appropriation. Salary increases were offset with reductions in expenses. The department continues to do more with less, having added responsibility for the maintenance of Haynes Meadow and Carding Mill buildings and launching energy management and handicapped compliance programs. The budget covers necessary maintenance and utility items only and allows for no preventative or extraordinary items such as the Town Hall boiler failure last spring.

350 Dog Officer: This budget is essentially level funded from FY92. The function and position of the Dog Officer is being reviewed by the Executive Secretary and Board of Selectmen. The Finance Committee is supporting efforts to consolidate this function or "privatize" this function.

360 Conservation Commission: This budget is essentially level funded from FY92. Salary increases were offset with reductions in clerical hours and expenses.

370 Board of Appeals: This budget is essentially level funded from FY92. Salary increases were offset with reductions in expenses.

410 Highway Department: The budget recommended by the Finance Committee will reduce one position in the Highway Department and eliminate all capital expenses in 1992. The Highway Department is responsible for road, walkway and tree maintenance, drainage, snow and ice removal and vehicle maintenance. In addition, there is no appropriation for summer help for cemetery maintenance. Cemetery maintenance is an item which must be performed in accordance with the sale of cemetery lots and therefore maintenance will be done by fulltime Highway Department personnel. It is important to maintain roads, as well as buildings, on a routine, on-going basis in order to avoid large, unplanned expenditures. Gasoline is a

new line item in this budget; it was previously in the Unclassified Account but when the new gas tanks were installed at the Highway garage, the account was transferred to this budget.

460 Landfill Enterprise Fund: The budget is level funded from FY92. Minor adjustments have been made between the Landfill and Highway Department budgets to more accurately reflect the actual time spent by administrative personnel on each activity. Anticipated receipts will offset the expenditure.

501 Board of Selectmen: The small increase in this budget primarily reflects funding for the MetroWest Growth Management Committee, a regional local government planning support office comprised of nine member towns. The current level funding for this department includes the reduction in force of the part-time switchboard operator/receptionist.

502 Engineering Department: This valuable Town service has been under financial/staffing pressure for several years. This year's recommended budget eliminates one position, leaving a total staff of five members, one of whom is part-time.

503 Law Department: This budget remains unchanged at this time. However, the Selectmen are currently evaluating proposals from numerous attorneys and may have entered into a new contract with Town Counsel prior to Town Meeting. In such event, this budget may be revised.

506 Town Clerk: The recommended FY93 budget provides additional funds for the presidential primary and national election but decreases overall staffing hours due to budgetary constraints. The Town Clerk has stated her intention to close the office one day a week while continuing her own personal attendance at the office five days per week. Present staffing includes three fulltime personnel, two part-time people, and employment of election officers at the polls. The override (\$18,974) would restore all employees to five days for a budget of \$156,178.

510 Permanent Building Committee: This budget is essentially level funded from FY92.

511 Personnel Board: This budget is essentially level funded from FY92.

512 Planning Board: This budget represents level service from FY92. The Finance Committee engaged in a lengthy discussion regarding retention of the part-time Town Planner position for FY93. The Committee voted to maintain this part-time position as being in the best interest of the Town.

513 Ancient Documents Committee: This budget is essentially level funded from FY92. The only expense is for protected, permanent storage of historical Town records.

514 Historic Districts Commission: This budget is essentially level funded from FY92.

515 Historical Commission: This budget is essentially level funded from FY92.

516 Cable Television Committee: This budget was level funded from FY91.

517 Design Review Board: This budget is level funded from FY92.

518 Council on Aging: Senior participation at the Fairbank Senior Center has increased 70% in the last year. The Finance Committee recommends the level funded budget for the Council on Aging. The Committee feels that the Town should support this group with more resources. Staffing consists of the two co-directors (this arrangement currently equals less than one fulltime position), a van driver, and an outreach

worker - all of which are part-time positions. The Center relies heavily on volunteers for staffing and programs. The Finance Committee's recommended budget is \$50,677. The override would bring this budget's FY93 total to \$61,084.

561 Finance Director/Accounting: This budget is essentially level funded from FY92. Salary increases have been offset by a comparable decrease in expenses.

563 Treasurer/Collector: This budget is essentially level funded from FY92. The Finance Committee shares the Treasurer/Collector's concern for the level of uncollected property taxes and endorses the aggressive collection program by the Treasurer/Collector.

564 Board of Assessors: This budget is essentially level funded from FY92. Salary increases have been offset by a decrease in contracted services (special appraiser) and general expenses (software maintenance).

568 Finance Committee: This budget is essentially level funded from FY92.

600 Goodnow Library: The library budget is level funded, but not level service. To decrease costs, the library reduced its book budget and hours open to the public. As a result of salary renegotiation and reductions in the Town salary scale, \$5,741 was moved from the salary account into the book budget. However, the book budget will still be reduced \$14,154 from the FY92 level. This decrease is in addition to a \$5,500 reduction from FY91 to FY92. Also, all staff will have to take a one or two-week furlough without pay. As a result the library will be closed for two weeks in FY93. The curtailing of library hours will impact all public access to library services and create backlogs in duties for the staff.

The Finance Committee recommends an override in the amount of \$22,200 to bring the book budget back to the FY92 level and eliminate the two-week library closing.

700 Park and Recreation Department: Because of the critical fiscal condition of the Town, this budget was reduced \$21,000 to below level fund. This represents a severe reduction to this department since level fund is already a reduction from FY92 level service budget. In addition, most of the cost of the Program Director's salary will be deducted from program fees. The hours of two people in the maintenance department were reduced from 40 to 35 hours/week. As a result, the maintenance of Town fields and parks will decrease because of a decrease in personnel hours. In addition, the Park and Recreation Department may have to increase fees or curtail some programs.

701 Atkinson Pool Enterprise Fund: The Atkinson Pool had a \$70,000 deficit in FY91 and projects another deficit in FY92. The Finance Committee appointed a subcommittee to review the pool's expenses and revenues. This committee along with the Town's Recreation Director and the Park and Recreation Commission recommended the following changes to the pool's finances in FY93:

Expenses - Decrease salaries by \$24,000. No part-time personnel would receive any salary increases; fulltime personnel would receive a 4% increase, but no step increases. In addition, 25 staff hours will be cut.

Revenues - Increase rental fees to special groups are expected to raise an additional \$4,700.

Membership drives are expected to increase revenues an additional \$19,500 to \$21,000. The reduction of expenses and increased revenues will reduce the deficit by approximately \$48,000. As a result a projected FY93 pool deficit would be approximately \$6,000.

The Board of Selectmen, in approving the Finance Committee's recommendations, appointed a pool advisory committee to continue to assist the pool's staff in the management of its cost saving and revenue enhancement programs. To continue to improve the pool's fiscal and management position, in FY93 and beyond, the

Finance Committee recommends that an evaluation of the pool by an independent consultant be conducted. The Sudbury Foundation has indicated a willingness to consider funding such a proposal.

The Finance Committee thinks that the figures for FY93 represent a genuine turnaround in the pool's fiscal condition. Because of the fiscal improvement they represent and the information an independent study would provide, the Finance Committee recommends that the Town fund the pool deficit of \$6,000 in FY93.

700 Youth Commission: This budget is essentially level funded from FY92.

800 Board of Health: The Board of Health budget appears to have decreased slightly over the FY92 budget. This apparent decrease is associated with transferring the Community Outreach Worker from a contracted service with the Sudbury Visiting Nurse Association to a salary line in the Board of Health budget. The charge for this contracted service with SVNA included overhead; this amount has been transferred to the Unclassified Account to cover the benefits associated with this job.

As a result of the increased danger of equine encephalitis in Massachusetts, the Finance Committee recommends adding an override of \$3,000 to the expense line to allow for additional mosquito treatment to lower the risk of any outbreak of this disease in Sudbury.

950 Unclassified: The increase in this account reflects anticipated increases in health insurance and other employee benefits. Other line items have been carefully reviewed and adjusted as required. The addition of \$15,000 for a new telephone system is recommended and is offset by the reduction of the Town switchboard operator.

ARTICLE 13. ACCEPT M.G.L. CH. 40, SEC. 22F - FEES (Consent Calendar)

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 40, Sec. 22F, to allow the imposition of fees for services rendered and to allow an increase in the fees assessed beyond the statutory limit, or act on anything relative thereto.

Submitted by the Board of Selectmen.

BOARD OF SELECTMEN REPORT: Section 22F of Chapter 40 reads as follows:

"Any municipal board or officer empowered to issue a license, permit, certificate, or to render a service or perform work for a person or class of persons, may, from time to time, fix reasonable fees for all such licenses, permits, or certificates issued pursuant to statutes or regulations wherein the entire proceeds of the fee remain with such issuing city or town, and may fix reasonable charges to be paid for any services rendered or work performed by the city or town or any department thereof, for any person or class of persons.

A fee or charge imposed pursuant to this section shall supersede fees or charges already in effect, or any limitations on amounts placed thereon for the same service, work, license, permit or certificate, provided that this section shall not supersede the provisions of chapter six A sections thirty-one through seventy-seven, chapter eighty, chapter eighty-three, or chapter one hundred and thirty-eight. The fee or charge being collected immediately prior to acceptance of this section for any license,

permit, certificate service or work will be utilized until a new fee or charge is fixed under this section."

Approval of this article would allow a Town board or official to set reasonable fees for licenses, permits, certificates and services rendered by that particular office where the fees are retained by the Town, with the exception of charges for health care services approved by the Rate Setting Commission, betterments, assessments for sewers, drains and sidewalks, and alcoholic liquors licenses and permits, without regard to statutory limitations in most cases. However, fees must be set in accordance with Massachusetts Department of Revenue guidelines, which state, "Where a charge, such as a collector's demand fee, is not imposed for the benefit or at the request of the person who must pay, the officer or board imposing the charge has no power under Sec. 22F to vary the fee schedule established by statute or local law." Said guidelines specify that a "reasonable" fee does not exceed the cost of providing the municipal service. The Town will thus have the opportunity of being fully reimbursed for performing a specific service. The Board of Selectmen supports this article.

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

ARTICLE 14. RELEASE OF EASEMENT -
LIBERTY HILL ESTATES SUBDIVISION (Consent Calendar)

To see if the Town will vote to authorize and direct the Selectmen to execute a deed or deeds releasing an easement granted to the Town entitled "Drainage Easement", executed on January 4, 1989 and recorded at the Middlesex South District Registry of Deeds on January 5, 1989, Document Number 674, in return for a new easement required by amendment to the Liberty Hill Estates subdivision; or act on anything relative thereto.

Submitted by the Board of Selectmen. (Two-thirds vote required.)

BOARD OF SELECTMEN REPORT: Statute requires Town Meeting action to release an interest in land once accepted by the Board of Selectmen. In connection with the initial subdivision approval, certain easements were granted to the Town. Subsequent to acceptance, modifications to the subdivision plan, changing the number and orientation of several lots, were made. These modifications have necessitated changes to the previously executed easement document. The Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee takes no position on this article.

ARTICLE 15. MOUNT PLEASANT CEMETERY - EMINENT DOMAIN TAKING

To see if the Town will vote to take by eminent domain all the real estate of the Mount Pleasant Cemetery Association situated in Sudbury, Massachusetts, located off Concord Road, shown as parcel 005 on Town Property Map G09 and more particularly described on a plan entitled, "Plan of Land in Sudbury, Massachusetts Showing Land of Mt. Pleasant Cemetery Association", prepared by the Town of Sudbury Engineering Department, dated December 24, 1991, together with all the privileges, appurtenances and rights appertaining and belonging thereto, but subject to all rights heretofore existing in any burial lots; and to see what sum the Town will vote to appropriate for expenses in connection therewith; or act on anything relative thereto.

Submitted by the Board of Selectmen. (Two-thirds vote required.)

BOARD OF SELECTMEN REPORT: Pursuant to acceptance by the Town of the private cemetery land situated in the Town Centre, under Article 9 of the 1987 Annual Town Meeting, an eminent domain taking is necessary to clear title description problems resulting from discrepancies between the on-ground survey and description in the deeds to the Mt. Pleasant Cemetery Association which were executed in the 1800's and contain references that no longer exist. No damages are involved. The Board supports this article.

FINANCE COMMITTEE REPORT: Recommend approval.

ARTICLE 16. COMPENSATING BALANCE AGREEMENTS

To see if the Town will vote to authorize its Treasurer to enter into a compensating balance agreement or agreements for Fiscal Year 1993 pursuant to Chapter 44, section 53F, of the General Laws, or act on anything relative thereto.

