

TOWN OF SUDBURY

ANNUAL TOWN REPORT

2023

FAIRBANK
COMMUNITY
CENTER



384TH

ANNUAL REPORT OF THE OFFICIAL BOARDS



Sudbury Massachusetts
YEAR ENDING DECEMBER 31, 2023

TOWN OFFICES

DIRECTORY

DPW BUILDING

275 Old Lancaster Road

Building 978-440-5461

Conservation 978-440-5471

Engineering 978-440-5421

Facilities 978-440-5466

Health 978-440-5479

Highway 978-440-5421

Social Worker 978-440-5476

FAIRBANK BUILDING

40 Fairbank Road

Atkinson Pool 978-639-3232

Park & Recreation 978-639-3242

Senior Center 978-443-3055

SPS - Schools 978-443-1058

FLYNN BUILDING

278 Old Sudbury Road

Accounting 978-639-3309

Assessing 978-639-3393

Human Resources 978-639-3386

Planning 978-639-3387

Select Board 978-639-3381

Tech. Administrator 978-639-3307

Town Counsel 978-639-3384

Town Manager 978-639-3381

Treasurer/Collector 978-639-3376

TOWN HALL

322 Concord Road

Town Clerk 978-639-3351

Veterans Agent 978-639-3357

OTHER LOCATIONS

Dog Officer 978-639-3361

Kennel in Maynard, MA

Fire Department 978-440-5301

FD HQ - 77 Hudson Road

Goodnow Library 978-443-1035

21 Concord Road

L-S Regional H.S. 978-443-9961

390 Lincoln Road

Police Department 978-443-1042

PD HQ- 75 Hudson Road

DEPARTMENT LISTING

ACCOUNTING - FLYNN

ASSESSING - FLYNN

BUILDING- DPW

CONSERVATION -DPW

ENGINEERING - DPW

FACILITIES - DPW

HEALTH - DPW

HIGH SCHOOL - L-SRHS

HIGHWAY - DPW

HUMAN RESOURCES - FLYNN

LIBRARY - GOODNOW

PARK & REC - FAIRBANK

PLANNING - FLYNN

POOL (ATKINSON) - FAIRBANK

SCHOOLS (SPS) - FAIRBANK

SENIOR CENTER - FAIRBANK

SOCIAL WORKER - DPW

TECHNOLOGY - FLYNN

TOWN CLERK - TOWN HALL

TOWN COUNSEL - FLYNN

TOWN MANAGER - FLYNN

TREASURER - FLYNN

VETERANS - TOWN HALL



SUDBURY AT A GLANCE

ABOUT SUDBURY:

Settled: 1638
Incorporated: 1639
Population: 18,416
Voters: 13,104
Area: 24.7 Square Miles
Government: Select Board/Town Manager
 with open Town Meeting

PUBLIC SAFETY:

Full-Time Fire Department

Headquarters: 77 Hudson Rd
 EMT, paramedics, 3 stations

Full-Time Police Department

Headquarters: 75 Hudson Rd

CULTURE & RECREATION:

Goodnow Library

Member of the Minuteman Library Network

Park & Recreation

CAPRA-accredited program.
 Locations include: Atkinson Pool, Fairbank Community Center, Davis Field, Featherland Park, Feeley Field, Cutting Field, Haskell Recreation Area, Lyons Pride/SMILE playground

FY 2023 BUDGET:

Department Expenditures:	\$91,756,965
Debt, Employee Benefits, OPEB:	\$18,209,474
Capital Operating:	\$1,036,274
Total Budget:	\$111,002,713

TAX RATE:

FY2023: Residential; \$ 15.77
 Commercial/Indust./Personal Property: \$ 20.23

FY2022: Residential: \$18.05
 Commercial/ Indust./Personal Property: \$24.57

FY2021: Residential: \$18.83
 Commercial/Indust./Personal Property: \$25.55

SCHOOLS:

Elementary Schools (4)

- General John Nixon Elementary School
- Israel Loring Elementary School
- Josiah Haynes Elementary School
- Peter Noyes Elementary School

Curtis Middle School

Lincoln-Sudbury Regional High School

2023 ELECTED OFFICIALS

UNITED STATES OF AMERICA

President: Joseph R. Biden, Jr.
Vice-President: Kamala D. Harris
Senator: Elizabeth A. Warren
Senator: Edward J. Markey
Representative (5th Congressional District): Katherine Clark

ASSESSORS, BOARD OF

Joshua M. Fox	2024
Trevor A. Haydon	2025
Liam J. Vesely	2026

GOODNOW LIBRARY TRUSTEES

Lily A. Gordon	2024
Katina E. Fontes	2025
Ingrid J. Mayyasi	2026
Jean O. Nam	2025
Elizabeth M. Iwasaki	2026
Natalie Schlegel	2024

HEALTH, BOARD OF

Carol J. Bradford	2025
Linda Marie Huet-Clayton	2024
Susan R. Sama	2026

LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT COMMITTEE

Cara Endyke-Doran	2025
Lucy M. Maulsby (Lincoln)	2026
Heather-Jeanne Salemme (Linc)	2024
Kevin J. Matthews	2025
Ravi Simon	2026
Mary D. Warzynski	2024

MODERATOR

Catharine Blake	2024
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PARK & RECREATION COMMISSION

Robert C. Beagan	2024
Benjamin Carmel	2026
Laurie Eliason	2024
Mara Huston	2025
Jennifer Stone	2025

COMMONWEALTH OF MASSACHUSETTS

Governor: Maura Healy
Lieutenant Governor: Kimberley Driscoll
Secretary of State: William F. Galvin
Senator in General Court (Middlesex & Worcester): James B. Eldridge
Representative in General Court (13th Middlesex District): Carmine L. Gentile
Attorney General: Andrea Campbell
Auditor: Diana Dizoglio
Clerk Magistrate Middlesex Superior Court: Michael A. Sullivan
Councillor 3rd District: Marilyn Petitto Devaney
District Attorney Northern District: Marian T. Ryan
Middlesex Register of Deeds: Maria C. Curtatone
Middlesex Sheriff: Peter J. Koutoujian
Middlesex Register of Probate: Tara E. DeCristofaro
Treasurer: Deborah B. Goldberg

PLANNING BOARD

Justin Finnicum	2025
Stephen R. Garvin	2024
Julie Z. Perlman	2026
Anuraj Shah	2025
John Robert Sugrue	2024

SELECT BOARD

Daniel E. Carty	2024
Janie W. Dretler	2024
Lisa V. Kouchakdjian	2025
Jennifer Roberts	2025
Charles G. Russo	2026

SUDBURY HOUSING AUTHORITY

Sherrill P. Cline	2024
Frank W. Riepe	2028
Amy Lepak (State Appointee)	2024
Steven J. Swanger	2027
Tatiana Vitvitsky	2026

SUDBURY SCHOOL COMMITTEE

Nicole Burnard	2026
Meredith Gerson	2025
Silvia M. Nerssessian	2024
Mandy Sim	2026
Sarah Troiano	2024

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ADMINISTRATION

SELECT BOARD & TOWN MANAGER

SELECT BOARD

Janie W. Dretler, Chair
 Lisa Kouchakdjian, Vice Chair
 Daniel E. Carty
 Jennifer S. Roberts
 Charles G. Russo

TOWN MANAGER

Andrew J. Sheehan



L-R: Jen Roberts, Charlie Russo, Janie Dretler, Dan Carty and Lisa Kouchakdjian

The past year saw many changes and continued progress. In February, the Town welcomed a new Town Manager. Andrew (Andy) Sheehan started on February 13, 2023. He came to Sudbury with almost thirty years in local government in Massachusetts, including 12 years as a Town Administrator. He served 7 years in Middleton after holding the same position for five years in Townsend.

The makeup of the Select Board remained unchanged. Charlie Russo was reelected to the Board. After the Annual Town Meeting, the Board elected Janie Dretler as Chair and Lisa Kouchakdjian as Vice Chair.

Two Town Meetings were held in 2023. The Annual Town Meeting was held on May 1. The Annual Town Meeting saw the first use of electronic voting using handheld clickers. Purchase of the clickers was approved at the 2022 Annual Town Meeting, which also adopted a bylaw amendment allowing for the use of

electronic voting. The new system was readily accepted by Town Meeting attendees who seemed to appreciate the speed at which votes were tallied and results announced. Town Meeting adjourned after two nights. Fifty-five articles were on the warrant.

On October 23, a Special Town Meeting was held. All fourteen articles were acted upon in one night. The Board thanks the many people involved in making a successful Town Meeting.

Two important building projects continued toward completion in 2023. The Fairbank Community Center houses the Senior Center, Park & Recreation Department, and central office of Sudbury Public Schools. The doors opened just before the close of 2023. Demolition of the old Fairbank Community Center will occur in 2024 along with construction of additional parking and landscaping. December also saw the opening of the expanded Fire Station 2 on Boston Post Road. This project added living,

housing, and office space to Station 2. The Board thanks the users of these buildings as well as the Permanent Building Committee and Facilities Department for their oversight of design and construction management.

Two other projects of note continued in 2023. The Bruce Freeman Rail Trail continued its southward progress. Construction is proceeding from the Concord town line to the Diamond, the intersection with the former MBTA rail line off Union Avenue, just north of Route 20. The trail is expected to open in the second half of 2024. The next phase, from the Diamond to the Framingham line, is in preliminary design and has been approved for State and Federal funding.

The other notable project was Eversource's construction of underground transmission lines in the former MBTA railroad right of way. The project runs from the Eversource substation near the Wayland town line to the Hudson substation. The MBTA right of way is the path of the Mass. Central Rail Trail (MCRT), running from Boston to

Northampton. Eversource will complete its work later in 2024, leaving a finished gravel base. After that, the Massachusetts Department of Conservation & Recreation will assume control of the right of way. It will construct a segment of the Mass. Central Rail Trail on the base that Eversource left. When completed, Sudbury will be at the heart of the State's expansive recreational trails network. The Board looks forward to the recreational benefits and economic development opportunities these trails will bring to Town.

The Select Board's Policies & Procedures Subcommittee continued to review and update the Board's policies. That Committee is made up of Lisa Kouchakdjian and Jen Roberts, with Town Manager Andy Sheehan as a non-voting contributor. The Select Board dissolved the Sewataro Assessment & Recommendations Subcommittee, the School District Administration & Structural Options Subcommittee, and the Small Wireless Facility Subcommittee.

The Annual Town Forum was held on October 12, 2023 in the lower level of Town Hall. The topic was Residents Shaping Sudbury's Future. About 40 people attended in person with 37 joining the hybrid meeting via Zoom.

The Board thanks the many board and committee members and volunteers that contribute their time and knowledge. Thank you also to SudburyTV for documenting so many public meetings and events and providing robust access. Thank you to all the committed and talented Town staff for delivery exceptional service to resident on a daily basis. Finally, thank you to the residents, businesses, and non-profits who contribute so much to making Sudbury such a wonderful community. We look forward to the many accomplishments we will embrace in the year ahead.



Town Manager Andrew Sheehan joined Sudbury in February 2023.

TOWN CLERK

TOWN CLERK
Beth R. Klein



The Town Clerk is the Chief Election Official and responsible for compliance with Federal, State and Town laws and bylaws when organizing, overseeing and certifying elections. Votes taken at town meetings and elections are recorded, certified and submitted to the Attorney General's Office, the Department of Revenue and the Secretary of the Commonwealth's Office. Town Proceedings are recorded and the Town Bylaws are updated and certified each year.

In 2023, Sudbury held one election and two Town meetings. The Town Clerk's office was also busy with new initiatives this year. One is Electronic voting which was successfully rolled out at the May Annual Town Meeting; and the other is the recodification of the Town Bylaws. Our office has also seen two staff members, Rose Miranda and Kimberly Wales move on to new opportunities, and a third, Lauren Goddard, retire after 16 years with the Town Clerk's Office. We are fortunate to welcome Lisa Davis, Ann Dunne and Emily Glass to the team.

In between town meetings and elections, the Town Clerk's Office issues marriage licenses, as well as creating, maintaining and issuing certified vital records. As Sudbury's Burial Agent, the Office issues burial permits. Other duties of our office include issuing dog licenses; receiving and processing doing business as (DBA) certificates and raffle permits; posting meetings and other official notices; filing and maintaining records of oaths of office for elected and appointed town officials; documenting filings of Open Meeting Law, Ethics Trainings and Conflict of Interest documents to facilitate compliance with State mandates for Town Employees and member of Boards and Committees; updating procedural manuals, road files, recording traffic rules and other regulations. Our on-line dog program remains very popular and we have issued nearly 3,000 dog licenses in 2023. In addition, over 50% of vital records were ordered on-line this year.

Our records management program continues, as we scan and post additional documents for

access on the [Town Clerk webpage](#). In addition to information forms and applications, you will find documents frequently requested by the public including, Town Meeting Proceedings and Historic Bylaws posted on the website. We continue to attend classes and trainings to

remain up to date on Elections, Open Meeting and public records requirements. We also work hard to keep our webpage current and a good source of information for Town residents.

The Town Clerk's Office strives to provide service and assistance to residents and visitors in a timely, courteous and professional manner.

Town Clerk Statistics

- > Certified Vital Records and Burial Permits Issued: 1610
- > Marriage Intentions Issued: 140
- > Business Certificates Issued: 31
- > Returned and Entered Yearly Census: 6800
- > Number of Processed and New Registered Voters: 819
- > Official Voter Population: 13600
- > Official Population: 18,902
- > Licensed Dogs/Kennels: 2916/4
- > Number of Absentee Ballots/Mail in Ballots Processed: 1923
- > Number of Meetings Posted: 797
- > Certificates of Residency: 5
- > Oaths Administered: 119
- > Number of Ethics Summary and Trainings Recorded: 571
- > Number of Open meeting Law Certificates Recorded: 76
- > Number of In- Person Early Voters: N/A

Town Clerk Financial Report

- > Town Clerk Fees: \$28,929
- > Miscellaneous (Non-dog Bylaw Violations): \$0
- > Dog Licenses and Kennels: \$45,280
- > Dog Late Fees and Bylaw Violations: \$17,885
- > **Total Revenue: \$92,094.20**

Summary of 2023 Elections & Town Meetings

2023 Election & Town Meeting Statistics

Date	Election/Meeting	% Turnout	Eligible Voters
March 27	Annual Town Election	25.57%	13,112
May 1 May 2	Annual Town Meeting	300 voters 445 voters	13,600
October 23	Special Town Meeting	251 voters	

Voters casting Annual Town Election ballots at Fairbank Community Center on March 27, 2023.



2023 Annual Town Meeting Vote Summary

May 1 and 2, 2023

IN MEMORIAM RESOLUTION

Moderator declared unanimously resolved that the Town of Sudbury extend its heartfelt sympathy to the families of these persons and recognize their service and dedication to the community: *Lillian Balch (1929 - 2022), Dorothy A. Burke (1933 - 2023), Michael J. Callahan (1945 - 2022), Todd F. Eadie (1960 - 2022), Eva J. Fridman (1935 - 2023), Curtis F. Garfield (1936 - 2020), Diane C. Heiser (1936 - 2022), Thomas C. Hollocher (1931 - 2022), Dean B. Langmuir (1930 - 2023), Anne B. Lavery (1932 - 2023), Eric S. Lind (1938 - 2022), Yvonne M. Mcandless (1940 - 2022), Neil B. Minkoff, M.D. (1971 - 2022), Muriel J. Nelson (1935 - 2023), Robert I. Place (1944 - 2022), Francis G. Publicover (1926 - 2022), Marguerite A. Skog (1947 - 2022), Dorothy M. Wright (1925 - 2022).*

Article 1. HEAR REPORTS

Moderator declared voted by well more than a majority to accept the reports of the Town boards, commissions, officers and committees as printed in the 2022 Town Report or as otherwise presented, subject to the correction of errors, if any, where found.

Article 2. FY23 BUDGET ADJUSTMENTS

Moderator declared voted by well more than a majority to indefinitely postpone.

Article 3. FY24 BUDGET

FY24 BUDGET - LIMITING MOTION

Moderator declared voted by more than a majority that the amount appropriated under the Fiscal Year 2024 budget not exceed the sum of \$115,512,355.

FY24 BUDGET - MAIN MOTION

Moderator declared voted by more than a majority that the Town appropriate the sums of money set forth in the column "FY24 Override" for Fiscal Year 2024 as printed in the warrant. Said sums to be raised by taxation, except that the following items to be raised and designated, by transfer from available fund balances and interfund transfers:

to transfer from Ambulance Reserve for Appropriation Account to item 200: Public Safety, \$660,000; to transfer from Solar Revolving Account to item 400: Public Works, \$68,525; to authorize the Town Manager to transfer, within the FY24 budget, \$1,453,049 from item 900: Employee Benefits (Town and SPS) and \$650,000 from item 1000: OPEB Trust Contribution (Town and SPS) to the OPEB Trust established to meet expenses for post-employment health and life insurance benefits for eligible retirees and to expend such funds for that purpose;

EXPENDITURES	FY24 Recommended	Override Request	FY24 Override
300: Education - Sudbury Public Schools (SPS) ⁶	43,380,703	745,460	44,126,163
300: Education - LS Regional High School (LS) ¹	28,936,600	-	28,936,600
300: Education - Vocational	500,000	-	500,000
Total: Schools	72,817,303	745,460	73,562,763
100: General Government	3,598,455	-	3,598,455
200: Public Safety ⁴	9,939,791	-	9,939,791
400: Public Works ⁵	6,111,600	-	6,111,600
500: Human Services	1,002,310	-	1,002,310
600: Culture & Recreation	1,639,483	-	1,639,483
Total: Town Departments	22,291,639	-	22,291,639
800: Reserve Fund	300,000	-	300,000
800: Town-Wide Operating and Transfers	195,991	-	195,991
700: Town Debt Service	2,781,145	-	2,781,145
900: Employee Benefits (Town and SPS) ²	15,730,817	-	15,730,817
1000: OPEB Trust Contribution (Town and SPS) ³	650,000	-	650,000
TOTAL OPERATING BUDGET:	114,766,895	745,460	115,512,355

(not including Capital or Enterprise Funds)

¹ Includes \$334,991 for OPEB and \$469,465 for Debt Service.

² Includes \$6,890,967 for Town and \$8,839,849 for SPS.

³ Includes \$213,434 for Town and \$436,566 for SPS.

⁴ Appropriation is partially funded by \$660,000 of ambulance receipts.

⁵ Appropriation is partially funded by \$68,525 of solar revolving fund receipts.

⁶ Appropriation is partially funded by \$150,000 of MEDICAID reimbursement receipts.

and to authorize multi-year contracts in excess of three years either by renewal, extension, or purchase options in accordance with the provisions of Massachusetts General Laws chapter 30B section 12 upon determination by the Chief Procurement Officer to be the most advantageous option.

Article 4. FY24 CAPITAL BUDGET

Moderator declared voted by more than a majority to appropriate the sum of \$728,525 for the purchase or acquisition of capital items including but not limited to capital equipment, construction, engineering, design, and renovation to buildings, including equipping of vehicles and all incidental and related expenses for projects; with the sum of \$728,525 to be raised by taxation; and to authorize the Town Manager to allocate funds as needed between the underlying departments as shown in the following chart:

	FY24 Recommended
Operating Capital Budget	
Sudbury Public Schools	200,000
LS Regional High School	78,025
Information Systems	165,500
Fire	35,000
Public Works	150,000
Combined Facilities	100,000
Total Operating Capital Budget	728,525

Article 5. FY24 TRANSFER STATION ENTERPRISE FUND BUDGET

Moderator declared voted by more than a majority to appropriate the sum of \$310,648 for the Transfer Station Enterprise Fund for FY24, and further to authorize use of an additional \$17,551 for indirect costs; such sums to be raised from \$328,199 in FY24 receipts of the Enterprise, as set forth in the article.

Article 6. FY24 POOL ENTERPRISE FUND BUDGET

Moderator declared voted by more than a majority to appropriate the sum of \$482,280 for the Pool Enterprise Fund for FY24, and further to authorize use of an additional \$45,000 for indirect costs; said sums to be raised from \$527,280 in FY24 receipts of the Enterprise, as set forth in the article.

Article 7. FY24 RECREATION FIELD MAINTENANCE ENTERPRISE FUND BUDGET

Moderator declared voted by well more than a majority to appropriate the sum of \$213,514 for the Recreation Field Maintenance Enterprise Fund for FY24, and further to authorize use of an additional \$28,000 for indirect costs; said sums to be raised from \$241,514 in FY24 receipts of the Enterprise, as set forth in the article.

Article 8. SNOW AND ICE TRANSFER (Consent Calendar)

Moderator declared passed by more than a majority to indefinitely postpone.

Article 9. UNPAID BILLS

Moderator declared voted by more than four-fifths to transfer from Free Cash the sum \$14,932 for the repayment of unpaid bills.

Article 10. CHAPTER 90 HIGHWAY FUNDING (Consent Calendar)

Moderator declared voted by more than a majority to authorize the Town Manager to accept and to enter into a contract for the expenditure of any funds allotted or to be allotted by the Commonwealth for the construction, reconstruction and maintenance projects of Town ways pursuant to Chapter 90 funding; and to authorize the Treasurer to borrow such amounts in anticipation of reimbursement by the Commonwealth.

Article 11. FY24 STABILIZATION FUND (Consent Calendar)

Moderator declared voted by more than a majority to appropriate the sum of \$144,274 to be raised by taxation and added to the Stabilization Fund established under Article 12, of the October 7, 1982 Special Town Meeting, pursuant to General Laws Chapter 40, Section 5B.

Article 12. FY24 REVOLVING FUND LIMITS (Consent Calendar)

Moderator declared voted by more than a majority to establish the FY24 spending limits for the use of revolving funds under M.G.L. c.44, s.53E ½, by the following departments of the Town, in accordance with each fund as set forth in Article XXXIII of the Town of Sudbury General Bylaws:

Moderator declared unanimously voted to establish the FY22 spending limits for the use of revolving funds under M.G.L. c.44, s.53E ½, by the following departments of the Town in accordance with each fund set forth in Article XXXIII of the Town of Sudbury General Bylaws:

<u>Fund</u>	<u>Department</u>	<u>Maximum Amount</u>
Public Health Vaccinations & Tobacco Control	Board of Health	30,000
Plumbing & Gas Inspectional Services	Building Inspector	65,000
Portable Sign Administration & Inspectional Services	Building Inspector	10,000
Conservation (Trail Maintenance)	Conservation Commission	15,000
Conservation (Wetlands)	Conservation Commission	50,000
Forestry Activities	Conservation Commission	10,000
Council on Aging Activities	Council on Aging	65,000
Council on Aging Van Transportation (MWRTA)	Council on Aging	175,000
Cemetery Revolving Fund	Public Works	20,000
Fire Department Permits	Fire	70,000
Goodnow Library Meeting Rooms	Goodnow Library	20,000
Goodnow Library Services	Goodnow Library	25,000
Recreation Programs	Park and Recreation Commission	650,000
Teen Center	Park and Recreation Commission	10,000
Youth Programs	Park and Recreation Commission	200,000
Bus	Sudbury Public Schools	450,000
Instrumental Music	Sudbury Public Schools	100,000
Cable Television	Town Manager	30,000
Rental Property	Town Manager	50,000
Dog	Town Clerk	75,000
Zoning Board of Appeals	Zoning Board of Appeals	50,000
Solar Energy	Combined Facilities	1,000,000

Article 13. CAPITAL STABILIZATION FUND (Consent Calendar)

Moderator declared voted by more than a majority to raise from taxation the sum of \$250,000, to be added to the Capital Stabilization Fund established under Article 13 of the 2018 Annual Town Meeting.

Article 14. FUNDING OF GO SUDBURY! TAXI AND UBER TRANSPORTATION PROGRAMS FOR FY24

Moderator declared voted by more than a majority to transfer from Free Cash, the sum of \$150,000, for the purposes of the continued operations of the Go Sudbury! Taxi and Uber Transportation Programs, including all incidental and related expenses.

Article 15. FAIRBANK COMMUNITY CENTER AUDIO-VISUAL EQUIPMENT AND ASSOCIATED FUNDING

Moderator declared voted by more than a majority to transfer from Free Cash, the sum of \$150,000, to be expended under the direction of the Town Manager, for the purchase of audio-visual and related equipment, and associated design services, and installation services for the Fairbank Community Center project, located at 40 Fairbank Road, to address needs and associated costs therefor.

Article 16. AUTHORIZE SELECT BOARD TO PETITION THE GENERAL COURT TO ADOPT LEGISLATION – AN ACT AUTHORIZING THE TOWN TO ESTABLISH A FEE FOR A CHECKOUT BAG CHARGE (Consent Calendar)

Moderator declared voted by well more than a majority to authorize the Select Board to petition the General Court to adopt legislation, as set forth below, to implement a minimum charge of \$0.10 for all new checkout bags distributed in the Town of Sudbury, which legislation would have the underlying purposes of 1) incentivizing consumers to reuse checkout bags, the most environmentally sustainable and economical option, 2) allowing consumers to have the choice of not paying for unwanted or unneeded new checkout bags, 3) allowing collected money to be retained by the retailer so as to help businesses defray the costs of switching to more environmentally sustainable checkout bag options, and 4) reducing the generation of waste and associated costs of disposal and recycling that must be borne by the Town and its residents; provided, however, that the General Court may make clerical and editorial changes of form only to said bill, unless the Select Board approves amendments to the bill prior to enactment by the General Court; and provided further that the Select Board shall be authorized to approve any such amendments which shall be within the scope of the general public purposes of this petition; or act on anything relative thereto.

AN ACT AUTHORIZING THE TOWN OF SUDBURY TO ESTABLISH A FEE FOR CHECKOUT BAGS

SECTION 1. The following words, unless the context clearly requires otherwise, shall have the following meanings:

“Checkout Bag” shall mean a bag provided by a retail establishment to a customer at the point of sale. Checkout bags shall not include bags, whether plastic or not, in which loose produce or products are placed by the consumer to deliver such items to the point of sale or check out area of the store.

“Retail Establishment” shall mean any business facility that sells goods directly to the consumer whether for or not for profit, including but not limited to, retail stores, restaurants, pharmacies, convenience and grocery stores, liquor stores, and seasonal and temporary businesses.

SECTION 2. (a) Notwithstanding any general or special law to the contrary, any retail establishment which makes available checkout bags in the Town of Sudbury shall charge for each such bag equal to or greater than \$0.10 per checkout bag, as established by regulations to be duly promulgated by the Sudbury Board of Health.

(b) All monies collected pursuant to this section shall be retained by the retail establishment.

(c) Any charge for a checkout bag shall be separately stated on a receipt provided to the customer at the time of sale and shall be identified as the “checkout bag charge” thereon.

SECTION 3. (a) The Health Agent for the Sudbury Board of Health or his/her designee shall have authority to enforce this law and any regulations promulgated thereunder. This law may be enforced through any lawful means in law or in equity, including but not limited to, noncriminal disposition pursuant to G.L. c. 40 § 21D and Article VI of the Town of Sudbury General Bylaws.

(b) The Sudbury Board of Health may adopt and amend rules and regulations to effectuate the purposes of this law.

SECTION 4. If any provision of this law is declared to be invalid or unenforceable, the other provisions shall be severable and shall not be affected thereby.

SECTION 5. This act shall take effect three months after its passage.

Article 17. MEDICAID REIMBURSEMENT AND ADDITIONAL CHAPTER 70 FUNDING TRANSFER TO FUND ELA CURRICULUM UPDATE

Moderator declared voted by well more than a majority to transfer from Free Cash a sum of money totaling \$279,574, equal to the state reimbursement amounts received in fiscal years 2019, 2020, 2021 and 2022 by the Town of Sudbury on behalf of Sudbury Public Schools for Reimbursable Education Medicaid expenses for the purpose of an ELA Curriculum Update for the Sudbury Public Schools that includes professional development, instructional materials, student resources to implement recommendations of Elementary English Language Arts Curriculum Review, and any other associated expenses.

Article 18. SCHOOLS HVAC REPAIRS AND REPLACEMENTS (Consent Calendar)

Moderator declared voted by well more than a majority to transfer from Free Cash, the sum of \$450,000 to be expended under the direction of the Sudbury Public School Department for the purpose of the repair and replacement of individual heating, ventilation and air conditioning items in several schools; including all incidental and related expenses.

Article 19. CURTIS MIDDLE SCHOOL AUDIO-VISUAL SYSTEM REPLACEMENT (Consent Calendar)

Moderator declared voted by well more than a majority to transfer from Free Cash, the sum of \$160,000 to be expended under the direction of the Sudbury Public School Department for the purpose of replacing the existing audio-visual system at the Curtis Middle School, and all incidental expenses related thereto.

Article 20. SUDBURY PUBLIC SCHOOLS SURVEILLANCE CAMERAS

Moderator declared voted by more than a majority to transfer from Free Cash the sum of \$310,000 for the purchase or acquisition and installation of surveillance cameras and associated equipment in the Curtis Middle School, Haynes Elementary School, Loring Elementary School, Nixon Elementary School and Noyes Elementary School, and all incidental and related costs.

Article 21. LINCOLN-SUDBURY REGIONAL HIGH SCHOOL CAMERA SYSTEM REPLACEMENT

Moderator declared voted by well more than a majority to transfer from Free Cash, the sum of \$206,652, being the Town's 87.44% share of the total estimated project of \$236,336, to be used together with the amount requested from the Town of Lincoln for its 12.56% share, being the sum of \$29,684, for the purpose of replacing the Safety Camera System on the property of Lincoln-Sudbury Regional High School, including any incidental and related costs.

Article 22. PURCHASE OF STORAGE BUILDING (Consent Calendar)

Moderator declared voted by well more than a majority to transfer from Free Cash, the sum of \$200,000, for the purchase or acquisition and equipping of a three- bay storage building, including any incidental and related costs.

Article 23. PURCHASE OF FIRE ENGINE

Moderator declared voted by more than two-thirds to appropriate the sum of \$1,020,000 for the purchase or acquisition of one Fire Engine/Pumper and associated equipment including any incidental or related expenses; said sum to be raised by taxation in accordance with G.L. c. 59, § 21C(i½).

Article 24. AMERICANS WITH DISABILITIES ACT TRANSITION PLAN RECOMMENDATIONS

Moderator declared voted by well more than a majority to transfer from Free Cash, the sum of \$200,000, to be expended under the direction of the Combined Facilities Director for the purpose of making improvements to schools, Town buildings and public spaces pursuant to the Town Wide Americans with Disabilities Act Self Evaluation and Transition Plan including incidental and related expenses.

Article 25. DPW ROOFING PROJECT FUNDING

Moderator declared voted by well more than a majority to transfer from Free Cash, the sum of \$400,000, to be expended under the direction of the Town Manager for the purpose of the repair and or replacement of the roof and appurtenances thereto at the Department of Public Works main building located at 275 Old Lancaster Road, together with all incidental and related costs.