Submitted by the Town Treasurer and Collector.

TOWN TREASURER AND COLLECTOR REPORT: It is with reservation that the above article is submitted. In the current climate of cutbacks in Town departments, the Treasurer's Office is faced with severe cuts to its banking services. If further cuts are made, a compensating balance agreement will be in order to retain banking services for payroll, vendor and depository functions. All avenues to avoid this option will be sought.

Compensating balance agreements reduce interest earnings and investment options to the Town, a significant revenue source. The current "pay as you go" method used has netted the Town substantial earnings during the high interest rates in the 1980s. Now in the 1990s, the interest rates may have fallen, but the initiation of quarterly tax bills, and the ability to invest with limited restrictions, continues to allow the Town the ability to maximize its earnings potential. Compensating balance agreements will reduce and/or eliminate our current investment practice, thus having a direct impact on the tax rate and the revenue earned in addition to tax collections.

BOARD OF SELECTMEN POSITION: The Board supports this article.

FINANCE COMMITTEE REPORT: Recommend approval.

ARTICLE 17. HOWE TRUST - EMINENT DOMAIN TAKING (Consent Calendar)

To see if the Town will vote to take by eminent domain the land located between Maynard Road and Concord Road, bound on one side by the former Penn Central Railroad line now owned by the Commonwealth of Massachusetts, consisting of 24.7+/- acres, shown as Parcel 2-1 on a plan entitled, "Plan of Land in Sudbury, Massachusetts, Owned by Janet R. Howe Revocable Trust", dated December 19, 1991, prepared by the Sudbury Engineering Department; and to see what sum the Town will vote to appropriate for expenses in connection therewith; or act on anything relative thereto.

Submitted by the Board of Selectmen.

(Two-thirds vote required.)

BOARD OF SELECTMEN REPORT: This article will facilitate the transfer of title to land bordering existing Town conservation property offered to the Town by the owners and clarify any discrepancies

between the on-ground survey and deed descriptions. No damages are involved. The Board strongly supports this article.

FINANCE COMMITTEE REPORT: Recommend approval.

ARTICLE 18. TRANSFER PORTION OF NEW TOWN CEMETERY
TO SELECTMEN FOR SALE (Consent Calendar)

To see if the Town will vote to transfer from the control of the Selectmen to the Selectmen for the purpose of sale to the Janet R. Howe Revocable Trust, the following described parcel of land:

a portion of the New Town Cemetery on Concord Road, shown as Parcel 007 on Town Property Map G09, containing approximately 0.30 acres and more particularly described on a plan entitled, "Plan Showing New Town Cemetery Sudbury, Massachusetts", dated January 21, 1992, prepared by the Town of Sudbury Engineering Department;

or act on anything relative thereto.

Submitted by the Board of Selectmen.

(Two-thirds vote required.)

BOARD OF SELECTMEN REPORT: Articles 18 and 19 will facilitate the transfer of a proposed right-of-way off Concord Road which will allow the Trustees for the Janet R. Howe Revocable Trust suitable access to upland not currently available to them. In exchange for the right-of-way, the Trustees will give the Town approximately five acres of land abutting the New Town and Old Town Cemeteries which will provide the Town cemetery expansion area so urgently required. The Board urges support of these articles.

FINANCE COMMITTEE REPORT: Recommend approval.

ARTICLE 19. AUTHORIZE SELECTMEN TO SELL PORTION OF
NEW TOWN CEMETERY TO HOWE TRUST (Consent Calendar)

To see if the Town will vote to authorize the Selectmen, acting on behalf of the Inhabitants of the Town of Sudbury, to execute a deed or deeds conveying in fee simple the following described land to the Janet R. Howe Revocable Trust, for a sum of no less than \$1.00 and upon such other terms as the Selectmen shall consider proper:

a portion of the New Town Cemetery on Concord Road, shown as Parcel 007 on Town Property Map G09, containing approximately 0.30 acres and more particularly described on a plan entitled, "Plan Showing New Town Cemetery Sudbury, Massachusetts", dated January 21, 1992, prepared by the Town of Sudbury Engineering Department;

or act on anything relative thereto.

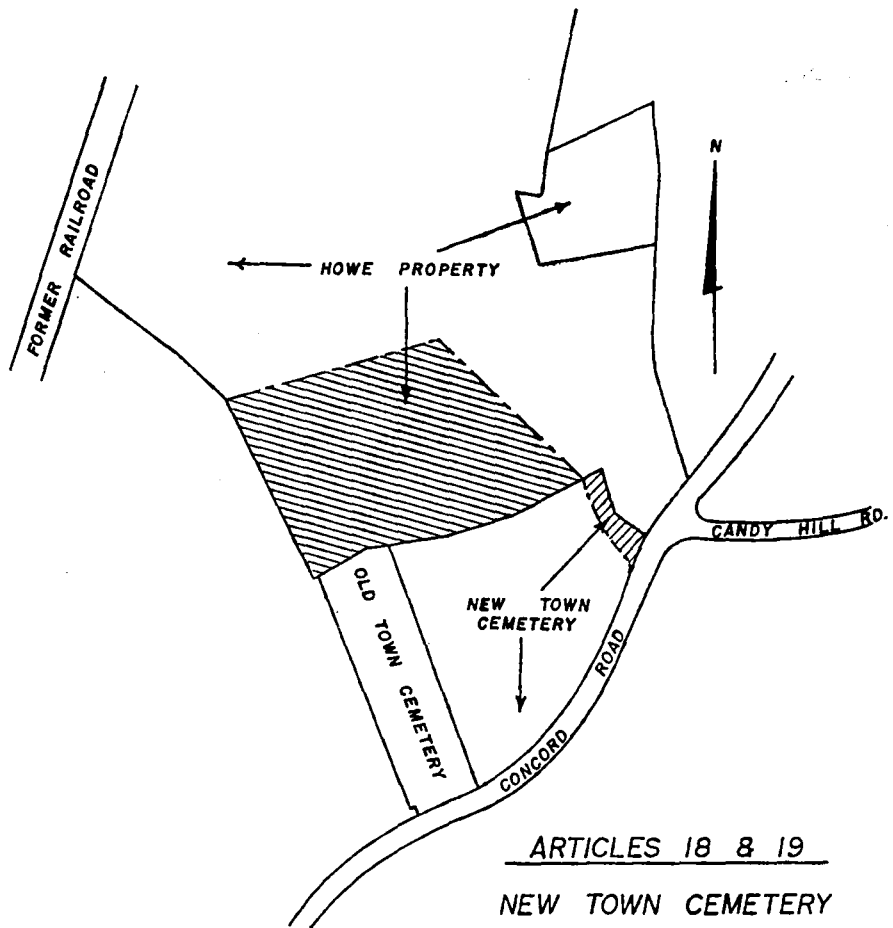
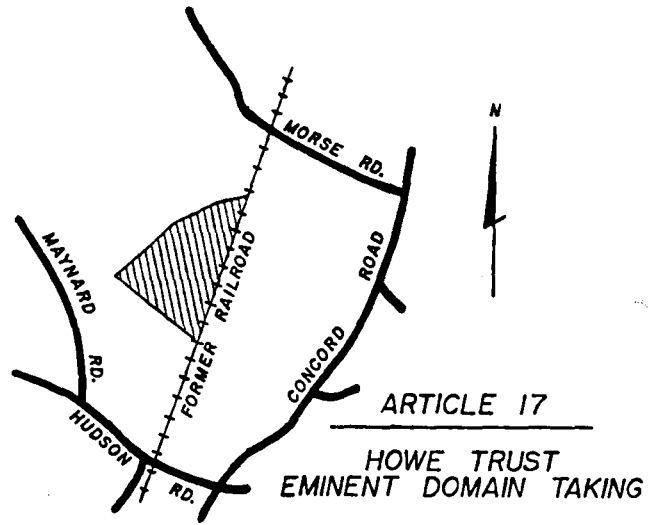
Submitted by the Board of Selectmen.

(Two-thirds vote required.)

BOARD OF SELECTMEN REPORT: See report under Article 18.

FINANCE COMMITTEE REPORT: Recommend approval.

ARTICLE 20. (Withdrawn)



ARTICLE 21. AMEND BYLAWS - UNDERGROUND STORAGE TANKS

To see if the Town will vote to amend the Town of Sudbury Bylaws, Article V, Public Safety, by adding thereto a new Article entitled, "Underground Storage Tanks", to read as follows:

Section 1. Authority and Purpose

A. This bylaw is adopted by the Town of Sudbury under its Home Rule powers, its police powers to protect the public health and welfare, its authorization under Massachusetts General Laws, Chapter 40, Section 21, and Chapter 148, Section 9, and other provisions of law.

B. The purpose of this bylaw is to control the use and maintenance of underground tanks for the storage of hazardous substances that are generally exempt from State and Federal regulation, to protect groundwater and surface water from contamination because of leakage, and to prevent damage to persons or property because of fire. The purpose of the bylaw is also to protect the owners of these tanks and the Town of Sudbury from the potentially devastating financial and environmental consequences of contamination of wells or groundwater due to leakage arising from tank corrosion, improper installation or other causes.

Section 2. Definitions

A. Abandoned - in the case of underground storage tanks shall mean out of service for a continuous period in excess of six months where a license from the local licensing authority is required under the provisions of Massachusetts General Laws Chapter 148, Section 13, and for a period in excess of twenty-four (24) months in the case of any other underground storage facility or an aboveground tank of 10,000 gallons capacity or less; and in the case of aboveground storage of any fluid other than water, where a permit is required from the commissioner under provisions of Massachusetts General Laws Chapter 148, Section 37, it shall mean out of service for a continuous period in excess of sixty (60) months and it has been deemed to be unsafe and a threat to the public safety by the head of the Fire Department and by the Department of Public Safety Division of Inspectional Services.

B. Double-walled Tank - means a container with two complete shells which provide both primary and secondary containment. The container shall have a continuous 360 degree interstitial space between the primary and secondary shell. The interstitial space shall be designed so that an approved interstitial space monitor is able to continuously monitor this space. All double-walled tanks shall be UL-listed.

C. Fuel Oil - means oil of grades 1, 2, 4, 5 and 6, established in accordance with Massachusetts General Laws Chapter 94, Section 249H.

D. Fire Chief - means the Fire Chief of the Town of Sudbury.

E. Hazardous Substance - means any liquid hydrocarbon product, including but not limited to gasoline, heating oil and diesel oil, and any other substance controlled as being toxic or hazardous under Massachusetts General Laws Chapter 21E.

F. Owner - with respect to a tank means the owner of the land on which an underground tank is located.

G. Petroleum Products - means fuel oil, waste oil and gasoline.

H. Underground Tanks - means any containment system (including associated piping) used to contain a hazardous substance ten percent or more of the volume of which is beneath the surface of the ground, but excluding:

- (1) a tank of over 1,100 gallons capacity for storing motor fuel.
- (2) a tank for storing motor fuel for commercial and governmental purposes.
- (3) a tank for storing heating oil other than for consumptive use on the premises where stored.
- (4) a septic tank used to contain sewage.
- (5) a pipeline facility regulated under State or Federal law.
- (6) a tank situated upon or above the surface of the floor in an underground area, such as the basement of a home.

I. Code - means the Board of Fire Prevention Regulations Governing Tanks and Containers as set forth at 527 CMR 9.00 and following.

Section 3. Registration of Existing Tanks

A. On or before December 1, 1992, the owner of each underground tank shall file with the Fire Chief a form setting forth the size, type, age (with proof of age), contents and location of the underground tank. This form shall be made available to the public by the Fire Chief. The age of a tank is to be determined from the date when it was first installed. If the owner cannot document the age of a tank to the satisfaction of the Fire Chief, the installation date will be presumed to be January 1971. The registration tag issued by the Fire Chief shall be visibly affixed to the fill pipe by the owner on or before January 1, 1993.

B. On or after January 2, 1993, each distributor of fuel oil or other hazardous substance that is requested to fill an underground tank without a registration tag shall notify the Fire Chief within forty-eight (48) hours of such request of the existence and location of the tank. It shall not be considered a violation of any provision of this bylaw for a fuel oil distributor to fill an underground tank without a registration tag provided that the distributor duly notifies the Fire Chief in accordance with the provisions of the previous sentence.

Section 4. New Tanks

Following the effective date of this regulation, installation of underground petroleum products storage tanks is prohibited with the following exceptions:

A. Underground storage of a flammable petroleum product with a flash point of 100 degrees Fahrenheit or less is permitted in a double-walled steel or double-walled fiber glass tank.

B. The storage of fuel oil for consumptive use on the premises is permitted in double-walled steel or double-walled fiber glass tanks limited to a maximum of 1,000 gallons for residential properties up to five units and to a maximum of 5,000 gallons for residential properties over five units.

C. The storage of fuel oil for consumptive use is permitted in double-walled steel or double-walled fiber glass tanks to a maximum of 10,000 gallons for other than residential use.

D. The storage of fuel oil for resale is permitted in double-walled steel or double-walled fiber glass tanks limited to that amount which the property is licensed for on the effective date of this regulation.

E. All other tanks are to be indoors or outside aboveground.

Section 5. Removal of Underground Tanks

A. On or before December 31, 1996, the owner shall empty and remove any underground tank that was installed before December 31, 1971.

B. Any tank which is not required to be removed under paragraph A of this section shall be emptied and removed in accordance with the schedule set forth in Appendix 1 of the bylaw.

C. As required by the provisions of the Code, the owner must empty and remove any underground tank that is abandoned.

D. Removal of an underground tank shall be performed under the supervision of the Fire Chief in compliance with the removal provisions of the Code. The Fire Chief may approve decommissioning of a tank instead of removal where permitted by the Code, provided that, immediately prior to decommissioning, the tank shall be tested for leakage of a hazardous substance using a method acceptable to the Fire Chief and that no leakage shall be detected by such testing.

E. Notwithstanding Section 5.A and B, any underground tank that meets the requirement of 527 CMR 9.08(3)(a) shall be emptied and removed no later than thirty (30) years following the date of installation.

Section 6. Procedure in Case of Spill or Leak

A. In the event of a spill or leak, the owner, operator, or person in control shall comply with the provisions of the Board of Fire Prevention Regulations Massachusetts Comprehensive Fire Safety Code, 527 CMR 9.20, entitled "Response to Leaks", in its entirety.

B. If a leak from an underground tank is confirmed, the owner must empty and remove or decommission the tank in accordance with the Code.

Section 7. Variances

A. The Board of Selectmen may, after receiving comment from the Fire Chief and after a public hearing, vary the application of this bylaw in accordance with the provisions of this section, when the applicant has demonstrated financial hardship. Notice of the hearing shall be given by the Selectmen, at the applicant's expense, at least ten days prior thereto, by certified mail to all abutters to the property on which the tank is located. The notice shall include a statement of the variance sought and the reasons therefor. Any grant or denial of variance shall be in writing and shall contain a brief statement of the reasons for the grant or denial.

B. In considering the variance request, the Board of Selectmen shall take into consideration factors such as the direction of the groundwater flow, soil conditions, depth to groundwater, size, shape and slope of the lot, and proximity of existing and potential water supplies. No variance shall be granted unless the Board of Selectmen finds that the variance, as granted, would result in the same degree of environmental protection as required by the bylaw.

C. Any variance granted under this section shall be limited in effect to extending the period of compliance with the removal provisions of this bylaw, as set forth in Section 5. In no event shall any

variance extend the period of compliance thirty-six (36) months or more beyond the time otherwise required under the bylaw.

Section 8. Administration and Enforcement

A. This bylaw shall be administered by the Fire Chief.

B. Any owner or fuel oil distributor who violates any provision of this bylaw shall be subject to a fine of one hundred dollars for each offense. Each day during which such violation continues shall constitute a separate offense.

Section 9. Costs

All costs incurred in complying with the provisions of this bylaw and in obtaining compliance shall be paid by the owner and operator of the affected underground tank.

Section 10. Severability

Each part of this bylaw shall be construed as separate to the end that if any part or sentence, clause or phrase thereof shall be held invalid for any reason, the remainder of that part and all other parts of the bylaw shall continue in full force.

APPENDIX 1

Underground Storage Tank Removal Schedule

Installation Date	Final Removal Date
1971	December 31, 1996
1972	December 31, 1997
1973	December 31, 1998
1974	December 31, 1999
1975	December 31, 2000
1976	December 31, 2001
1977	December 31, 2002
1978	December 31, 2003
1979	December 31, 2004
1980	December 31, 2005
1981	December 31, 2006
1982	December 31, 2007
1983	December 31, 2008
1984	December 31, 2009
1985	December 31, 2010
1986	December 31, 2011
1987	December 31, 2012
1988	December 31, 2013
1989	December 31, 2014
1990	December 31, 2015
1991	December 31, 2016

Appendix 1 (continued)

Tanks installed after 1991 and installed in accordance with Section 4, "New Tanks" shall be removed thirty (30) years after installation or shall submit to the Fire Chief annually a tank tightness test performed by a qualified person which indicates the tank's tightness.";

or act on anything relative thereto.

Submitted by the Board of Selectmen.

BOARD OF SELECTMEN REPORT: The intent of this bylaw is to control the use and maintenance of underground tanks for the storage of hazardous substances that are generally exempt from state and federal regulation. The primary storage tank that will be affected is heating oil, as most other products are covered by state and federal regulations.

Adoption of this bylaw will accomplish the following:

1. Establish a permit process that will cause all underground tanks to be registered with the Town.
2. Establish a removal schedule for underground tanks based on 25-year life expectancy. The first removal would be required in 1996.
3. Require new tanks to be double-walled with interstitial space monitoring.
4. Limit the quantity of product that may be stored underground.

This bylaw will help protect Sudbury's groundwater and surface water from contamination and prevent leakage which might cause a fire or become an explosion hazard. The Fire Department is designated as the enforcing agency because it is the designated agency under existing state and federal regulations.

The effects of a leak can be costly for both the owner and the Town. The owner is legally responsible for ALL costs of a cleanup. These costs can easily reach \$10,000-\$75,000 or more. Additionally, a leak could prevent a homeowner from selling his property - a possibility that none of us wants to face.

Bylaws and Board of Health Regulations similar to this have been passed in many towns and Sudbury should act now to protect its resources. The Board of Selectmen supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee takes no position on this article.

TOWN COUNSEL OPINION: See opinion at the end of this Warrant.

ARTICLE 22. TOWN BUILDING REPAIRS

To see if the Town will vote to raise and appropriate, or appropriate from available funds, \$86,500, or any other sum, to be expended under the direction of the Building Inspector, for the purpose of providing critical repairs and State mandated water protection measures (backflow prevention) to Town buildings, and to determine whether said sum shall be raised by borrowing or otherwise; or act on anything relative thereto.

Submitted by the Building Inspector.

(Two-thirds vote required, if borrowed.)

BUILDING INSPECTOR REPORT: The Building Department has surveyed the Town buildings under its jurisdiction and is recommending repairs as follows to improve those buildings to a minimally acceptable level:

1.	Roof inspections and emergency repairs	\$10,000
2.	Paint Town Hall outside front	5,000
3.	Paint upper Town Hall	3,000
4.	Re-set brick walk at Loring Parsonage	2,000
5.	Re-clapboard and paint Loring Parsonage	10,000
6.	Loring Parsonage repairs/chimney, fireplace, floorboards, etc.	4,000
7.	Replace picket fence at Loring Parsonage	1,000
8.	Replace 18 windows in Flynn Building	9,000
9.	Pump all septic tanks	2,000
10.	Emergency lighting - 22 fixtures	2,500
11.	Upgrade existing boilers	6,000
12.	Parking lot circulation revisions behind Town Hall	7,000
13.	Miscellaneous painting	5,000
14.	Repair and wash windows	3,000
15.	Backflow preventers (13) - (State mandate)	15,500
16.	Flynn Building sewer main	1,500
	Total	\$86,500

The above are representative items which if not implemented will result in further deterioration producing far more costly future repairs. The maintenance dollars allocated to the operating budget for each Town building are simply inadequate to absorb the above repair and maintenance costs.

BOARD OF SELECTMEN POSITION: The Board supports this article.

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

ARTICLE 23. HANDICAPPED ACCESSIBILITY TO TOWN BUILDINGS

To see if the Town will vote to raise and appropriate, or appropriate from available funds, \$85,000, or any other sum, to be expended under the direction of the Building Inspector, for the purpose of providing handicapped accessibility and toilet facilities for four of the most heavily utilized town buildings, and to determine whether said sum shall be raised by borrowing or otherwise; or act on anything relative thereto.

Submitted by the Building Inspector.

(Two-thirds vote required, if borrowed.)

BUILDING INSPECTOR REPORT: Currently the lower Town Hall assembly space, the Flynn Building, the Loring Parsonage and the lower level of the Goodnow Library are not accessible to the handicapped. Due to their age, those buildings do not, by law, have to be brought into compliance with the Architectural Access Board's criteria for accessibility. However, if they are not brought into compliance, they cannot legally be used for public meetings or functions. The result is excessive use of the Fairbank Center, being the only accessible public facility, and the accelerated deterioration related thereto. This request will provide both legal access and toilet facilities for the handicapped in the four most heavily utilized Town buildings. The priority and estimated costs associated with accessibility to the four buildings, are as follows: 1) Town Hall \$20,000; 2) Flynn Building \$25,000; 3) Goodnow Library \$25,000; and 4) Loring Parsonage \$15,000. It is the responsibility of the Town to provide adequate and reasonable access to Town facilities for all of its residents, and approval of this article will demonstrate acceptance of that responsibility.

BOARD OF SELECTMEN POSITION: The Board supports this article.

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

ARTICLE 24. ACCEPT M.G.L. CH. 71, s.71F, TUITIONS (Consent Calendar)

To see if the Town will vote to accept the provisions of Section 71F of Chapter 71 of the General Laws, directing the establishment of separate accounts for tuitions received from non-resident students and reimbursements from the State for foster care students; or act on anything relative thereto.

Submitted by the Sudbury School Committee.

SUDBURY SCHOOL COMMITTEE REPORT: The costs for funding the special education programs offered by the Sudbury Public Schools and the tuitions for out-of-district placements continue to rise. The only relief the School Department receives in our own budget is from the approximately \$75,000 received each year from the Federal Government which is shown as an offset in the budget section of this Warrant. The School Committee is proposing to establish a revolving account which allows for the collection of tuitions from other school systems for non-resident students enrolled in Sudbury Public School Programs. There are three benefits to the Sudbury taxpayer. One, enrollment in existing Special Education classes could be increased by enrolling children from other towns who would otherwise be enrolled in private programs. Two, that by allowing outside enrollment special education programs could be established within our own school district for Sudbury children that potentially would be enrolled in out-of-district placements at a substantially increased cost. Three, in addition to initiating a program that would be partially self-funded for special education children, the revolving fund would also allow us to receive tuition funds for non-special education children enrolled in the pre-school program. Similar revolving funds exist in the towns of Wayland, Needham and Wellesley and have helped to save money in each of those towns through the decreasing out-of-district spending.

BOARD OF SELECTMEN POSITION: The Board will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee takes no position on this article.

ARTICLE 25. SCHOOL HEATING SYSTEMS - PROFESSIONAL SERVICES

To see what sum the Town will vote to raise and appropriate, or appropriate from available funds, to be expended under the direction of the Permanent Building Committee, for the purpose of obtaining professional, engineering, and architectural services, and all expenses connected therewith, including preparation of plans, specifications and bidding documents and supervision of work, involved with extraordinary repairs and/or replacement of the heating systems, or portions thereof, at the Curtis Middle School and the Haynes Elementary School, including but not limited to the removal of asbestos, conversion from oil to gas, and fuel tank removal; to authorize the Permanent Building Committee to execute a contract or contracts therefor; and to determine whether said sum shall be raised by borrowing or otherwise; or act on anything relative thereto.

Submitted by the Sudbury School Committee.

(Two-thirds vote required, if borrowed.)

SUDBURY SCHOOL COMMITTEE REPORT: Over the past two years the heating systems have been renovated at the Noyes and Nixon Schools. These improvements have improved the distribution of heat and

created more modern energy efficient boilers and burners. The heating systems at the Curtis and Haynes Schools need similar improvements. The Permanent Building Committee has recommended that the School Committee seek funding at the 1992 Annual Town Meeting for the purpose of engaging an engineering firm(s) to further evaluate our systems and then set forth to prepare plans, specifications and bidding documents for the necessary repairs and renovations to the boilers, burners and piping systems at these two schools. In addition to the need for the installation of new heating systems there will be associated costs for asbestos removal. Although the eventual cost for these repairs is estimated to be in the range of \$500,000 it is deemed necessary to initiate this process now rather than wait for the inevitable emergency.

BOARD OF SELECTMEN POSITION: The Board will report at Town Meeting.