Article 26. DPW BUILDING OFFICE RENOVATION

Moderator declared voted by well more than a majority to transfer from Free Cash, a sum of money not to exceed \$125,000, to be expended under the direction of the Combined Facilities Director for the purpose of designing, renovating and reconfiguring office space at the Department of Public Works building located at 275 Old Lancaster Road, including all incidental and related expenses.

Article 27. SPACE USE AND FACILITY CONDITION STUDY

Moderator declared voted by well more than a majority to transfer from Free Cash, the sum of \$300,000, to be expended under the direction of the Combined Facilities Director for the purpose of hiring a consultant to conduct a Space Use and Facility Condition Assessment of Town and PreK-8 School Buildings.

Article 28. Withdrawn

Article 29. Withdrawn

Article 30. AMEND GENERAL BYLAWS, SECTION 1, CHAPTER XXXIII – SOLAR ENERGY REVOLVING FUND AS AMENDED

Moderator declared voted by more than a majority Article 30 as amended.

<i>Program or Purpose</i>	<i>Authorized Representative Department or Board to Spend</i>	<i>Receipts</i>
Payment of Town electrical costs and funding of energy	Facilities Director	Saving from renewables, solar arrays or similar equipment installed on land, buildings, or other property owned by the Town, excluding land, buildings, or other property at L-S Regional High School by the Energy and Sustainability Committee.

Article 31. AUTHORIZATION TO PROCEED WITH THE FAIRBANK COMMUNITY CENTER SOLAR PROJECT

Moderator declared voted by well more than two-thirds to transfer the care, custody, management and control of a portion or portions of the Fairbank Community Center property located at 40 Fairbank Road and identified as Assessor Parcel ID number F06-0001 from the Select Board for the purposes for which it is presently held to the Select Board for general municipal purposes and for recreational purposes and also for the purpose of leasing the same to one or more solar energy electricity production entities for the installation of a solar energy facility or facilities, and to authorize the Select Board to enter into a lease or leases for such portion or portions for a term of at least 20 years from the date of commencement of commercial operations of the solar energy facility or facilities and such additional term as the Select Board shall deem appropriate, all on such terms and conditions, and for such consideration, as the Select Board deems appropriate including a power purchase agreement for electricity and/or solar energy credits; and to authorize the Select Board to grant such access, utility, and other easements in, on, and under said property as may be necessary or convenient to construct, operate, maintain, and replace such solar energy facility or facilities; to authorize the Select Board to take all actions necessary in connection therewith; and to authorize the Select Board, pursuant to the provisions of Massachusetts General Laws Chapter 59, Section 5, or any other enabling authority, to enter into an agreement for payments in lieu of taxes (PILOT Agreement) on account of such facility or facilities for a term of 20 years and such additional term as the Select Board shall deem appropriate, upon such terms and conditions as the Select Board shall deem to be in the best interest of the Town and further, to authorize the Select Board to take such actions as may be necessary to implement such agreements.

Article 32. Withdrawn

Article 33. SWAP BODY TRUCK (Consent Calendar)

Moderator declared voted by more than a majority to transfer from Free Cash, the sum of \$185,000, for the purchase or acquisition and equipping of one (1) swap body truck for the Department of Public Works.

Article 34. SWAP BODY TRUCK (Consent Calendar)

Moderator declared voted by well more than a majority to transfer from Free Cash, the sum of \$210,000, for the purchase or acquisition and equipping of one (1) swap body truck for the Department of Public Works.

Article 35. SPORTS FIELD MOWER (Consent Calendar)

Moderator declared voted by well more than a majority to transfer from Free Cash, the sum of \$160,000, for the purchase or acquisition and equipping of one (1) sports field mower for the Department of Public Works.

Article 36. MULTI-PURPOSE TRACTOR (Consent Calendar)

Moderator declared voted by well more than a majority to transfer from Free Cash, the sum of \$215,000, for the purchase or acquisition of one (1) multi-purpose tractor for the Department of Public Works.

Article 37. FRONT-END LOADER (Consent Calendar)

Moderator declared voted by well more than a majority to transfer from Free Cash, the sum of \$345,000, for the purchase or acquisition of one (1) front-end loader for the Department of Public Works.

Article 38. AMEND ZONING BYLAW, ARTICLE IX, SECTION 4200. WATER RESOURCE PROTECTION OVERLAY DISTRICTS: INSERT SECTIONS 4243.N. AND 4253.K.

Moderator declared voted by more than two-thirds to amend the Zoning Bylaw, Article IX, Section 4200, entitled Water Resource Protection Overlay Districts, by inserting new Sections 4243.n. and 4253.k., with the text to be inserted shown as underlined text as follows:

4243. The following uses and activities may be allowed by special permit within the Water Resource Protection Overlay Districts - Zone II, subject to the approval of the Special Permit Granting Authority under such conditions as they may require and also subject to Section 4242:

...

n. Uses allowed as of right or by Special Permit in the underlying zoning district which are not listed in Sections 4241 or 4242.

4253. The following uses are permitted by special permit within Water Resource Protection Overlay Districts - Zone III, subject to the approval of the Special Permit Granting Authority under such conditions as they may require and also subject to section 4252.

...

k. Uses allowed as of right or by Special Permit in the underlying zoning district which are not listed in Sections 4251 or 4252.

; and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the Zoning Bylaw;

Article 39. AMEND GENERAL BYLAWS – AFFORDABLE HOUSING TRUST BYLAW

Moderator declared voted by more than a majority to amend the Town of Sudbury General Bylaws by inserting a new Article XXXVIII, entitled "Sudbury Housing Trust Bylaw", as follows:

SUDBURY HOUSING TRUST BYLAW

Pursuant to a vote on Article 33 of the 2006 Annual Town Meeting, the Town accepted the provisions of Massachusetts General Laws Chapter 44, Section 55C and authorized the establishment of a Housing Trust pursuant to the provisions of Massachusetts General Laws Chapter 44, Section 55C.

SECTION 1. PURPOSE OF TRUST

The purpose of the Trust shall be to provide for the preservation and creation of affordable housing in the Town of Sudbury for the benefit of low and moderate income households.

SECTION 2. POWERS OF TRUSTEES

The Trustees shall have the following powers which shall be carried out in accordance with and in furtherance of the provisions of M.G.L. Chapter 44, Section 55C (Municipal Affordable Housing Trust Fund) as outlined below except that the Trustees shall have no ability to borrow money, or mortgage or pledge Trust assets, purchase, sell, lease, exchange, transfer or convey any interest in real property without prior approval of the Select Board:

- 1) to accept and receive real property, personal property, or money, by gift, grant, contributions, devise, or transfer from any person, firm, corporation or other public entity or organization or tendered to the Trust in connection with provisions of any ordinance or by-law or any General Law or Special Act of the Commonwealth or any other source including money from M.G.L. Chapter 44B (Community Preservation Act);
 - 2) with Select Board approval from Trustee recommendation, to sell, lease, exchange, transfer or convey any personal, mixed, or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertaking relative to Trust property as the Trustees deem advisable notwithstanding the length of any such lease or contract;
 - 3) to execute, acknowledge, and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases and other instruments sealed or unsealed, necessary, proper or incident to any transaction in which the Trustees engage for the accomplishment of the purposes of the Trust;
 - 4) with Select Board approval from Trustee recommendation, to borrow money on such terms and conditions and from such sources as the Trustees deem advisable, to mortgage and pledge Trust assets as collateral to the extent of the Trust's assets, and subject to 2/3 vote at any Annual or Special Town Meeting for greater than the extent of the Trust's assets;
 - 5) to construct, manage or improve real property; and to abandon any property which the Trustees determine not to be worth retaining;
 - 6) with Select Board approval from Trustee recommendation, to purchase and retain real or personal property, including without restriction investments that yield a high rate of income or no income;
 - 7) to hold all or part of the Trust property uninvested for such purposes and for such time as the Trustees may deem appropriate;
 - 8) to become the lottery and monitoring agent for affordable housing and accept compensation for those services into the Fund;
 - 9) to monitor the expiring use of any affordable housing in Sudbury;
 - 10) to compensate Town employees for services provided as authorized by the Town Manager, including but not limited to dedicated staff to Trustees, engineering support for project specific activities, and other Town services, as requested by the Trustees to the Town Manager;
 - 11) to employ advisors and agents, including but not limited to accountants, appraisers and lawyers as the Trustees deem necessary;
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- 12) to pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the Trustees deem advisable;
- 13) to participate or join or form a partnership, corporation or any other legally organized entity to accomplish the purposes of this Trust and to participate in any reorganization, recapitalization, merger or similar transactions; and to give proxies or powers of attorney with or without power of substitution to vote any securities or certificates of interest; and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation, and any other corporation, person or entity;
- 14) to apportion receipts and charges between incomes and principal as the Trustees deem advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation depletion or otherwise;
- 15) to deposit any security with any protective reorganization committee, and to delegate to such committee such powers and authority with relation thereto as the Trustees may deem proper and to pay, out of Trust property, such portion of expenses and compensation of such committee as the Trustees may deem necessary and appropriate;
- 16) to carry property for accounting purposes other than acquisition date values;
- 17) to make distributions or divisions of principal in kind;
- 18) to extend the time for payment of any obligation to the Trust;
- 19) to establish criteria and/or qualifications for recipients and expenditures in accordance with Trust's stated purposes;
- 20) to compromise, defend, enforce, release, settle or otherwise adjust claims in favor or against the Trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of this act, to continue to hold the same for such period of time as the Trustees may deem appropriate;

Notwithstanding anything to the contrary herein, Select Board approval shall be required for any of the following actions:

- a) to purchase real or personal property;
- b) to sell, lease, exchange, transfer or convey any personal, mixed, or real property; and
- c) to borrow money, or to mortgage or pledge Trust assets as collateral to the extent of the Trust's assets.

Notwithstanding anything to the contrary herein, the Trustees may not borrow, mortgage or pledge greater than the current Trust assets unless approved by the Select Board and by a 2/3 vote at any Annual or Special Town Meeting.

The Trustees shall have full power and authority, at any time and from time to time and without the necessity of applying to any court for leave to do so, to expend the 100% of the Trust funds, both principal and interest, to the extent that all funds hereunder may be expended if the Trustees deem such expenditure appropriate. All expenditures shall be made in conformance with the terms of this Trust and M.G.L. Chapter 44, Section 55C.

SECTION 3. ACTS OF TRUSTEES

A majority of Trustees may exercise any or all of the powers of the Trustees hereunder and may execute on behalf of the Trustees any and all instruments with the same effect as though executed by all the Trustees. No Trustee shall be required to give bond. No license of court shall be required to confirm the validity of any transaction entered into by the Trustees with respect to the Trust Estate.

SECTION 4. TREASURER/COLLECTOR AS CUSTODIAN

The Town of Sudbury Treasurer/Collector shall be the custodian of the Trust's funds and shall maintain separate accounts and records for said funds.

The Town Treasurer/Collector shall invest the funds in the manner authorized by M.G.L. Chapter 44, Section 55 (Public Funds on Deposit; Limitations; Investments,) Section 55A, (Liability of Depositor for Losses Due to Bankruptcy), Section 55B (Investment of Public Funds).

Any income or proceeds received from the investment of funds shall be credited to and become part of the Trust.

Expenditures by the Trust shall be processed through the warrant but shall be controlled by the provisions of M.G.L. Chapter 44, Section 55C. The yearly approved budget, and any approved budget revisions will be recorded by the Town Treasurer/Collector.

As custodian, the Treasurer/Collector shall issue checks as directed by the Trustees.

In accordance with M.G.L. Chapter 44, Section 55C (Municipal Affordable Housing Trust Fund), the books and records of the Trust shall be audited annually by an independent auditor in accordance with accepted accounting practices. The Trust shall be audited as part of the Town audit.

SECTION 5. DURATION OF THE TRUST

This Trust shall continue so long as authorized under the Laws of the Commonwealth of Massachusetts. Notwithstanding the foregoing, The Trust may be terminated by a majority vote of the Town Meeting in accordance with M.G.L. Chapter 4, Section 4B, provided that an instrument of termination together with a certified copy of the Town Meeting vote are duly recorded with the Middlesex South District Registry of Deeds and the Land Court. Upon termination of the Trust, subject to the payment of or making provisions for the payment of all obligations and liabilities of the Trust and the Trustees, the net assets of the Trust shall be transferred to the Town and held by the Select Board for affordable housing purposes. In making any such distribution, the Trustees may, subject to the approval of the Select Board, sell all or any portion of the Trust property and distribute the net proceeds thereof or they may distribute any of the assets in kind. The powers of the Trustees shall continue until the affairs of the Trust are concluded.

SECTION 6. RECORDING

A Declaration of Trust and any amendments thereto shall be recorded with the Middlesex South District Registry of Deeds and the Land Court.

SECTION 7. AMENDMENTS

The Declaration of Trust may be amended from time to time except as to those provisions specifically required under M.G.L. Chapter 44, Section 55C, by an instrument in writing signed by all of the Trustees and approved at a meeting called for that purpose, and approved by the Select Board provided that in each case, a certificate of amendment has been recorded with the Middlesex South District Registry of Deeds and the Land Court.

SECTION 8. RECORD TO BE CONCLUSIVE, CERTIFICATE AS TO FACTS

Every contract, deed, mortgage, lease and other instrument executed by a majority of the Trustees as appears from instruments or certificates recorded with the Registry of Deeds and Land Registration Office to be Trustees hereunder shall be conclusive evidence in favor of any person relying thereon or claiming thereunder, that at the time of the delivery thereof this Trust was in full force and effect and that the execution and delivery of such instrument was duly authorized by the Trustees except that instruments of amendment pursuant to Section 7 and an instrument of termination pursuant to Section 5 hereof shall be conclusive only if it appears that the delegations, amendments or termination have been executed by all of the Trustees. Any person dealing with the Trust property or the Trustees may always rely on a certificate signed by any person appearing from instruments or certificates so recorded to be Trustee hereunder as to the identity of the then current Trustees or as to the existence or non-existence of any fact or facts which constitute conditions precedent to acts by the Trustees or in any other manner germane to the affairs of the Trust.

Article 40. AMEND GENERAL BYLAWS – AFFORDABLE HOUSING TRUST BYLAW

Moderator declared voted by more than a majority to amend the Town of Sudbury General Bylaws by inserting a new article, to be numbered by the Town Clerk, for the placement of Small Wireless Facilities in the public ways as set forth below:

1. **Purpose.** The purpose and intent of this Article of the General Bylaws of the Town of Sudbury (the "Article") is to provide a uniform and comprehensive set of requirements and standards for the permitting, development, siting, installation, design, operation and maintenance of small wireless facilities ("SWF") as defined in 47 C.F.R s.1.6002 in public ways of the Town of Sudbury. The Town's authority for this Article, includes, among others, 47 USC s.332 et seq. ("Except as provided in this paragraph, nothing in this chapter shall limit or affect the authority of State or local government or instrumentality thereof over decisions regarding the placement, construction, and modification of personal wireless service facilities"). In addition, and importantly, because of the cumulative impact of incremental decisions regarding SWFs, this Section instructs the permit applicant as to the Town's minimally acceptable standards for SWFs and directs the applicant to the Town's preferences for the design and installation of these facilities.
2. **SWFs** (including antennas, transceivers, mounting structures and enclosures, if any) may be installed in the public ways of the Town of Sudbury, subject to the limitations established herein.
3. **Definitions**

New Pole: A Substitution Pole or any pole or other structure that is installed without the removal

of an existing pole.

Replacement Pole: To enable the installation of a SWF, a utility pole that takes the place of an existing utility pole, provided the resulting pole with attachments is no more than 5 feet higher than the existing pole with attachments.

Small Wireless Facilities (SWFs) are facilities that meet each of the following conditions as established by the FCC:

- (1) The facilities:
 - a) Are mounted on structures 50 feet or less in height including their antennas as defined in 47 CFR § 1.1320(d); or
 - b) Are mounted on structures no more than 10 percent taller than other adjacent structures; or
 - c) Do not extend existing structures on which they are located to a height of more than 50 feet or by more than 10 percent, whichever is greater;
- (2) Each antenna associated with the deployment, excluding associated antenna equipment (as defined in the definition of antenna in 47 CFR § 1.1320(d)), is no more than three cubic feet in volume;
- (3) All other wireless equipment associated with the structure, including the wireless equipment associated with the antenna and any pre-existing associated equipment on the structure, is no more than 28 cubic feet in volume;
- (4) The facilities do not require antenna structure registration under part 17 of 47 CFR;
- (5) The facilities are not located on Tribal lands, as defined under 36 CFR 800.16(x); and
- (6) The facilities do not result in human exposure to radiofrequency radiation in excess of the applicable safety standards specified in 47 CFR § 1.1307(b).

Substitution Pole: To enable the installation of a SWF, a utility pole that takes the place of an existing utility pole, wherein the resulting pole with attachments is more than 5 feet higher than the existing pole with attachments.

4. **Goals.** The goals of this Section are to:
 - A. Preserve and promote harmonious land uses within the Town, including its public rights-of-way;
 - B. Promote and protect public health and safety, community welfare, visual resources, and the aesthetic quality of the Town;
 - C. Provide for the orderly, managed, and efficient development of SWFs in accordance with federal and state laws, rules, and regulations and within defined locations within the Town; and
 - D. Encourage new and more efficient technology in the provision of SWFs.

5. **Intent.** This Article is not intended to apply to, nor shall it be interpreted to apply to:
- A. Prohibit or effectively prohibit any personal wireless service provider's ability to provide personal wireless services;
 - B. Prohibit or effectively prohibit any entity's ability to provide any interstate or intrastate telecommunications service, subject to any competitively neutral and nondiscriminatory rules or regulation for rights-of-way management;
 - C. Unreasonably discriminate among providers of functionally equivalent services;
 - D. Deny any request for authorization to place, construct or modify personal wireless service facilities based on environmental effects of radio frequency emissions to the extent that such wireless facilities comply with the FCC's regulations concerning such emissions;
 - E. Otherwise authorize the Town to preempt any applicable federal or state law or
 - F. To conflict with 42 USC s.332 et seq.
6. **Application procedures.**
- A. **Fees.** The dollar amounts of all fees that are established pursuant to this Article shall be recorded in the Town of Sudbury Select Board Fee Schedule.
 - B. **Filing.** Applications shall be submitted to the Select Board by filing with the Town Clerk's office in accordance with this Article, accompanied by an SWF Application Fee. The SWF Application Fee will cover up to five locations per application. Each application for more than five installations is subject to an SWF Supplemental Application Fee per additional installation. Each New Pole (including Substitution Poles as established herein) is subject to a SWF New Pole Application Fee per New Pole applied for.
 - C. **Public hearing notices.** Pursuant to G.L. c.166 s. 22, the Select Board shall hold a public hearing on all applications for SWFs pursuant to G.L. c.166, s.22 and the costs of the legal notices shall be paid by the applicant, including the costs of mailing notice of the public hearing to property owners within a radius of five (500) hundred feet from the location where the pole for the proposed SWF is or is proposed to be.
 - D. **Application completeness verification by the Department of Public Works ("DPW").** No application will be deemed complete unless and until the DPW shall have first verified that the applicant has assembled all the application contents listed in Section 5 below; the same shall constitute a "complete application". To protect the Town's rights under the federal SWF shot clock, the DPW should make a determination of completeness in such time that the Town can inform the applicant of an incomplete application within ten days of original filing.
 - E. **Payment of application filing fees and number of application copies.** The applicant shall pay all application filing fees to the Town Clerk's office and shall file the following number of sets of application materials at the offices set forth below:

<u>Number of Sets</u>	<u>Office</u>
1	Town Clerk's office
5	Select Board office

One electronic original copy shall be submitted to the Select Board office. It shall be a PDF document of the original material, with text copy capability, no scanned pages and in color.

- F. **Contents of a Complete Application.** Applications shall include the following information:
- (1) Applicant's name, address, telephone number and e-mail address.
 - (2) Names, addresses, telephone numbers, and e-mail addresses of anyone acting on behalf of the applicant with respect to the application.
 - (3) Detailed drawings and descriptions of the equipment to be mounted on the pole(s), including:
 - i. Type of equipment;
 - ii. Specifications of equipment (including but not limited to dimensions and weight);
 - iii. Equipment mount type and material;
 - iv. Power source or sources for equipment, including necessary wires, cables, and conduit;
 - v. Expected life of equipment;
 - vi. Configuration of the antenna equipment, including:
 1. Number of antennas.
 2. Antenna model.
 3. Antenna length.
 4. Antenna height.
 5. Antenna mounting scheme
 - vii. Hardening, including:
 1. If there is a battery backup;
 2. If there is a generator backup;
 3. Proposed measures to prevent vandalism and accidental damage.
 - (4) Renderings/photo simulations and elevation drawing of the equipment installation.
 - (5) A detailed explanation comparing the characteristics of each proposed SWF with the criteria in the FCC definition of an SWF demonstrating the application is for bona fide SWFs, including without limitation, totals of equipment volumes, antenna volumes, and antenna heights, based on the information above
 - (6) A radio frequency emissions analysis consistent with FCC OET Bulletin 65 procedures demonstrating compliance of each proposed SWF with FCC requirements limiting human exposure to radio frequency energy.
 - (7) A noise assessment by a competent party demonstrating compliance with
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Massachusetts Department of Environmental Protection guidelines for noise pollution and with any Sudbury noise regulations. If the proposed SWF has no noise-generating apparatus, the applicant shall certify the same with supporting evidence in the application materials and may provide such certification in lieu of a noise assessment.

- (8) Detailed map with locations of the poles on which equipment is to be located, including specific pole identification number, if applicable, and the geographic areas the equipment will service.
 - (9) Detailed map showing existing and proposed small cell installations within 500 feet of the application site.
 - (10) Certification by a registered professional engineer that the pole will safely support the proposed equipment.
 - (11) Written consent by the pole owner to the proposed installation. If the proposal is for a New Pole that will be owned by a utility, the SWF application shall be accompanied by an application for construction approval per the Select Board regulation contained in its Policies and Procedures.
 - (12) Affidavit from a radio frequency engineer outlining the network/network service requirements in Sudbury and how each installation addresses that need in Sudbury. Such affidavit should characterize, through or with coverage maps, the current level of coverage and how the desired installation(s) will change the current level of coverage, including current and proposed coverage, and include any information the applicant considers relevant to the need, such as evidence supporting any capacity claims regarding the need for the SWF.
 - (13) Liability insurance certificate, naming the Town of Sudbury as an additional insured.
 - (14) Description as to why the desired location is superior to other similar locations, from a community perspective, including but not limited to:
 - i. Visual aspects;
 - ii. Proximity to single-family residences.
 - iii. Impact on public safety, including without limitation, pedestrian or vehicular traffic during operation and during construction/maintenance activity
 - (15) Description of efforts to locate the equipment on existing poles which currently exist or are under construction. A good faith effort to locate on such poles is required and evidence of such efforts must be included within the application.
 - (16) An affidavit from the applicant which certifies that it will maintain the installations in good repair and according to FCC standards and will remove any installation not in such good repair, or not in use, within 60 days of being no longer in good repair or no longer in use.
- G. **Public Hearing.** Placement of application on agenda. Once a complete application has been submitted and all filing fees required herein or elsewhere have been paid, the Select Board will schedule and hold a public hearing and thereafter, render a decision on the application.
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7. **Time for Rendering a Decision (“shot clock”).** Pursuant to federal regulation, the Select Board shall have sixty (60) days from the filing of a complete application for collocation of a SWF using an existing pole, and 90 days for attachment of a SWF proposing a New Pole (see definitions). The “shot clock” may be extended by mutual written agreement of the Select Board and the applicant.

 8. **Select Board decision.** The Select Board may grant, grant with conditions, or deny the application based on inadequate capacity of the pole or mounting structure, safety concerns, reliability concerns, failure to meet applicable engineering standards, and/or failure to meet applicable design and aesthetic requirements all as set forth in this Article.

 9. **Annual recertification and affidavit.** Each year on July 1, the SWF owner shall submit an affidavit which shall list, by location, all SWF installations it owns within the Town of Sudbury and shall certify:
 - A. each such installation that remains in use,
 - B. that such in-use installations remain covered by liability insurance naming the Town as an additional insured, and
 - C. the dates of disuse and removal of any disused equipment.

The equipment owner shall pay to the Town of Sudbury an SWF Annual Recertification Fee per installation which remains in place, whether in use or not.

10. **Disuse.** Any SWF which is no longer in use shall be removed by the owner, at the owner's expense, within 60 days of disuse.
 - A. *Nonremoval of SWF no longer in use.* Any SWF installation which is not removed by the owner, at the owner's expense, within sixty (60) days of disuse shall be subject to an SWF Abandonment Fee (fine) for each day after being listed in the annual recertification affidavit as no longer in use until such installation is removed by the owner.
 - B. *Prohibition on new applications.* Where such annual recertification has not been timely submitted, or equipment no longer in use has not been removed within the sixty-day (60) period, no further applications for small cell wireless installations will be accepted by the Town Clerk's office until such time as the annual recertification has been submitted and all fees and fines have been paid.

 11. **Design Guidelines and Aesthetic Requirements.**
 - A. No SWF equipment shall be installed at locations with double poles, provided that the doubling of poles is permitted for Replacement and Substitution Poles only for the reasonable time necessary to move utilities to the Replacement or Substitution Pole, which time shall not exceed 120 days. If a double-pole condition remains more than 120 days after such an installation, the SWF must cease operation until the double-pole is removed.
 - B. Within the public right-of-way, only pole-mounted antennas shall be permitted, provided
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that at its sole discretion the Select Board may consider other street furniture, such as decorative lamp posts, to provide an appearance that may be more compatible with the location. The Select Board may require new structures in the public way to be of a concealed design that is compatible with the locus of the proposed installation (e.g. a concealed SWF lamp post).

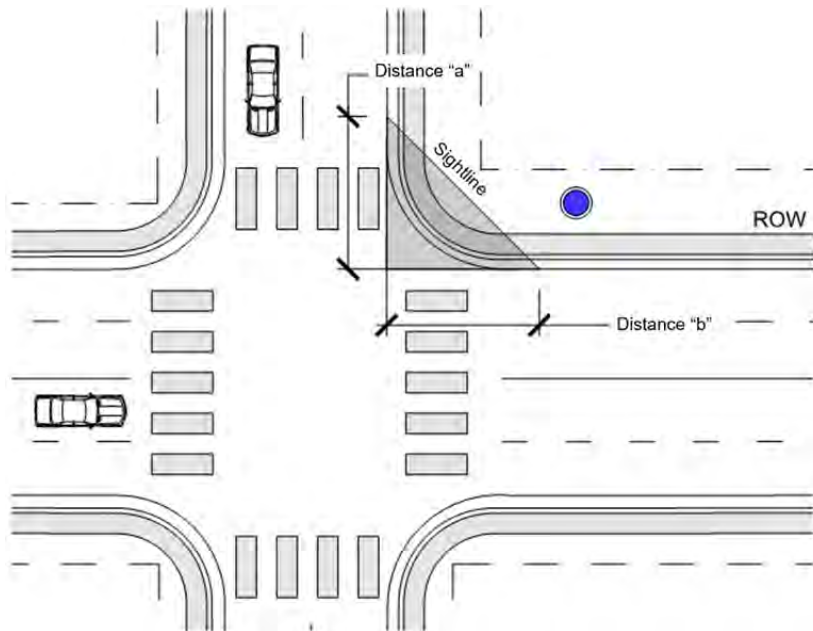
- C. Absent Select Board permission and compliance with this Article, no New Poles are permitted within the public right-of-way that are not Substitution Poles. If an applicant proposes to replace a pole in order to accommodate the SWF, the pole shall match the appearance of the original pole to the extent feasible, including size, height, color, materials and style, unless another design better accomplishes the objectives of this Article as determined by the Select Board.
 - D. If a New Pole is permitted by the Select Board to be placed within the public right-of-way, including a Substitution Pole, the New Pole shall be designed to resemble existing poles in the right-of-way, including size, height, color, materials and style, unless another design better accomplishes the objectives of this section as determined by the Select Board. Such New Poles that are not Replacement Poles or Substitution Poles shall be located no closer than 90 feet to an existing pole on the same side of the street. A Substitution Pole shall be placed within 3 feet of the pole that it is substituting for.
 - E. SWF installation equipment (meters, enclosures, etc.) shall be mounted on the pole in a manner that preserves pedestrian and vehicular traffic safety and flow.
 - F. No SWF installation equipment shall be replaced or altered on a pole without a reapplication, hearing and approval from the Select Board, unless the equipment is being replaced with the same or substantially similar equipment and there is no increase in total equipment volume or antenna volume from that which was previously approved.
 - G. Not more than one SWF shall be mounted per pole unless it is a neutral host installation with shared antennas and all equipment meets the standard volume for a single SWF.
 - H. The owner of a SWF shall remove all graffiti and repair any other damage on any portion of the SWF and any related equipment no later than ten (10) days from the date the owner receives notice from the Select Board or the Select Board's agent(s).
 - I. Each component part of a SWF shall be located so as not to cause any physical or visual obstruction to pedestrian or vehicular traffic, inconvenience to the public's use of the right-of-way, or safety hazards to pedestrians and motorists.
 - J. A SWF shall not be located within any portion of the public right-of-way interfering with access to fire hydrants, fire stations, fire escapes, water valves, underground vaults, valve housing structures, or any other vital public health and safety infrastructure.
 - K. Unless collocated to the satisfaction of the Select Board, each pole-mounted SWF must be separated from other SWFs in the public way in such a manner as to prevent blight or other undesirable conditions resulting from closely spaced SWFs.
 - L. All wires and cables needed to service the SWF must be installed in a neat and workmanlike manner and to prevent substantially increasing the visual mass and clutter of the pole. Any existing attachments that will remain or be restored after construction of the SWF shall be improved in appearance to the extent practicable, in consideration of the additional cables and equipment required for the new SWF.
 - M. *Americans with Disabilities Act Compliance.* All SWF installations shall be built and
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maintained in compliance with the Americans with Disabilities Act (ADA).