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

ARTICLE 26. ROOF REPAIR/REPLACEMENT - CURTIS & HAYNES SCHOOLS

To see if the Town will vote to amend the vote taken under Article 5 of the October 17, 1989 Special Town Meeting for the purpose of making extraordinary repairs to and/or reconstructing the Curtis Middle School and Haynes School roofs, or portions thereof, and all expenses connected therewith, including professional, engineering, and architectural services including plans, specifications and bidding documents and supervision of work; and to authorize the Permanent Building Committee to execute a contract or contracts therefor; or act on anything relative thereto.

Submitted by the Sudbury School Committee.

SUDBURY SCHOOL COMMITTEE REPORT: This article was withdrawn at the 1991 Annual Town Meeting due to the lack of funding for major repair requests. However, the planned maintenance program developed by the Permanent Building Committee in 1980 for the repair and replacement of all the school roofs remains incomplete. The first phases of the roof replacement program were completed during the 1980s but all of Haynes School and one-half of Curtis School are incomplete. These roofs are thirty years old, leak and allow heat to escape due to the lack of insulation. Work on these roofs has been postponed for several years due to the ability of the maintenance staff to maintain them with spot patching using tar in the damaged areas. It is no longer practical or possible to function with patching - these roofs should be replaced as soon as possible.

BOARD OF SELECTMEN POSITION: The Board will report at Town Meeting.

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

ARTICLE 27. SCHOOL MAINTENANCE FUNDS

To see if the Town will vote to amend the vote taken under Article 5 of the October 17, 1989 Special Town Meeting for the purpose of making extraordinary repairs to and/or remodeling, and purchasing additional equipment for, the Curtis Middle School, the Haynes Elementary School and the Noyes Elementary School, including facility repairs, furniture replacement and building improvements, and all expenses connected therewith; or act on anything relative thereto.

Submitted by the Sudbury School Committee.

SUDBURY SCHOOL COMMITTEE REPORT: Each year for the past ten years the School Department has submitted a list of long and short term maintenance and capital improvement projects to the Long Range Planning Committee. In December of 1991 the plan was updated and the list of items and the associated costs reached a new high of \$1,280,350. This amount of requests does not address the preventive maintenance items that we attempt to keep pace with by using funds and personnel from the budget, nor does it include many items such as draperies and painting that need attention but simply will not be funded. The list does include such items as roof repair and heating system renovations for which there are requests in this Warrant. The items requested in this article are those highly critical items that continually get deferred because they are not yet emergencies. This year we are requesting repairs in each building for improvements to the bathrooms which desperately need attention. We are also requesting funds for window screens, doors, emergency lights, a driveway improvement at Haynes, chalkboard replacement and covering to gym walls. Most of this request is directly related to health issues, safety issues or energy conservation issues. The items requested are very necessary and should not be deferred.

BOARD OF SELECTMEN POSITION: The Board will report at Town Meeting.

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

ARTICLE 28. LSRHS STABILIZATION FUND

To see if the Town will vote to approve the establishment by the Lincoln-Sudbury Regional School District of a Stabilization Fund in accordance with the provisions of Chapter 71, Section 16G 1/2, of the Massachusetts General Laws, or act on anything relative thereto.

Submitted by the Lincoln-Sudbury Regional School District Committee.

LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT COMMITTEE REPORT: The LSRHS Committee is requesting approval by both towns to establish a Stabilization Fund in accordance with the provisions of Chapter 71, Section 16G 1/2, which is patterned after the statute that has been in existence for cities and towns for many years. A Stabilization Fund would be a means to stabilize annual budget appropriations for future capital items, such as equipment replacement and building or grounds improvements for which borrowing may not be appropriate. We are currently requesting establishment of this fund only. Expenditures from the fund require a vote of the Regional School Committee for any purpose for which regional school districts may borrow money or any other lawful purpose approved by the Emergency Finance Board. Notification of the School Committee's vote to expend must be made to the Board of Selectmen in each member town within seven days. Selectmen have the ability to approve or disapprove such expense. Funding is not included in the FY93 budget.

BOARD OF SELECTMEN POSITION: The Board will report at Town Meeting.

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

ARTICLE 29. LSRHS DEBT AUTHORIZATION - RENOVATIONS/REPAIRS

To see if the Town will vote to approve the amount of \$2,134,424 debt authorized on February 25, 1992, by the Lincoln-Sudbury Regional School District School Committee, for the purpose of financing costs of reconstructing, equipping, remodeling and making extraordinary repairs to the regional high school, including costs incidental and related thereto; or act on anything relative thereto.

Submitted by the Lincoln-Sudbury Regional School District Committee.

LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT COMMITTEE REPORT: The LSRHS Committee engaged Gale Associates, Inc., to assess the high school facility and make recommendations for corrective acting where necessary. The assessment identified safety and emergency items necessary to protect the facility, appearance items and items approaching the end of their life expectancy. In addition, further assessments were recommended and completed in the area of handicapped accessibility, the performing arts areas, utilization of the shop areas (performed by Earl R. Flansburgh and Associates) and the heat generation plant (performed by Shooshanian, Inc.).

A subcommittee reviewed the recommendations from these assessments and brought forward only maintenance items which were of an emergency or safety nature. In addition, the subcommittee recommended work in the area of handicapped access and a renovation of the Rogers Theater in order to better serve our current educational program.

The School Committee has reviewed the subcommittee's recommendation and has further reduced the maintenance items. The debt authorization of the warrant article will cover the following items which the Committee feels require immediate attention:

- Replacement of all boilers
- Rebuilding tennis court surfaces
- Replacement of Kalwall Panels
- Replacement of floor in Gym 3
- Replacement of bleacher seating in Gym 1
- Asbestos removal (necessary prior to boiler work)
- Main Service Electrical

Although the Committee strongly supports the renovations of the Rogers Theater and the handicapped work, these projects will be postponed a year while an attempt is made to procure private funding to reduce the cost to both Lincoln and Sudbury.

BOARD OF SELECTMEN POSITION: The Board will report at Town Meeting.

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

ARTICLE 30. (Withdrawn)

ARTICLE 31. AMEND ZONING BYLAW, ART. IX.III.A.2 - PERMITTED USES,
RESIDENCE DISTRICTS: SINGLE ACCESSORY DWELLING UNITS

To see if the Town will vote to amend the Sudbury Zoning Bylaw, Article IX, Section III.A, entitled: "Residence Districts", by adding new paragraph 2 entitled: "Special Provisions for Single Accessory Dwelling Units in Residence Districts", to read as follows:

"2. Special Provisions for Single Accessory Dwelling Units in Residence Districts

- a. Definition - A single accessory dwelling unit is a second dwelling unit located within a structure constructed as a detached single family dwelling, or its attached accessory structures, subordinate in size to the principal dwelling unit and separated from it in a manner that maintains the appearance of the structure as a one family dwelling.

b. General Purpose - The existing development patterns of the Town have resulted in conditions which make it difficult for our parents, our children, and persons of low and moderate income to find suitable housing within the Town. The special regulations contained in this Section III.A.2 have been enacted for the purpose of permitting the creation of a limited number of housing units suitable for occupancy by such persons, while ensuring compliance with the local planning standards and policies concerned with land use, building design, and requirements of the health, safety, convenience and general welfare of the inhabitants of the Town.

c. Conditions and Requirements - An owner or owners of a single family dwelling in Single Residence District "A", "C" or Wayside Inn Historic Preservation Zone may apply to the Board of Appeals for a Special Permit for the creation and occupancy of a single accessory dwelling unit in a detached single family dwelling. Such application shall be accompanied by the application fee established by the Board of Appeals. After notice and public hearing, and after due consideration of the report of the Board of Health, (and the Historic Districts Commission, where applicable), the Board of Appeals may grant such Special Permit provided that each of the following conditions and requirements is met:

1) Occupancy

a) Such unit shall be occupied by not more than four persons related by blood, adoption or marriage to the family owning and residing in the principal dwelling; or

b) Such unit shall be occupied by not more than two domestic employees of the family owning and residing in the principal dwelling; or

c) Such unit shall be occupied by a low or moderate income family with income not to exceed 80% of the regional median household income established in the Local Initiative Program Guidelines of the Executive Office of Communities and Development (as the same may be amended from time to time).

2) The accessory dwelling unit shall be located within the single family dwelling or its attached accessory structures in substantially the same size as they existed on the day of adoption of this Section III.A.2 or, for single family dwellings not in existence on such day of adoption, as they have existed for five years prior to the application for such Special Permit. Such status shall be verified in the records of the Building/Inspection Department. A single family dwelling shall be deemed to comply with the requirements of this subparagraph 2.c.2) if any alteration or enlargement thereof subsequent to said day of adoption or within the said five year period does not increase the floor area of said dwelling, as hereinafter defined, by more than fifty (50) square feet. For dwellings in existence on the day of adoption which have been increased in floor area by more than fifty (50) square feet subsequent to the day of adoption, no special permit hereunder may be issued until after the expiration of five years from the last such alteration or enlargement. On request of the applicant, the Board of Appeals may waive all or a portion of any applicable five year period if it finds that such waiver will further the purposes of this Section III.A.2.

3) The accessory dwelling unit shall be a use incidental to the single family dwelling, shall contain no more than 1,200 square feet, and shall occupy no more than 30% of the floor area of the single family dwelling and its attached accessory structures. Floor area

is defined herein as the actual heated living area and does not include unfinished basements, attics, or storage spaces.

- 4) There shall be no more than one single accessory dwelling unit per building lot.
- 5) The owner of the dwelling in which the single accessory dwelling unit is created shall reside in the dwelling, either in the principal dwelling unit or the accessory dwelling unit. If the owner resides in the accessory dwelling unit, occupancy of the principal dwelling unit must be by persons satisfying the relationship or income criteria in subparagraph 2.c.1)a) or c). For the purpose of this Paragraph 2, the "owner" shall be one or more individuals who constitute a family, who hold title to the dwelling, and for whom the dwelling is the primary residence for voting purposes. If the lot on which the single accessory dwelling unit is to be located is owned by the Town of Sudbury, the owner-occupancy requirement of this paragraph shall not be applicable as long as the lot and the structures thereon continue to be owned by the Town of Sudbury.
- 6) Adequate provision shall be made for the disposal of sewage, waste and drainage generated by the occupancy of the single accessory dwelling unit in accordance with all requirements of the Board of Health.
- 7) The creation and occupancy of the single accessory dwelling unit shall not be detrimental to the neighborhood in which the lot is located or injurious to persons or property.
- 8) Applicable requirements of the Massachusetts State Building Code must be met.
- 9) Special Provisions for Low or Moderate Income Units - In order to facilitate the creation of affordable housing units in Sudbury which will count toward the ten per cent statutory goal (Massachusetts General Laws Chapter 40B, Section 20), all applicants for a special permit for a unit to be occupied by a low or moderate income family shall be furnished with copies of the regulations and guidelines of the Massachusetts Executive Office of Communities and Development for approval of such unit as an affordable housing unit for purposes of the statutory goal. Such regulations and guidelines shall include those of the Local Initiative Program and any other program designed to promote the creation of certifiable affordable housing units. After issuance of a Special Permit for a low or moderate income unit which is to be occupied and operated in accordance with any of such programs, the Board of Selectmen shall make application to the Executive Office of Communities and Development for certification of the unit as an affordable housing unit includable in the Town's inventory of low and moderate income housing for the purposes of Chapter 40B of the Massachusetts General Laws. Such application may, at the discretion of the Board of Selectmen, be made prior to actual issuance of the Special Permit.
- 10) Exterior appearance of a dwelling with a single accessory dwelling unit - The single accessory dwelling unit shall be designed so that the appearance of the structure remains that of a single family dwelling, subject further to the following conditions and requirements:

- a) All stairways to upper floors shall be enclosed within the exterior walls of the dwelling.
 - b) There shall be no enlargements or extensions of the dwelling in connection with a single accessory dwelling unit except for minimal additions necessary to comply with building, safety or health codes, or the enclosure of an entryway or stairway.
 - c) Any new exterior entrance shall be located on the side or in the rear of the dwelling.
- 11) Off-Street Parking - There shall be at least two off-street parking spaces for the principal dwelling unit and at least one off-street parking space for the single accessory dwelling unit. No parking space shall be located within the boundary of a street right of way. In no case shall parking spaces which are more than two spaces deep be considered in computing the required parking.
- d. Board of Health Report - In order to ensure compliance with subparagraph 2.c.6) above, the applicant shall obtain and submit to the Board of Appeals prior to the hearing, a written report of the Board of Health certifying that the conditions of subparagraph 2.c.6) have been met.
 - e. Planning Board Report - In connection with an application for a Special Permit under this subsection, the applicant may consult with the Planning Board prior to the hearing and the Planning Board may submit in writing, prior to the hearing, its recommendations and report to the Board of Appeals.
 - f. Number of Accessory Dwelling Units - The number of accessory dwelling units permitted under this bylaw shall not exceed five percent of the total number of single-family residences existing in the Town at the beginning of the year in which the application was filed.
 - g. Duration of Special Permit
 - 1) The Special Permit for an accessory dwelling unit occupied by persons related to the family owning and residing in the principal dwelling may be issued for the duration of such occupancy. Such permit shall require the filing by the owner(s) of a sworn affidavit with the Town Clerk, with a copy to the Board of Appeals, certifying such occupancy every four years consistent with the Special Permit and this Paragraph 2. Such permit shall automatically terminate upon the sale, transfer, or other change in ownership of the principal dwelling unit.
 - 2) The Special Permit for a unit occupied by domestic help shall be issued for a period of two years. The permit shall automatically expire on the second anniversary of its issuance, unless extended for one or more additional two year periods upon the filing by the owner(s) of a sworn affidavit with the Town Clerk, with a copy to the Board of Appeals certifying occupancy consistent with the Special Permit and this Paragraph 2. Such permit shall automatically terminate upon the sale, transfer, or other change in ownership of the principal dwelling unit.
 - 3) The Special Permit for a unit occupied by a low or moderate income family shall be issued for a period of two years. The permit shall automatically expire on the second anniversary of its issuance unless extended for one or more additional two year periods

upon the filing by the owner(s) of a sworn affidavit and income verification of the present occupants of the accessory dwelling unit with the Town Clerk, with a copy to the Board of Appeals certifying occupancy consistent with the Special Permit and this Paragraph 2. The Special Permit for a low or moderate income unit which is approved as an affordable housing unit under one of the programs identified in subparagraph 2.c.9) shall be for a period of five years, and shall be renewable in accordance with the foregoing procedure.

- h. No Separate Conveyance - The ownership of the accessory dwelling unit shall not be conveyed or otherwise transferred separately from the principal dwelling.
- i. Removal of Separate Facilities - The Building Inspector may, in addition to other remedies, order removal of the separate kitchen facilities, equipment or fixtures that were made or installed to create such unit, if the unlawful use of such unit is discovered.
- j. Revocation - A Special Permit granted hereunder may be revoked by the Board of Appeals for violation of the terms thereof or occupancy of the accessory dwelling unit in violation of the Special Permit or the Zoning Bylaw.
- k. Provision of Information - The applicant for a Special Permit shall file with the Board of Appeals such plans, specifications and other information concerning the unit and its proposed use as the Board may require by general rule or request to the applicant.
- l. The Board of Appeals may adopt, and from time to time amend, Rules and Regulations to implement the provisions of this Paragraph 2, and shall file a copy of said Rules and Regulations with the Town Clerk.
- m. Other Requirements - Except as provided herein, all requirements of Single Residence Districts apply as provided in this Zoning Bylaw.";

or act on anything relative thereto.

(Two-thirds vote required.)

Submitted by the Inclusionary Zoning Study Committee and the Planning Board.

INCLUSIONARY ZONING STUDY COMMITTEE AND PLANNING BOARD REPORT: This article allows special permits to be granted for the creation of one accessory apartment in a dwelling. Its scope is considerably more restricted than the bylaw proposed in 1988, restricting occupancy to:

- relatives
- domestic help
- low and moderate income persons

Although its main thrust is toward affordable housing, the Inclusionary Zoning Study Committee felt it was consistent with the goals of the Town and Committee to include relatives and domestic help, even though their incomes or status in relation to the homeowner might disqualify them from government affordable housing guidelines. For both Sudbury's and Massachusetts' purposes, low to moderate income households are those falling below 80% of the area median income. The actual figure currently is \$38,000 for families of 1 to 4 people. It is recalculated periodically by the Federal Department of Housing and Urban Development.

Presently about 4.1% of Sudbury's homes are considered "affordable". When we reach 5%, Sudbury may submit an affordable housing plan which, if accepted by EOCD (Mass. Executive Office of Communities and

Development); would predispose the State to side with the Town rather than a developer who is attempting to override local zoning laws by means of a comprehensive permit. The proposed bylaw will help Sudbury in two ways. First, any local initiative units created would count toward the approximately 47 affordable units needed to get us to 5%. Second, other units rented to low and moderate income tenants would be included in our affordable housing plan as a local effort to provide such housing. Also, as Sudbury progresses toward full compliance with Chapter 774, the State will be less likely to withhold discretionary funding as allowed under Executive Order 215 for towns which have not reached a 10% affordable housing goal.

Citizens have expressed a desire that affordable housing be scattered throughout the Town and be achieved through local efforts. We believe this bylaw complies with these wishes, and remain committed to exploring ways to incorporate affordable units naturally into the community. The Inclusionary Zoning Study Committee and the Planning Board support this article.

BOARD OF SELECTMEN POSITION: The Board supports this article.

FINANCE COMMITTEE REPORT: The Finance Committee takes no position on this article.

TOWN COUNSEL OPINION: See opinion at the end of this Warrant.

ARTICLE 32. AMEND ZONING BYLAW, ART. IX.III.G -
WATER RESOURCE PROTECTION DISTRICTS

To see if the Town will vote to amend Section III.G of Article IX of the Town of Sudbury Bylaws, the Zoning Bylaw, as follows:

A. By adding a new subsection 1.f (Purpose of Districts) as follows:

"f. To provide for monitoring of ground and surface water quality in areas of present and potential water supply sources to accomplish detection of potential contamination at an early stage, thereby minimizing damage to such sources.";

B. By adding a new subsection 2.n (Definitions) and renumbering the existing definitions accordingly as follows:

"n. Special Permit Granting Authority - The Special Permit Granting Authority under this Section III.G shall be the Planning Board.";

C. By adding the following language to renumbered subsection 2.o (Definitions, "Toxic or Hazardous Materials"):

"o. and all substances defined as Toxic or Hazardous under Massachusetts General Laws (MGL) Chapter 21C and 21E and 310 CMR 30.00, and also include such products as solvents and thinners in quantities greater than normal household use.";

D. By inserting the following two sentences after the first sentence of subsection 3 (Scope of Authority):

"These overlay districts shall apply to all new construction, reconstruction, or expansion of existing buildings and new or expanded uses. Applicable activities or uses which fall within the Water

Resource Protection Districts must comply with the requirements of these districts as well as those of the underlying zoning district.";

E. By adding a new Section 5.a.9), (Zone II Permitted Uses), as follows:

"9) Construction, maintenance, repair, and enlargement of drinking water supply facilities, such as, but not limited to, wells, pipelines, aqueducts and tunnels, but excluding underground storage tanks related to such facilities which are categorically not permitted.";

F. By revising and adding to those uses prohibited in Zone II, Section 5.b, so that Section 5.b reads as follows:

"b. The following uses are specifically prohibited within Water Resource Protection Districts, Zone II:

- 1) Solid waste disposal facilities, including, without limitation, landfills and junk and salvage yards that require a site assignment from the Board of Health under Massachusetts General Laws, Chapter 111, Section 150A (the landfill assignment law) and regulations adopted by the Department of Environmental Protection, 310 CMR 19.00; [No Change]
- 2) Storage of liquid petroleum products, except the following: (a) normal household use, outdoor maintenance, and heating of a structure; (b) waste oil retention facilities required by statute, rule, or regulation; (c) emergency generators required by statute, rule, or regulation; (d) treatment works approved under 314 CMR 5.00 for treatment of ground or surface waters; [Revised]
- 3) Storage of road salt or deicing chemicals unless such storage, including loading areas, is within a structure designed to prevent the generation and escape of contaminated runoff or leachate; [Revised]
- 4) Dumping of snow, containing road salt or other deicing chemicals, which is brought in from outside the district; [No Change]
- 5) Manufacture, generation, treatment, storage, or disposal of toxic or hazardous materials, except by the following: (a) very small quantity generators as defined under 310 CMR 30.00; (b) household hazardous waste collection centers and events under 310 CMR 30.390; (c) waste oil retention facilities required by MGL Chapter 21, s.52A; (d) water remediation treatment works approved under 314 CMR 5.00; [Revised]
- 6) Automobile graveyards and junkyards, as defined in Massachusetts General Laws, Chapter 140B, s.1; [New]
- 7) Disposal of liquid or leachable wastes, except by individual on-site domestic sewage disposal systems serving one- or two-family residences or serving business, industrial, research or institutional uses discharging not more than 440 gallons per day per 40,000 square feet of lot area (1000 gallons per day in the Research District) in compliance with Title V of the State Environmental Code and the Sudbury Board of Health Rules and Regulations Governing the Subsurface Disposal of Sewage; [Revised]

8) Permanent removal, or regrading of the existing soil cover resulting in a finished grade at a level less than 8 feet above the average high water level for the preceding five years as determined by the Board of Health (5 feet in the Research District), except for excavations for building foundations, roads, or utility works. Earth removal or earth moving shall be subject to the provisions of subsection 5.g; [Revised]

9) Boat or motor vehicle service or repair shops, animal feed lots, car washes, heliports, electronic manufacturing, metal plating, commercial or bacteriological laboratories, except as otherwise permitted in the Research District, and establishments conducting dry cleaning activities on the premises; [No Change]

10) Storage of animal manure unless covered or contained; [Revised]

11) Mining of land, except as incidental to a permitted use; [No Change]

12) Landfilling of sludge or septage as defined in 310 CMR 32.05; [New]

13) Storage of sludge and septage, unless such storage is in compliance with 310 CMR 32.30 and 310 CMR 32.31; [New]

14) Treatment works that are subject to 314 CMR 5.00 including privately owned sewage treatment facilities, except the following: (a) the replacement or repair of an existing treatment works that will not result in a design capacity greater than the design capacity of the existing treatment works; (b) the replacement of existing subsurface sewage disposal system(s) with wastewater works that will not result in a design capacity greater than the design capacity of the existing system(s); (c) treatment works approved by the Massachusetts Department of Environmental Protection designed for the treatment of contaminated groundwater. In the Research District treatment works subject to 314 CMR 5.00 shall be permitted in accordance with Section III.G.5.a.8).; [New]

15) Storage of liquid hazardous materials; unless in a freestanding container within a building or above ground with secondary containment adequate to contain a spill the size of the container's total storage capacity; [New]

16) Industrial and commercial uses which discharge process wastewater on-site; [Revised]

17) Storage of commercial fertilizers and soil conditioners, as defined in Massachusetts General Laws Chapter 128, s.64, unless such storage is within a structure designed to prevent the generation and escape of contaminated runoff or leachate; [New] and

18) The use of septic system cleaners which contain toxic or hazardous chemicals."; [New]

G. By revising and adding to those uses permitted in Zone II by special permit, subsection 5.c, so that subsection 5.c reads as follows:

"c. The following uses and activities are permitted by special permit within the Water Resource Protection Districts, Zone II, subject to the approval of the Special Permit Granting Authority under such conditions as they may require and also subject to subsection 5.b:

- 1) Enlargement or alteration of existing uses that do not conform to the Water Resource Protection District; [New]
- 2) The application of pesticides, including herbicides, insecticides, fungicides, and rodenticides, for nondomestic or nonagricultural uses in accordance with state and federal standards. If applicable, the applicant shall provide documentation of compliance with a Yearly Operating Plan (YOP) for vegetation management operations under 333 CMR 11.00 or a Department of Food and Agriculture approved Pesticide Management Plan or Integrated Pest Management (IPM) program under 333 CMR 12.00; [Revised]
- 3) The application of fertilizers for nondomestic or nonagricultural uses. Such applications shall be made in a manner so as to minimize adverse impacts on groundwater due to nutrient transport, deposition, and sedimentation; [New]
- 4) Except as otherwise permitted under Section III.D.g, those activities that involve the handling of toxic or hazardous materials in quantities greater than those associated with normal household use, permitted in the underlying zoning (except as prohibited under subsection b.); [New]
- 5) With the exception of drainage improvements associated with permitted uses in the Research District, which shall be permitted, the construction of dams or other water control devices, ponds, pools or other changes in water bodies or courses, created for swimming, fishing, or other recreational uses, agricultural uses, or drainage improvements, provided such activities do not adversely affect water quality or quantity; [New]
- 6) Any use that will render impervious more than 15%, but less than 38%, of any lot, except as otherwise permitted in subsection 5.a.8) of this section III.G. A system for groundwater recharge must be provided which does not degrade groundwater quality. For nonresidential uses, recharge shall be by stormwater infiltration basins or similar system covered with natural vegetation, and dry wells shall be used only where other methods are infeasible. For all nonresidential uses, all such basins and wells shall be preceded by oil, grease, and sediment traps to accomplish removal of contamination. Any and all recharge areas shall be permanently maintained in full working order by the owner; [New] and
- 7) Those business, industrial, research and institutional activities permitted in the underlying district with a site plan review to prevent any adverse impact on the Water Resource Protection District and the interests to be protected thereunder."; [No Change]