- N. The SWF shall be color coordinated to best minimize the visual impact of the facility. To the extent practicable, cabling shall be enclosed in conduit or covers, and exposed cabling shall be neat and workmanlike.
- O. *New Poles - Screening.* New Poles shall be located so as to be well screened and hidden to the maximum extent practicable from public and residential view such as depicted below:



- P. *New Poles – Intersections.* New Poles shall be located to comply with the minimum sight line requirements pursuant to state highway regulations such as in the manner depicted below (see Mass DOT Highway Division development and design guidelines, referring to AASHTO policy on geometric design):



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- Q. *SWF Orientation with Residential Buildings.* SWFs, whether on New Poles or not, shall be located to prevent cluttering residential views, including but not limited to views up driveways and walkways and views to/from residence windows, doors, porches, etc.
- R. If an applicant seeks to place a SWF in a residentially zoned neighborhood, a neighborhood that contains residential structures or otherwise adjacent to an area of Sudbury that contains residential structures the applicant:
- (1) Shall avoid attaching to poles that are within 20 feet of an existing driveway to enable the property owner to take advantage of trees or other screening that could shield the wireless equipment from view; and
 - (2) Shall avoid attaching to poles where the installation and/or ongoing maintenance will require
 - (a) significant tree trimming that could expose the SWF to view, or
 - (b) obstructing access to driveways or walkways
- S. In the following locations, SWFs are subject to additional criteria:
- (1) SWFs located on public ways within or abutting an Historic District must be reviewed and approved by the Historic District Commission and such SWFs shall conform to any federal, state and local requirements regarding the impacts of the SWF on such districts.
 - (2) At locations where utilities are required to be underground in the public way, no poles or other structures may be added for mounting an SWF unless the applicant has demonstrated to the Select Board that the service objective cannot be provided by any other means. Such demonstration may include coverage maps, drive/walk tests of potential coverage from the proposed and alternative locations and other technical information as necessary to support the claim of need for the SWF as proposed.
 - (3) SWFs proposed for designated Scenic Roads must, singly and in the aggregate, be of limited visibility to people using the Scenic Road, using such techniques as streamlining equipment to the maximum extent practicable, painting all equipment a single color, and selecting existing pole locations that limit such visibility such as in a manner consistent with the requirements for new poles as described in paragraph O. above. To be approved for installation on a Scenic Road, the applicant shall demonstrate to the Select Board that the service objective cannot be provided by any other means. Such demonstration may include coverage maps, drive/walk tests of potential coverage from the proposed and alternative locations and other technical information as necessary to support the claim of need for the SWF as proposed.
12. **Public health, safety and welfare.** The SWF shall be of such material and construction, and all installation and maintenance work shall be done in such manner, as to be satisfactory to the Select Board. No SWF shall be approved if the Select Board determines that such material, construction and/or work is or will:
- A. pose an actual risk to the public health, safety, and welfare,
 - B. interfere with pedestrian and/or vehicular traffic,
 - C. be difficult to maintain a neat and workmanlike appearance for the life of the facility, and/or cause damage to the public right-of-way or any property adjacent to the location
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of the pole.

13. **Indemnification.** The applicant shall indemnify and hold harmless the Town against all damages, injuries, costs, expenses, and all claims, demands and liabilities whatsoever of every name and nature, both in law and equity, allegedly caused by the acts or neglect of the applicant, its employees, agents and servants, in any manner arising out of the rights and privileges granted herein to the applicant for its SWF. Such indemnification shall not be limited by the amount of the applicant's liability insurance naming the Town as an additional insured.
 14. **Town streets and/or sidewalks.** The board may determine on a case-by-case basis whether any new horizontal cable runs or other installations shall be overhead or underground, taking into account aesthetics, reliability and safety. All cutting of and/or digging into Town ways, including pavement and sidewalks, by or on behalf of an applicant in conjunction with its SWF shall be limited to that which is necessary and approved, provided:
 - A. The installation minimizes the area of disturbance; and
 - B. The applicant restores any paved and unpaved surfaces to the satisfaction of the DPW.
 15. **Repair of damage.** The applicant shall repair, at its sole cost and expense, any damage, including, but not limited to, subsidence, cracking, erosion, collapse, weakening, or loss of lateral support to Town streets, sidewalks, walks, curbs, gutters, trees, parkways, streetlights, traffic signals, improvements of any kind or nature, or utility lines and systems, underground utility line and systems, or sewer systems and sewer lines that result from any activities performed in connection with the installation or maintenance of an SWF in the public right-of-way. The applicant shall restore such areas, structures and systems to the condition in which they existed prior to the installation or maintenance that necessitated the repairs.
 16. **Side of pole on which to mount equipment.** The SWF's equipment, including cabinets, electrical and telecommunication panels, meter and the like, shall be mounted on the side of the pole facing away from the roadway, unless a result more appealing to the Select Board is obtained by a different configuration.
 17. **Future road reconstruction repair.** Any future road reconstruction or repair project by the Town and/or the Commonwealth requiring the relocation of the pole shall result in the applicant's moving its SWF to another pole in a timely fashion after any necessary electric and telecommunications wiring/infrastructure has been moved to the new location; provided, however, that any such relocation shall require further Select Board approval.
 18. **Construction and/or installation schedule.** Prior to the commencement of construction and/or installation of the SWF, the applicant shall provide the Select Board with a written construction and/or installation schedule satisfactory to Select Board. The applicant shall provide all notice and obtain all necessary permissions for working in the public way.
 19. **Removal bond.** Prior to the commencement of construction and/or installation of its SWF or an
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SWF on a new pole, the applicant shall provide the Select Board with a bond from a surety authorized to do business in Massachusetts and satisfactory to the Select Board in an amount equal to the cost of removal of the SWF from the pole in question, and/or new pole, and for the repair and/or restoration of the public way, in the vicinity of the pole in question, to the condition the public way was in as of the date when the relevant application was submitted to the Town Clerk's office. Said amount of the bond shall be determined by the Select Board. The amount of the bond shall be the total of the estimate by DPW plus an annual increase of 3% for the operating life of the SWF. The applicant shall notify the DPW of any cancellation of, or change in the terms or conditions in, the bond.

20. **Failure to comply with conditions.** An applicant's failure to comply with any of the conditions imposed as a condition of approving an application filed pursuant to this Article shall at the Select Board's discretion, require the removal of the facility and appurtenances within the time period set forth by the Select Board.
21. **Fees.** The schedule of fees to be charged under this section shall be those established by the Select Board after a public hearing. A copy of the schedule of fees so adopted shall be available in the office of the Select Board and in the office of the Town Clerk.
22. **Conflict.** Notwithstanding any conflicting provisions between this bylaw and any other section of the general bylaw or the zoning bylaws, the provisions of this bylaw shall apply.

; and further that non-substantive changes to the numbering of this bylaw be permitted in order that it be in compliance with the numbering format of the general bylaws.

Article 41. COMMUNITY PRESERVATION ACT FUND – 67-73 NOBSCOT ROAD ACQUISITION, DESIGN, AND CONSTRUCTION

Moderator declared voted by well more than a majority to appropriate a sum not to exceed \$438,000 for Community Housing purposes under the Community Preservation Act, from FY24 CPA Estimated Annual Revenues and then from the CPA General Reserve Fund, if needed, as a grant to the Sudbury Affordable Housing Trust for the site feasibility analysis, property acquisition, project design, construction, and creation of ownership and/or rental affordable housing units at 67-73 Nobscot Road and authorize the Select Board to enter into the grant agreement on such terms and conditions as it deems appropriate

Article 42. COMMUNITY PRESERVATION ACT FUND – ACCESSIBLE PATHWAYS ON TOWN PROPERTIES (Consent Calendar)

Moderator declared voted by well more than a majority to appropriate a sum of money not to exceed \$187,744 for Open Space and Recreation purposes under the Community Preservation Act from FY24 CPA Estimated Annual Revenues and then from the CPA General Reserve Fund, if needed, to install Americans with Disabilities Act (ADA) compliant pathways and accessible picnic/bench seating areas at designated town properties including demolition, site preparation, and all other incidental and related expenses.

Article 43. COMMUNITY PRESERVATION ACT FUND – BRUCE FREEMAN RAIL TRAIL CSX EXTENSION (Consent Calendar)

Moderator declared voted by well more than a majority to appropriate \$300,000 for Open Space and Recreation purposes under the Community Preservation Act from FY24 CPA Estimated Annual Revenues and then from the CPA General Reserve Fund if needed, for the purpose of extending the Bruce Freeman

Rail Trail extension south of the intersection with the Mass Central Rail Trail, to include hiring a consultant to perform data collection, feasibility study, alternatives analysis, conceptual planning and cost estimate development to create baseline information, undertaking a topographic survey, wetlands delineation, concept development, design and construction of the Bruce Freeman Rail Trail extension south of the intersection with the Mass Central Rail Trail, including demolition, site preparation and all other incidental and related costs.

Article 44. COMMUNITY PRESERVATION ACT FUND – CURTIS OUTDOOR HEALTH AND WELLNESS SPACE

Moderator declared voted by well more than a majority to appropriate a sum of money not to exceed \$480,000 for Open Space and Recreation purposes under the Community Preservation Act from FY24 CPA Estimated Annual Revenue and then from the CPA General Reserve Fund, if needed, for the purpose of creating and equipping an outdoor recreation area at the Curtis Middle School including demolition, site preparation and all other incidental and related costs.

Article 45. COMMUNITY PRESERVATION ACT FUND – FRANK FEELEY FIELDS IMPROVEMENTS PHASE II

Moderator declared voted by well more than a majority to appropriate a sum of money not to exceed \$799,668 for Open Space and Recreation purposes of the Community Preservation Act from FY24 Estimated Annual Revenue and then from the CPA General Reserve Fund, if needed, for the purpose of designing, constructing, and equipping improvements to the Frank Feeley Fields located at 200 Raymond Road to rehabilitate and restore these fields, including, but not limited to, playing field upgrades, installing dugouts, erecting bleachers, handicap accessibility enhancements, drainage improvements, irrigation, demolition, site preparation and all other incidental and related costs.

Article 46. COMMUNITY PRESERVATION ACT FUND – FENCE AND LIGHTS FOR FAIRBANK MULTISPORT COURT (Consent Calendar)

Moderator declared voted by well more than a majority to appropriate a sum of money not to exceed \$100,000 for Open Space and Recreation purposes under the Community Preservation Act from FY24 Estimated Annual Revenue and then from the CPA General Reserve Fund, if needed, for the purchase and installation of fencing and lighting at the Fairbank Multisport Court including demolition, site preparation and all other incidental and related costs.

Article 47. COMMUNITY PRESERVATION ACT FUND – HISTORIC RESOURCE INVENTORY SURVEYS PHASE V (Consent Calendar)

Moderator declared voted by well more than a majority to appropriate a sum of money not to exceed \$23,000 for Historic Resources purposes under the Community Preservation Act Fund, from CPA Historic Resources Reserves, for the purpose of funding the costs of undertaking additional historic resource inventory surveys to be added to Sudbury's Historic Resource Inventory.

Article 48. COMMUNITY PRESERVATION ACT FUND – WATERSHED BASED PLAN, RESTORING WATER QUALITY IN HOP BROOK (Consent Calendar)

Moderator declared voted by well more than a majority to appropriate a sum of money not to exceed \$78,600 for Open Space and Recreation purposes under the Community Preservation Act from FY24 CPA Estimated Annual Revenue and then from the CPA General Reserve Fund, if needed, as a grant to the Hop

Brook Protection Association to create a watershed-based plan for the preservation of an historic asset, the Hop Brook waterway and associated ponds, including all incidental and related costs, and to authorize the Select Board to enter into a grant agreement on such terms and conditions as it deems appropriate.

Article 49. COMMUNITY PRESERVATION ACT FUND – HOSMER HOUSE HISTORIC STRUCTURE, CULTURAL LANDSCAPE, AND COLLECTION STUDY (Consent Calendar)

Moderator declared voted by well more than a majority to appropriate a sum of money not to exceed \$130,000 for Historic Resources purposes under the Community Preservation Act from the Historic Resources Reserves, for the preservation of the Hosmer House structure at 299 Old Sudbury Road, specifically to fund professional studies to assess current conditions of the House and grounds and its historic collections, objects, and art, and then provide advice, recommendations and preservation strategies.

Article 50. COMMUNITY PRESERVATION ACT FUND – HOUSING TRUST ALLOCATION (Consent Calendar)

Moderator declared voted by well more than a majority to appropriate a sum of money not to exceed \$292,000 for Community Housing purposes under the Community Preservation Act from FY24 Estimated Annual Revenue, as a grant to the Sudbury Affordable Housing Trust for the acquisition, creation, preservation, and support of community housing as allowed by the Community Preservation Act, and to authorize the Select Board to enter into a grant agreement on such terms and conditions as the Select Board deems appropriate.

Article 51. COMMUNITY PRESERVATION ACT FUND – INDIGENOUS CULTURAL LANDSCAPE STUDY (Consent Calendar)

Moderator declared voted by well more than a majority to appropriate a sum of money not to exceed \$35,000, for Historic Resources purposes under the Community Preservation Act from Historic Resources Reserves, for a town-wide Indigenous Cultural Landscape Study, for an archaeological sensitivity assessment, also called a reconnaissance survey or overview, and, if and when found, to identify, document, and preserve Indigenous site locations called Traditional Cultural Properties, those sites associated with ceremonial, sacred, or other occupational connections, and any materials found thereat, including all incidental and related expenses thereto.

Article 52. COMMUNITY PRESERVATION FUND – REGIONAL HOUSING SERVICES OFFICE (RHSSO) MEMBERSHIP FEE (Consent Calendar)

Moderator declared voted by well more than a majority to appropriate a sum of money not to exceed \$33,000 for Community Housing purposes under the Community Preservation Act, funded from FY24 CPA Estimated Annual Revenue and then from the CPA General Reserve Fund, if needed, for the purpose of supporting and creating community housing by funding of the Town's portion of the FY24 Regional Housing Services Office (RHSSO) membership fee.

Article 53. COMMUNITY PRESERVATION ACT FUND – RETURN OF UNSPENT FUNDS (Consent Calendar)

Moderator declared voted by well more than a majority to return the unused funds from appropriations voted at prior Town Meetings, for projects that have been completed and for which no liabilities remain outstanding or unpaid, into the Community Preservation Act Fund as follows:

2014 ATM, Article 32 Bruce Freeman Rail Trail Design
to be returned to the category of Open Space and Recreation \$604.49

2019 ATM, Article 29 Playground Modernization for Sudbury Public Schools
to be returned to the category of Open Space and Recreation \$25,059.40

2021 ATM, Article 31 Historic Preservation Plan
to be returned to the category of Historic Resources Reserves \$16,000.00

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Total: \$41,663.89;

Article 54. COMMUNITY PRESERVATION ACT FUND – GENERAL BUDGET AND APPROPRIATIONS
(Consent Calendar)

Moderator declared voted by well more than a majority to appropriate the sums recommended by the CPC in the following Community Preservation Act budget for FY2024 Community Preservation surtaxes:

\$ 114,500	Administrative and Operating Cost
\$ 990,643	Debt Service

Article 55. CONTROL OF FIREARMS – AMEND ZONING BYLAW ARTICLE IX
Moderator declared motion failed.

Special Town Meeting Vote Summary

October 23, 2023

Article 1. CODIFICATION OF GENERAL BYLAWS: RENUMBERING AND NON-MINISTERIAL REVISIONS

Moderator declared voted by more than a majority to renumber and recaption the General Bylaws of the Town by (a) assigning a chapter/article number to each of the General Bylaws; (b) renumbering each section of each bylaw accordingly; (c) inserting chapter, article, section and subsection titles; and (d) updating internal references to reflect the new numbering system, as well as the following non-substantive clerical and ministerial changes, all as set forth in the Final Draft of the Code of the Town of Sudbury, dated September 2023, on file with the Town Clerk; and, further, to authorize Town Counsel, following consultation with the Town Clerk and the Town Manager, to make clerical and ministerial non-substantive revisions to grammar and the like as needed for consistency.

A. Clerical and Ministerial Revisions:

- i. References to the Massachusetts General Laws are standardized to the following format: MGL c. __, § __.
- ii. Numbers one through nine are written out in text format; 10 and above, fractions, and decimals appear in numeric format.
- iii. Spelling and punctuation errors are corrected; "Town" is capitalized when referring to the Town of Sudbury.
- iv. Pronouns and nomenclature are revised to be gender neutral (for example, terms such as "he," "him," "his," "she," "her," "he/she," and "his/her" are replaced with "them," "they," or "their"; "spokesman" is replaced with "spokesperson"; the terms "Board of Selectmen," "Selectmen," and "Selectboard" are replaced with "Select Board").
- v. The terms "Town Treasurer," "Treasurer/Collector," and "Tax Collector" are replaced with "Town Treasurer-Collector," where applicable; the term "Highway Surveyor" is replaced with "Department of Public Works"; the term "Board of Appeals" is amended to read "Zoning Board of Appeals"; the term "elderly" is amended to read "older adult."
- vi. In Chapter 151, Earth Removal, the term "removal permit" is amended to read "earth removal permit."

B. Bylaws Specifically Repealed:

- i. Article VIII, Planning Board, as amended January 3, 1946, STM by Arts. 2 and 3; and April 5, 1984, ATM by Art. 15.
- ii. Article XXIII, Water Resource Protection Committee (WRPC) Annual Report to the Town of Sudbury.

Article 2. CODIFICATION OF GENERAL BYLAWS: ADDITIONAL SPECIFIC CHANGES AS AMENDED

Moderator declared voted by more than a majority that the following minor substantive specific changes to the General Bylaws as set forth in the Final Draft of the Code of the Town of Sudbury, dated September 2023, on file with the Town Clerk, with text to be inserted shown in underline and text to be deleted shown in strikethrough, and, further, to authorize Town Counsel, following consultation with the Town Clerk and the Town Manager, to make clerical and ministerial non-substantive revisions to grammar and the like as needed for consistency:

Ch. 1, General Provisions.

Art. I, General Penalty.

Section 1-1: "Every violation of these bylaws not otherwise provided for herein or by the General Laws or Special Laws of the Commonwealth shall be subject to a penalty of \$300."

Art. III, Bylaw Amendments.

Section 1-8:

The Select Board, upon the submission to it for insertion in the warrant for any Annual or Special Town Meeting of all articles relating to the adoption of any bylaw or amendment to any bylaw...

Ch. 5, Boards and Committees.

Art. III, Council on Aging.

Sections 5-11 and 5-12 "Commonwealth of Massachusetts Executive Office of Elder Affairs"

Insert a new Section 5-13, as follows:

The names, addresses, telephone numbers, or other identifying information about older adults in the possession of the Council shall not be public records, but the use of these records shall comply with MGL c. 19A, § 14 et seq., as a condition of receiving a government contract, program grant or other benefit, or as otherwise required by law.

Art. IV, Community Preservation Committee.

Section 5-15A The Community Preservation Committee shall study the needs, possibilities and resources of the Town regarding community preservation, including the consideration of regional projects for community preservation.

Insert a new sentence at the end of Section 5-15B:

With respect to recreational use, the acquisition of artificial turf for athletic fields shall be prohibited; provided, however, that any project approved by the Town for the acquisition of artificial turf for athletic fields prior to July 1, 2012, shall be a permitted use of community preservation funding.

Ch. 20, Equal Opportunity.

Section 20-4, definition of "discriminatory, discriminate, or discrimination:

Includes all action which denies or tends to deny equal employment opportunity because of race, color, age, religious creed, national origin, sex, gender identity, sexual orientation, which shall not include persons whose sexual orientation involves minor children as the sex object, genetic information, pregnancy or a condition related to said pregnancy, including, but not limited to, lactation or the need to express breast milk for a nursing child, ancestry or status as a veteran (as defined by state statutes).

Ch. 52, Officers and Employees.

Art. I, Holding Elective Office.

Section 52-1:

In addition, Charter Commission members are eligible to serve on the Finance Committee.

Ch. 61, Records and Reports.

Insert the following new sentence at the end of Section 61-3: "Complete public records request guidelines for the Town of Sudbury are available on the Town website."

Ch. 68, Town Meetings.

Art. II, Procedures.

Section 68:

A motion to reconsider a matter after adjournment of the session at which it was acted upon shall require a unanimous vote of those present and voting unless written notice of an intention to move reconsideration of the matter, signed by 15 voters who attended that session, is given to

the Town Clerk on or before 12:00 noon of the next weekday (legal holidays excluded) following the session at which the matter for which reconsideration is sought was acted upon.

Ch. 72, Town Property.

Section 72-2A:

The Select Board is hereby empowered to sell at public auction all or any of the Town property acquired by virtue of sale for nonpayment of taxes, which sales have been confirmed by the Land Court or the Commissioner of the Department of Revenue, and it is authorized to give deeds therefor.

Section 72-2B:

The Select Board may reject any and all bids at such sale or any adjournment thereof, if, in its opinion, no bid is made which approximates the fair value of the property.

Ch. 105, Advertising.

Art. II, Outdoor Advertising.

Sections 105-3 and 105-4:

"Department of Public Works" to Replace "Division", when that word appears on its own with, "Department."

Ch. 109, Alarm Systems.

Art. I, Burglar Alarm Systems.

Section 109-1, original definition of "direct connect," is repealed.

Original Sec. V(B)3, Direct Connection to the Police Department, of the General Bylaws is repealed.

Original Sec. V(B)5C, Testing of Equipment, of the General Bylaws is repealed.

Section 109-5C:

Any user of an alarm system which transmits false alarms shall be assessed a fine of \$35 for a third false alarm occurring within a calendar year, \$50 for a fourth false alarm occurring within a calendar year, and \$100 for a fifth and all subsequent false alarms occurring during a calendar year.

Ch. 117, Animals.

Art. I, Animal Control.

Section 117-1:

No person shall tie or fasten any horse, cattle or team to any of the trees in the public ways of the Town, nor drive into the same any nails, spikes, hooks or clasps, nor affix any boards or signs thereto.

Section 117-2:

No person shall pasture or tether any animal in any way or street in the Town in such a manner as to obstruct the streets or sidewalks.

Art. II, Dogs.

Section 117-6.

definition of "livestock or fowl,":

Animals or fowl kept or propagated by the owner for food or as a means of livelihood; also deer, elk, cottontail rabbits and northern hares, pheasants, quail, partridge and other birds and quadrupeds determined by the Division of Fisheries and Wildlife to be wild and kept by, or under a permit from, said Division in proper houses or suitable enclosed yards.

definition of "personal kennel":

"... dogs temporarily housed at a personal kennel, in conjunction with an animal shelter or rescue registered with the Department of Agricultural Resources, may be sold, traded, bartered or distributed if the transfer is not for profit."

Section 117-7C:

No Animal Control Officer shall be a licensed animal dealer registered with the United States Department of Agriculture, and no Animal Control Officer, either privately or in the course of carrying out official assignments as an agent for this Town, or any other agent of the Town[,] shall give, sell, or turn over any animal which may come into custody to any business or institution licensed or registered as a research facility or animal dealer with the United States Department of Agriculture.

Section 117-12C:

The provisions of MGL c. 140, § 138, shall be expressly incorporated herewith and shall henceforth apply under this bylaw."

Section 117-18:

The dog owner shall, immediately and within 24 hours, notify the Animal Control Officer if the dog bites a person.

Section 117-19B" " Animal Control Officer".

Section 117-23C:

If the Select Board determines, after notice to parties interested and a hearing, the identity of the person who is the owner of any dog which is found to have worried, maimed or killed livestock, fowl, or domesticated animals, thereby causing damages for which their owner may become entitled to compensation from the Dog Fund under this bylaw, they shall serve upon the owner of such dog a notice directing him/her within 24 hours to confine the dog or have it humanely euthanized.

Section 117-26A:

With the exception of §§ 117-16 and 117-17 (see Subsection B below), and except as otherwise provided in this bylaw, a violation of any other section of this bylaw shall be punishable by a fine or noncriminal penalty of \$50 for each offense.

Section 117-27:

If any part, section or provision of the bylaw is found to be invalid, the remainder of this bylaw shall not be affected thereby.

Ch. 124, Boating.

Insert a new Section 124-4:

Violations of this bylaw are subject to a penalty as provided in Chapter 1, Article I, General Penalty.

Ch. 129, Buildings and Building Construction.

Art. II, Public Buildings.

Section 129-2:

It shall be unlawful to cut, mark, deface, defile or in any manner damage or injure any public building belonging to the Town or any outbuilding connected with said public buildings, or to damage or injure any fence enclosing any land belonging to the Town. It shall be the duty of the Select Board to prosecute all parties who violate this section. The penalty for violation of this section shall be as provided in Chapter 1, General Provisions, Article I, General Penalty.

Art. III, Building Code.

Section 129-3:

The State Building Code is incorporated herein by reference, adopted under Chapter 802 of the Acts of 1972, including 780 CMR, 115AA, "Stretch Energy Code."

Section 129-4:

Fees to be paid shall be set by the Select Board. No fee shall be charged for the issuance of any building permit to the Town or for work upon any building owned by the Town.

Ch. 137, Burning, Open.

Section 137-2: "Violation of this bylaw shall be subject to a penalty of \$100."

Ch. 145, Demolition Delay.

Section 145-4E:

... to the owners of all adjoining property and other property deemed by the SHC to be materially affected, to the Select Board, Planning Board, Zoning Board of Appeals and to such other persons as the SHC shall deem entitled to notice. The Commission shall determine that a building or structure should preferably be preserved only if it finds that the building or structure is an historically significant building or structure which, because of the importance made by such building or structure to the Town's historical and/or architectural resources, is in the public interest to preserve, rehabilitate or restore (as defined in § 145-2).

Section 145-5:

In the event that a Board of Survey is convened under the provisions of MGL c. 143, § 8, with regard to any building or structure identified in § 145-3 of this bylaw, the Building Inspector shall request the Chair of the SHC or their designee to accompany that Board of Survey during its inspection.

Art. IV, Town Clerk Fees.

Section 170-5:

The fees to be charged by the Town Clerk in accordance with the authority of MGL c. 262, § 34, shall be those established by the Town Clerk pursuant to MGL c. 40, § 22F.

Ch. 199, Licenses and Permits.

Art. I, Denial or Revocation for Failure to Pay Taxes or Fees.

Section 199-2:

The licensing authority may deny, revoke or suspend any license or permit, including renewals and transfers of any party whose name appears on said list furnished to the licensing authority from the Tax Collector or with respect to any activity, event or other matter which is the subject of such license or permit and which activity, event or matter is carried out or exercised or is to be carried out or exercised on or about real estate owned by any party whose name appears on said list furnished to the licensing authority from the Tax Collector...

Section 199-4:

The Select Board may waive such denial, suspension or revocation if it finds there is no direct or indirect business interest by the property owner, its officers or stockholders, if any, or members of their immediate family, as defined in MGL c. 268A, § 1, in the business or activity conducted in or on said property.

Section 199-5:

This article shall not apply to the following licenses and permits: open burning, MGL c. 48, § 13; sales of articles for charitable purposes, MGL c. 101, § 33; children work permits, MGL c. 149, § 69; clubs, associations dispensing food or beverage licenses, MGL c. 140, § 21E; dog licenses, MGL c. 140, § 137; fishing, hunting, trapping licenses, MGL c. 131, § 12; marriage licenses, MGL c. 207, §

28; theatrical events, public exhibition permits, MGL c. 140, § 181; and special permits granted by the Zoning Board of Appeals, MGL c. 40A.

Ch. 221, Peddling and Soliciting.

Section 221-4A(1):

If the application is approved, the Chief shall cause a registration card to be issued within three business days.

Ch. 232, Scenic Roads.

Section 232-5F:

Relationship of road design to the standards of the Planning Board's subdivisions regulations and of the Massachusetts Department of Transportation;

Ch. 243, Storage Tanks, Underground.

Section 243-2, definition of "abandoned":

...in the case of aboveground storage of any fluid other than water, where a permit is required from the State Fire Marshal or their designee under provisions of MGL c. 148, § 37, it shall mean out of service for a continuous period in excess of 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 Office of Public Safety and Inspections.

Sections 243-2, definition of "code":

The Board of Fire Prevention Regulations Governing Tanks and Containers as set forth at 527 CMR 1.00 and following.

Section 243-5E:

Notwithstanding § 243-5A and B, any underground tank that meets the requirement of 527 CMR 1.00 shall be emptied and removed no later than 30 years following the date of installation.

Section 243-6A:

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 1.00, entitled "Response to Leaks," in its entirety.

Ch. 248, Storm Sewers.

Art. I, Illicit Discharges and Connections.

Section 248-2, definition of "surface water discharge permit: "314 CMR 3.00".

Section 248-8H: "40 CFR 35.2005**(b)**(20)".

Section 248-13:

Residential property owners shall have 180 days from the effective date of the bylaw to comply with its provisions. An extension may be granted, provided good cause is shown for the failure to comply with the bylaw during that period.

Ch. 256, Streets and Sidewalks.

Art. III, Driveways.

Section 256-5:

The Town Engineer shall use the standards contained within the "Highway Design Manual" by the Commonwealth of Massachusetts Department of Transportation and "A Policy on Geometric Design of Rural Highways" by the American Association of State Highway and Transportation Officials when issuing said access permit.

Art. V, Public Way Access Permits.

Section 256-13B(3):

Nonresidential: 250 trips per day as defined in the ITE Trip Generation Manual, current edition;

Section 256-14B:

Evidence of compliance with the Massachusetts Environmental Policy Act by the Executive Office of Energy and Environmental Affairs of the Commonwealth, if determined to be necessary;

Section 256-15B

Where the Board denies said application, it shall state specific findings for the denial of the permit.

Section 256-15C:

Where site or access conditions do not allow the proposed access to meet recognized design standards (hereinafter governed by the Rules and Regulations of the Planning Board Governing the Subdivision of Land, and other standards utilized by the Massachusetts Department of Transportation), the Board may vary application of the design standards...

Ch. 265, Utility Lines and Poles.**Art. II, Removal of Double Poles.**

Section 265-8:

In the event of an emergency caused by weather conditions, accidents or acts of God, temporary repairs may be made to damaged poles resulting in a multiple pole, so long as the multiple pole is removed and replaced by a single pole within a reasonable period of time not to exceed 90 days; provided, however, that for any approved commercial or industrial construction project, the completion of which is expected to take longer than one year, such pole shall be removed within six months of the date of installation of the new pole.

Section 265-9:

All future replacement utility pole installations shall be coordinated between all occupants to provide for the transfer of all wires to a new replacement pole so that all old poles or temporary devices are removed within a reasonable period of time not to exceed 90 days; provided, however, that for any approved commercial or industrial construction project, the completion of which is expected to take longer than one year, such pole shall be removed within six months of the date of installation of the new pole.

Ch. 283, Wetlands.

Section 283-4.

Subsection F:

Should an applicant choose to proceed; the Commission shall require the applicant to pay the reasonable costs and expenses borne by the Commission for these consulting services.

Original Art. XXII, Sec. 4, 10th, 11th, and 12th paragraphs, regarding consultant fees and project costs, is repealed.

Section 283-5A:

Any person filing a permit application or an RFD with the Commission, shall within seven days prior to the scheduled hearing give written notice, by certified mail (return receipt requested) or hand delivered, to all abutters at their mailing addresses shown on the certified abutters' list obtained from the Assessor's office, including owners of land directly opposite on any public or private street or way, including any in another municipality or across a body of water. The notice to abutters shall have enclosed a copy of the permit application or request, with plans, or shall state where copies may be examined and obtained by abutters. An affidavit of the person providing such notice, with a copy of the notice mailed or delivered, along with proof of mailing, shall be filed with the Commission. When a person requesting a determination is other than the

owner, the notice of the hearing[,] and the determination itself shall be sent by the Commission to the owner as well as to the person making the request.