H. By adding new subsections 5.d.8) and 5.d.9), (Zone III Permitted Uses), as follows:

"8) Maintenance, repair and enlargement of any existing structure, provided no more than fifteen percent (15%) of a building lot is rendered impervious; and

9) Construction, maintenance, repair and enlargement of drinking water supply facilities, such as, but not limited to, wells, pipelines, aqueducts and tunnels, but excluding underground storage tanks related to such facilities which are categorically not permitted.";

I. By revising and adding to those uses prohibited in Zone III, subsection 5.e so that subsection 5.e reads as follows:

"e. The following uses are specifically prohibited within Water Resource Protection Districts, Zone III:

- 1) Solid waste disposal facilities, including, without limitation, landfills and junk and salvage yards that require a site assignment from the Board of Health under Massachusetts General Laws, Chapter 111, Section 150A (the landfill assignment law) and regulations adopted by the Department of Environmental Protection, 310 CMR 19.00; [No Change]
- 2) Storage of liquid petroleum products, except the following: (a) normal household use, outdoor maintenance, and heating of a structure; (b) waste oil retention facilities required by statute, rule, or regulation; (c) emergency generators required by statute, rule, or regulation; (d) treatment works approved under 314 CMR 5.00 for treatment of ground or surface waters; [Revised]
- 3) Manufacture, generation, treatment, storage, or disposal of toxic or hazardous materials, except by the following: (a) very small quantity generators as defined under 310 CMR 30.00; (b) household hazardous waste collection centers and events under 310 CMR 30.390; (c) waste oil retention facilities required by Massachusetts General Laws Chapter 21 s.52A; (d) water remediation treatment works approved under 314 CMR 5.00; [Revised]
- 4) Industrial and commercial uses which discharge process wastewater on-site; [Revised]
- 5) Disposal of liquid or leachable wastes, except by individual on-site domestic sewage disposal systems serving one- or two-family residences or serving business, industrial, research, or institutional uses discharging not more than 440 gallons per day per 40,000 square feet of lot area (1000 gallons per day in the Research District) in compliance with Title V of the State Environmental Code and the Sudbury Board of Health Rules and Regulations Governing the Subsurface Disposal of Sewage; [Revised]
- 6) Boat or motor vehicle service or repair shops, animal feed lots, car washes, heliports, electronic manufacturing, metal plating, commercial or bacteriological laboratories, except as otherwise permitted in the Research District, and establishments conducting dry cleaning activities on the premises; [No Change]
- 7) Mining of land, except as incidental to a permitted use; [No Change]
- 8) Automobile graveyards and junkyards as defined in Massachusetts General Laws, Chapter 140B, s.1.; [New]
- 9) Storage of liquid hazardous materials, unless in a freestanding container within a building or above ground with secondary containment adequate to contain a spill the size of the container's total storage capacity; [New]
- 10) Storage of commercial fertilizers and soil conditioners, as defined in Massachusetts General Laws, Chapter 128, s.64, unless such storage is within a structure designed to prevent the generation and escape of contaminated runoff or leachate; [New]
- 11) Permanent removal or regrading of the existing soil cover resulting in a finished grade at a level less than 8 feet above the average high water level for the preceding five years as determined by the Board of Health (5 feet in the Research District), except for excavations for

building foundations, roads or utility works. Earth removal or earth moving shall be subject to the provisions of subsection 5.g.; [New]

12) The use of septic system cleaners which contain toxic or hazardous chemicals; [New]

13) Landfilling of sludge or septage as defined in 310 CMR 32.05; [New]

14) Storage of sludge and septage, unless such storage is in compliance with 310 CMR 32.30 and 310 CMR 32.31; [New] and

15) Treatment works that are subject to 314 CMR 5.00 including privately owned sewage treatment facilities, except the following: (a) the replacement or repair of an existing treatment works that will not result in a design capacity greater than the design capacity of the existing treatment works; (b) the replacement of existing subsurface sewage disposal system(s) with wastewater treatment works that will not result in a design capacity greater than the design capacity of the existing system(s); (c) treatment works approved by the Massachusetts Department of Environmental Protection designed for the treatment of contaminated groundwater. In the Research District treatment works subject to 314 CMR 5.00 shall be permitted in accordance with Section III.G.5.a.8)."; [New]

J. By revising and adding to those uses permitted in Zone III by special permit, subsection 5.f, so that the subsection 5.f reads as follows:

"f. The following uses are permitted by special permit within Water Resource Protection Districts, Zone III, subject to the approval of the Special Permit Granting Authority under such conditions as they may require and also subject to subsection 5.e:

1) Enlargement or alteration of existing uses that do not conform to the Water Resource Protection District; [New]

2) The application of pesticides, including herbicides, insecticides, fungicides, and rodenticides, for nondomestic or nonagricultural uses in accordance with state and federal standards. If applicable, the applicant shall provide documentation of compliance with a Yearly Operating Plan (YOP) for vegetation management operations under 333 CMR 11.00 or a Department of Food and Agriculture approved Pesticide Management Plan or Integrated Pest Management (IPM) program under 333 CMR 12.00; [Revised]

3) The application of fertilizers for nondomestic or nonagricultural uses. Such applications shall be made in a manner so as to minimize adverse impacts on groundwater due to nutrient transport, deposition, and sedimentation;

4) Except as otherwise permitted under Section III.D.g, those activities that involve the handling of toxic or hazardous materials in quantities greater than those associated with normal household use, permitted in the underlying zoning (except as prohibited under subsection b.); [New]

5) With the exception of drainage improvements associated with permitted uses in the Research District, which shall be permitted, the construction of dams or other water control devices, ponds, pools or other changes in water bodies or courses, created for swimming, fishing, or

other recreational uses, agricultural uses, or drainage improvements, provided such activities do not adversely affect water quality or quantity; [Revised]

6) Any use that will render impervious more than 15%, but less than 38% of any lot, except as otherwise permitted in subsection 5.a.8) of this Section III.G. A system for groundwater recharge must be provided which does not degrade groundwater quality. For nonresidential uses, recharge shall be by stormwater infiltration basins or similar system covered with natural vegetation, and dry wells shall be used only where other methods are infeasible. For all nonresidential uses, all such basins and wells shall be preceded by oil, grease, and sediment traps to facilitate removal of contamination. Any and all recharge areas shall be permanently maintained in full working order by the owner; [New]

7) Storage of uncovered manure, except within 100 feet from the average highwater line for the preceding five years of any water bodies and courses within Water Resource Protection Districts as determined by the Planning Board, provided that such storage will not adversely affect the quantity or quality of water available in the Water Resource Protection District; [No Change]

8) Storage of road salt or other deicing chemicals in quantities greater than for normal individual household use; [No Change]

9) Dumping of snow, containing road salt or other deicing chemicals, which is brought in from outside the district; [No Change] and

10) Those business, industrial, research and institutional activities permitted in the underlying district with site plan review to prevent any adverse impact on the Water Resource Protection District and the interests to be protected thereunder."; [No Change]

K. By adding a new subsection 5.g, as follows:

"g. Earth Removal or Earth Moving Procedures and Conditions:

1) Plan Requirements - No special permit involving excavation shall be issued or renewed under this Section III.G until the applicant has submitted to the Special Permit Granting Authority a plan showing existing grades in the area from which material is to be removed, together with a plan showing the grades as they will be at the conclusion of the operation;

2) Groundwater Monitoring - The grading plans must indicate maximum groundwater elevation throughout the entire area proposed to be excavated. Maximum groundwater elevation shall be determined by means of monitoring wells, test pits and soil borings during the months of March, April or May. Such tests shall be conducted by a Massachusetts Registered Professional Engineer at the expense of the applicant and shall be observed by a representative of the Special Permit Granting Authority or its designee. Test results shall be submitted to the Special Permit Granting Authority;

3) Grading and Slopes - The plan showing the grades at the conclusion of the operation shall show no grades in excess of one foot of vertical rise in two feet of horizontal distance; 4:1 slopes are preferred;

4) Permit Conditions - Special permits granted under this Section III.G involving excavation must be made subject to the following conditions, said conditions to be written in the permit and made a part thereof:

- a) That proper and reasonable surface drainage of the land affected by earth removal operations be assured during and after the removal operation and further, that the quantity of runoff after removal operations are complete shall not exceed the quantity of runoff that left the site before excavation;
- b) That areas that have been compacted by heavy machinery shall be scarified to a depth of a least 3 feet before topsoil is replaced;
- c) That at the conclusion of the excavation operations, or of any substantial portion thereof, the whole area where excavation has taken place be covered with not less than eight inches of top soil and seeded with a suitable cover crop, except where ledge rock is exposed, and that all large stones and boulders which protrude above the finished grade are to be removed or buried.
- d) That activities ancillary to the excavation, including, but not limited to, equipment and vehicle maintenance and storage of lubricants, fuels, solvents, and other chemicals associated with earth removal operations will be prohibited in Zone II;
- e) That the applicant post a bond with the Treasurer of the Town in an amount determined by the Special Permit Granting Authority as sufficient to guarantee conformity with the provisions or conditions of the permit, the amount of the bond to be not less than \$5,000 per acre of land from which earth is to be removed.";

L. By adding the following paragraphs to subsection 6.d (Special Permit Application Contents) after paragraph 1) and renumbering the existing paragraphs accordingly:

"2) The application shall contain a complete list of chemicals, pesticides, herbicides, fertilizers, fuels, and other potentially hazardous materials to be used or stored on the premises in quantities greater than those associated with normal household use;

3) For those activities using or storing such hazardous materials, a hazardous materials management plan shall be prepared and filed with the Town's Hazardous Materials Coordinator, Fire Chief, and Board of Health. The plan shall include: (a) provisions to protect against the discharge of hazardous materials or wastes to the environment due to spillage, accidental damage, corrosion, leakage, or vandalism, including spill containment and clean-up procedures; (b) provisions for indoor, secured storage of hazardous materials and wastes with impervious floor surfaces; (c) evidence of compliance with the Massachusetts Hazardous Waste Regulations, 310 CMR 30.00, including an EPA identification number from the Massachusetts Department of Environmental Protection;

4) The application shall include proposed locations for groundwater monitoring wells adequate to enable timely detection of potential contamination so as to prevent or minimize damage and remediation costs. The Special Permit Granting Authority may require periodic testing by the owner of the property and full disclosure of the test results from the laboratory directly to the appropriate Town boards and Sudbury Water District. The Special Permit Granting Authority may also impose requirements for reporting threats of contamination to appropriate Town agencies and the Water District.

M. By revising subsection 4 (2nd paragraph), subsection 6.c.1) and 6.c.2), and subsection 6.d.6), as renumbered, by inserting the words, "or other such consultant" after the words "Massachusetts engineer"; and by inserting the words "or wastewater or toxic and hazardous waste" after the word "hydrogeology" wherever appearing therein;

N. By inserting the following new paragraph 1) in subsection 6.f (Special Permit Approval Criteria), renumbering the existing paragraphs accordingly and adding language to paragraph 4), as renumbered, so that it reads as follows:

"1) Will in no way, during construction or any time thereafter, adversely affect the existing or potential quality or quantity of water that is available in the Water Resource Protection District;"

"4) Is appropriate to the natural topography, soils, and other characteristics of the site to be developed, and is designed to avoid substantial disturbance of the soils, topography, drainage, vegetation, and other water related natural characteristics of the site to be developed;"

O. By adding a new subsection 8, as follows, and renumbering the following subsection accordingly:

"8. Violations

a. Written notice of any violation of this section shall be given by the Building Inspector to the responsible person as soon as possible after detection of a violation or a continuing violation. Notice to the assessed owner of the property shall be deemed notice to the responsible person. Such notice shall specify the requirement or restriction violated and the nature of the violation, and may also identify the actions necessary to remove or remedy the violations and preventive measures required for avoiding future violations and a schedule of compliance. A copy of such notice shall be submitted to the Board of Health, Conservation Commission, Planning Board, Town Engineer, and Sudbury Water District. The cost of containment, clean-up, or other action of compliance shall be borne by the owner and operator of the premises.

b. The owner and operator of any property for which a special permit has been issued hereunder shall notify the Building Inspector and the Board of Health of any known violation of the terms or conditions of such special permit. Such notification shall be given immediately (within 48 hours) after knowledge thereof, in person or by telephone, and shall be followed within two (2) weeks by written notice specifying the details of the violation. The owner and operator shall take all appropriate remedial action to cure such violation. Failure of the owner or operator to report a violation in a timely manner, or failure to take appropriate remedial action, or failure to otherwise comply with the terms and conditions of a special permit shall be sufficient grounds for revocation of the special permit.";

or act on anything relative thereto.