Section 283-7A:

If it issues a permit, the Commission shall impose such conditions as it deems necessary or desirable to protect the wetlands values protected by this bylaw, and all activities shall be done in accordance with those conditions.

Section 283-9A, definition of "vernal pool":

... regardless of whether the site has been certified by the Massachusetts Division of Fisheries and Wildlife.

Article 3. CODIFICATION OF ZONING BYLAW: RENUMBERING

Moderator declared voted by well more than two-thirds to renumber and recaption the Zoning Bylaw of the Town by (a) designating the Zoning Bylaw as Chapter 295 of the Code of the Town of Sudbury; (b) inserting article, section and subsection titles; and (c) updating internal references to reflect the new numbering system, as well as the following non-substantive clerical and ministerial changes, and, further, to authorize Town Counsel, following consultation with the Town Clerk and the Town Manager, to make clerical and ministerial non-substantive revisions as to grammar or the like as needed for consistency, all as set forth in the Final Draft of the Code of the Town of Sudbury, dated September 2023, on file with the Town Clerk.

A. Clerical and Ministerial Revisions:

- i. References to the Massachusetts General Laws are standardized to the following format: MGL c. __, § ____.
- ii. Only proper nouns are capitalized; the word "Town" is consistently capitalized when it refers to the Town of Sudbury.
- iii. Numbers in the text of the bylaws are cited in a consistent manner, so that: a) numerals one through nine are spelled out as words, and numerals 10 and higher are cited in number form only; and b) so that all monetary amounts, fractions, decimals and percentages are cited in numeric form only.
- iv. Errors in spelling and punctuation have been corrected.
- v. Pronouns and nomenclature are revised to be gender neutral (for example, terms such as "he," "him," "his," "she," "her," "he/she," and "his/her" are amended to read "them" or "their"; the terms "Board of Selectmen," "Selectmen," and "Selectboard" are amended to read "Select Board"; the term "Chairman" is amended to read "Chair").
- vi. The term "occupancy permit" is amended to read "certificate of occupancy."
- vii. The term "Board of Appeals" is amended to read "Zoning Board of Appeals."
- viii. The term "Zoning Enforcement Agent" is amended to read "Zoning Enforcement Officer."
- ix. The terms "Middlesex County Registry of Deeds," "Middlesex South District Registry of Deeds," and "Middlesex County South District Registry of Deeds" are amended to read "Middlesex South Registry of Deeds."
- i. x. The terms "elderly," "elderly persons," and "elderly individuals" are amended to read "older adults."

Article 4. CODIFICATION OF ZONING BYLAW: ADDITIONAL CHANGES AS AMENDED

Moderator declared that the amended motion under Article 4 failed.

Article 5. ESTABLISH OPIOIDS STABILIZATION FUND

Moderator declared voted by well more than two-thirds that, pursuant to G.L. c.40, §5B, effective July 1, 2023, to create a new special purpose stabilization fund, to be known as the Opioid Settlement Stabilization Fund, which may be expended for all of the purposes allowed by law, including those outlined in applicable opioid-litigation settlement documents, a document prepared by the Substance Abuse Bureau of the state Office of Health and Human Services Department, found at <https://www.mass.gov/doc/massachusetts-abatement-terms/download> entitled "Massachusetts Abatement Terms", and consistent with any state guidelines or regulations further clarifying allowable uses of opioid litigation settlement funds; to transfer to said fund from Free Cash the sum of \$86,232.76, an amount equal to the opioid settlement receipts already received by the Town in the previous fiscal year; and, further, to adopt the last paragraph of said §5B and dedicate to such fund, without further appropriation, 100% of the opioid litigation settlement funds received by the Town.

Article 6. ATKINSON POOL FUNDS

Moderator declared voted by more than a majority to transfer from Free Cash, the sum of \$100,000, to be expended under the direction of the Combined Facilities Director for the design and replacement of the Atkinson Pool dehumidification equipment, including installation of destratification fans, repairs and/or replacement of the roof, structural repairs and supports for the rooftop dehumidification equipment, creation of a chemical room separate from the boiler room and repairs and/or maintenance of the Atkinson Pool, and all other incidental and related expenses.

Article 7. FAIRBANK COMMUNITY CENTER – SUPPLEMENTAL FUNDS

Moderator declared voted by well more than a majority to transfer from Free Cash, the sum of \$900,000, to be expended under the direction of the Town Manager, to supplement the appropriation made under Article 18 of the 2020 Annual Town Meeting for reconstruction of the Fairbank Community Center Design and Construction, demolition of the existing building and including all incidental or related expenses.

Article 8. FUND COLLECTIVE BARGAINING AGREEMENT – FIREFIGHTERS

Moderator declared voted by well more than a majority to transfer the sum of \$475,000 from Free Cash, to fund the collective bargaining agreement with the Sudbury Permanent Firefighters Association, Local 2023, for the period from July 1, 2021 through June 30, 2024.

Article 9. REPURPOSE MELONE STABILIZATION FUND

Moderator declared voted by more than two-thirds to transfer the remaining balance of \$1,100,000 in the special Stabilization Fund (Melone) established under Article 13 of the 2015 Annual Town Meeting, as such funds are no longer needed for that purpose, to the Capital Stabilization Fund established under Article 13 of the 2019 Annual Town Meeting.

Article 10. ROUTE 117/MOSSMAN/POWDERMILL ROAD INTERSECTION IMPROVEMENTS

Moderator declared voted by more than two-thirds to appropriate from the Capital Stabilization Fund the sum of \$800,000 to fund improvements and installation of traffic signals at the intersection of Route 117 (North Road) and Mossman Road and Powder Mill Road, including all incidental and related expenses.

Article 11. NIXON ELEMENTARY SCHOOL ROOF SCHEMATIC DESIGN FEES

Moderator declared voted by well more than a majority to transfer from Free Cash, the sum of \$248,000 to be expended under the direction of the Permanent Building Committee for schematic design for the replacement of the roof at the Nixon Elementary School located at 472 Concord Road, Sudbury, MA, including the payment of all costs incidental or related thereto, which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program and for which Town may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), with the Town acknowledging that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town.

Article 12. INCREASE TO FY2024 SUDBURY PUBLIC SCHOOLS GENERAL FUND APPROPRIATION FOR ADDITIONAL CHAPTER 70 STATE AID

Moderator declared voted by more than a majority to raise and appropriate the additional amount of \$232,380 to be added to the amount appropriated under Article 3 of the 2023 Annual Town Meeting for the FY2024 Sudbury Public Schools, which amount shall be offset by the increase to the FY2024 Chapter 70 funding approved by the Commonwealth of Massachusetts dedicated to local school districts.

Article 13. FUNDING OF STATE APPROVED SPECIAL EDUCATION OUT-OF-DISTRICT TUITION COST INCREASE

Moderator declared motion failed.

Article 14. RESOLUTION: MASSACHUSETTS OFFICIAL SEAL AND MOTTO

Moderator declared voted by well more than a majority to support the following resolution:
Whereas, the Commonwealth of Massachusetts seal and flag portrays a sword being held over an indigenous man's head.

Be it resolved that the Town of Sudbury hereby adopts this resolution in support of the work of the Special Commission on the Official Seal and Motto of the Commonwealth, established by a Resolve of the General Court in 2021 and appointed by the Governor to recommend changes to the current flag and seal of Massachusetts, and in support of a new flag and seal for the Commonwealth that may better reflect our aspirations for harmonious and respectful relations between all people who now call Massachusetts home. The Town Clerk shall forward a copy of this resolution to Senator Jamie Eldridge and Representative Carmine Gentile, with the request that they continue their strong advocacy and support for the work of the aforementioned Special Commission and a new flag and seal for the Commonwealth.

2023 Annual Town Election

March 27, 2023

The Annual Town Election was held at two locations. Precincts 1, 2, 3 & 5 voted at the Fairbank Community Center, 40 Fairbank Road, and Precincts 4 & 6 voted at the Town Hall, 322 Concord Road. The polls were open from 7:00 AM to 8:00 PM. There were 3353 votes cast, representing 25.57% of the town's 13,112 registered voters. The final tabulation was done at the Town Hall.

SELECT BOARD (1) FOR THREE YEARS

Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Total
CHARLES G. RUSSO 30 JUNIPER RD (CANDIDATE FOR RE-ELECTION)	284	301	256	290	270	299	1700
RADHA RAMAN GARGEYA 120 POWDER MILL RD	255	253	137	207	198	224	1274
WRITE-INS	2	2	2	1	2	0	9
BLANKS	56	73	53	57	63	68	370
Totals for Office	597	629	448	555	533	591	3353

BOARD OF ASSESSORS (1) FOR THREE YEARS

Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Total
LIAM JOSEPH VESELY 10 POKONOKET AVE (CANDIDATE FOR RE-ELECTION)	410	431	320	380	344	429	2314
WRITE-INS	2	1	0	0	1	0	4
BLANKS	185	197	128	175	188	162	1035
Totals for Office	597	629	448	555	533	591	3353

GOODNOW LIBRARY TRUSTEE (2) FOR THREE YEARS

Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Total
INGRID J. MAYYASI 65 POKONOKET RD (CANDIDATE FOR RE-ELECTION)	340	316	237	320	277	365	1855
TIMOTHY ALAN ANDERSON 19 RAYNOR RD	212	253	192	202	218	206	1283
ELIZABETH M. IWASAKI 24 SURREY LN	299	339	231	270	254	345	1738
WRITE-INS	5	1	0	4	1	3	14
BLANKS	338	349	236	314	316	263	1816
Totals for Office	1194	1258	896	1110	1066	1182	6706

BOARD OF HEALTH (1) FOR THREE YEARS

Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Total
SUSAN R. SAMA 247 HUDSON RD (CANDIDATE FOR RE-ELECTION)	412	445	330	381	364	423	2355
WRITE-INS	3	2	1	1	1	1	9
BLANKS	182	182	117	173	168	167	989
Totals for Office	597	629	448	555	533	591	3353

PARK AND RECREATION COMMISSIONER (1) FOR THREE YEARS

Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Total
BENJAMIN CARMEL 24 THORNBERRY LN (CANDIDATE FOR RE-ELECTION)	406	429	309	362	357	414	2277
WRITE-INS	2	2	1	2	2	1	10
BLANKS	189	198	138	191	174	176	1066
Totals for Office	597	629	448	555	533	591	3353

PLANNING BOARD (1) FOR THREE YEARS

Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Total
JULIE ZELERMYER PERLMAN 4 BLACKSMITH DR	275	279	216	243	221	259	1493
JOHN D. RIORDAN 12 PENDELTON RD	149	155	113	151	147	157	872
WRITE-INS	4	0	1	1	2	0	8
BLANKS	169	195	118	160	163	175	980
Totals for Office	597	629	448	555	533	591	3353

COMMISSIONER OF HOUSING AUTHORITY (1) FOR FIVE YEARS

Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Total
FRANK W. RIEPE 54 NEWBRIDGE RD	392	417	303	360	340	414	2226
WRITE-INS	8	3	1	3	1	1	17
BLANKS	197	209	144	192	192	176	1110
Totals for Office	597	629	448	555	533	591	3353

SUDBURY SCHOOL COMMITTEE (2) FOR THREE YEARS

Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Total
MANDY SIM 11 MOSSMAN RD (CANDIDATE FOR RE-ELECTION)	427	397	288	346	322	378	2158
NICOLE BURNARD 42 GREAT LAKE DR	304	369	272	291	309	347	1892
WRITE-INS	5	1	1	0	3	1	11
BLANKS	458	491	335	473	432	456	2645
Totals for Office	1194	1258	896	1110	1066	1182	6706

SUDBURY SCHOOL COMMITTEE (1) FOR ONE YEAR

Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Total
SARAH G. TROIANO 342 LINCOLN RD (CANDIDATE FOR RE-ELECTION)	415	431	313	376	365	430	2330
WRITE-INS	2	1	0	1	3	1	8
BLANKS	180	197	135	178	165	160	1015
Totals for Office	597	629	448	555	533	591	3353

LINCOLN-SUDBURY REGIONAL DISTRICT SCHOOL COMMITTEE (2) FOR THREE YEARS

Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Total
LUCY MASON MAULSBY 30 TOWER RD, LINCOLN	355	373	275	320	309	361	1993
RAVI SIMON 437 COLD BROOK DR, UNIT 0314	352	386	279	325	315	359	2016
WRITE-INS	4	4	3	2	2	2	17
BLANKS	483	495	339	463	440	460	2680
Totals for Office	1194	1258	896	1110	1066	1182	6706

BALLOT QUESTION 1

Shall the Town of Sudbury be allowed to assess an additional \$745,460 in real estate and personal property taxes for the purposes of funding the operating budget for the Sudbury Public Schools, for the fiscal year beginning July 1, 2023?

Ballot Question 1, Results	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Totals
Yes	411	404	261	357	334	389	2156
No	185	210	182	192	196	198	1163
Blanks	1	15	5	6	3	4	34
Totals	597	629	448	555	533	591	3353

BALLOT QUESTION 2

Shall the Town of Sudbury be allowed to assess an additional \$1,020,000 in real estate and personal property taxes for the purposes of purchasing and equipping one Fire Engine for the fiscal year beginning July 1, 2023?

Ballot Question 2, Results	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Precinct 6	Totals
Yes	330	327	264	320	276	341	1858
No	257	283	179	231	250	243	1443
Blanks	10	19	5	4	7	7	52
Totals	597	629	448	555	533	591	3353

TOWN MODERATOR

It was my privilege to serve as Town Moderator in 2023. Annual Town Meeting was held over two (2) nights on May 1 and 2, 2023. For the first time, residents used wireless remote clickers to vote electronically at Town Meeting. Residents discussed and voted on a total of 55 Warrant Articles.

During the opening of Annual Town Meeting, the LS singing group, Accent A Cappella, lead the National Anthem. LS freshman Alexia Hultin lead the hall in the Pledge of Allegiance. Representative Carmine Gentile recognized Bella Wong for her tenure as Lincoln-Sudbury Regional High School Superintendent/Principal. Representative Gentile also presented a resolution from the General Court for 30th anniversary of the Sudbury Commission on Disability. The Select Board also recognized Marilyn MacLean, a long-time Sudbury resident who served on numerous committees/commissions as well as an election officer, by giving her the honor of making the motion under Article 1.

Over the course of the two nights, in addition to the usual debate and vote of the budget articles, Town Meeting took up articles which included funding for the Go Sudbury! taxi and uber transportation program; funding for Fairbank Community Center audio-visual equipment; Medicaid reimbursement and additional Chapter 70 funding transfer to the Sudbury Public Schools (SPS); surveillance cameras for SPS and Lincoln-Sudbury Regional High School; the purchase of a fire engine; DPW roofing project funding; a zoning bylaw amendment regarding water resource protection overlay districts; and a general bylaw for the placement of small wireless facilities in the public ways. An extensive consent calendar included the passage of 25 Articles. Town Meeting concluded with the

defeat of a citizen petition for the control of firearms via a proposed amendment for the Zoning Bylaws.

Prior to dissolving Annual Town Meeting, I made the following appointments to the Finance Committee: Maura Carty (1 year), Michael Joachim (3 years), and Ryan Lynch (3 years).

2023 also saw the return of Fall Town Meeting, which was held on October 23, 2023. Voters again used wireless clickers to vote electronically. Fall Town Meeting was opened with LS Chamber Singers who sang National Anthem and lead the hall with the Pledge of Allegiance.

Residents discussed and voted on a total of 14 Warrant Articles at Fall Town Meeting. Articles included amendments to the general bylaws; amendments to the zoning bylaws; the establishment of an Opioids Stabilization Fund; the repurposing of the Melone Stabilization Fund; intersection (Route 117/Mossman/Powder Mill Roads) improvements; an increase to FY2024 SPS for additional Chapter 70 state aid; and funding for state approved special education out-of-district tuition cost increase. The last article taken up was a citizen petition regarding the Massachusetts official seal and motto.

I thank all the voters who came out to Annual Town Meeting and Fall Town Meeting and participated in direct democracy. Debate was spirited, engaging, and respectful. I also want to thank all of the town staff who worked hard to make the meetings happen.

Respectfully Submitted,
Catharine V. Blake, Town Moderator

EDUCATION

SUDBURY PUBLIC SCHOOLS

Superintendent's Report

The Sudbury Public Schools has continued to meet the emerging needs of students in the 2023-2024 school year as we increased staffing levels to address the academic and behavioral and mental health needs of the students. The FY24 budget included an override and was constructed to continue to address the needs of students due to the pandemic and, at the same time, improve instruction and curriculum. The district continued to enhance its teaching and learning capacities through annual goals and professional development. Those goals help us to remain focused on working together to provide a high-quality educational experience for all students in a safe and caring environment. Several specific achievements were the Social Emotional Learning curriculum update, enhancements to the summer program to provide opportunities to learn skills that have been missed or underdeveloped, completion of an Equity Audit, and significant capital improvements.

SPS Vision

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

SPS Theory of Action

If SPS provides differentiated high-quality instruction that is aligned with the Massachusetts learning standards for every student, maintains a safe school environment, uses data to inform instruction, and supports educators through professional development, ongoing feedback, and enhanced leadership in

curriculum and instruction, then our students will be challenged and their varied learning needs met, the capacity of educators will grow, and the existing achievement gaps will narrow.

SPS 2023-2024 Goals

District Goals

Wellness: Sudbury Public Schools promote the social, emotional, and physical wellness of students.

1. Enhance and maintain district-wide safety protocols: Develop anonymous reporting mechanism and Reunification Plans
2. Implementation of discipline referral system, review of behavioral charts and rubrics, training staff in de-escalation, and updated discipline processes
3. Review Mental Health referral protocols, goal writing and practices: 504 processes, implementation of risk assessment protocols, and review of district bolting protocols.
4. Execute, Update, and Revise SPS Capital Plan

Innovation: Sudbury Public Schools implement innovative, research-based curriculum and educational practices.

1. Review and revise scope and sequence for middle school science and identify supporting resources and engaging student learning experiences
2. Align mathematical course content with HQIM and course progressions and continue to focus on engaging and

-
- equitable mathematical experiences for students.
 - 3. Implement and support through professional development SEL daily educational practices at the middle school.
 - 4. Evaluate and implement recommended revisions for the Civic Action Project local showcase in grade 8.
 - 5. Conduct professional development series from Keys to Literacy for ELA in K-5
 - 6. Implement phonemic awareness curriculum using HQIM materials (Heggerty) in grades K and 1.
 - 7. Complement phonics instruction with aligned decodable readers system (Geodes) in grades K-2 general education classrooms.
 - 8. Implement best practices and updated HQIM for the learning and teaching of Ancient Cultures (gr. 7)
 - 9. Expand Project Based Learning experiences, including a review of place-based learning opportunities
 - 10. Initiate curriculum review process for world language
 - 11. Expand payroll system functionality to include staff absence accruals and management.
 - 12. Identify opportunities to promote and implement sustainability measures.
 - 4. Review and modify specialized programming for elementary students with learning and emotional needs.
 - 5. Review process and protocols for entrance and exit criteria for specialized programs
 - 6. Develop Tier 2 supports for Executive Functioning and math enrichment at the middle school.
 - 7. Pilot curriculum/units on learning differences in elementary schools
 - 8. Review and revise MTSS processes, including revising the DCAP and aligning IST processes
 - 9. Plan for Early Childhood program expansion to promote equitable access.
 - 10. Accelerate the district's ADA transition work.
 - 11. Develop training and implementation process for new IEP revision

As we pursue our strategic goals and objectives we also, like other school systems in the Commonwealth, continue to be challenged to balance educational needs and our desire to be an innovative school system with our fiscal responsibilities. SPS has continued to maintain our strengths and strategically implement improvements through the hard work and dedicated service of our staff members and the unequalled support of a wide range of parent and community organizations. As a district, we continue to pursue structures that meet the needs of students while controlling personnel costs.

Meeting the Needs of ALL Students: Sudbury Public Schools provides equitable learning experiences to engage and challenge every student.

- 1. Continue to build a data culture: integrate ELA and Mathematics assessments with district review, reporting, and communication processes, PD on using data to analyze and evaluate student data through an equity lens to support instruction and curriculum, unit assessments for social studies K-5.
- 2. Develop an implementation plan for equitable grading practices at the middle school
- 3. Implement DIBELS, an early literacy screener, in grade 3.

The General Fund budget including employee benefits for FY24 is \$53,634,959, which is 7.02% greater than the prior year (FY23) General Fund budget of \$50,118,315. In FY24, Sudbury Public Schools employs 477.11 full time-equivalent employees (FTE's); this compares with 457.33 FTE's in FY23. Additionally, SPS received \$105,000 in competitive grants.

Our efforts to make improvements have been enhanced by the unwavering support of our

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

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

Student Enrollment

As of January 17, 2024, SPS enrollment in grades Pre-K to 8 was 2,581 students. This is an increase in enrollment from 2,580 students in the 2022-2023 school year and a decrease from our highest enrollment of 3,302 students in 2007.

Early Childhood Education

Preschool

The Sudbury Public Schools is home to an Integrated Preschool program at the Noyes School. Residents may apply as tuition preschool students on a "first-come/first-serve" basis beginning in the fall of each year. If interested in a preschool application, one may register from the district website or reach out to early_childhood@sudbury.k12.ma.us or call the Early Childhood Office at: (978) 639-3204.

Our preschool is committed to a developmentally appropriate philosophy that combines a play-based, language model that is enriched by a strong academic curriculum to align with the standards that are well established by the MA State Department of Early Education & Care (EEC) Guidelines for Preschool Learning Experiences. Our preschool team believes in educating the whole child by respecting individual needs for social, emotional, physical, and cognitive development. This inclusive educational program allows all children to learn from each other while providing a lifelong foundation for respecting human differences.

The Sudbury Preschool Program prioritizes multiple learning modalities and methodologies. Each week, preschool classes attend an educational music class and a physical education/gross motor class. Social-emotional learning is the priority, while all classrooms teach literacy skills inclusively and naturally. Artistic development is deliberately planned with curriculum integration on thematic units, and science and math standards are incorporated with each unit of study. Outdoor learning opportunities are celebrated daily, as preschoolers play outside to practice social, gross motor, and language skills with peers. In addition, there is a lunch bunch/social skills group, and some students attend full-day programming.

Each class is staffed with a Master's level teacher and two teacher assistants/tutors depending upon student needs. Speech and language, occupational, applied behavior analysis, and physical therapists interact with all classrooms. The professional staff includes a school psychologist, social worker, and guidance counselor, with regular consultation from a vision and mobility specialist. The preschool program regularly offers community "developmental screenings," where families can meet with professionals to discuss their

children's developmental milestones. The preschool team is highly experienced in both general and special education practices. This integrated early childhood program is an enriching learning environment for all students.

Kindergarten

The Sudbury Public Schools provides full-day kindergarten to all students free of charge. Kindergarten registration begins in February for children who turn age five on or before September 1st for enrollment for 2024-2025. Each year the district hosts a "Kickoff to K" evening event in January for parents and guardians to learn more about the Sudbury Kindergarten Program and ask questions. In the late spring, a 'Kindergarten Orientation' event is held, and this is when families and children are invited to visit their specific neighborhood school. The registration process begins with an online form accessible from the district's "Registration" tab as of February 1st. Families will need to provide proof of residency for each child who enters the school system, even if there are older siblings who are currently enrolled. In addition, forms to address health concerns and parent information must be completed. If you have questions about the kindergarten program or your child's readiness, please reach out to early_childhood@sudbury.k12.ma.us or call the Early Childhood Office at: (978) 639-3204.

Teaching and Learning/Curriculum

District curriculum is aligned with the Massachusetts Curriculum Frameworks. Clearly communicating with families about students' learning is a priority for the District. Resources supporting families' understanding and engagement with the various curricular areas can be found at <http://www.sudbury.k12.ma.us/>, under the Teaching & Learning tab.

English Language Arts

ELA Curriculum Standards emphasize complex texts and writing about reading. This year,

elementary teachers have engaged in a year-long study of evidence-based instructional practices with Keys to Literacy. A Steering Committee of educators and specialists has been guiding the district through the process of updating the ELA curriculum, including the adoption of a product that supports the recommendations of DESE and experts in the Science of Reading. At the middle school level, instructional units utilizing differentiated text sets provide for consistency of theme and topical study, while also allowing students to read in texts that provide the optimal level of challenge. A Response to Intervention (RTI) framework is in place at each of our schools. Periodic assessments measure students' literacy development. Literacy support for students is provided using research-based methodologies.

History & Social Studies

The K-8 Social Studies program is designed to help students become informed in four main areas: geography, history, economics, and civics and government. The Massachusetts History and Social Science Standards define the "the primary purpose of a history and social science education is to prepare students to have the knowledge and skills to become thoughtful and active participants in a democratic society and a complex world." Grade 8 students participate in a Civics Action Project and travel to Washington D.C. for an extended exploration of national landmarks and government.

Mathematics

The Mathematics Curriculum Standards place emphasis on the mathematical practices and the development of a mathematical mindset that allows for flexibility, persistence, and application. Bridges in Mathematics, 2nd edition, is the core K-5 Mathematics program. DESMOS is the core grade 6-8 Mathematics program. The core middle school curriculum is supplemented in grade eight with Algebra I and Number Theory

offerings and in grade seven with Mathematics Challenge and Support.

Science, Technology and Engineering [STE]

The Sudbury Public Schools Science and Engineering curriculum provides students in grades K-8 the valuable opportunity to investigate science and engineering with a hands-on, inquiry approach. The 2016 Science & Technology/Engineering Framework serves as a guide for student learning in science and engineering content and practices. The Science Curriculum Coordinator and Science Coach assist teachers with professional development, curriculum development, and coaching in the classroom. Middle school teachers are integrating the concept of phenomena into the science curriculum to help students develop a deep understanding of content and practices. Elementary school teachers structure their instruction using the 5E model (Engage, Explore, Explain, Elaborate, Evaluate).

Digital Literacy and Computer Science

Massachusetts learning standards call for the integration of technology in all content areas as well as standards specific to the Computer Sciences and Digital Literacy.

Kindergarten and first grade students use devices for learning activities that support the content. Through repetition and established routines, students gain independence with the devices while learning to problem solve and navigate online. Students grade 2-8 participate in a 1:1 Chromebook program. These devices are used by students to produce work, collaborate with others, and support workflow. Google Classroom and Schoology, our online learning management systems, are used by students, educators, support staff, and parents to facilitate home/school communication. The district has invested in online subscriptions to support student learning.

Unified Arts

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

Health and Wellness

The Massachusetts Curriculum Framework for Health and Physical Education is designed to help students develop physical and health literacy, preparing them to navigate the complexities of our global society by applying health-promoting skills to a variety of situations. Students engage in comprehensive, developmentally and age-appropriate educational activities that encompass physical education, health education, and the development of social and emotional competencies. The success of the program relies on coordination among key stakeholders, including school-based professionals such as teachers, mental health, administrators, nurses, and collaborations with families and community safety departments. This collective effort ensures a holistic approach to student well-being and enhances the effectiveness of the research-based best practices and evidence-based curricula implemented for students from PreK through eighth grade.

Student Assessment

As part of the Education Reform Act of 1993, the State Board of Education instituted a system of student assessments which culminates in a must-pass assessment in Grade 10 in order to graduate from high school. SPS students in grades 3-8 take MCAS in English Language Arts

and Mathematics. Additionally, students in grades 5 and 8 take MCAS in Science, Technology and Engineering.

English Learners are assessed each winter using the ACCESS assessment. This assessment measures student learning in the four language domains of Listening, Speaking, Reading, and Writing. Results are used to help families and educators understand students' current level of English language proficiency, and serves as one of the measures used to determine whether students are prepared to exit English language support programs.

State assessments are designed to help identify those students who need improvement in various subject areas and to provide information on those specific areas on which to focus curricular improvement efforts.

The Schools

The Education Reform Act of 1993 established School Councils at all schools in the Commonwealth. Each School Council is co-chaired by the building principal with membership that includes parents, teachers and community members. The Council assists the principal in identifying educational needs of the students, reviewing the annual school budget, and formulating a School Improvement Plan (SIP). The Council and the principal are responsible for the adoption of educational goals for the school and formulation of a plan to advance such goals and improve student performance.

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

School	Grades Served	Enrollment	Administration
Ephraim Curtis Middle School	6 - 8	831	Jeff Mela, Principal Angela Menke, Assistant Principal Brian Menna, Assistant Principal
Josiah Haynes Elementary School	K - 5	395	Bryant Amitrano, Principal Lisa Williams, Assistant Principal
Israel Loring Elementary School	K - 5	425	Sara Harvey, Principal David Gaita, Assistant Principal
General John Nixon Elementary School	K - 5	334	Susan Woods, Principal Lisa Williams, Assistant Principal
Peter Noyes Elementary School	PK - 5	582	Annette Doyle, Principal Kristin Moffat, Assistant Principal

As of 1/17/24

The Sudbury Education Resource Fund (SERF)

The Sudbury Education Resource Fund (SERF) is a non-profit, tax-exempt organization that awards education-related grants to the Sudbury K-12 public schools. SERF coordinates a bank of resources and expertise, providing grants for educational pursuits, curriculum support, student enrichment, and professional development. SERF has granted over \$246,618 to Sudbury's schools in the last five years alone. Membership in SERF is open to all individuals interested in contributing their time and energy. SERF continues to be an extremely valuable resource for enriching all aspects of the educational experience of students in Sudbury Public Schools. Further information regarding SERF can be found at: info@serfsudbury.org.

METCO Program

The Metropolitan Council for Educational Opportunity (METCO) was created in 1966 by urban and suburban educational collaborators who believed that all children should have access to quality education in suburban school districts. In this program, Boston resident students receive placements in participating suburban districts, supported by state grant funding. The Sudbury K-8 system enrolled its first forty students in the METCO program on January 27, 1975 in the five Sudbury elementary schools. Currently, this grant-funded program supports up to 70 students annually. The 2019-2020 academic year marked the first time Sudbury Public Schools METCO Program enrolled kindergarteners due to a policy change by the Sudbury School Committee. Students completing grade 8, and any other student(s) leaving the Sudbury METCO Program, are replaced with the number of new students needed to maintain enrollment for the next academic year.

Leslie Smart is the METCO Director for SPS K-8. She began her tenure in September 2022. The METCO Program Coordinator for the Ephraim

Curtis Middle School provides direct services to students from Boston during the school day and communication with parents and teachers, as well as being a liaison between the middle school students, faculty, staff, and families and the METCO Director.

Sudbury Public School students who reside in Boston participate in a variety of activities offered by Sudbury Public Schools. Sudbury METCO parent meetings are held in Boston several times per year; including an annual School Committee meeting. The meetings provide families from Boston an opportunity to discuss issues that are relevant to their children's academic progress and social-emotional well-being.

Special Education

The Sudbury Public Schools strives to offer the highest quality programming that will allow our students to participate in their neighborhood schools. Students' educational opportunities vary from full inclusion programs to specialized classrooms to support a host of learning needs and styles. Programming is available beginning at age 3 and ending at age 14 when students advance to Lincoln Sudbury Regional High School.

For the last several years, the district has focused on inclusionary practices that permit students with disabilities to have access to the general curriculum and school community. While the law states that all communities must place students in the least restrictive environment, the district recognizes the positive opportunities that result when students with disabilities participate in the general education classroom and when the curriculum has a universal design of learning for equitable access. All schools strive to establish inclusionary opportunities for students, and enriched educational experiences for all students are a priority.

The district continues to focus on the development of district-wide tiered systems of support to meet the social, emotional, and behavioral needs of all students. A tiered system of support is defined as a data-driven, prevention-based framework for improving learning outcomes for every student through a layered continuum of evidence-based practices and systems. The district created a district-wide team, including consulting experts, to examine data and identify areas of social, emotional, and behavioral needs impacting school safety or access to education. The systems of support are continuously being updated and adjusted.

The Sudbury Public Schools strive to be inclusive and child-centered environments where individual learning needs are met. The classroom is the best location for students to be nurtured in order to develop into able learners. The multiplicity of programs in the schools offers a spectrum of learning options and a continuum of service delivery in order to provide for the varied needs and learning styles of our special education students. The preschool program, at the Peter Noyes School, supports students with and without disabilities from age 3 until the transition to Kindergarten. Every elementary school hosts a learning center model with one or more specialized programs. Program strands at the elementary level continue to the middle school. Programs support students with significant learning or social and emotional challenges. The success of the programs can be attributed to the excellent teachers who continue to build their repertoire of skills. These programs allow more students to remain in their neighborhood schools, enhancing the Sudbury Public Schools for all students.

Professional Development

The Sudbury Public Schools support professional development as a key strategy for maintaining excellence in teaching. Two full-days for professional development workshops, in-service

workshops throughout the year, ongoing support for conference attendance, and teacher leadership teams are some of the strategies used to grow the capacity of SPS educators. New teachers to Sudbury schools participate in a multi-day induction program customized to enhance their understanding of Sudbury's learning expectations and resources. Veteran teachers assume the role of mentors for newer teachers, forming professional relationships that benefit both new and veteran teachers. Sudbury educators are committed to attending a 30-hour course in IDEAS (Initiatives for Developing Equity and Achievement for Students), a program that explores racial identity development and promotes international vision within our curriculum. Additionally, Sudbury teachers assigned an EL (English Learner) student continue to engage in a rigorous 3 credit program of studies in order to earn the SEI (Sheltered English Immersion) Endorsement required by the state.

The Sudbury Public Schools implemented an Improved Learning for All (ILAP) plan. ILAP is a professional growth model that utilizes early-release days approximately twice per month, enabling educators to attend carefully planned work sessions. ILAP days foster collaborative group activities within and across schools, grade levels, and disciplines to help accomplish district-wide and school goals.

Personnel

Retirees

The following SPS team members retired during the past year – Elizabeth Allen, Christine Flagg, Suzanne Foley, Robin Generoso, Rebecca Howard, Dawn Mosby, and Audrey Swennes. We were also saddened by the passing of Jeanmarie Skahan, classroom teacher at the Haynes school.

Years of Service Awards

On Opening Day in August of 2023, we had the honor and pleasure to acknowledge the following SPS team members: Kristin Moffat completed 20 years of service; Ann Duvall, Sara Harvey, Laurel MacKinnon and Elizabeth O'Connor completed their 10th year of service to the students and schools of Sudbury.

Respectfully submitted,
Brad J. Crozier, Superintendent

SUDBURY SCHOOL COMMITTEE
Silvia Nersessian, Chairperson
Meredith Gerson, Vice Chairperson
Nicole Burnard
Mandy Sim
Sarah Troiano



Sudbury School Committee Members (L to R): Silvia Nersessian, Meredith Gerson, Mandy Sim, and Sarah Troiano

LINCOLN-SADBURY REGIONAL HIGH SCHOOL

2023 Superintendent's Report

As of July 1, 2023, I was very pleased to start as the new Superintendent/Principal of LSRHSD, along with the hiring of 27 new faculty members. Additionally, we welcomed Susan Shields, Timothy Jason, and Leslie Patterson to new administrative roles at LS. Susan and Timothy are the East and West House Associate Principals respectively and Leslie is the Director of Planning, Instruction and Curriculum.

The High School's Core Values, Strategic Plan and 2023-2024 School Goals emphasize cooperative and caring relationships, respect for differences, pursuing academic excellence, and cultivating community. Our school culture strives to personalize education for all students in order to enhance achievement by building on individual talents and creating an educational environment where students want to learn and discover their passions. Our teachers strive to develop engaging courses, foster strong connections with students, and support well-rounded learning experiences to prepare graduates for the best colleges and other post-graduate endeavors. We are mindful of preparing students for entry into a fast-changing global environment as seen in our Portrait of a Graduate which outlines the skills, characteristics, and dispositions we feel all students need to possess.

The 2023-2024 school opening went very well with First Adventure activities run for all of our incoming 9th graders to build community and familiarize them with LS. We have had a series of events, activities and traditions throughout the fall that have been a joy in which to participate. Of particular note was the Wall of Recognition ceremony which recognized and honored the profound contribution the recipients made to the LS community during their years of service to this district, school, colleagues, and students:

• Yoshitako Ando • Leslie Belcher • Joanna Crawford • Rich Davison • Nancy Errico • Peter Fredrickson • Nancy O'Neil • Judy Plott • Bill Ray • Karen Thomsen

I am very excited that LSRHS implemented a school wide Advisory Program at the start of this school year and am very appreciative of all of the thought and work that went into the creation of this program. In Advisory, students meet once a week with a faculty advisor and nine to eleven other students in their grade. The goal of this advisory block is to work on building relationships, developing skills to be an engaged citizen, learning about LS and its resources and developing skills for life after LS. This new program at its core gives every student a chance to connect about school and life and to create a smaller community within the larger LS one.

At Lincoln Sudbury Regional High School, the METCO (Metropolitan Council for Educational Opportunity, Inc) serves Boston resident students as part of a school integration program founded to combat segregation and racial isolation. Our program enriches the school with 89 Boston resident students and provides a transactional exchange between both Lincoln resident students and families, Sudbury students and families, and Boston residents students within the Lincoln Sudbury Regional High School setting.

The Global Scholars Program continued to grow in 2023. Sixty twelfth graders are currently on track to complete their capstone projects in April of 2024. An additional fifty eleventh graders are currently enrolled in the program. The purpose of the program is to encourage students to attain a level of competency, knowledge, and empathy in the global context. The program is tailored to each student's interest with a strong emphasis for each student to reflect on their

learning, to have experiences that will transform their thinking about the world, and how they will develop capacity to be a productive influence in that world.

Our October 1, 2023 enrollment totaled 1,522 students overall with 1,462 enrolled in district and 60 students in out-of-district placements. Included in this total are students from Boston attending via the METCO Program. Class size medians range from 20-25.

The LS School Committee and the LS Teachers' Association are in year two of the three-year agreement for 2022-2025. The agreement represents the COLA increase of 3% (2022-2023), 2% (2023-2024), and 2% (2024-2025). The district continues to offer health insurance through a single provider Harvard Pilgrim Health Care.

In 2023, the LS Tech Team was pleased to continue to offer a Chromebook for any student(s) in need of a device for school/home use.

The Other Post Employment Benefits (OPEB) valuation for 2023 was a mid-cycle review with continued contributions from the budget and voted Excess and Deficiency totaling \$633,109 with deposits of \$383,109 and \$250,000 respectively. Due to GASB 75 standards the discount rate assumption changed from 5.94%

to 5.89% increasing the disclosed liability by approximately \$200,000 which is slightly less favorable than the prior year. The total impact of these assumption changes increased disclosed liabilities by approximately \$1.3 million. The OPEB Trust had \$3,726,595 of OPEB assets as of June 30, 2023 an increase of \$821,793.

We at LS greatly appreciate the continued support of the Towns of Lincoln and Sudbury for our annual operating costs and the support of our educational program. We also appreciate the supplemental support of the Sudbury Foundation, LSPO, FELS and SERF that provide grants to fund teacher-initiated projects to benefit teaching and learning in the school. We would also not be able to provide service at the current level of excellence without the financial support and hard work of our many parent organization groups.

Respectfully submitted,
Andrew Stephens, Superintendent/Principal

LINCOLN-SUDBURY REGIONAL HIGH SCHOOL
COMMITTEE

Cara Endyke-Doran, Sudbury, Chair
Ravi Simon, Lincoln, Vice-Chair
Catherine Bitter, Lincoln
Kevin Matthews, Sudbury
Lucy Maulsby, Lincoln
Mary Warzynski, Sudbury



Lincoln-Sudbury Regional High School Class of 2023

*Aabo, Henrik
 Abbondanzio, Lucia Acheson, Sarah
 Achi, Alexandra
 Adams, George
 Adolfsson, Anne
 Agireddy, Akhil
 Alperovitz, Benjamin
 Ando, Marcus
 Andolina, Sebastian (Sebby)
 Andrade, Melissa
 Appleby, Emily
 Arrighini, Elise
 Aslam, Elijah
 Atwood, Kyle
 Barber, Lydia
 Barsamian, Cooper
 Bascones, Gabriel (Gabe)
 *Baumgartner, Cadyn (Kiki)
 Benoit, Sophia
 Berkel, Ryan
 Bernardi, Mila
 Bifulco, Allison
 Bisson, Shayna
 Biswas, Shayantan (Shay)
 Blackman, Rachel
 Blair, Jacob (Jake) Blake, Samantha
 *Blanchette, Lauren
 Bloom, Juliette
 Bloom, Sophie
 Bogus, Kordell
 Bolli, Adam
 Bordner, Ellen (Ellie)
 Bortolotto, Martina Sara (Martina)
 Bowne, Frederic (Henry)
 Brackett, Maeve
 Broglio, Tamerat
 Brooks, Joshua
 Brown, Jansen
 Buendia, Alexander (Aleco)
 Bunjo, Fahad
 Burge, Kyle
 Butler, Savannah
 *Butters, Camille
 *Cain, Jackson
 *Carr, Owen
 Carson, Axel
 Chase, Cameron
 Chen, Emily
 Christenfeld, David
 Ciappenelli, Dakota
 Clancy, Jasin
 *Clarance, Oliver
 Clements, Dylan
 Cohen, Joshua (Josh)
 *Cohen, Morgan
 *Costa, Hallie
 Cox, Winston
 Coyne, Hollis
 Craig, Andrew
 Craig, Jordan
 Crawford, Cecil (CJ)
 Crownover, Jack
 Crownover, Natalie
 Cruz, Isabella Clarice
 Cruz, Justin
 Cullen, Sean
 Cumming, Julia
 Cushing, Abigail (Abby) Dahlquist, Ella
 Damon, Javier (Javi)
 *Daoud, Natalie
 *Dar, Shani
 Darnall, Henry
 *David, Jacqueline
 Davis, Lucy Deb, Anuvab
 Del Rosario, Caleb
 Dell'Anno, Christian
 Der-Sirakian, Alec
 DeTraglia, Frank (Frankie) Doirain, Dave
 Dolan, Liam
 Dorcas, Stephanie
 Downer, Aidan
 Downie-Aiche, Juliette
 Doyle, Kyle
 Drum, Jonathan (Jeffrey)
 *Dudgeon, Calum

Edwards, Rebecca	Gulko, Nicole
Enache, Clara	Gullotti, Mia
Enerson, David	Hahn, Elizabeth (Ellie)
*Eng, Connor	Happas, Jett
Erb, Juliana	Hardin, Holly
Evans, Tabitha	Harriott, Jesse
Farrow, Amayah	Hart, Cayden
Farrow, Saniyah	Hawkey, Kenneth (Ken)
Fedyk, Owen	Hedlund, Abigail (Abby)
Felicio, Max	Herguth, Logan
Felsch, Ingrid	*Heslop, Carly
*Fenton, Gabrielle (Gabby)	Hild, Jackson
Ferguson, Charlotte	*Hogan, Bridget
Finnie, Duncan	*Hogan, Maeve
*Fishel, Lily	*Holman, Michaela
Flack, Lucas	Homenko, Julia
*Flechtner, Hogan	Hu, Joseph
Follmer, Jonathan (Jonny)	*Huettig, Elizabeth
Fomin, Lev (Leo)	*Huntowski, Hope
Ford, Gabriella (Gabby)	Huseni, Shahzaib (Shazi)
Forero, Emanuel (Manny)	Iannelli, Ava
Fosnot, Thomas (Finn)	Iwasaki, Jake
Foy, Larry (LJ)	Jack, Amariah (Mariah)
Frain, Katherine	*Jackson, Austin
Frankel, Calliope	Jackson, Hadley
Freeman, Shirah	Jacob, Jayda
Gammons, Nolan	Jan, Ryan
*Ganz, Harry	*Janowitz, Sebastian
Gardner, Laura Geany, James	Jeglinski, Alexandra
Geany, Ryan	Jensen, Nathan
*George, Bella	*Jhaveri, Esha
Gies, Jillian	Johnson, Jennifer
Gilmartin, Michaela	*Johnson, Sarah
Giorlando, Jacob (Jake)	Jones, Claire
Giorlando, Miles	Jones, Isaiah
Glashow, Zachary (Zach)	*Jorjorian, Grace
Glin, Walker	*Kams, Rachel
Goldental, Brises	Kareem, Abdulrahaman (AK)
Goldman, Joshua (Robyn) [They/Them/Theirs]	Karol, Jessica
Gordenstein, Lily	Keka, Nora
Gothie, Kaleigh	Kelly, Ava
*Gottlieb, Guy	Kendall, Sophia
Gozdeck, Chase	Kennedy, Samantha
Graff, Alison	*Keswani, Vahaan
Greenfield, Mason	Khan, Maheen

Kinney, Jackson
Klappenbach, Elliott (Eli)
Klappenbach, Oscar
Knapick, George
 *Knightly, Annie
Kokott, Lola
 *Kontos, Rocco
Korman, Bradley (Brad)
 *Kornblum, Christopher (Chris)
Kronrod, Keshet
Kuniholm, Jessica
Kurth, Siena
Ladieu, Abby
 *Lanzillo, Kate (Katie)
LaRochelle, Wyatt
Lee, Connor
 *Lee, Norah
 *Leigh-Manuell, Ellie
Lentino, Nicholas (Nick)
Lepsky, Noam
Leung, Eron
Levin, Elizabeth (Liza)
 *Levy, Bella
Levy, Maya
Lewis, Alison
Li, Kevin
 *Litovchick, Julia
Littlefield, Zoe
Liu, Francesca
Lu, Katherine (Katie)
Lynch, Aiden
Madhav, Nethan
Magazu, Spencer
Maillet, Kyle
 *Malo, Reagan
Manandhar, Neeva
Marimon, Matthew
Marshall, Tenazha
Martin, Brett
Martin, Cole
Martin, Quinn
 *Mazza, Chloe
Mazzocchi, Marissa
McCarty, Sasha
McCune, Cooper

McDonald, Naomi
 *McKenzie, Finley (Fin)
McMahon, Ava
Melick, Caroline
Merrill, Noah
Miller, Jane
 *Minassian, Julia
Morgan, Grace
 *Morris, Anya
 *Morrissey, Sydney
Mouawad, Michael
Mulcahy, Liam
Muller, Olivia
 *Murphy, Lea
Murray, McKenna
Mutaawe, Farouk
Mutschler, Lena Nalwanga, Faimah
Nardone, Alysana Naum, Heather
Negreli, Katherine
Neuhauser, Kaleigh
Newman, Adeline
Nozari, Annabelle
Obila, Uchechi
Oblak, Drew
O'Brien, Becan
Ogunsanya, Mary
Ouellet, Anne-Sophie
 *Pacific, Lucy
 *Parnell, Amaya
Pazak, Katelyn (Katie)
Peloquin, Jack
Pena, Justice
Pendergast, Matthew
Perlov, Michael (Misha)
Petronio, Ella
Pimentel, Jaira
Policano, Logan
Pope, Abigail
 *Poulin, Alexander
Powers, Zoe
Proctor, Autumn
Psilos, Anastasia
Purdy, Lilly
 *Quinn, Amelia
 *Ranieri, Louis

Ranieri, Nicolas (Nick)	Tan, Caden
Rapisarda, Katherine (Katie)	Tanguay, M. Donovan (Van)
*Reinhorn, Tamar	Tasker, Kyle
Remley, Oren	*Teng, Rebecca
*Ressler-Craig, Nicholas (Nick)	Terrell, Kashawrah
Ritter, Jonathan (John)	Thomas, Rachel
Robinson, Carly	Tian, Michael
Rodgers, Tyler	Tocco, Kate
Rubin, Cooper	Toland, Helen
Santana, Israel	Torres, Hugo Tuxbury, Bree
Sarro, Luke	Van Belle, Petra
Schejtman, Bronson	Vanguru, Samyukta Vargas, Andres
*Schlessman, Nolan	Vollaro, Jack
Schoener, Deren	Volpone, Charlotte
*Schwartz, Allison	Wade, Marisa
Schwarz, Emma	Walker, Tyler
Sharif, Ameera	*Wang, Rena
*Sharif, Emma	Warzynski, Ryan
Shen, Hayden	Webber, Allison
*Shi, Aria	Weidenbach, Cate
Shienbrood, Seth	Weil, Sophie
Sideras, Lewis	*Weiss, Samantha (Sammy)
Sills, Katherine (Katie)	*Wells, Greyson
Singer, Briehl	Whitehead, Ashley
Sivaram, Ayan	Whyte, Kaitlyn
Smirnov, Valerie	*Wener, Stephanie
Smith, Ailsa	Williams, Alijah
Smith-Vaniz, Kyle	Williams, Elijah
Soto, Joseph	*Williams, Emily
Sparks, Benjamin (Ben)	Williams, Sydney
Spector, Michael	Winters, Ryan
Steele, Lucas (Luke)	Wolin, Katherine
Stefanis, Aristidis	*Wolin, Scott
Steffek-Lynch, Penelope	*Wolpe, Mia
Stevenson, Caroline	*Wolpe, Sarah
Stewart, Eliza	Yauckoes, Alexander
*Strachman, Alexander	Yershov, Oleg
Strout, Martin	Zerai, Samira
*Stutman, Aviel	Zhang, Geyao (Yao)
Sweeney, Aidan	
Szwarc, Talia	* <i>Cum Laude Society</i>
Tabasky, Maya	
*Taksa, Benjamin (Ben)	

L-SRHS DISTRICT ENROLLMENT

	2018	2019	2020	2021	2022	2023
RESIDENCY						
Lincoln	163	167	180	173	171	178
Sudbury	1250	1230	1223	1213	1191	1160
METCO	93	91	90	91	89	89
Other Tuition/Tuition Waived	22	24	32	38	33	35
Total	1528	1512	1525	1515	1484	1462
GRADE						
9th Grade	406	353	369	391	376	346
10th Grade	395	411	363	364	387	380
11th Grade	353	389	406	361	355	387
12th Grade	369	352	381	395	361	346
SP (Special Ed > Grade 12)	5	7	6	4	5	3
Total	1528	1512	1525	1515	1484	1462
Tuition Pupils Attending Other	51	51	54	53	49	60

L-SRHS DISTRICT PLACEMENT

	Class of 2018	Class of 2019	Class of 2020	Class of 2021	Class of 2022	Class of 2023
Four Year College	356 95%	345 94%	330 94.9%	338 90%	355 90.3%	332 93%
Two Year College	12 3.2%	10 2.7%	5 1.4%	11 3%	12 3.1%	2 0.5%
Other Post Secondary Education	1 0.3%	7 1.9%	5 1.4%	5 1.3%	4 1%	1 0.3%
Total Post Secondary	369 98.5%	362 98.6%	340 97.7%	354 94.3%	371 94.4%	335 93.8%
Work	4 1.0%	3 .8%	1 0.3%	12 3.2%	16 4.1%	14 4%
Military	1 0.3%	2 .6%	1 0.3%	2 0.5%	0 0%	0 0%
Other (gap)	1 0.3%	0 0%	6 1.7%	8 2%	6 1.5%	3 0.8%
Total Non-Post Secondary	6 1.6%	5 1.4%	8 2.3%	22 5.7%	22 5.6%	5 1%
Total Graduates	375 100%	367 100%	348 100%	376 100%	393 100%	357 100%

LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT**Treasurer's Report***July 1, 2022 - June 30, 2023***District Cash Balance**

Cash Balance District Fund on June 30, 2023	\$1,959,931.00
Student Activity Fund Balance on June 30, 2023	\$337,120.00
Cash Balance Revolving, Trust, & Grant Accounts on June 30, 2023	\$11,456,860.22
	\$ 13,753,911.22

OUTSTANDING DEBT**School Bond**

Principal	\$ 1,480,000.00 (10 Year, TIC: 1.608944)
Interest Paid FY 2023	\$ 52,050.00

EXCESS & DEFICIENCY

Balance July 1, 2022 per Massachusetts Department of Revenue	\$ 1,507,183.00
--	-----------------

STABILIZATION FUND

Voted Establishment Spring Town Meeting 1992

Cash Balance July 1, 2022	\$ 825,588.47
Interest Income	\$412.90
Disbursements	---
Transfer In - from E&D	\$500,000.00
	\$1,326,001.37

MISCELLANEOUS INCOME

Interest Income	\$ 79,222.00
Misc. Receipts	46,451.00
	\$ 125,673.00

ESTIMATED RECEIPTS

Athletic Gate Receipts	---
Cafeteria	---
Medicaid Receipts	40,000.00
Transcript Receipts	7,500.00
	\$ 47,500.00

Note: Cash Balance Net of Payables
(UNAUDITED)

FINANCE

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

TOWN ACCOUNTANT

SCHEDULE OF REVENUES FY23			
			Variances
			Favorable
GENERAL FUND	Budget	Actual	(Unfavorable)
Real Estate and Personal Property Taxes, Net of Reserves for Abatement	98,602,492	98,647,284	44,792
Excise Taxes	3,719,259	3,958,820	239,561
Intergovernmental	6,977,091	6,943,137	(33,954)
Departmental and Other	1,605,000	3,186,109	1,581,109
Investment Income	0	248,225	248,225
TOTAL REVENUES	110,903,842	112,983,576	2,079,734
ENTERPRISE FUNDS			
Atkinson Pool Revenues	400,000	403,328	3,328
Total Revenues Atkinson Pool Enterprise	400,000	403,328	3,328
Transfer Station Revenues	317,675	381,899	64,224
Total Revenues - Transfer Station Enterprise	317,675	381,899	64,224
Recreation Field Maintenance Revenues	235,885	216,689	(19,196)
Total Revenues Field Maintenance Enterprise	235,885	216,689	(19,196)

COMBINED BALANCE SHEET JUNE 30, 2023

ASSETS	General Fund	Special Revenue	Capital Projects	Enterprise Funds	Trust & Agency	Long Term Debt	Total
Cash and Investments	21,024,894	26,184,653	19,143,561	1,030,452	24,055,710	0	91,439,271
Receivables:							
Real Estate & Personal Property Taxes	1,355,884	889,887					2,245,771
Tax Liens	1,337,920						1,337,920
Tax Deferrals	1,756,387						1,756,387
Allowance for Abatements and Exemptions	(1,617,920)						(1,617,920)
Tax Foreclosures	287,008						287,008
Excise Taxes	572,355						572,355
Intergovernmental							0
Other Receivable					24,847		24,847
Long Term Obligations						25,430,000	25,430,000
TOTAL ASSETS AND OTHER DEBITS	24,716,527	27,074,540	19,143,561	1,030,452	24,080,557	25,430,000	121,475,638
LIABILITIES AND FUND EQUITY							
LIABILITIES:							
Warrants Payable	463,033	193,317	28,109	28,040	47,533		760,032
Other Liabilities	862				262,933		263,795
Accrued payroll and withholdings	5,237,601	7,070		4,035			5,248,706
Amount Due Depositors							0
Reserve for Abatements							0
Deferred Revenue	3,945,123	889,887			24,847		4,859,856
Agency Funds							0
Bonds & Notes Payable			36,812,000			25,430,000	62,242,000
TOTAL LIABILITIES	9,646,618	1,090,274	36,840,109	32,075	335,313	25,430,000	73,374,389
FUND EQUITY:							
Retained Earnings							
Contributed Capital							
Reserved for:							
Encumbrances and Continuing Appropriations	7,411,816	641,607		24,336			8,077,759
Expenditures and Special Purpose Reserves	2,681						2,681
Nonexpendable Trust							
Budgeted Historical Reserves							0
Designated for:							
Reserve for Premium							0
Unreserved	7,655,411	25,342,659	(17,696,548)	974,042	23,745,244		40,020,808
TOTAL FUND EQUITY	15,069,909	25,984,266	(17,696,548)	998,377	23,745,244		48,101,249
TOTAL LIABILITIES AND FUND EQUITY	24,716,527	27,074,540	19,143,561	1,030,452	24,080,557	25,430,000	121,475,638

SCHEDULE OF APPROPRIATIONS & EXPENDITURES FY23					
Account Number	Title	Appropriation FY23	Transfers FY23	Expenditures FY23	Ending Balance
1220	Selectmen				
	Salaries	419,584	150,000	568,980	604
	Expenses	46,350	2,700	48,990	60
	Expenses C/F		42	40	2
	Current Year Article				0
	Prior Year Articles	28,046	6,250		34,296
1310	Human Resources				
	Salaries	232,472	(67,700)	164,528	244
	Expenses	9,413	(3,000)	5,937	476
	Expenses C/F				0
1320	Accounting				
	Salaries	330,313	(71,300)	258,820	193
	Expenses	71,015	8,300	79,262	53
	Expenses C/F				0
1330	Finance Committee				
	Salaries	4,959			4,959
	Expenses				0
	Expenses C/F				0
1370	Assessors				
	Salaries	224,717		210,534	14,183
	Expenses	68,830		66,831	1,999
	Expenses C/F		192	192	0
1380	Treasurer/Collector				
	Salaries	317,399	(23,000)	283,253	11,146
	Expenses	29,850		26,028	3,822
	Expenses C/F		1,177	1,177	0
1390	Information Systems				
	Salaries	225,181	19,950	244,892	239
	Expenses	338,006	(15,950)	321,266	790
	Expenses C/F		27,053	27,053	0
	Current Year Article		50,000		50,000
	Prior Year Articles	77,441	50,000		127,441

Account Number	Title	Appropriation FY23	Transfers FY23	Expenditures FY23	Ending Balance
1510	Law				
	Salaries	31,683		24,429	7,254
	Expenses	175,990		174,461	1,529
	Expenses C/F		156	156	0
	Current Year Article	154,651	(154)	4,166	150,331
	Prior Year Articles		14,932	4,971	9,961
1580	PBC				
	Salaries				
	Expenses				
	Prior Year Articles	2			2
1610	Town Clerk				
	Salaries	316,841		311,645	5,196
	Expenses	42,840		38,171	4,669
	Expenses C/F		23,260	23,201	59
	Prior Year Articles				
1710	Conservation				
	Salaries	146,643	(150)	144,124	2,369
	Expenses	14,800	150	10,534	4,416
	Expenses C/F		14,948	14,948	0
1720	Planning Board				
	Salaries	329,845	(7,000)	244,166	78,679
	Expenses	13,100	7,000	12,981	7,119
	Expenses C/F		8,688	4,037	4,651
	Current Year Article		262,141	97,762	164,379
	Prior Year Articles	7,754			7,754
2100	Police Department				
	Salaries	3,918,037		3,916,236	1,801
	Expenses	337,000	2,000	336,702	2,298
	Capital Expense	182,000		182,000	0
	Expenses C/F		5,940	5,734	206
	Current Year Article		45,000	19,973	25,027
	Prior Year Article		5,292	5,292	0

Account Number	Title	Appropriation FY23	Transfers FY23	Expenditures FY23	Ending Balance
2200	Fire Department				
	Salaries	4,263,122	7,500	4,270,585	37
	Expenses	504,442	25,200	529,553	89
	Expenses C/F				0
	Current Year Article		310,000	107,975	202,025
	Prior Year Articles	2,459	127,495	123,111	6,843
2510	Building Department				
	Salaries	285,752		251,152	34,600
	Expenses	18,700		15,082	3,618
	Expenses C/F		527	527	0
3000	Sudbury Schools				
	Total Appropriation	41,849,664		41,612,861	236,803
	Carried Forward	2,175	188,186	135,622	54,739
	Current Year Article	310,700	1,823,874	550,522	1,584,052
	Prior Year Articles	537	104,561	847	104,251
3010	Lincoln/Sud Reg H	27,869,764		27,869,763	1
	Current Year Article	337,500	122,024		459,524
	Prior Year Articles	55,694	40,351		96,045
3020	Vocational Ed				
	Expenses	550,000		343,462	206,538
	Carried Forward				0
4100	Engineering				
	Salaries	466,675	(250)	453,116	13,309
	Expenses	142,675	250	141,697	1,228
	Expenses C/F		16,495	16,495	0
	Current Year Article		600,000	530,523	69,477
	Prior Year Articles	20,393			20,393
4200	Streets & Roads				
	Salaries	1,335,991	(200,000)	1,133,239	2,752
	Expenses	1,494,660	(119,429)	1,330,559	44,672
	Expenses C/F		133,375	131,819	1,556
	Current Year Article	720,000	1,140,000	240,193	1,619,807
	Prior Year Articles	268,610	834,851	880,666	222,794

Account Number	Title	Appropriation FY23	Transfers FY23	Expenditures FY23	Ending Balance
4210	Snow & Ice				
	Salaries	120,750	35,151	155,901	0
	Expenses	304,000	445,778	749,779	(1)
4300	Transfer Station				
	Salaries	166,974		119,926	47,048
	Expenses	150,701		144,950	5,751
	Expenses C/F				0
4400	Trees & Cemeteries				
	Salaries	373,983		338,985	34,998
	Expenses	104,425		100,504	3,921
	Prior Year Articles	35			35
	Current Year Article		140,000	0	140,000
	Expenses C/F				0
4500	Parks & Grounds				
	Salaries	176,443		155,670	20,773
	Expenses	114,560	(1,600)	96,294	16,666
	Expenses C/F		215	215	0
	Current Year Articles		85,000	73,621	11,379
	Prior Year Articles	1,220			1,220
4800	Combined Facilities				
	Salaries	341,577	40,000	360,748	20,829
	Expenses	958,286	150,100	982,610	125,776
	Expenses C/F		7,425	7,377	48
	Current Year Article		1,615,000	75,831	1,539,169
	Prior Year Articles	138,913	141,568	70,450	210,031
5100	Board Of Health				
	Salaries	422,259	8,100	430,321	38
	Expenses	114,055		109,088	4,967
	Expenses C/F		1,431	1,431	0
5410	Council On Aging				
	Salaries	334,993	2,600	337,581	12
	Expenses	28,000	(1,600)	19,356	7,044
	Expenses C/F		6,409	6,038	371

Account Number	Title	Appropriation FY23	Transfers FY23	Expenditures FY23	Ending Balance
5430	Veterans Services				
	Salaries	13,594		9,357	4,237
	Expenses	61,807	(5,000)	34,864	21,943
6100	Library				
	Salaries	995,665	(8,000)	953,923	33,742
	Expenses	336,026	8,000	335,786	8,240
	Expenses C/F		3,318	3,043	275
6200	Recreation				
	Salaries	221,487	2,350	223,836	1
	Prior Year Article	73,036	(5,000)		68,036
6210	Atkinson Pool				
	Salaries	269,620		164,769	104,851
	Expenses	233,733		152,331	81,402
	Expenses C/F		822	822	0
6220	Field Maintenance				
	Salaries	130,296		113,443	16,853
	Expenses	105,589		124,408	(18,819)
	Expenses C/F		2,488	2,488	0
6500	Historical Comm				
	Salaries	2,736	850	3,563	23
	Expenses	5,535		3,566	1,969
	Expenses C/F		210	210	0
6510	Historic Districts Comm				
	Salaries	3,349	10	3,357	2
	Expenses	300		116	184
7100	Debt Service				
	Expenses	2,240,185		2,176,160	64,025
8200	State Assessment		251,870	238,389	13,481

Account Number	Title	Appropriation FY23	Transfers FY23	Expenditures FY23	Ending Balance
9000	Employee Benefits				
	Expenses	14,354,725	(1,431,156)	12,724,334	199,235
	Expenses C/F		23,954	7,449	16,505
9045	Property/Liab Ins				
	Expenses	475,105		449,118	25,987
	Expenses C/F	650,000	(650,000)		0
9250	Operations Expense				
	Expenses	179,359	267	153,317	26,309
	Expenses C/F		760	322	438
9500	Transfer Accounts				
	Reserve Fund	414,822	(262,010)		152,812
9900	Interfund Transfe	10,100	2,360,415	2,370,515	0
	TOTALS	113,222,518	8,641,651	113,139,003	8,725,166

Schedule of Unexpended Appropriation Balances Carried Forward To 2023	
Selectmen	42.00
Treasurer	1,177.44
Assessors	191.78
Human Resources	0.00
Info. Systems	27,052.60
Law	155.61
Town Clerk	415.14
Conservation	14,947.99
Planning	8,688.16
Police	5,940.20
Fire	0.00
Building	527.10
Sudbury Public Schools	188,186.01
Minuteman Vocational Regional HS	0.00
DPW	150,084.49
Facilities	7,424.72
Board of Health	1,431.04
Council on Aging	6,409.10
Library	3,318.44
Historical Comm.	210.00
Recreation	0.00
Medical	10,050.00
Workers Comp	6,454.91
Unemployment	7,449.00
Unclassified Operations	1,026.84
Gen. Fund Continuing Articles	4,767,957.26
Total General Fund C/F	5,209,139.83
Transfer Station	0.00
Pool	822.22
Field Maintenance	2,487.50
Total Enterprise Fund C/F	3,309.72

BOARD OF ASSESSORS

Assessors are responsible for overseeing the assessment of real and personal property in Sudbury, for producing accurate and fair assessments of property in the Town, and administration of applicable laws as they relate to assessments, abatements and exemptions. Sudbury property taxes provide the primary funding source for the Town's operating budget. To accomplish this undertaking, all real and personal property is valued annually. Valuations provide the basis for the fair allocation of taxes.