Submitted by the Planning Board.

(Two-thirds vote required.)

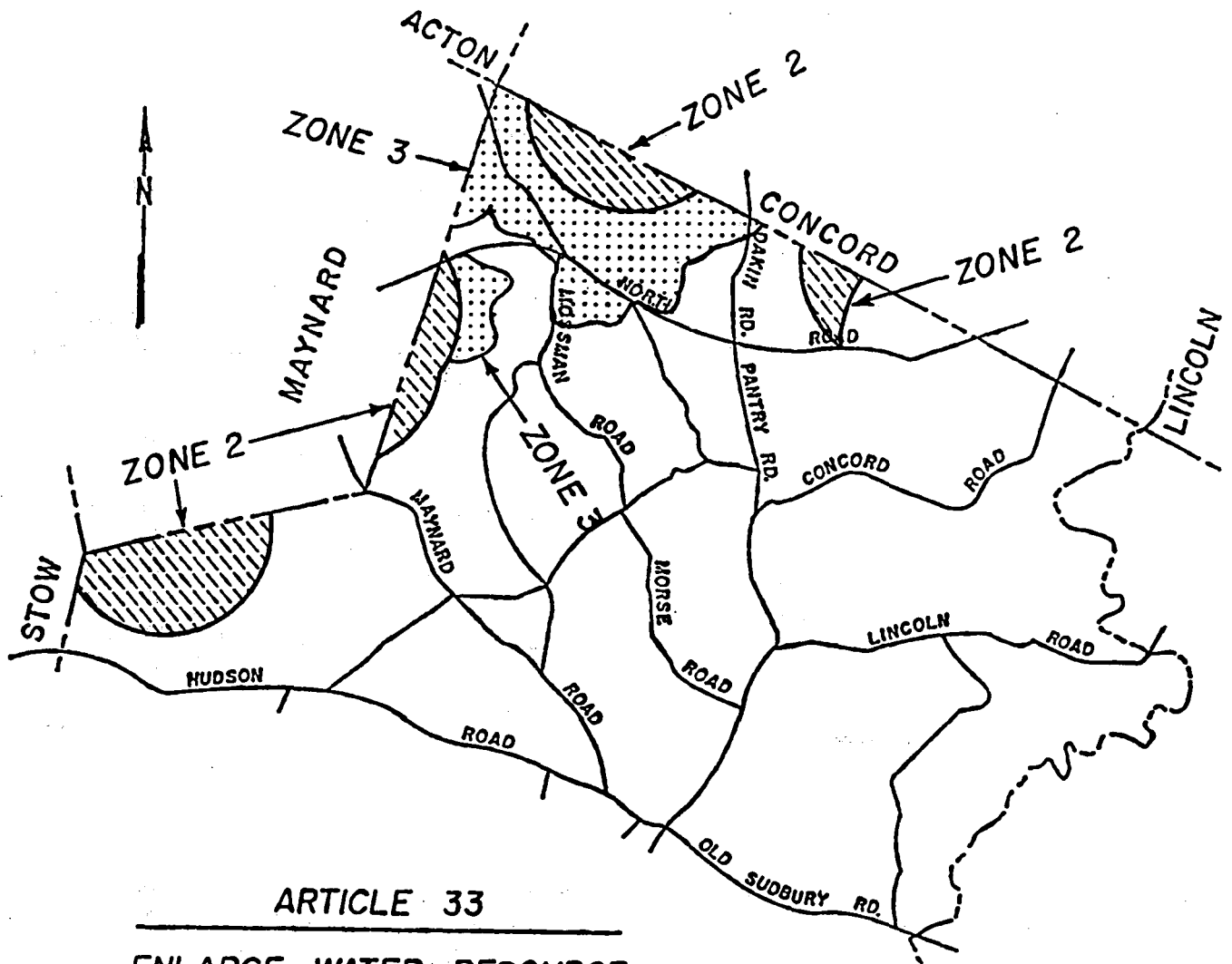
PLANNING BOARD REPORT: The purpose of this article is to bring the existing Water Resource Protection District bylaw into conformance with the new state model bylaw developed by an ad-hoc committee, including the Department of Environmental Protection, Massachusetts Area Planning Council and the Water Supply Citizens Advisory Committee, directed by the Massachusetts Water Resource Authority. The model bylaw was designed to conform to the minimum local control standards specified by the Massachusetts Department of Environmental Protection in 310 CMR 22.21(2). Sudbury adopted its current

Water Resource Protection District bylaw by a vote of Town Meeting in 1988. The model bylaw, endorsed by the State Attorney General's Office, responds to requests that the bylaw allow more flexibility while providing the required protection for the water supply. Recent studies at the state and regional level have indicated the need to revise the uses authorized in Water Resource Protection Districts in order to further reduce potential threats to groundwater quality. While the scope of Sudbury's 1988 bylaw remains relatively unchanged, the use regulations in Zones II and III have been expanded and clarified.

BOARD OF SELECTMEN POSITION: The Board will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee takes no position on this article.

TOWN COUNSEL OPINION: See opinion at the end of this Warrant.



**ARTICLE 33. AMEND ZONING BYLAW, ART. IX.I.I -
ENLARGE WATER RESOURCE PROTECTION DISTRICTS**

To see if the Town will vote to amend Section I.I of Article IX of the Town of Sudbury Bylaws, the Zoning Bylaw, by establishing additional Water Resource Protection District areas, as follows:

- a. an aquifer contribution zone (Zone II) surrounding Puffer Pond, as shown on a map entitled, "Article 33, Enlarge Water Resource Protection Districts, Town of Sudbury, Massachusetts", dated February 26, 1992, a copy of which is on file in the Town Clerk's Office, to protect potential sources of water supply; and
- b. aquifer contribution zones (Zones II) and aquifer recharge zones (Zones III) in North Sudbury, as shown on a map entitled, "Article 33, Enlarge Water Resource Protection Districts, Town of Sudbury, Massachusetts", dated February 26, 1992, a copy of which is on file in the Town Clerk's Office, to protect water supply wells located in the Towns of Concord and Maynard whose aquifer contribution zones and aquifer recharge zones fall within the Town of Sudbury boundaries;

and by amending the "Water Resource Protection Districts, Town of Sudbury" map accordingly; or act on anything relative thereto.

Submitted by the Planning Board.

(Two-thirds vote required.)

PLANNING BOARD REPORT: This amendment to the existing Water Resource Protection District map identifies the watershed boundaries of water supply wells located in adjoining towns of Concord and Maynard for inclusion in the Town's Water Resource Protection District. Although the wells themselves do not lie within Sudbury's boundaries, the surface and groundwater recharge areas which contribute to the quality of these wells are affected by the uses sustained in Sudbury. Since watershed boundaries cross town lines, a regional approach to water quality protection is necessary. The Planning Board hopes to set a standard for regional water quality protection with the delineation of these areas, inviting reciprocal action by neighboring towns.

This article also identifies Puffer Pond and the area within a one-half mile radius of the pond edge for inclusion in the Town's Water Resource Protection District. Puffer Pond has been used in the past as the water supply source for the Civil Defense facility located in this area. Although the quality of this water is uncertain, it may provide an additional water supply source (with or without treatment) for Sudbury if necessary in the future. Sudbury's identification of this area as a potential water supply source may also improve the prospects for the Fort Devens Annex contamination clean-up activities and may enhance protection from future contamination.

BOARD OF SELECTMEN POSITION: The Board will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee takes no position on this article.

TOWN COUNSEL OPINION: See opinion at the end of this Warrant.

**ARTICLE 34. AMEND BYLAWS, ART. VII, LEGAL AFFAIRS - ADD SEC. 5 -
LEGAL SERVICES PROCUREMENT AND IMPLEMENTATION**

To see if the Town will vote to adopt the following Legal Services Article, or anything related thereto, and incorporate it into Article VII of the Sudbury Bylaws following Section 4 of Article VII, and to renumber the current Sections of Article VII if necessary:

"Section 5. Legal Services Procurement and Implementation

1. Purpose

The purpose of this bylaw is to reduce legal and coincidental costs by establishing procedures whereby the special legal requirements of each of the Town boards are addressed.

This is accomplished: by establishing a Legal Services Committee (LSC) whose members represent each of the major legal services user boards; by providing incentives to each board to obtain the most cost-effective legal consultation available; and by authorizing the boards to use portions of their application fees not only for technical but also for legal consultation.

Those boards which elect to participate in the Legal Services Committee procurement evaluation and recommendation process may appoint a voting member if the board is a major legal services user or a non-voting member if the board is not a major user, to the LSC.

Those boards which elect to participate in the incentive arrangement are allocated a portion of the legal services budget. They may use this account for legal consultation either with Town Counsel or with outside legal consultants - whichever they regard as being most cost-effective.

Those boards which use application fee accounts to reimburse Town staff and outside technical consultants for services rendered are authorized to use such accounts also to reimburse legal consultants for consultation services but not for litigation services.

2. Definitions

Boards - This term includes Town boards, committees, commissions, and other similar Town bodies.

Legal Consultation - Advice and discussions relative to matters which are not under litigation.

Litigation - Matters which are under the jurisdiction of a court of law.

Major user boards - Town boards, committees, commissions of other groups which customarily use legal services during their normal course of operations.

Minor user boards - Town boards which use legal services only on a sporadic basis or on special occasions.

3. Legal Services Committee

3.1 Purpose:

The purpose of the LSC is to coordinate, monitor, evaluate, and recommend on the procurement of legal services for Town boards, and to provide general assistance and advice to the boards when needed.

3.2 Composition:

Each of the user boards consisting of the Assessors, the Board of Appeals, the Planning Board, the Board of Health, and the Conservation Commission may, but are not required to, appoint one regular member and one alternate member to the LSC every three years during December, or as necessary to fill vacancies. The initial terms appointed by the Assessors and Board of Health shall expire after one year and of the Planning Board and the Board of Health after two years, so as to achieve a rotation of appointments each year.

The LSC may by a vote of three voting members, accept appointments of non-voting members by other boards, who shall have all the privileges, of regular members, except voting. The appointees to the LSC should have an acquaintance with the needs of the appointing board and may have experience with the legal profession, or may be a former board member or other citizen, and need not be a current or former board member.

3.3 Organization:

The Board shall elect its own Chairman, Vice Chairman or Co-Chairman, Secretary and any other officers by majority vote each year during the month following the Annual Town Meeting. Minutes may be kept by any member or by Town staff, but must be approved by the LSC and endorsed by the elected Secretary. Town staff shall provide typing, clerical, and other support as required.

3.4 Responsibilities:

The LSC is responsible for:

- (1) Reviewing each user board's legal services requirements, as described by each board.
- (2) Initiating regular period legal services search procedures, including preparation and distribution of Requests for Proposals (RFP's), and review and evaluation of applicants.
- (3) Forwarding recommendations regarding the applicants to the Selectmen.
- (4) Responding as appropriate to requests from Town boards for general advice or assistance.
- (5) Reporting annually to the townspeople in the Town Report.

3.5 Schedule:

The following tentative schedule, but not the duties, may be varied as necessary by vote of the LSC, but written notice of such alteration together with the reason therefor must be sent to each of the appointing user boards within 30 days of the change.

The LSC shall:

- (1) Prepare a draft Request for Proposals (RFP) for legal services procurement every even numbered year and shall forward copies to each appointing board and any other interested parties during July. The recipients shall return any comments on the draft and on past experience and future requirements during August. The LSC shall prepare a final RFP during September and shall distribute it to the recipients of the draft.
- (2) Advertise in at least one major newspaper and in selected professional publications, and distribute the RFP during October and November.
- (3) Evaluate responses and interview candidates as appropriate during December and January.
- (4) Submit evaluations and recommendations to Selectmen, appointing boards, and interested parties in February.
- (5) Prepare and submit the LSC annual report for the Town Report in December using the comments from the boards received in August, and any other pertinent information.
- (6) During odd-numbered years when an RFP is prepared, the LSC annual report shall contain a synopsis of the RFP contents. During even-numbered years when candidates are reviewed and evaluated, the report shall contain a synopsis of the evaluations and shall compare them with the procurement decision made by the Selectmen.