Sudbury's valuations are adjusted annually to reflect changes in the real estate market. Fiscal Year (FY) 2024 assessments represent the fair market value of property as of January 1, 2023. Every five years municipal assessing departments are subject to a review conducted by the Massachusetts Department of Revenue-Bureau

of Local Assessment, to ensure that the methodologies and practices used to derive assessed values conform to the standards established by the Commissioner of Revenue. FY2024 was Sudbury's five-year certification review year. An assessment-to-sale ratio study comparing calendar year 2022 sales with FY2023 assessments indicated that most residential property valuations needed to be increased to track the market. As a result, residential property values experienced increases in valuation for FY2024. On average, single-family residential values increased over 13% and residential condominiums increased over 9%. The residential tax rate decreased by 7.3%.

The commercial class values remained level for FY2024. The commercial, industrial personal property tax rate increased by 4.6%.

Single-Family

FY2024 avg single-family residential home assessment: \$1,082,016

FY2024 avg single-family tax bill: \$15,808.26

FY2024 median single-family residential home assessment: \$992,400

FY2024 median single-family tax bill: \$14,498.64

Commercial

FY2024 average commercial assessment: \$1,365,142

FY2024 average commercial tax bill: \$28,886.41

FY2024 median commercial assessment: \$502,000

FY2024 median commercial tax bill: \$10,622.32

The following table represents page 1 of the Town's approved tax recapitulation form:

FY 2024 Tax Rate Recap (P. 1)					
la.	Total amount to be raised	129,580,739.40			
lb.	Total estimated receipts and other revenue sources	24,391,621.00			
lc.	Tax Levy (la minus lb)	105,189,118.40			
ld.	Distribution of Tax Rates and levies				
CLASS	(b) Levy percentage (from LA5)	(c) lc above times each percent in col (b)	(d) Valuation by class (from LA-5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	90.3264	95,013,543.84	6,528,068,698.00		
Net of Exempt			6,503,347,774.00	14.61	95,013,910.98
Open Space					
Commercial	5.3973	5,677,372.29	268,293,396.00	21.16	5,677,088.26
Net of Exempt					
Industrial	0.7866	827,417.61	39,102,700.00	21.16	827,413.13
SUBTOTAL	96.5103		6,835,464,794.00		101,518,412.37
Personal	3.4897	3,670,784.66	173,473,820.00	21.16	3,670,706.03
TOTAL	100		7,008,938,614.00		105,189,118.40

The Assessors prepare annual tax rolls, and manage the commitment and abatement areas of the State (RMV) Motor Vehicle Excise Program. The office is also responsible for administering tax deferral and exemption programs. Action on exemption and deferral

applications, including the Senior Means Tested Exemption program and the Community Preservation Surcharge Exemption program, rests with the Assessors. The Board also oversees the abatement application program for real and personal property.

Abatements/Deferrals/Exemptions processed through December 31, 2023:

Program Type	Number Filed	Number Approved	Tax \$ Abate/Exempt
Disabled Veteran Exemption & Gold Star Parents FY 2024	40	40	48,238
Senior Tax Deferrals FY 2024	13	13	73,669
Community Senior/Veteran Work Program FY 2024	32	32	45,158
Community Preservation Surcharge 100% FY 2024	92	92	21,840
Community Preservation Surcharge Proportional FY 2024	N/A	62	2,274
Senior Clause 41C FY 2023	15	15	22,771
Surviving Spouse Clause 17D FY 2024	5	5	2,935
Blind Clause 37A FY 2024	3	3	2,967
Senior Means Tested Exemption FY 2024	86	85	361,173
Vehicle Excise Abatements CY 2023	894	894	220,018
Property Tax Abatements FY 2023 (including Appellate Board Tax Settlement)	67	39	183,430

An ongoing project is the Cyclical Inspection Program. The State requires that municipalities have in place a systematic program to inspect all properties within a 10-year cycle. Regardless of whether a property has sold, or has had building permit activity, the Assessors are required to attempt a property inspection. Inspections should include a full measure and listing of the exterior and interior data. The inspection mandate includes all property types (residential homes as well as commercial and industrial use property). Property inspections serve to confirm that current and accurate data is reflected on the property record. The Sudbury program rotates visitation based on a property's last inspection date. In 2023, we transitioned back to physical

on-site inspections. 231 on-site inspections were completed during 2023.

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

Respectfully submitted,

Cynthia Gerry, Director of Assessing

CAPITAL IMPROVEMENT ADVISORY COMMITTEE (CIAC)

This document provides the CIAC's recommendations to the Finance Committee and the Board of Selectmen on the proposed capital projects for FY24. Section I provides an overview of the process. Sections II and III provides the specific recommendations.

I. Overview of Process

The CIAC's mission is to review all capital project requests to be presented at Sudbury Annual Town Meeting that are over \$100,000 in one year or over \$200,000 in multiple years ("Capital Projects").

The CIAC received a description of each project on a CIP Form, where available, and in certain instances, additional information in other formats such as reports and PowerPoint presentations. During the CIAC meetings held in January, February, September and October of 2023, the committee discussed the projects and requested additional information of the sponsoring departments (e.g. DPW, Park and Rec, SPS, LSRHS) as needed.

The CIAC did not review projects with a cost of \$100,000 or less that are to be funded within the Town Manager's capital operating budget because they do not fall under its review and recommendation mandate.

II. Summary of CIAC Recommendations – Fall Town Meeting

ARTICLE 6: ATKINSON POOL FOR \$100,000

The purpose of this article is to design the pool dehumidification system, plan for separate spaces for the boiler and pool chemicals, and solar ready roof design. The plan is to have the

design completed in order to bid and start construction in the spring.

CIAC recommends approval by a vote of 7-0

ARTICLE 7: FAIRBANKS COMMUNITY CENTER FOR \$900,000

This article is to appropriate funds for additional expenditures related to the Fairbanks Community Center project. The \$900,000 request can be calculated as 9% of the approximate \$10 million dollars remaining on the project; this calculation is typical in the industry.

CIAC recommends approval by a vote of 6-0-1

ARTICLE 10: ROUTE 117/MOSSMAN RD/POWDER MILL ROAD FOR \$800,000

The article is to appropriate funds necessary to install a traffic signal at the intersection of Route 117/Mossman/Powder Mill Roads and improve pedestrian crossings.

CIAC recommends approval by a vote of 3-2-1

ARTICLE 11: NIXON SCHOOL ROOF FOR \$248,000

This article is to appropriate funds for the design work for the replacement of the roof at the Nixon School. For the Nixon School roof to be admitted into the MSBA program to receive state aid, the funding must be in hand before being able to apply. If Nixon is accepted in the program, a designer and MPM will then be assigned to the project.

CIAC recommends approval by a vote of 7-0

III. Summary of CIAC Recommendations – Spring Town Meeting

ARTICLE 15: FAIRBANK AV EQUIPMENT FOR \$200,000

The \$200,000 will provide the highest and best use of the building, as well as provide universal access. The AV equipment will be on carts so that it can be used in all rooms. The article provides the necessary conduits so that the systems can be connected to the wiring. An engineering study is needed to determine the best way to hook up the equipment to the conduits; the necessary study has previously been approved by the Select Board.

CIAC recommends approval by a vote of 7-0

ARTICLE 18: SPS HVAC AND AIR CONDITIONING FOR \$455,000

This is a continuation of a program started in FY23. Not all the appropriated funds from FY23 have been expended. The HVAC units at Curtis are over 21 years old; they have exceeded their life expectancy. The plan is to combine the remainder of last year's funds with this year's appropriation and upgrading all the units at one time which will be more efficient and cost effective. The project plan includes 3 units at Haynes and 6 units at Curtis to be replaced. Three of the units at Curtis would be paid out of last year's appropriation.

CIAC recommends approval by a vote of 6-0

ARTICLE 19: CURTIS AV & ASSISTED LISTENING EQUIPMENT REPLACEMENT FOR \$160,000

The current equipment is the original equipment installed in the building and is old. Repairs have been costly and replacement parts are hard to find. The new equipment would meet current

ADA standards for both visual and audio needs of people with disabilities.

ARTICLE 20: SPS INTERNAL SURVEILLANCE (CAMERAS) FOR \$310,000

The \$310,000 represents the design cost and the equipment quote to install the security cameras in internal corridors, stairs, and the gym to enhance school safety. The cameras will not be in classrooms. The security camera systems will be accessible by the police department in case of emergency, as needed. The schools can monitor 24/7, but the cameras will not be monitored live full time. There will be retention and archiving of the video data to investigate incidents, but periodically the video data will be taped over. There will be abundant notifications to staff and the public about the use of these internal cameras. Signage is already up in the buildings and the school handbooks include information about camera surveillance.

CIAC recommends approval by a vote of 6-0

ARTICLE 21: LSRHS INTERNAL SURVEILLANCE/CAMERA REPLACEMENT FOR \$206,652

This article requests funds to allow LSRHS to upgrade their existing camera system and add new cameras in new common areas and around stairwells. The camera security system is used mostly for thefts and the safety of property. The tapes are on a 30-day cycle and parts can be captured and archived, if needed, for ongoing investigations. This cost represents Sudbury's 87.44% portion of the total estimate of \$236,336.

CIAC recommends approval by a vote of 6-0

ARTICLE 22: FIRE DEPARTMENT STORAGE BUILDING FOR \$200,000

This request would create a storage building similar to the one behind the police department to house fire equipment that is currently housed in various places around town. The estimated cost is based on a \$150,000 cost estimate from several years ago. Since the building would need heat, the suggestion of a metal building would not be appropriate. Since the Fire Department is in the historic district any building will have to be reviewed and approved by the Historic District Commission.

CIAC recommends approval by a vote of 5-0-1

ARTICLE 23: FIRE ENGINE/PUMPER FOR \$1,020,000

This request is to replace the 2005 Pumper as part of a rotation and replacement system for the Fire Department. Currently, it takes 24 – 36 months for delivery once an order for a fire truck has been placed. The quote is for \$850,000 but the vendor has advised that by the anticipated delivery date the cost would be increased by approximately 22%.

CIAC recommends approval by a vote of 6-0

ARTICLE 24: ADA TRANSITION PLAN FOR \$200,000

This article is proposed to continue the work appropriated in the FY23 warrant. FY 23 is the first year of a long-term plan to meet the ADA needs in the town identified by the FY 22 ADA compliance study. FY '23 appropriated \$200,000 for actual work. Some projects were completed in FY 23, but not all the appropriation was spent. The plan is to use the remaining funds FY23 dollars for FY24 projects. These additional funds are requested to continue the work under the long-term plan. Ongoing maintenance that will be performed by in house staff. The specific projects to be addressed in FY24 include high/low water fountains, ADA compliant door

handles, reduction of trip hazards, and bathroom accessibility needs.

CIAC recommends approval by a vote of 6-0

ARTICLE 25: DPW ROOF PROJECT FOR \$400,000

The DPW roof is the original roof from the 2003 construction. The roof leaks and needs replacement. While the Town is doing this work the town is exploring a solar project on the roof area. A new roof is required as part of the solar project. Through the use of solar panels, there is an opportunity to generate double the electricity that the building is currently using. The electricity rate will drop to 7 cents per KWH from the current 10 cents. We currently have an interconnectivity agreement with Eversource.

CIAC recommends approval by a vote 6-0

ARTICLE 26: DPW SPACE RENOVATION FOR \$125,000

This article addresses the need for the reconfiguration of space for the Board of Health and Town Social worker, as well as new hires for the conservation commission and the facilities department. The conference room will be reconfigured into a smaller conference room and two offices.

CIAC recommends approval by a vote of 6-0

ARTICLE 27: SPACE USE AND FACILITIES ASSESSMENT FOR 300,000

The goal of the study is to update and evaluate the function, condition and capacity of all facilities and provide a space needs study to determine the Town's long-term needs. The plan is to use the many prior facility studies and update them to put together a comprehensive plan related to facilities and space needs. There is a need for this study and there is concern that

the estimated amount is inadequate to provide the desired results.

CIAC recommends approval by a vote of 5-1

ARTICLE 28: ATKINSON POOL INDOOR DEHUMIDIFICATION EQUIPMENT FOR \$600,000

The article is to replace the current failing dehumidification equipment for the pool. We reviewed the possibility of delaying this project until the roof was replaced which could potentially need replacement in the near future. While this could, theoretically be delayed, it will continue to degrade and there are already complaints from swimmers because of the chlorine irritant caused by the equipment and the system has reached the end of its useful life. This is seen as a safety issue.

CIAC recommends approval by a vote of 7-0

ARTICLE 29: ATKINSON POOL MAINTENANCE AND REPAIR FUND FOR \$480,000

The article is for a general maintenance and repair fund for the pool and would include the immediate replacement of the pool's grouting and repair of leaking pipes. In response to queries about replacing the current surface of the pool it was determined that alternative surfaces would exceed the cost of repairing the grout. The most recent estimate for the pool work is \$560,000. The Select Board has reallocated ARPA funds and will direct \$275,000 to repair the leaking pipes. Total cost for the pool, including \$600,000 from article 28, the \$275,000 from ARPA and the \$480,000 from article 29 will be \$1,355,000.

CIAC recommends approval by a vote of 7-0

ARTICLES 33 – 37: DPW ROLLING STOCK REPLACEMENT REQUESTS

Swap Body Truck for \$185,000

Swap Body Truck for \$210,000
Sports Field Mower for \$160,000
Multi-Purpose Tractor for \$215,000
Front End Mower for \$345,000

The vehicles described in the warrant are for the planned periodic replacements for current trucks and equipment used by the DPW to provide services to the Town. In addition, the request will provide vehicles that can perform multi-use functions which will improve efficiency and allow multiple divisions to have equipment and vehicles available for use.

CIAC recommends approval by a vote of 6-0

ARTICLE 42: ACCESSIBLE PATHWAYS FOR \$187,744

This article would create stable accessible pathways surfaces in the following locations: Davis Field, DPW, Featherland Park, Grinnell Park, Haskell Field, Heritage Park, TI Sales, and Willis Lake. Improvements include regrading of path slopes and smoothing of surface transitions to mitigate slip hazards.

CIAC recommends approval by a vote of 6-0

ARTICLE 43: BFRT/CSX EXTENSION FOR \$300,000

This article will be used to advance the design and construction of the project. Tasks will include collecting necessary corridor data, evaluating design options, and advancing the trail extension of the BFRT. Funding will be used for the topographic survey, wetlands delineation, alternatives analysis, and concept development for the expansion of the rail trail into the southern corridor, as well as additional design for this section of the trail. The project includes hiring a consultant to perform data collection, feasibility study, alternatives analysis, and conceptual planning and cost estimate

development to create baseline information, and to design the next phase of this section of the BFRT.

CIAC recommends approval by a vote of 6-0

ARTICLE 44: CURTIS OUTDOOR HEALTH AND WELLNESS FOR \$480,000

This article will provide equipment to create a recreational area that can be used by the middle school students during their recess as well as for physical education classes. Currently, the students have no equipment and resources to use during their outside recess break. The area will be available for public use outside of school hours.

CIAC recommends approval by a vote of 7-0

ARTICLE 45: FEELEY FIELDS PHASE 2 FOR \$799,668

This project is for the construction and installation of drainage as well as the installation of fencing and pathways and dugouts for the softball fields at Feeley. For many years these fields flood during the spring which make them difficult to use during the prime season of use. The installation of the dugouts, fencing and pathways will provide more safety and efficiency for the users. Irrigation will be installed in order to maintain the fields. The water district will be consulted for all planning and approvals related to irrigation and run-off.

CIAC recommends approval by a vote of 6-0

ARTICLE 46: FAIRBANKS FENCE & LIGHTS FOR \$100,000

The fence and lighting for the basketball courts were included in the original Fairbanks project. During the value engineering of the building, they were eliminated. The previous Fairbank

basketball courts were lit and enabled longer use of the courts during appropriate weather. The fencing and lighting would enable that benefit for the users. The cost of the project is \$200,000, but that total is being offset by a \$100,000 grant from the state.

CIAC recommends approval by a vote of 7-0

IV. Process Recommendations and Observations

During the Capital Night as well as during further deliberations and investigations, the CIAC identified three issues that the committee wanted to highlight about this year's capital planning process. They are:

- 1) There were a high number of proposed capital warrant articles that included undocumented or unsubstantiated "estimates". This should be avoided or at least reduced.
- 2) There appears to be a lack of attention to long term capital projections in the five-year capital plan.
- 3) Although the town commissions studies, designs or engineering solutions for capital projects, it does not implement the solutions either in a timely manner or if timely it only implements solutions in smaller pieces.

A long term (five-year) capital plan can be an effective operational and financial tool that can provide a "road map" for present and future capital spending. By planning ahead early in each fiscal year, managers can help reduce the number of capital warrant proposals made without either third party estimates or quotes and associated scopes of work. Managers should be encouraged to solicit quotes in time to include a better cost estimate in their proposed capital items for the current year warrant. This can lead to both overestimating or underestimating the cost of warrant articles and providing surprises or adjustments at Town

Meeting. It also could help with the financial approval and planning process by providing better numbers and with a better scope of work for each proposal.

The committee also found that the five-year capital plan had many instances where a project or study was being proposed in the current fiscal year, but the five-year plan projection did not have any costs associated with the potential project in future years. The Town of Sudbury has a history of doing studies targeted to resolve a capital or deferred maintenance issue, but the cost of the ultimate project solution is not incorporated in the five-year capital plan. This is done on both large- and small-scale items.

We also see that some studies are proposed that could produce “master plan solutions” to address an issue, but the warrant proposal only addresses a piece of the solution rather than the complete solution. If feasible, we encourage addressing the entire project at one time rather than in smaller pieces. This can reduce costs; it can avoid multiple mobilization and startup costs which potentially will lower general conditions on those projects when they are approved and executed.

In addition to examining the present process for the review and approval of warrant capital proposals the CIAC recommends that town management make the long-term capital planning a higher priority. By doing this, the long-term capital planning process would provide a “road map” to long term capital planning rather than focusing on capital planning for only one year at a time.

V. Closing

The CIAC would like to thank all the Sudbury’s employees and department managers who participated in the FY 24 capital process for their time and support.

Respectfully submitted,

CAPITAL IMPROVEMENT ADVISORY COMMITTEE

Susan Abrams, Clerk

Susan Asbedian-Ciaffi, Clerk

Matt Dallas, Chair

Peter Iovanella, Vice-Chair

Ark Pang

Lisa Saklad

Thomas S. Travers

Richard Winer



Participants of the Park & Recreation May 21, 2023 Sudbury Spring Slam Pickleball Tournament.

FINANCE COMMITTEE

The Finance Committee began the calendar year 2023 with Eric Poch and Michael Joachim serving as Co-Chairs.

During the first months of 2023, the committee analyzed the proposed FY24 operating budget, capital budget, and Town Meeting warrant articles with direct or indirect financial impact on the town. In keeping with recent practice, the committee held budget hearings in February with the three cost centers (the Town, Sudbury Public Schools, and Lincoln-Sudbury Regional High School). It also met jointly with the cost centers, the Select Board, and the Capital Improvement Advisory Committee to review capital project requests. Following its analysis, the committee voted in support of all articles it considered.

In the course of its work, the committee spent a significant amount of time considering the Sudbury Public School's budget override request for FY24, weighing the importance of funding our schools and the burden of tax increases on the community. It voted 5-2 to recommend approval of the override budget, noting the critical need for student supports following the pandemic, the pressures on the SPS budget from inflation and out-of-district costs, and the existence of a structural deficit, leading to the conclusion that use of alternative sources of funding to address FY24 needs would be only a short-term fix. A minority of the Committee advocated using other funds, including a sizable surplus in the bus revolving fund and an expected increase in Chapter 70 state aid, to address needs in FY24, adding that the Town could then assess needs further in FY25 with additional data.

Following Town Meeting, Sonny Parente concluded his service on the Finance Committee.

Michael Joachim was reappointed to the committee, which also welcomed Ryan Lynch and Maura Carty to its roster. At the committee's subsequent reorganization meeting, members unanimously voted for Eric Poch and Michael Joachim to continue to share the responsibilities of Co-Chair.

At the start of FY24, the committee focused on new member onboarding and updated its Rules and Operating Procedures. In reviewing the FY23 budget process, the committee discussed the following topics: improving communication of its rationale and deliberations with residents; additional engagement with the SPS School Committee; consideration of the committee's Warrant Report earlier in the budget process; and budget process scheduling improvements. The Committee also addressed its involvement in cost center guidance and capital project assessment, Fairbank Community Center costs, privatization opportunities, and IT security.

With the town's decision to hold a Special Town Meeting in October, the committee spent the majority of the fall reviewing and making recommendations on the 13 articles in the Warrant. Among the articles were measures addressing Sudbury Public Schools, an Opioid Stabilization Fund, Atkinson Pool, an additional \$900,000 in funding for the Fairbank Community Center, funding for the new Firefighter Collective Bargaining Agreement, the Route 117/Mossman/Powder Mill Roads Intersection Improvements, and the Nixon School Roof Design. The Committee was divided on the Fairbank measure, voting 5-4 to recommend approval but expressing concern over the spending on the project. The Committee supported approval of all but three articles, including the Route 117/Mossman/Powder Mill Roads Intersection

Improvements (noting that the project should instead be vetted through the Town's capital review process and then brought back to a future Town Meeting as appropriate) and the increase in the SPS General Fund appropriation (noting that additional Chapter 70 money should support the spring override budget rather than add to it).

At the end of the year, the Committee held its budget pressures meetings and discussions with the Town's cost centers, in anticipation of beginning the FY25 budget review at the start of calendar year 2024.

Respectfully submitted,

FINANCE COMMITTEE

Susan Berry

Andrew Bettinelli

Maura Carty

Michael Ferrari

Henry Sorett

LeYi (Colin) Wang

Michael Joachim, Co-Chair

Eric Poch, Co-Chair

Ryan Lynch

TREASURER AND COLLECTOR

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

Cash Management

The Treasurer is responsible for the receipts of all Town funds and the payment of all Town obligations. To fulfill this responsibility, the Treasurer maintains all Town bank accounts. The Town also uses a lock box account and online payment systems to accelerate the deposit of payments to the Town. The office is also relying more on electronic funds transfers (EFT) to expedite the receipts of funds into Town bank accounts, and to disburse Town funds. EFT reduces transactions costs, and allows the Town to hold onto cash for longer periods of time, thus increasing opportunities for investment income. The Town had a consolidated pooled cash & investment balance of \$91.4 million as of June 30, 2023.

Investment Management

In FY23, the Town reported unrestricted investment income of \$210,198 as compared to (\$4,899) in the prior year. Investment earnings depends on two factors: interest rates and the amount of cash available to invest. Depending on market conditions, and the Town's cash flow requirements, investment income may vary considerably from year to year. The Town prescribes to the municipal investment principles of Safety, Liquidity and Yield. The Town must adhere to State General Laws for investments. General investment earnings include interest, dividends, and net market value adjustment on all positions (balances) for the general fund,

stabilization funds and statutory trusts for the Town of Sudbury.

Debt Management

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

SHORT-TERM DEBT

Short-term debt in Sudbury is issued for three purposes: to provide cash for construction projects before the permanent debt is issued (known as bond anticipation notes, or BANs), to provide upfront cash for projects whose costs will later be reimbursed by the state or federal government (known as Government aid anticipation notes, or GAANs) and cash flow in anticipation of tax revenues (known as revenue anticipation notes, or RAN's). As of June 30, 2023, the Town had \$36,812,000 of short-term debt related to the Fairbank Community Center Project, Fire Station #2 Housing/Living Addition, Town-Wide Drainage & Roadway Reconstruction, CSX Land Acquisition, and Sterns Mill Dam Replacement.

LONG-TERM DEBT

Sudbury maintains an 'AAA' bond rating from the Standard & Poor's Corporation. This is the highest credit rating possible for municipal debt. This rating reflects the town's Strong economic measures, driven by the town's convenient access to the deep and diverse Boston metropolitan statistical area (MSA); extremely strong per capita market values and very strong household income levels compared with U.S. levels; stable financial position and good

financial management practices; and low debt burden with manageable future capital needs. The Town issued bonds totaling \$500,000 on December 14, 2022 for the purpose of funding the Town's Comprehensive Wastewater Management Plan.

The following charts show outstanding debt as of June 30, 2023.

**Town of Sudbury
Treasurer's Debt Schedule for CPA Funds
As of June 30, 2023**

Issues	Nobscot I & II	Cutting/ Dickson	Libby	Pantry Brook	Johnson Farm	Total	Annual Debt Service	Principal Balance
FY23 Ending Balance	2,155,000	215,000	235,000	1,850,000	600,000			5,055,000
FY24 Principal	330,000	215,000	120,000	150,000	50,000	865,000		
FY24 Interest	62,475	4,300	4,700	34,043	20,125	125,643	990,643	4,190,000
FY25 Principal	330,000	-	115,000	155,000	50,000	650,000		
FY25 Interest	49,275	-	2,300	30,993	17,625	100,193	750,193	3,540,000
FY26 Principal	340,000	-	-	160,000	50,000	550,000		
FY26 Interest	35,975	-	-	27,843	15,125	78,943	628,943	2,990,000
FY27 Principal	330,000	-	-	160,000	50,000	540,000		
FY27 Interest	24,875	-	-	24,643	13,625	63,143	603,143	2,450,000
FY28 Principal	325,000	-	-	165,000	50,000	540,000		
FY28 Interest	16,525	-	-	21,393	12,125	50,043	590,043	1,910,000
FY29 Principal	320,000	-	-	170,000	50,000	540,000		
FY29 Interest	7,988	-	-	18,043	10,625	36,655	576,655	1,370,000
FY30 Principal	90,000	-	-	170,000	50,000	310,000		
FY30 Interest	1,800	-	-	14,643	9,125	25,568	335,568	1,060,000
FY31 Principal	90,000	-	-	175,000	50,000	315,000		
FY31 Interest	900	-	-	11,193	7,625	19,718	334,718	745,000
FY32 Principal	-	-	-	180,000	50,000	230,000		
FY32 Interest	-	-	-	7,643	6,125	13,768	243,768	515,000
FY33 Principal	-	-	-	180,000	50,000	230,000		
FY33 Interest	-	-	-	4,448	4,625	9,073	239,073	285,000
FY34 Principal	-	-	-	185,000	50,000	235,000		
FY34 Interest	-	-	-	1,526	3,125	4,651	239,651	50,000
FY35 Principal	-	-	-	-	50,000	50,000		
FY35 Interest	-	-	-	-	1,563	1,563	51,563	-
Remaining Debt Service	2,758,088	447,450	368,800	2,233,449	794,063	6,601,849	6,601,849	

Town of Sudbury
Treasurer's Debt Schedule Excluding CPF
As of June 30, 2023

Issue Types	Schools	Municipal	Pre-CPA	Total	Annual Debt Service	Principal Balance
FY23 Ending Balance	80,000	19,861,202	1,020,000			20,961,202
FY24 Principal	40,000	1,493,116	85,000	1,618,116		
FY24 Interest	4,000	485,927	34,213	524,140	2,142,256	19,343,086
FY25 Principal	40,000	1,457,845	85,000	1,582,845		
FY25 Interest	2,000	430,227	29,963	462,190	2,045,035	17,760,241
FY26 Principal	-	1,462,895	85,000	1,547,895		
FY26 Interest	-	380,853	25,713	406,565	1,954,460	16,212,346
FY27 Principal	-	1,333,273	85,000	1,418,273		
FY27 Interest	-	338,450	23,163	361,612	1,779,885	14,794,073
FY28 Principal	-	1,333,787	85,000	1,418,787		
FY28 Interest	-	301,310	20,613	321,923	1,740,710	13,375,286
FY29 Principal	-	1,339,642	85,000	1,424,642		
FY29 Interest	-	264,131	18,063	282,193	1,706,835	11,950,645
FY30 Principal	-	1,345,645	85,000	1,430,645		
FY30 Interest	-	226,853	15,513	242,365	1,673,010	10,520,000
FY31 Principal	-	1,240,000	85,000	1,325,000		
FY31 Interest	-	199,173	12,963	212,135	1,537,135	9,195,000
FY32 Principal	-	1,085,000	85,000	1,170,000		
FY32 Interest	-	174,098	10,413	184,510	1,354,510	8,025,000
FY33 Principal	-	1,085,000	85,000	1,170,000		
FY33 Interest	-	153,100	7,863	160,963	1,330,963	6,855,000
FY34 Principal	-	1,085,000	85,000	1,170,000		
FY34 Interest	-	131,568	5,313	136,880	1,306,880	5,685,000
FY35 Principal	-	1,080,000	85,000	1,165,000		
FY35 Interest	-	108,796	2,656	111,453	1,276,453	4,520,000
FY36 Principal	-	745,000	-	745,000		
FY36 Interest	-	85,558	-	85,558	830,558	3,775,000
FY37 Principal	-	745,000	-	745,000		
FY37 Interest	-	71,975	-	71,975	816,975	3,030,000
FY38 Principal	-	745,000	-	745,000		
FY38 Interest	-	58,125	-	58,125	803,125	2,285,000
FY39 Principal	-	745,000	-	745,000		
FY39 Interest	-	44,275	-	44,275	789,275	1,540,000
FY40 Principal	-	745,000	-	745,000		
FY40 Interest	-	30,158	-	30,158	775,158	795,000
FY41 Principal	-	745,000	-	745,000		
FY41 Interest	-	15,588	-	15,588	760,588	50,000
FY42 Principal	-	25,000	-	25,000		
FY42 Interest	-	750	-	750	25,750	25,000
FY43 Principal	-	25,000	-	25,000		
FY43 Interest	-	375	-	375	25,375	-
Remaining Debt Service	86,000	23,362,490	1,226,444	24,674,933	24,674,933	

Collections Management

The total property tax levy for FY23 was \$98,602,492. As of June 30, 2023, the Town collected \$97,774,029 or 99.16% of the current year's tax levy. The Town continues to experience very favorable collection rates. Write-offs for real estate property taxes deemed uncollectible are very rare. Typically, unpaid real estate tax balances will undergo the Tax Taking process within 60 to 90 days after the fiscal year end. Severely overdue tax balances may result in the Town having to pursue property foreclosure in Land Court.

Delinquent and Deferral Account Collections Management

The Collector's office is responsible for collecting all taxes due to the Town. Slow or ineffective collections may reduce the Town's cash flow and overall financial stability. After the statutory deadline for payment of tax bills has passed, and additional notices requesting payment have

been sent, all overdue accounts are deemed delinquent. Overdue motor vehicle excise bills and personal property tax bills are assigned to a deputy collection service, Kelley & Ryan, for further collection actions. Eventually, the Town may request "marking" of delinquent bills at the Registry of Motor Vehicles to prevent license and auto registration renewal until all taxes and subsequent charges are paid in full. Delinquent Real Estate accounts are put into Tax Title whereby a certified lien is recorded at the Registry of Deeds against the property's deed. Subsequent unpaid balances are added automatically at the end of each fiscal year. Once a property is in Tax Title for six months or more, the Town may exercise its legal right to foreclose. A Municipal Tax Lien supersedes any other financial encumbrances filed against real estate property. For that reason, mortgage lenders will typically require homeowners to pay off any seriously delinquent tax balances in order to protect their underlying ownership

PROPERTY TAX LEVIES AND COLLECTIONS

LAST TEN FISCAL YEARS

Fiscal Year	Net Tax Levy	Collected within the Fiscal Year of the Levy			Total Collections to Date	
		Current Tax Collections (1)	Percent of Net Levy Collected	Actual Subsequent Collections	Total Tax Collections (1)	Total Collections as a % of Net Levy
2014	72,358,042	71,687,443	99.07%	514,335	72,201,778	99.78%
2015	72,987,035	72,251,311	98.99%	603,461	72,854,772	99.82%
2016	76,436,100	75,768,929	99.13%	614,187	76,383,116	99.93%
2017	78,907,941	78,956,353	100.06%	352,595	79,308,948	100.51%
2018	82,739,056	82,147,081	99.28%	664,381	82,811,462	100.09%
2019	85,658,067	85,188,157	99.45%	625,877	85,814,034	100.18%
2020	89,106,699	87,853,592	98.59%	1,279,659	89,133,251	100.03%
2021	91,966,404	91,366,955	99.35%	595,900	91,962,855	100.00%
2022	95,564,495	94,862,799	99.27%	568,811	95,431,610	99.86%
2023	98,602,492	97,774,029	99.16%	-	97,774,029	99.16%

Source: Department of the Treasurer/Collector

(1) Does not include taxes moved to and collected from Tax Title and Tax Deferral accounts.

interest in real estate. Deferrals granted under Massachusetts' Temporary Hardship and Senior Tax statutes may not become due (or payable) for several years.

Town Trust Funds

The Trustees of Town Donations oversee the Town Trust Funds. The 6-member Board of Trustees includes the members of the Select Board, plus the Treasurer. A 3-member Investment Advisory Group consisting of, David Pettit, Daniel Flanagan, and Lee McGowan, make recommendations to the Town Treasurer on all pooled Trust investments. The general investment philosophy continues to focus on producing a steady stream of annual income for the beneficiaries while also protecting Trust principal to the greatest extent possible. The adjusted market value for the pooled Town trust investments as of June 30, 2023 was \$1,953,742.

Tax Administration Fees

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

TOWN REVOLVING FUNDS

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

The Town maintains several revolving funds. Revolving Funds established under M.G.L. c.44, s.

53E ½, require annual spending limit authorization at Town Meeting. Each fund is accounted for separately from all other monies in the Town.

Fund Descriptions:

PUBLIC HEALTH VACCINATIONS

Insurance and other reimbursements for vaccinations provided by the Board of Health to the public for the purchase of vaccines, vaccination materials, and the public health nursing administration of such vaccinations;

PLUMBING & GAS INSPECTIONAL SERVICES

Permit fees collected are used to fund services for plumbing and gas inspections;

PORTABLE SIGN ADMINISTRATION AND INSPECTIONAL SERVICES

Annual registration fees collected pursuant to Section 3259A, Portable Signs, of the Zoning Bylaw are used to fund administration and inspectional services;

CONSERVATION (TRAIL MAINTENANCE)

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

CONSERVATION (WETLANDS)

Application fees collected are used to fund administration of the Sudbury Wetlands Bylaw;

TAX ADMINISTRATION FEES

	<u>FY2021</u>	<u>FY2020</u>	<u>FY2019</u>	<u>FY2018</u>	<u>FY2017</u>
Municipal Lien Certificates	\$ 27,555	\$ 22,775	\$ 15,090	\$ 15,775	\$ 16,725
Other Administrative	503	596	636	924	1,226
	<u>\$ 28,058</u>	<u>\$ 23,371</u>	<u>\$ 15,726</u>	<u>\$ 16,699</u>	<u>\$ 17,951</u>

COUNCIL ON AGING ACTIVITIES

Fees collected are used to fund Senior Center classes and programs;

COUNCIL ON AGING VAN TRANSPORTATION (MWRTA)

Payments from the MetroWest Regional Transit Authority (MWRTA) and fares are used to pay salary and benefits of van driver and van operating expenses;

CEMETERY REVOLVING FUND

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

FIRE DEPARTMENT PERMITS

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

GOODNOW LIBRARY MEETING ROOMS

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

GOODNOW LIBRARY SERVICES

For use by the Library Director for the purposes of funding the replacement of books, CDs, DVDs, audio books and other materials lost or damaged by patrons in addition to incidental costs associated with services for patrons such as document copying, printing, passport acceptance applications, microfilm, and notary services, and including library programs offered to the public utilizing revenue from lost book fees, passport application fees, copying fees, and fees associated with other library services at the Goodnow Library.

RECREATION PROGRAMS

Fees collected are used to fund recreation programs and activities;

TEEN CENTER

Fees collected are used for Teen Center programs and activities;

YOUTH PROGRAMS

Fees collected are used to fund youth programs and activities;

BUS

User fee collections are used to fund additional or supplemental school transportation;

INSTRUMENTAL MUSIC

User fees are used to fund additional or supplemental instrument music lessons after school hours;

CABLE TELEVISION

Fees and other income collected in connection with cable television are used to fund local access services and the Town institutional network (I-Net);

RENTAL PROPERTY

Receipts received from the rental of Town-owned houses are used to fund expenditures related to the upkeep of these houses;

DOG

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

ZONING BOARD OF APPEALS
Application fees collected are used to fund consultants and part-time employee salaries.

energy saving initiatives by the Energy Committee.

SOLAR ENERGY
Receipts from the solar landfill are used for payment of electrical costs and funding of

Respectfully submitted,
Dennis Keohane, Finance Director/Treasurer-Collector

TOWN REVOLVING FUNDS

	Balance 6/30/2022	Revenues	Expenditures	Balance 6/30/2023
Public Health Vaccinations	\$ 28,385.24	\$ 36,694.18	\$ 20,985.75	\$ 44,093.67
Plumbing & Gas Inspectional Services	215,583.01	62,795.00	41,314.63	237,063.38
Portable Sign Administration & Inspectional Services	73,270.47	6,625.00	2,250.25	77,645.22
Conservation (Trail Maintenance)	21,633.75	7,950.00	-	29,583.75
Conservation (Wetlands)	41,330.05	31,307.18	-	72,637.23
Council on Aging Activities	1,391.63	16,111.00	15,252.50	2,250.13
Council on Aging Van Transportation (MWRTA)	43,162.40	121,714.80	123,397.15	41,480.05
Cemetery Revolving Fund	58,527.89	23,434.00	6,043.00	75,918.89
Fire Department Permits	184,812.74	40,304.28	20,065.06	205,051.96
Goodnow Library Meeting Rooms	41,545.81	4,610.00	1,922.50	44,233.31
Goodnow Library Services	28,010.82	40,827.32	9,941.25	58,896.89
Recreation Programs	307,073.22	405,881.89	318,514.59	394,440.52
Teen Center	4,067.38	-	-	4,067.38
Youth Programs	(2,677.20)	-	-	(2,677.20)
Bus	1,023,967.89	365,221.32	450,000.00	939,189.21
Instrumental Music	10,015.61	29,490.00	27,110.00	12,395.61
Cable Television	9,081.92	-	5,688.00	3,393.92
Rental Property	2,397.83	20,900.00	20,544.88	2,752.95
Dog	119,081.65	61,026.60	41,875.25	138,233.00
Zoning Board of Appeals	2,541.00	-	-	2,541.00
Solar Energy	935,629.83	444,181.31	290,484.64	1,089,326.50
	<u>\$ 3,148,832.94</u>	<u>\$ 1,719,073.88</u>	<u>\$ 1,395,389.45</u>	<u>\$ 3,472,517.37</u>

HEALTH & HUMAN SERVICES

CABLE ADVISOR

In 2023, the Cable Advisor negotiated the renewals of our franchise agreements with COMCAST and Verizon, monitored cable-company franchise compliance, answered questions from residents and the Town, and maintained an informational webpage (accessible from the Town website). Cable-related questions or problems should be sent to cableadvisor@sudbury.ma.us. Residents are encouraged to use this process to get help with cable-provider-related problems after attempts through normal channels have failed.

SudburyTV (a non-profit organization led by Sudbury residents) continued to provide Public, Educational, and Governmental Access programming on COMCAST and Verizon cable channels, and via their website <http://sudburytv.org> (video-on-demand, and 24/7 live stream). Our cable providers expanded the number of channels offered from two to four, including a new High-definition channel. Cable subscribers can find SudburyTV programming as follows:

	COMCAST	VERIZON
Government	8	31
Educational	9	32
Public	22	30
Combined HD	1074	2130

As people decide to “cut the cord” they should be mindful that SudburyTV is completely funded by COMCAST and Verizon in amounts proportional to their Cable TV revenues in

Sudbury (Internet and Phone revenues aren’t considered).

SudburyTV programming included continued coverage of numerous committees, commissions, and task forces, including live coverage of: Select Board, and the Finance, SPS School, and L/S School committees. STV recorded for later cablecast and VOD many groups including: Board of Health, Bruce Freeman Rail Trail/Rail Trails Advisory, Capital Improvement Advisory, Disability, Community Preservation, Conservation, Council on Aging, Diversity, Equity and Inclusion, Earth Removal, Energy and Sustainability (NEW), Goodnow Library Trustees, Historical, Historic Districts, Land Acquisition Review (NEW), Park and Recreation, Permanent Building, Planning Board, Sudbury Housing Trust, Transportation, and Zoning Board of Appeals. Town Meeting, and the Annual Town Forum were also cablecast live. Many of these meetings are held via ZOOM, some are held in person, and some are hybrid.

SudburyTV cablecast educational programming presented by groups such as L/S and Curtis Music Programs, L/S Sports, SEPAC, and L/S and Curtis Middle School Graduation ceremonies. SudburyTV continued to cablecast community programs from Goodnow Library, Sudbury Historical Society, Sudbury Senior Center, Sudbury League of Women Voters Forums, L/S Civic Orchestra, July 4th Ceremonies, and Summer Concerts. New events covered by SudburyTV included Chinese-American Association’s Spring Festival Gala, Sudbury

Savoyards, Sudbury Earth Day, and Sudbury Holiday Village.

Finally, SudburyTV continued production of both the Municipal Minute series with the Sudbury Town Manager, highlighting various Town Staff, Departments and initiatives throughout Town Government. and the original series, Global Village, which covers a variety of topics including books, music, and religion.

At the SudburyTV studio at L/S there is a full complement of broadcast and editing equipment. After training, residents can use this equipment to create and edit quality programming at no charge, or volunteer to help cablecast existing programs. Residents can request personalized training, or attend our

courses given as part of L/S Adult Education. Equipment may be used in the studio or on location. We have rooms equipped with multiple cameras such that a single volunteer can record meetings in the Town Hall, Flynn Building and Police Station. The essence of Access is programming produced for residents, by residents. Residents are encouraged to contact SudburyTV's Executive Director, Lynn Puorro, to discuss programming and/or training. Contact Lynn at 978-443-9507, or at info2@sudburytv.org. More information about SudburyTV (and a link to the Cable Advisor's webpage) can be found at <http://sudburytv.org>.

Respectfully submitted,
Jeff Winston, SudburyTV Board of Directors



COMMISSION ON DISABILITY

The Sudbury Commission on Disability (COD) had a productive 2023. The COD celebrated its 30-year anniversary in style, complete with a Town proclamation, a State resolution and a celebratory event at the Goodnow Library that provided the community an opportunity to recognize the contributions of the Sudbury COD over three decades of advocacy.

On April 4, 2023 the Select Board voted unanimously to support the Town proclamation. At the May 1, 2023 Annual Town Meeting, Representative Carmine Gentile presented the Town a Joint Resolution honoring thirty years of the work of the COD. He and Senator Jamie Eldridge worked to have the resolution passed. On May 21, 2023 a reception was held in the community room at the library to mark the 30th Anniversary. Kay Bell, a longtime member of Sudbury's Commission on Disability, spoke to attendees, as did Representative Gentile and Senator Eldridge. We thank three decades worth of volunteers who have served on Sudbury's Commission on Disability, as well as the dedication and leadership of Kay Bell.

The COD voted in January of 2023 to work on three focus areas for our initiatives. Those included updating our Standard Operating Procedures, Education and Outreach, and Website updates. Progress was made on all fronts throughout the calendar year, with particular emphasis on education and outreach.

The COD started working with the Sudbury-Wayland-Lincoln Domestic Violence Roundtable in December 2022 on a joint virtual event addressing the intersection of disability and intimate partner abuse. The May 23, 2023 panel discussion was well attended, included a question-and-answer session, and also included ASL interpretation.

COD advocacy efforts spanned much of the year, but two significant efforts also occurred in May. On May 4 the COD voted to write a letter supporting the Gifts of Hope Unlimited grant request for funds to provide support for survivors of intimate relationship abuse. The Sudbury Foundation did award the grant which continues to support survivors. Also on May 4, the COD voted to participate in the Sudbury Cooperative Preschool Family Pride event. Kay Bell and Cheryl Wallace staffed a shared table with Sudbury SEPAC.

Momentum on education and outreach continued to build well into the fall. The COD sponsored, fundraised and supported an Accessible Trick-Or-Treat event for Halloween. In partnership with the residents of the Meadowbrook neighborhood (Meadowbrook Road and Meadowbrook Circle), and generous financial sponsorships from local businesses, families, and non-profits, tables were placed at the end of each driveway, complete with edible treats and non-edible treats including fidget toys, pencils, and stickers. Careful planning ensured the event was accessible to all with clear pathways between tables, and accommodating of allergies and sound/light sensitivities via advanced communication with the Meadowbrook neighbors and table volunteers.

Karyn Jones of the Sudbury COD worked tirelessly to plan the details, build a website, and promote the event. Our first Accessible Halloween succeeded beyond our wildest dreams. Organizers counted over 200 families, from Sudbury and surrounding communities, over the course of the evening. WCVB-5 shot a news segment on-site, highlighting the event and further amplifying the education and outreach impact we were hoping to achieve. Many families sent notes of gratitude after the event.

My family came to your event tonight for the first time and I had to email right away to share that it was absolutely wonderful! My twins had such a great time and everyone was so friendly and sweet. I am in awe of what your community offered and I want to make sure everyone involved knows just how much of an impact they had on neurodivergent families like mine.

Following the event, the residents of the Meadowbrook neighborhood were enthusiastic about the experience, and voiced an interest in making Accessible Trick-Or-Treat an annual tradition. As one neighbor shared:

What an uplifting Halloween event was had by all tonight. There was such joy in the air. Even the weather cooperated. Your efforts, collectively with our street leaders, created a most memorable holiday for many. It was an honor to witness the comfort level in everyone, especially for those who may have experienced past Halloweens differently. The thoughtful planning of tea lights, table

decorations, nut and allergy free snacks and toys secured success. Impressive. A model for the future. Thank you for sharing kindness and inclusion in welcoming everyone who joined in Accessible Trick or Treat in Sudbury, MA tonight. Such a positive initiative.

Following our largest and most visible event of 2023, we turned to further event planning as 2024 approached. While the Sudbury COD covered quite a bit of ground in 2023, education, outreach and community partnership were the highlights of the year. We look forward to the work ahead of the COD with optimism and gratitude for a community that continues to value accessibility and inclusion for all.

Respectfully submitted,

Cameron LaHaise, Chair
Liesje Quinto, Vice-Chair
Karyn Jones,
Elizabeth A. Struck
Cheryl Wallace

Facility Dog "Officer" Rico joined the Sudbury Police Department in 2023. Along with his handler, Officer Latini, Rico made regular visits to the Goodnow Library, Senior Center and Sudbury's schools, helping people feel grounded and calm through a variety of gentle interventions.



GOODNOW LIBRARY

STRATEGIC GOALS

SERVICE

Offer an outstanding public service to all

This year's staff development focused on First Amendment Audit protocols and literacy training.

Added Notary Services

Expanded Passport Services

Added cashless payment for printing and copies

Reduced wait times for popular materials

Communication

USE A COHESIVE COMMUNICATION MODEL THAT EMPOWERS AND SUPPORTS BOTH PATRONS AND STAFF

Initiated Semi-Annual Library Trustee Reports

Access

UNRESTRICTED ACCESS TO INFORMATION, PROGRAMS AND RESOURCES

DEI

Diversity, Equity, Inclusion

Awarded a grant to fund development of Indigenous History Special Collection.

Awarded a grant to do a Race, Equity, and Inclusion audit.

In addition to an audit of current materials, the library will acquire tools to continuously track diversity of the collection.

Culture

ADAPTIVE, FLEXIBLE, AND MEANINGFUL WORK CULTURE

Benchmarked staffing compensation with comparable towns

Advocating for bringing staff compensation to a competitive level.

Adaptive

Adaptive programming, services and policies to meet the ever changing needs of our community.

Awarded a grant to increase add adaptive items to the Library of Things

Awarded a grant to develop a new collection emphasizing "Learn to Read" techniques.

now lab

future focused on sustainability and innovation

Increased programming and access to the NOW lab

Advocating for a full-time NOW lab coordinator

Advocating for EV chargers for the library parking lot

Hub

The social hub for the Sudbury community.

Continued supporting community events - Earth Day, Pride Day, Winter Holiday Event

Programming and attendance at the library have increased past pre-pandemic levels. Demands for programs and services have increased, particularly in regard to digital content, and costs have increased commensurately.

The interest and need to prepare for climate extremes is emerging. The library serves as a safe place to stay warm or cool, and charge devices in comfort. We are providing educational programming and resources, and hope to have EV chargers in the coming year.

Collaborations: We continue to partner with our colleagues across departments. Examples include Truck Day, Earth Day, Family Pride, Holiday Village, Doing Good Fair, and projects with the Senior Center, Park & Recreation, and Health Department. The library frequently hosts community meetings, due to available meeting space and its broad schedule.

The demands on staff continue to increase. Staffing hours and salaries have remained static, while needs to accommodate changes in the community increase. For example, DEI, accessibility, literacy support, and regular requests to partner with any number of worthy, local organizations. Additionally, there has been a national trend of book challenges that Massachusetts has not been immune to; having the fourth highest number of challenges in the country according to the American Library Association. Another sign of the times has been disruptions such as Youtubers seeking to gain attention and revenue through so-called First Amendment "audits," that rattle staff and patrons alike.

Community Collaborations

CLIMATE TREE

Library staff built a Climate Ribbon Tree installation in the atrium. Patrons were encouraged to write the answer to the following prompt on a ribbon and hang it from the tree: "What do you love and hope to never lose to climate chaos?" All the ribbons will be collected and mailed to the Climate Ribbon Archive in NYC at the end of the project. All told, 193 tied ribbons to the tree, creating a beautiful art piece in the library and stimulating thought and conversation about the climate.



VACCINATION CLINIC

Staying healthy in Sudbury! Turnout was high at the senior community flu clinic at Goodnow, an event held in partnership between the Library and the Sudbury Senior Center. The group pictured here includes Sudbury Health Department staff, Great Meadows Public Health Collaborative staff, and Medical Reserve Corps volunteers. The best part? A string trio featuring Sudbury and Concord residents playing soothing music to help ease the sting.



FAMILY PRIDE DAY

In partnership with the Sudbury Cooperative Preschool and a number of community partners, such as churches, synagogues, banks and organizations, this year the event was expanded to include teen activities in addition to crafts for little children, resulting in an increase in activities and attendance.

EARTH DAY

This Town event included information tables from town committees and commissions, food vendors, and library programs. An estimated 300-500 people attended.

DEMENTIA FRIENDLY SUDBURY

Dementia Friendly Sudbury was recognized by Dementia Friendly Massachusetts with a certificate acknowledging the local organization's work. The certificate was presented at the Sudbury Senior Center. The Library's Assistant Director Karen Tobin is also a Dementia Friends Champion and has given Dementia Friend Info Sessions to libraries, community groups, and volunteers. She also advises libraries across the state and beyond on getting involved in the Dementia Friendly movement.

New Initiatives

EXPANSION OF ADAPTIVE SERVICES

The library was awarded a Sudbury Foundation Grant for \$15,000 to enhance adaptive services. This includes a set of Decodable Books for beginning readers and items for the Library of Things like wheelchairs, magnifiers, an adaptive video game controller, braille UNO cards, and more.



LSTA GRANT: "UNEARTHING SUDBURY'S INDIGENOUS HISTORY"

The library was awarded a Library Services and Technology Act (LSTA) grant for \$20,000 over two years to fund the collection of Native American documents and help support an oral history project involving local Nipmuc, Massachusetts, and Wampanoag elders.

RACE, EQUITY, AND INCLUSION AUDIT

The library was awarded a Race, Equity, and Inclusion grant from the Sudbury Foundation for \$5,000 to analyze and report on the diversity of the current collection. In addition to the diversity audit, the library will acquire tools to continuously track the diversity of the collection as new items are added.

YEARBOOK SCANNING

The Boston Public Library digitized the library's collection of Ephraim Curtis Middle School and Lincoln-Sudbury Regional High School yearbooks for free under a statewide grant.



New Programming

To better serve the changing needs of the community, special programming was added, including weekly English Language Learning classes, a virtual 50+ Job Seekers Networking Group, which met monthly, and added programming for adults and teens in the Sara Sherman NOW Lab. In the Children's department, chess and Pokémon clubs were added to replace those no longer offered by the schools. "Mini-makers" and "Crafternoons" offered STEAM learning for children. Chinese and Spanish story times for young children, and cultural celebrations such as Lunar New Year, Holi, Passover, Eid and Diwali were held.

Reading to Rico, a collaboration between the Library and the Sudbury Police Department offered early literacy support for children and gave the Town's new comfort dog the opportunity to expand his literary horizons.



Added and Expanded Services

To better serve the community and its needs, the library continues to add services, including:

Notary Service. In 2023, three staff members became certified notaries. This service is offered as a courtesy and without a fee.

Passport Services. To accommodate the demand, passport service hours were expanded in 2023. The library also added a designated area to assist in the application process.

Launched cashless payment for printing. This allows Apple pay and debit and credit card payments for printing and copies.

Sara Sherman NOW Lab

FREE LITTLE ART GALLERY

The Free Little Art Gallery continues to host and share community art. This year it underwent an upgrade to include two cabinets underneath. These cabinets hold art supply to-go kits. Thank you to Adrian John for his thoughtful Eagle Scout project.

NEW LASER CUTTER

The library has replaced its original laser cutter this year. The new laser cutter has been very popular, with many patrons eager to use it for creating tabletop gaming pieces, Christmas ornaments and presents, parts for model



rockets, pieces for electrical circuits, signs, and much more. Training classes are offered monthly for training and certification.

New Art

To expand upon the library's commitment to diversity, equity, and inclusion, a triptych of photographs by local Nipmuc artist Scott Foster was purchased and installed in the stairwell. These images depict contemporary Nipmuc citizens in regalia and a mishoon (canoe built with fire).



Volunteers

The library is indebted to its many community volunteers for their continued support, without whom many daily tasks at the library could not be accomplished, including processing requests for books, movies, and other items, assistance with program preparations, and many other unseen tasks that enable the library to provide excellent service to the community.



Goodnow Library Foundation

The Library's Foundation (GLF) held its community gala in the library for the first time since 2019, hosted three author events, presented two popular Be Bold Speak Series programs, and held two huge book sales. The Foundation has been able to fund the Museum Pass Program, an expansion of the digital collection, Sara Sherman NOW Lab needs, maintenance of the Civil War Statue, the library director's needs, Children's Room activities, and staff appreciation events. Plus, the Foundation received a major grant from the Sudbury Foundation for new remote lockers.

As our community's needs evolve, the Foundation continues to serve an important role in supporting the Goodnow Library's focus on education and literacy, as well as providing a gathering place where everyone is welcome. The Foundation provides supplemental funding to the Library, much in the same way that Sudbury parent organizations support the schools. These funds support refurbishments, technology upgrades, director's requests, and other needs not covered by the town—amounting to 10–20% of the library's non-salary budget each year, on average.

Annual GLF Giving	2023
Map Restoration	\$5,000
Book Nook Funds (materials, books, staff appreciation, Children's Room programs)	\$7,500
Memorial Funds	\$2,200
Digital Collection	\$10,000
Grant Funds	\$20,000
Director Discretionary	\$10,000
Museum Passes	\$7,000

Statistical Snapshot

STATISTICAL REPORT

Materials include both print and digital materials for adult, teen, and children's collections. Adult and Children's print circulation increased, while that of audiobooks and CDs continued to decline. Digital content use has been consistently increasing. The number of people visiting the library is back to pre-pandemic levels. Attendance at Children's programs has been climbing but still shows dampened numbers due to lingering COVID restrictions. Programming for Teens and Adults increased. General audience and self-directed programs, such as borrowing from the Seed Library, or taking a class in the Sara Sherman NOW Lab, were counted this year for the first time.

Statistical Report		
FY23 (July 1, 2022-June 30, 2023)		
	FY2023	FY2022
Total Materials Held	240,967	219,226
Total Collection Use	456,643	473,783
Visitors	126,422	96,177
Number of Children's Programs	434	283
Attendance of Children's Programs	18,035	9,479
Number of Teen Programs	172	85
Attendance of Teen Programs	1,047	589
Number of Adult Programs	421	121
Attendance of Adult Programs	1,744	1,194
General Audience Programs	86	
General Audience Attendance	4,763	

FINANCIAL REPORT

The Library Services Revolving Fund expenditure limit was \$10,000, and the Meeting Room Fund expenditure limit was \$10,500. The Library Services Fund supports many Library services, including costs to fund the public copiers, passport services, and other programs. The Meeting Room Fund supports the maintenance of the library's meeting rooms. State Aid is awarded annually for maintaining minimum standards, such as providing service to all members who live, work or attend school in the Commonwealth, are open to the public a reasonable number of hours per week, including weekends and evenings, and that spend a minimum of the overall budget on purchasing books and materials for the collection.

Respectfully Submitted,
Esme Green, Goodnow Library Director

Board of Trustees
Katina Fontes, Chair
Jean Nam, Vice-Chair
Lily A. Gordon
Elizabeth Iwasaki
Ingrid J. Mayyasi
Natalie Schlegel

Senior Library Staff
Karen Tobin, Assistant Director
Michael Briody, Head of Circulation
Joanne Lee, Head of Reference
Laurie Ensley, Teen Services Librarian
Olivia Sederlund, Head of Technical Services
Amy Stimac, Head of Children's Services

Financial Report		
FY23 (July 1, 2022-June 30, 2023)		
	Revenue	Expended
Library Services Revolving Fund	\$40,827.32	\$10,590.11
Meeting Room Revolving Fund	\$4,610.00	\$1,922.50
State Aid	\$47,259.51	\$45,741.75

BOARD OF HEALTH

The Board of Health is responsible for addressing the health needs of the community. The Board's mission is to preserve and maintain the health and well-being of all Sudbury residents. Traditional duties include site evaluation for subsurface sewage disposal, permit/licensing and inspections of food service establishments, summer camps, public swimming pools, stables, tanning salons, body art establishments, body work establishments, trash haulers, septic installers and haulers, septic systems, potable water and irrigation well installations, and supplying community-based nursing and mental healthcare services, as well as involvement in environmental health issues such as housing code violations, mosquito control, hazardous waste, animal/rabies control, public ground water supplies and emergency preparedness. Community based nursing services are provided by the Public Health Nurse. Mental health-care services are provided through the Community Social Workers and Community Outreach Worker. The Board of Health continues to update and disseminate current information regarding public health concerns and issues via Town website, brochures, cable TV, and local newspapers.