4. Cost-effectiveness Incentives

4.1 Purpose:

The purpose of the Incentive Program is to encourage user boards to obtain timely legal consultation from the most cost-effective source, either within or outside the Town's professional staff. Consultation with legal specialists at an early stage can often prevent subsequent problems or litigation.

4.2 Procedure:

Each user board which requests to participate in the Incentive Program shall request that an appropriate portion or percentage of the Legal Services budget be reserved for its use for legal consultation services but not for litigation services. The LSC, if one exists, shall review the requested amount for appropriateness and after consultation with the user board may recommend the same or an alternative amount. The user boards shall forward its requested amount together with the LSC recommended amount to the Finance Committee (FinCom).

The FinCom may designate some appropriate amount to be reserved for use by the requesting board. The board shall forward the FinCom's recommendation (approved meeting minutes would suffice) to the Accounting Department for implementation.

The amounts reserved may be less than those expected to be expended. If the reserved amounts are exhausted, then the board would either request replenishment of the reserve fund or would revert to use of the general legal services budget.

5. Application Fee Accounts

Boards using Application Fee Accounts to reimburse costs of Town staff and of outside consultant services may also use these accounts to reimburse the costs of legal consultation but not costs of litigation.";

or act on anything relative thereto.

Submitted by Petition.

PETITIONERS REPORT: The purpose of this article is to allow the Town Meeting voters to address some of the concerns expressed during recent years by various Town officials and citizens. These are concerns regarding the cost-effectiveness of Sudbury's current legal services procurement and administration procedures, and they include:

- (1) The difficulty, in urgent situations, which boards experience in obtaining timely access to Special Counsel or to legal consultants in specialized technical and legal disciplines;
- (2) The lack of any requirement for regular periodic legal services search procedures;
- (3) The lack of formal procedures for Major User Boards to participate in the search and recruitment process; and
- (4) The lack of procedures to provide the user boards with the information and the incentive to use in-house and outside legal services in the most cost-effective manner.

The proposed article attempts to address some of these concerns regarding Town legal services and the manner in which they are procured and implemented. The article is based upon the recommendations of the "Report of the Sudbury Legal Services Review Committee," June 1991. (A copy of the Report is on file in the Goodnow Library.)

Although the report does not suggest that its recommendations be implemented through a Bylaw, a Bylaw is the only means by which Town Meeting can insure that its decisions will be implemented.

This article addresses the substance of some, but not all, of the recommendations in the report. The article proposes an enabling Bylaw which establishes guidelines and procedures where none currently exist, but it does not mandate any action. Nevertheless, the adoption of this article by Town Meeting should be a significant improvement over Sudbury's present legal services procedures. An improvement in procedures which should reduce the legal consultation and litigation costs required to protect the Town's interests.

BOARD OF SELECTMEN POSITION: The Board will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee recommends Disapproval.

ARTICLE 35. DIRECTION TO SELECTMEN REGARDING MARLBORO WASTEWATER TREATMENT PLANT

To see if the Town will vote to request the Selectmen to contact the U. S. Environmental Protection Agency (EPA) and the Massachusetts Department of Environmental Protection (DEP) for the following purposes:

1. To notify the EPA and the DEP that there is a violation of the National Pollutant Discharge Elimination System Permit (NPDES#MAO100498) issued to the Marlborough Easterly Wastewater Advanced Treatment

Facility for the period October 8, 1988 to October 8, 1993. This permit is issued pursuant to the Clean Water Act (Federal) and the Clean Waters Act (State). Specifically, the violation involves the following:

A. On pages 2 and 3 of the NPDES Permit #MAO100498 the bottom line reads as follows: "THE DISCHARGE SHALL NOT CAUSE A VIOLATION OF THE WATER QUALITY STANDARDS OF THE RECEIVING WATER." The receiving waters are the Hop Brook Ponds System.

B. The Hop Brook Ponds are classified as Class B Waterways according to the Massachusetts Surface Water Quality Standards, #314CMR4.06. Class B Waterways are defined as waters "designated as a habitat for fish, other aquatic life, and wildlife, and for primary and secondary contact recreation....These waters shall have consistently good aesthetic value." (314CMR4.05)

In addition the Whitman and Howard Report, prepared for the Town of Sudbury in 1989, and the Massachusetts Department of Environmental Protection's "Summary of Water Quality of the Sudbury and Assabet Basins, 1990" have both confirmed in their reports that the water quality of the ponds does not even meet the Class C Water Quality Standards.

2. To demand of the EPA and the DEP that these violations be brought into compliance with the terms of the current permit.

3. To request of the EPA and the DEP that all future NPDES Permits issued to the Marlborough Easterly Wastewater Advanced Treatment Facility include provisions to abate and remediate the current degradation of Hop Brook as well as to restore the ponds and streams to Class B or better status with a minimum of cost to the Town of Sudbury.

or act on anything relative thereto.

Submitted by Petition.

PETITIONERS REPORT: This article seeks to enable the Selectmen, as representatives of the Town, to support the U. S. Environmental Protection Agency (EPA) and the Massachusetts Department of Environmental Protection (DEP) in their attempts to enforce regulations that protect the Hop Brook Ponds system from pollution. For more than 100 years the City of Marlboro has sent its sewage into Hop Brook, the main tributary to the Sudbury River. The resultant excessive nutrients and sediment have continued to degrade the water quality of the ponds and streams.

In 1993 a new permit will be issued to the Marlboro Easterly Wastewater Treatment Plant. It is hoped that this article will facilitate the negotiation process prior to the issuance of the permit and that the residents of Sudbury as well as the tourists who visit the ponds will once again enjoy algae-free, odor-free, and pollution-free ponds.

BOARD OF SELECTMEN POSITION: The Board will report at Town Meeting.

FINANCE COMMITTEE REPORT: The Finance Committee takes no position on this article.

ARTICLE 36. EXTEND PEAKHAM ROAD WALKWAY

To see if the Town will vote to raise and appropriate, or appropriate from available funds, a sum of money to be expended under the direction of the Highway Surveyor for the construction of a walkway on Peakham Road, or act on anything relative thereto.

Submitted by Petition.

PETITIONERS REPORT: It is intended to use whatever funds remain in two walkway accounts (1986 ATM Art. 32 and 1988 ATM Art. 22) to continue the Peakham Road walkway southerly from the railroad tracks along a very narrow and dangerous section. Only available funds will be used.

BOARD OF SELECTMEN POSITION: The Board supports this article.

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

ARTICLE 37. EARLY RETIREMENT INCENTIVES

To see if the Town will vote to accept the provisions of legislation enacted, or to be enacted, providing for early retirement incentives for employees who are members of the Town's Contributory Retirement System; or act on anything relative thereto.

Submitted by Petition.

PETITIONERS REPORT: Petitioners will report at Town Meeting.

BOARD OF SELECTMEN POSITION: The Board will report at Town Meeting.

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

ARTICLE 38. AMEND BYLAWS, ART. VII, LEGAL AFFAIRS -
SELECTION OF TOWN COUNSEL

To see if the Town will vote to adopt the following article, Selection of Town Counsel, or anything related thereto, and incorporate it into Article VII (Legal Affairs) of the Sudbury Bylaws as a new section to appear after Section 4 of Article VII, its section number to be assigned by the Town Clerk:

"Selection of Town Counsel

(a) The term of Town Counsel shall be for a length of no more than 30 months. Prior to the conclusion of the term, the Selectmen shall use the procedure specified herein to either reappoint the incumbent Town Counsel or appoint a replacement under the terms of Section 1. The procedure for selecting a qualified legal services provider to serve in the succeeding term, whether it be appointment of a replacement or reappointment of the incumbent, shall be as follows, in the sequence listed:

- i. Step 1. -- No later than four months preceding the conclusion of the incumbent Town Counsel's term, the Selectmen shall request proposals from a minimum of three legal service providers. The request for proposals shall state the criteria by which candidates will be judged.

Criteria shall include, but not be limited to, qualifications, experience, and cost for providing services.

ii. Step 2. -- The Selectmen shall review all proposals in sufficient detail to judge whether they are sufficiently responsive to the selection criteria to merit a subsequent interview.

iii. Step 3. -- The Selectmen shall invite at least three responsive candidates to make oral presentations to the Selectmen in open session. Each candidate shall be allotted an equal length of time before the Selectmen.

iv. Step 4. -- After interviewing the responsive candidates and deliberating the merits of each responsive proposal, the Selectmen shall choose by majority vote the most responsive candidate for the succeeding term of Town Counsel and document the basis for the selection.

v. If the Selectmen do not approve of any of the candidates for Town Counsel among those interviewed, then the preceding four steps shall be repeated.

(b) If the Selectmen are unable to complete the selection process specified in Paragraph (a) to reappoint or replace Town Counsel by the end of the incumbent Town Counsel's term, the Selectmen may extend the term of the incumbent Town Counsel or appoint a qualified interim Town Counsel, in either case for a period not to exceed 60 calendar days, to allow the Selectmen to complete the selection process. Such an extension or interim appointment may only occur once in any given term of Town Counsel.";

or act on anything relative thereto.

Submitted by Petition.

PETITIONERS REPORT: The intent of the article is to require the Selectmen to compare the performance and qualifications of the incumbent Town Counsel with that of other qualified candidates. Under the current system of appointments, there is no required comparison between those currently holding the position and other candidates. Competitive procurement of legal services will tend to save the Town money and improve the quality of legal services. This warrant article is not intended to require replacement of an incumbent Town Counsel after each term. However, it is intended to require the Selectmen to establish selection criteria and competitive proposals for the position on a regular basis. The review of proposals and subsequent interviews with candidates will serve as a learning process for the Selectmen and any others attending the oral presentations by the candidates.

The scope of the article is to 1) set a maximum term duration for the position of Town Counsel; and 2) set a specific procedure by which the Selectmen will seek proposals from several qualified legal services providers rather than "automatically" renewing the contract of an incumbent Town Counsel.

BOARD OF SELECTMEN POSITION: The Board will report at Town Meeting.

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

ARTICLE 39. MASS. 1991 TRANSPORTATION BOND ISSUE

To see if the Town will vote to raise and appropriate the sum of \$319,713, or any other sum, to be expended under the direction of the Highway Surveyor, for the construction, reconstruction and maintenance projects of Town and County ways pursuant to Chapter 33 of the Acts of 1991, and to determine whether this sum shall be raised by transfer from 1991 Transportation Bond Issue of the Commonwealth, or act on anything relative thereto.

Submitted by Petition.

PETITIONERS REPORT: Funding under this article has been provided by the latest ten cent State gas tax. The pavement management program currently being undertaken will provide a long and short term recommendation for the expenditure of these funds. Due to the State cut in our Chapter 90 funds for the past three years, amounting to approximately \$240,000, our infrastructure has started to deteriorate at an alarming rate.

BOARD OF SELECTMEN POSITION: The Board supports this article.

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

TOWN COUNSEL OPINIONS

It is the opinion of Town Counsel that, if the Bylaw amendments proposed in the following articles in the Warrant for the 1992 Annual Town Meeting are properly moved, seconded and adopted by a majority vote in favor of the motion, the proposed changes will become valid amendments to the Sudbury Bylaws:

Art. 2	Amend Art. XI	Personnel Classification and Salary Plan
Art. 3	Amend Art. XI	Personnel Administration Plan
Art. 10	Amend Bylaws	Finance Department
Art. 21	Amend Art. V	Underground Storage Tanks

It is the opinion of Town Counsel that, if the Zoning Bylaw changes set forth in the following articles in the Warrant for the 1992 Annual Town Meeting are properly moved and seconded, reports are given by the Planning Board as required by law, and the motions are adopted by a two-thirds vote in favor of the motions, the proposed changes will become valid amendments to the Sudbury Zoning Bylaw after approval by the Attorney General:

Art. 33	Amend Art. IX.I.I	Enlarge Water Resource Protection Districts
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Town Counsel will report at Town Meeting on the following articles:

Art. 31	Amend Art. IX.III.A.2	Residence Districts Permitted Uses - Single Accessory Dwelling Units
Art. 32	Amend Art. IX.III.G	Water Resource Protection Districts

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

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

Given under our hands this second day of March, one thousand nine hundred and ninety-two.

SELECTMEN OF SUDBURY: David A. Wallace

John C. Drobinski

Judith A. Cope