Nursing Services and Emergency Preparedness

This year the Public Health Nurse (PHN) role continued adapting to disease surveillance and Pandemic management in the community. Keeping pace with the rapidly changing requirements for schools, nursing homes, daycares and the community remained a challenge as the case management was balanced between existing public health communicable diseases and COVID-19. As COVID-19 polices and public education have become normalized, communicable diseases such as recreational waterborne illnesses and

foodborne illnesses increased this year paralleling the public's return to pre-pandemic operations. Outreach on familiar foodborne illnesses such as salmonella became a part of our public health education for daycares and nursing homes. Vaccines remained crucial for preventing the spread and reducing the severity of these illnesses, thus improving the ability for people to return to their previous roles in the community. The Public Health Nurses utilized mobile units from the State Department of Public Health to run COVID-19 clinics at Goodnow Library, Senior Center and assisted businesses to schedule them on site for their employees.

During the summer the PHN also conducted camp inspections for 11 local camps. This included overseeing, following up on camp injury reports and suspect communicable diseases that cropped up during the camp session.

During the fall, the PHN also conducted Flu Clinics for Seniors, First Responders, Employees and community-wide. We were able to provide 430 flu vaccines. The decrease in flu vaccinations this year was most likely due to "vaccine fatigue" in the community as the timing of the bivalent booster led to many choosing between a flu or COVID-19 booster. Sudbury's local influenza vaccine figures reflect what the CDC reported in Fall 2023, where nationally, there were 7.4 million fewer influenza vaccine doses administered to adults in pharmacies and physician offices compared with the 2022–2023 influenza season. Key reasons for low vaccination uptake of influenza, COVID-19, and RSV vaccines based on CDC survey results from a nationally representative sample of U.S. adults (Ipsos KnowledgePanel and NORC AmeriSpeak Omnibus Surveys), include lack of provider recommendation, concerns or issues about

unknown or serious side effects, occurrence of mild side effects, and lack of time or forgetting to get vaccinated. This information allows us to position ourselves to increase public health education on vaccinations for the upcoming year.



Sudbury Touch-A-Truck Day, distributed mosquito control pamphlets and cooling towelettes

Eastern Equine Encephalitis (EEE)

The mosquito control strategy was developed in response to the 2019 confirmed case of EEE that attracted local and national media attention and continues to be a concern for the community. The Massachusetts Department of Public Health and the Eastern Middlesex Mosquito Control Project (EMMCP) continued trapping and testing efforts to identify diseases in the mosquito population. Due to a dry winter and spring season, the mosquito counts were low as were subsequent EEE and West Nile Virus risk. The health department staff increased social media messaging regarding risk reduction to mosquito exposure.

Tobacco Control

Sudbury continued to participate in the MetroWest Tobacco Control Coalition, funded by a grant from the MetroWest Foundation. Sudbury, along with 9 other MetroWest communities, established a regional tobacco control program purposed to prevent nicotine addiction and youth uptake. Parivallal Thillaigovindan, onboarded as the new Tobacco Control Program Manager for the MetroWest Tobacco Control Coalition. He was appointed as a Health Agent for the Board of Health to conduct tobacco inspections, education and enforcement on our permitted establishments. All tobacco establishments have been inspected.

Subsurface Disposal of Sewage

To ensure that individual septic systems will not have negative impacts on the environment and public health, field evaluations were conducted for new single-family residential lots, multi-unit housing projects and commercial properties to determine groundwater elevation, suitability of soil, elevation of bedrock, and presence of wetlands. Septic system design plans were reviewed and approved prior to construction. In addition, septic replacement systems were evaluated and inspected for existing dwellings or buildings. Proposed additions to existing buildings were reviewed for adequate septic system capacity. Under the State Environmental Code, Title 5, the Board of Health is required to record septic system inspection reports prior to property transfers. One hundred and eighty-three (183) permits were issued to construct, replace or repair septic systems in 2023, up 19% from last year. The increase in septic replacements and upgrades were directly related to the strong real estate market and extensive home renovations and improvements.

Community Social Worker

Resource and Referral: The Social Worker updated and expanded website and resource guides. Residents presented with loss of: loved ones, childcare, social connectedness, employment, income, housing, in-home services, and ability to meet basic needs. Rising cost of food and housing, and the end to the eviction/foreclosure moratorium, left many in crisis. Most of these residents presented with mental health needs, including symptoms of trauma, anxiety, depression, and/or suicidal ideation, while waitlists for mental health services were as long as 6-12 months. The time devoted to each resident on average more than doubled. The Health Department was awarded a grant of \$30,000 by The Sudbury Foundation that was allocated to provide additional resources and fiscal support for basic needs such as groceries and fuel. The social workers developed a data-rich proposal for use of American Rescue Plan Act (ARPA) funds, with a focus on equity and those hit hardest by the pandemic. Social workers continued to expand on the Cares Pantry, a hygiene/cleaning supply pantry, expand food pantry delivery, and trained school staff to expand the Sewataro scholarship program.

The Community Social Worker advocated and collaborated regularly with state and local legislators to provide education and address complex needs. Community Education: Provided education about needs, resources, trauma-informed care and promoted equity through presentations at open meetings (Diversity Equity and Inclusion Commission, Commission on Disabilities, Board of Health, Select Board, Housing Trust). Facilitated monthly meetings in Sudbury and MetroWest region providing education and interdepartmental/interagency collaboration. Provided trainings on domestic violence and mental health. Produced a monthly newsletter and informed the community about resources regularly. Developed an evidence-

based guide to reopening workplaces with a focus on social emotional health.

Services Supported by the Sudbury Board of Health Social Worker in 2023	
Social Work Referrals to Community Resources	1222
HOPE Sudbury Applications Processed	81
Social Work Meetings/Presentations	19
Social Work Trainings Attended	22
Social Work Home/Office Visits	49
Social Work Case Management Contacts	189
Social Work Managed Donations/Volunteers	278
Social Work Individuals Served/Month	42

Sudbury Health Department tabled in the region's first Opioid Resource Night hosted by the region's seven health departments and local providers. Community Social Worker spoke one-on-one with multiple residents asking general questions, providing in-depth follow-up after the event.

Hazardous Waste

The Board of Health held a town-wide hazardous waste collection on April 1st, 2023. Two hundred and thirteen (213) households disposed of hazardous materials. The Board of Health continues to contract with New England Disposal Technologies (NEDT) in Sutton, MA, a business where residents can dispose of household items such as oils, acids, thinners, cleaners, fuels, and paints throughout the year. The community continues to look for economic and accessible places to dispose of hazardous waste.



Regional Opioid Resource Night on Overdose Awareness Day

Animal/Rabies Control

Jennifer Condon, Animal Control Inspector/Officer, reported 294 calls during 2023 reporting complaints, lost dogs and cats, wildlife concerns, and miscellaneous questions.

Nine (9) animals were quarantined due to bites or scratches to humans or other animals. Thirty-two (32) barn inspections were conducted and reported to the Department of Animal Health and the Department of Agricultural Resources. Nine (9) potentially rabid animals that had contact with pets or humans were submitted for testing to the State Laboratory. The removal of road kill animals along public roadways is now being contracted by Jennifer Condon. Seventy (70) dead animals were disposed of.

Heavy rainfall throughout the summer season caused a number of areas in Town to be flooded by beaver impoundments. State law requires a permit from the Board of Health for trapping, breaching or removing a dam and also to install water level control devices. Collaboration between the Conservation Commission the

Department of Public Works, and Health Department continues to ensure humane, ethical, and environmental laws are adhered to.

Complaint Investigation/Surveillance

The Board continued its program of complaint investigation brought by the public and surveillance which detected, monitored, and investigated conditions which contribute to illness and/or cause a nuisance. Forty-two (42) complaints were investigated.

Restaurant and Food Service

Ninety-nine (99) food service permits were granted in 2023 to restaurants, retail food stores and residential kitchens. Sixteen (16) temporary food permits were granted to mobile food trucks and catered events. Food service establishments were inspected bi-annually to assure compliance with the State Sanitary Code. Inspections were also conducted prior to new establishments opening, to investigate complaints or illness, or for temporary events.

New Regulations

The Board reviewed and passed two (2) new regulations. Regulations for Body Art Establishments were passed and went into effect July 1, 2023. These regulations cover body art such as tattooing, piercing, and microblading/permanent make-up and require operators to apply for an annual permit with the Health Department. The goal for these body art regulations is to ensure public health safety with regards to bloodborne pathogens. The Board also passed Regulations Governing the Practice of Bodywork, effective November 14, 2023, to protect the public health, welfare and safety of the community. The scope of these Regulations is broad and includes many aspects which, if not particularly regulated, could endanger the

community through prostitution, human trafficking, and disease transmission.

Public Health Excellence Shared Services Grant

The Sudbury Health Department was awarded a grant in the amount of \$300,000/year for a multi-year period to regionalize health department nursing and inspectional services. The grant does not replace existing staff but increases capacity within each department. The Great Meadows Public Health Collaborative (GMPHC), spearheaded by Sudbury and funded through the Public Health Excellence (PHE) grant by the Massachusetts Department of Public Health (MDPH), has made substantial strides in bolstering local public health capacity within the region. The collaborative, comprising of Bedford, Carlisle, Concord, Lincoln, Sudbury, Wayland, and Weston, operates with regular monthly meeting. Funding for the fiscal years 2023 and 2024 amounted to \$300,000 and \$447,064, respectively. Key personnel include Kelli M. Calo as the Shared Services Coordinator, Ann Loree as the Regional Public Health Inspector, and Laura Duff as the Public Health Nurse.

The collaborative's initiatives include the presentation of the Hidden in Plain Sight display at eight middle and high schools throughout the region, raising awareness about substance use among young adults. Additionally, the regions' participation in the Community Naloxone Program allows the distribution of free naloxone to the community, complemented by training sessions. In 2023, the collaborative actively engaged in regional substance use prevention discussions, particularly focusing on the utilization of Opioid Settlement funding.



Regional Public Health Nurse supporting Sudbury Flu Clinics

GMPHC played a pivotal role in flu/COVID clinics across participating municipalities and provided emergency assistance at shelters housing an influx of migrant families in Bedford and Concord, addressing nursing and vaccination needs. The collaborative also created educational brochures and displays covering topics like tick awareness, septic, sewer, etc. GMPHC also supported participating municipalities by conducting public health inspections, totaling 170 in 2023, reviewing the medical portion of camp inspections, and initiated projects such as the draft body art regulation, draft body works regulation, regional food truck permitting process, and the I/A operations and management project. The Great Meadows Public Health Collaborative's multifaceted efforts showcase a dedicated commitment to community well-being and the

advancement of public health initiatives within the region.

Board Members and Personnel

Carol Bradford, Linda Huet-Clayton, and Susan Sama continued to serve as board members. Carol Bradford remained the Chair. Dr. Peter Hoenig was reappointed as the consulting Town Physician in December 2023, serving for another 3-year term.



Town-wide Flu Clinic

A number of staffing changes occurred in 2023. William Murphy moved on from serving as the Sudbury Health Director in January 2023. Patricia (Patty) Moran served as interim Health Director during the hiring process, maintaining core departmental functions. Vivian Zeng onboarded as Health Director in late April 2023. Patty Moran continued providing high-level skilled nursing services while overseeing three part-time nurses to support vaccination clinics and response to disease investigation follow-up. Patty retired in June 2023, but maintained a per diem status during the hiring process for a Public Health Nurse. Unfortunately, the candidate search has not resulted in a full-time hire yet, and thus the public health nurse role has been supported by per diem nursing staff and the regional nurse during the interim to minimally maintain core functions. Bethany Hadvab transitioned out of her role as Community Social Worker in

September 2023. As a result, master level internships were suspended. Mitch Sanborn, the Community Outreach Worker supported emergency social worker demands during the hiring process. Beth Porter, Administrative Assistant continued to work tirelessly managing and supporting all operations including managing clinics and programs. Robert Lazo, health inspector, obtained all the necessary licenses and certifications to take over all environmental health programming.

Regionally, Kelli Calo transitioned into a full-time Shared Services Coordinator position to manage regional personnel hired through the Public Health Excellent grant. Ann Loree continues to serve the region as the regional health inspector. Laura Duff continues to serve the region in a part-time capacity as the regional public health nurse.

Respectfully submitted,
Vivian Zeng, Health Director

BOARD OF HEALTH
Carol Bradford, Chair
Linda Huet-Clayton
Susan Sama



Board of Health members (L to R): Susan Sama and Carol Bradford

SUDBURY HOUSING AUTHORITY

The SHA's mission is to develop and manage affordable rental housing for families, senior citizens, and disabled people. The SHA currently owns and manages 64 units of housing for the elderly/disabled at Musketahquid Village and 28 units of family housing, the latter of which is scattered throughout the town.

The twenty-eight units of SHA-owned family housing consist of both single-family homes and duplexes, scattered throughout town. Income limits adjusted for household size are determined annually by HUD and approved locally. Rent is 27–30% of income and tenants are responsible for the cost of utilities. Families tend to be small, with an average of one child per household. In 2023, the SHA welcomed three new families.

At Musketahquid Village, residency is limited to elderly and disabled people, with the same income limits as are applied to families. Rent is 30% of income and includes the cost of utilities. Homeownership at the time of application does not disqualify an applicant. Five new residents were welcomed in 2023.

The SHA's operating budget is funded entirely by tenant rents. Routine maintenance is performed by housing authority staff. Capital projects are funded by a combination of SHA reserves, state bonds, CPA funds, and competitive funding.

Among other highlights in 2023 was completion of upgraded attic insulation at both Musketahquid Village and all State family units. This work was funded by a grant of \$357,000 from the Department of Energy. The SHA also undertook projects to enhance accessibility at the Village, as well as kicked off the planning

phase for replacement of the Village's life safety systems. The latter will be funded in part with \$110,735 in ARPA funds awarded through the State and will benefit from input from the Sudbury Fire Department.

With an eye toward expanding its portfolio, the SHA has continued its partnership with the Sudbury Housing Trust to explore the potential for development on a parcel of land on Nobscot Road, currently owned by the Boy Scouts. The SHA also received approval from the State to redevelop some of its existing single-family homes and was subsequently invited by the State to apply for competitive funding to offset some of the redevelopment costs. The SHA expects to learn the results of this funding opportunity in early 2024.

The SHA Board of Commissioners meets monthly, generally on the second Tuesday at 7:00 p.m. Visitors are always welcome. Please contact Sheila Cusolito at 978-443-5112 or director@sudburyha.org if you are interested in volunteering time, either as an associate or member of the Board, or to work on a special project.

Respectfully submitted,

Sheila M. Cusolito, Executive Director



Members (L to R): Frank W. Riepe, Amy E. Lepak, Sherril P. Cline, and Tatiana Vitvitsky

EAST MIDDLESEX MOSQUITO CONTROL PROJECT

The East Middlesex Mosquito Control Project (EMMCP) conducts a program in Sudbury consisting of mosquito surveillance, adult mosquito control, larval mosquito control, ditch maintenance and public education. Sudbury appropriated \$55,620 for mosquito control services during FY23.

The following weather and mosquito activity report was prepared by EMMCP's Entomologist, Doug Bidlack, PhD.

According to NOAA, 2023 was the warmest year recorded for Middlesex County since records began in 1895. Last winter was also the warmest ever recorded, spring was very warm (10th warmest of last 129 years) and summer was warm (26th warmest of last 129 years).

Precipitation over the entire year was the second wettest ever recorded (16.44" greater than average from 1895-1983). The winter of 2022-2023 was wet (15th wettest of last 129 years), the spring was close to normal (61st wettest of last 129 years) and the summer was the second wettest ever recorded.

*The total mosquito population was well above average for 2023. It was close to average in spring and very high the rest of the season. We had expected low mosquito populations in 2023 due to the drought of 2022 but the high rainfall late in 2022, the wet winter of 2022-2023 and the exceptionally wet summer of 2023 led to a very difficult mosquito season. Low spring populations of some species like *Aedes abserratus*, *Ae. provocans*, *Ae. excrucians* and *Ae. stimulans* were more than offset by*

*high populations of *Ae. aurifer*, *Ae. canadensis* and *Ae. sticticus*. The very wet summer led to high populations of our summer floodwater mosquitoes, especially *Psorophora ferox*, *Ae. sticticus* and *Ae. trivittatus*. *Aedes vexans* is still our most common summer floodwater mosquito but it now barely outnumbers our other floodwater mosquitoes when it once represented over 90% of our floodwater mosquitoes every year. If the current trend continues then *Ps. ferox* will soon outnumber *Ae. vexans* at EMMCP. Gravid trap collections of *Culex pipiens/restuans* were our third highest since 2000 but we had only moderate WNV levels in these mosquitoes. *Culiseta melanura* populations were also our third highest since 2000 and our *Coquillettidia perturbans* numbers were our 6th highest in the last 24 years. Although we did not get any EEE positives from either of these species, 28 EEE positive mosquitoes were found in four other districts including 15 positives from Worcester County. The reemergence of EEE in Massachusetts with high populations of *Cs. melanura* and *Cq. perturbans* could mean we are likely to have high levels of EEE in 2024.*

*Last year was also an interesting year for non-native mosquito species or southern species that are moving into our area. We collected our second highest number of *Ae. japonicus* from our district in both light traps and gravid traps since 2001 when they first arrived. We also collected our greatest number of *Ae. albopictus* from gravid traps in 2023. We collected our first specimen from a gravid trap in Everett in 2022. During 2023, we collected three from*

Cambridge, one from Stoneham and the State Lab collected three from Brookline. We expect the numbers of Ae. albopictus to increase in our district as temperatures continue to increase. Aedes thibaulti populations reached their second highest numbers since 2017 when they were first collected in our district and we collected Anopheles crucians for the first time from EMMCP in 2023. Remarkably, we found An. crucians at 19 sites in 10 cities and towns last year, so it showed up for the first time with a bang. All of these recent introductions are likely to become more common in the future and, unfortunately, Ae. albopictus will become our most important biting pest in urban and suburban areas in the very near future. In a few areas this may already be true.

The adult mosquito surveillance program monitored mosquitoes from 29 Sudbury trap collections. 31 mosquito pools from those collections were sent to the State Public Health Laboratory to be tested for EEE and WNV. All the pools tested negative for EEE and WNV. The Massachusetts Department of Public Health declared Sudbury's risk level for WNV and EEE to be low by the end of the 2023 season.

The larval mosquito control program relied on the larvicides *Bacillus thuringiensis var. israelensis* (Bti), *Bacillus sphaericus* (Bs) and methoprene. Bti and Bs are classified by the Environmental Protection Agency (EPA) as relatively nontoxic. Methoprene is classified as relatively non-toxic when ingested or inhaled and slightly toxic through dermal absorption. During the spring and summer, field crews made 30 site visits to do larval surveillance. Using portable sprayers, crews applied Bti to 4.25 wetlands acres and applied Bs to 8 wetland acres to reduce the amount of mosquito larvae. In the spring using a helicopter contractor, Bti was applied to 235 wetland acres to reduce the mosquitoes larvae inhabiting those waters.

Methoprene was applied to 1500 catch basins to reduce the amount of *Culex pipiens/restuans* mosquito larvae. *Culex pipiens/restuans* mosquitoes are considered the primary vectors for WNV in Massachusetts.

For adult mosquito control, crews sprayed 7 times using truck-mounted aerosol sprayers. EMMCP uses a pesticide product called Zenivex E4 with the active ingredient etofenprox. The EPA classifies Zenivex E4 as a reduced risk pesticide. Advance notification of spraying was done through notices on the town website and emails through the town's mosquito spraying alert listserver.

EMMCP's ditch maintenance program helps improve ditch drainage by removing sand, sediment and debris that builds up over time, thus restoring the ditch to its original state. Cleaning out ditch channels helps improve water flow and therefore reduces potential mosquito breeding areas. Debris was cleared from 3,994 feet throughout Sudbury's ditch network.

The EMMCP's public education program is designed to develop awareness within the public and the private sectors as to their roles in mosquito control. The Project serves as a resource to residents, municipal officials and the local media on mosquitoes and mosquito borne diseases. A web page located at <https://sudbury.ma.us/emmcp/> provides residents with information on mosquitoes, control programs and related topics.

Respectfully submitted,
Brian Farless, Superintendent

PARK & RECREATION

The mission of the Park and Recreation Commission (Commission) is to serve the community of Sudbury and its residents, by acting as representatives for all park and recreational activities in the town and acting as a liaison between the community and town staff for all park and recreation matters. We strive to enhance the quality of life for the Town of Sudbury residents by providing clean, safe, and attractive parks and recreation facilities that promote a strong sense of community. The Commission remains committed to working closely with the community, other Town commissions, Town staff and the Park and Recreation Department through collaborative discussions, input gathering and brainstorming, while listening to concerns and limitations with respect to park and recreational activities in Sudbury.

The Park and Recreation Commission, a five-member elected board, serves three-year terms. The Commission oversees recreation facilities and programs managed by the Park, Recreation, and Aquatic Director. In 2023, the Commission continued to uphold its commitment to transparency, with regular meetings, community outreach, and the finalization of a charter to guide its work and focus.

Sudbury Park and Recreation facilities include Atkinson Pool, Fairbank Community Center, Featherland Park, Feeley Park, Davis Field, Haskell Recreation Area, Ti-Sales Field, Cutting Field, Willis Pond Beach, and school fields. Also included are parks at Upper and Lower Grinnel and Heritage Park. In the future a portion of Broadacres Farm will be developed for recreational use. These spaces host various recreational opportunities, from swimming and sports to community events.

Major Projects and Initiatives from 2023 include:

ESTABLISHMENT OF THE SUDBURY PARK AND RECREATION COMMISSION CHARTER

The charter formalized the roles & responsibilities of the Commission as outlined in Massachusetts General Law Chapter 45 Section 5, which defines the powers and duties of boards of park commissioners, and in concert with the review of the Sudbury Town Manager Act and current Sudbury General Bylaws and can be found in the Documents section of the Commission website.

The charter was developed to clarify the duties and responsibilities of the Commission to guide our focus and attention.

The charter will be updated to outline the financial duties and responsibilities of the Commission in 2024 as we see a major impact to the community of Sudbury by not receiving tax dollars or funding for community events and due to staffing limitations driven by current enterprise and revolving funds.

FEELEY FIELD SOFTBALL IMPROVEMENTS

Phase 1 nears completion. The scope of Phase 1 covers: design work for all three fields, installation of batting cage barrier, Upper Feeley safety enhancements, Lower Feeley 1 safety enhancements and retaining wall.

Progress made on design for Phase 2, with much to look forward to in 2024. The scope of Phase 2 covers: safety needs for Lower Feeley 2, drainage and irrigation for the lower Feeley fields.

RAIL TRAIL SUPPORT

Continued Commission support of BFRT Phase 2d and MCRT development and planning

activities, including guidance on amenities, signage, and other trail elements.

Ongoing support of design activities for BFRT Phase 3 development, including efforts to complete 25% design by June 2024.

Commission input and approval for CPC funds 1) to complete design of BFRT Phase 3 and 2) to design improvements the public BFRT/Parkinson's Field entrance off Hudson Rd.

PRC liaison participation in regular Rail Trails Advisory Committee meetings and multiple site walks at various trail locations.

FAIRBANK COMMUNITY CENTER SUPPORT

From approval in 2020 the Commission regularly reported on construction progress in 2023, both the positive progress and areas of concern. This has been and will continue to be a focal point of our advocacy, to meet the needs of our community and continue to push for the most reasonable solutions to meet those demands.

Construction continued throughout the year with a partial building completion and reception for Congresswoman Katherine Clark as she was in town visiting Sudbury projects that benefitted from ARPA funds.

ATKINSON POOL AND AQUATICS PROGRAMS

The pool continues high utilization by swim teams and individuals.

The Commission has been supportive of all funding to date to support the utilization of the pool, including receiving design funds for pool improvements. Design funds were approved through an article at the 2023 Fall Town Meeting, and the Commission understands Sudbury plans a future article to fund critical improvements.

Continuous building and two shutdowns have been and could continue to be a concern for

users of the pool and impact on the overall pool budget.

Hiring has been a challenge for open pool positions, but the Park and Recreation Department has staffed the pool admirably.

Funded by the Lincoln-Sudbury Swim Team and the Sudbury Swim Team, a new scoreboard was approved. We thank the swim teams for their donation to the Town!

COMMUNITY EVENTS

Funded by the Sudbury Foundation, the Park and Recreation Department and the Commission planned another "Fall Fest" community event at Haskell Field that was rescheduled due to excessive rain from September 2023 to a to-be-determined date in 2024. We thank the Foundation for its continued support of the community, you can see their work at <https://www.sudburyfoundation.org/>.

The Commission supported approval of ARPA funds for a 14-passenger van to enhance transportation to help support future youth programming.

Despite staffing Limitations and ongoing construction, along with the associated chaos and working challenges this presented, the Park and Recreation Department offered various programs, including Sudbury Summer Camp, Sudbury Adventure, and Terrific Twos.

Program highlights include the Nashoba Valley Ski Program, Sudbury Spring Slam Pickleball Tournament, Middle School Paintball Half Day, and Puzzle Palooza. The Dr.

Adelson Playground at Haskell Field acted as the center of operations for Sudbury Summer once again in 2023 due to the ongoing construction at Fairbanks. In summary, the Park and Recreation Department showed remarkable resilience and adaptability throughout the Fairbank Community Center construction process, continuing to support the various pool

activities, community recreation, and childcare and developmental/support activities that Sudbury relies upon.

The end of this year saw the resignation of Jenn Stone as she moved from Sudbury and her dedication to recreational activities in Sudbury are sorely missed. That being said, we welcome our newest member Granger Atkeson to an interim position, and are looking forward to his contributions in service of the town of Sudbury.

The Park and Recreation Commission Looks forward to helping provide new and exciting recreational opportunities in Sudbury. Much of the work of the Commission in 2024 will be dependent on the writing of a planning document created by the Open Space and Recreation Plan that was approved with CPC funds at Town Meeting in May 2022. Led by the Sudbury Planning Department, this plan will help provide direct focus on the future recreational

needs of Sudbury while opening up state grant opportunities for recreational improvements for the Town. The Commission provided significant advocacy for this work to commence in 2023 and will continue to focus on this initiative in 2024.

Residents are encouraged to stay updated through the Sudbury Park & Recreation/Atkinson Pool Facebook page <https://www.facebook.com/SudburyParkRec> and by attending our Commission meetings.

This report reflects the continued dedication of the Park and Recreation Commission to the Sudbury community, maintaining its commitment to accessible and high-quality recreational opportunities.

Respectfully submitted,
*Dennis Mannone, Park, Recreation, and Aquatics
Director*



Park & Recreation Commission Members (L to R): Laurie Eliason, Benjamin Carmel, Mara Huston, Robert C. Beagan, and Jennifer Stone

SUDBURY SENIOR CENTER



Change was the dominant theme for the Sudbury Senior Center in 2023. The planning, preparation, and execution of the closing of the “old” Senior Center and the move to the new Senior Center, in the new Fairbank Community Center, was the predominant activity. A substantial amount of the Senior Center staff, Council on Aging, Friends of Sudbury Seniors and volunteers’ attention, time and energy were devoted to this effort. Simultaneously, we continued to offer our programs and services, and respond to the needs and changes of our participants that are ongoing. We kept our mission in mind, continuing to serve and welcome all who came to our doors.

Preparation and Move to the new Community Center

We began the year excited and anxious as we watched the new building going up. Last winter was mild and construction was brisk and productive. New meetings were added to our schedule as we began the process of planning for the move. We also spent a lot of time looking at all of the furniture and other items in the Senior Center attempting to make decisions about what to bring and what to leave behind. Each staff person went through their own files and purged unneeded paper trying to minimize packing.

We created a complete inventory listing every item, large and small, in the Senior Center. We rechecked it, made decisions and then reconsidered them. It was challenging not knowing exactly what the new building looked like inside. Finally, the Director and Asst. Director were able to visit the partially finished building to get a sense of the room sizes, though it was still difficult to estimate how much we could bring. Over time, with another visit to the new space, our decisions about what should be brought with us and what left behind became more confident.

Shifting move dates created uncertainty and challenges around program planning. Originally, the move was to happen in the summer of 2023, then September, then October/November, and finally late December over the holidays. We tried to avoid planning too many special programs during the times we thought we’d be moving.

We spent a lot of time revising inventory lists, and then labelling items for the movers, and finally beginning to pack up items and files in our offices. We brought many things home so that they wouldn’t be damaged, or lost, and to minimize the number of items to be moved.

On December 11, we closed the previous Senior Center to guests and focused solely on packing and organizing. We filled boxes, labelled them, wrapped larger items in bubble wrap and moved things into designated rooms. We managed to continue to offer most of our virtual programming and a few of our in-person programs during this time period (at a different location). We remained closed from December 11 through January 1. While the moving company personnel were on site, we answered

questions and ensured that certain items went to the correct spaces. After the Senior Center furniture, files, cabinets, artwork and more was moved, we went to our new space and began to unpack and figure out where things should be. We spent time moving furniture back and forth between rooms as we developed a sense of what fit best in which rooms and for what purpose. This involved many moves! We also started to re-orient our thinking to programming in the new facility. As we utilized our new space we made notes about missing items, repairs and changes for a "punch" list. This information is for the architect or contractor to repair or replace anything that was damaged, left unfinished, or lost during construction.

We reopened on January 2 and the process of truly understanding how best to use the new space to meet the needs and desires of our current and future participants continues into 2024.



Sandra Ravitz, Robin Kilduff, Mary McCary, and Gillian Carlson playing Mah Jong on Mondays

Our Community

The Sudbury Senior Center participants, staff, and volunteers make up a wonderful community of people who share time together and take care of each other. We are all grateful to work at a place where our job involves helping others to

learn, play, participate, serve, study and support each other. The staff and volunteers seek to welcome everyone who comes through the door. We are here to serve and assist the community as well as to share a laugh and some fun!

To that end, we try to offer a broad array of programs, classes, events, and opportunities for the older residents of Sudbury. We also welcome participation in most of our programs and classes by older adults from other towns (people of other ages are also welcome to attend programs when available or access some of our services such as Medical Equipment Loan Closet and Goodnow to Go). This inclusive and welcoming atmosphere has created a wonderful mix of people who participate in-person and from home and who have varied interests and preferences. We continue to absorb and reach out for information about what our participants, and future participants would like us to offer. People who want to inform us, can use our old-fashioned "Suggestion Box", email us at senior@sudbury.ma.us, call us (978-443-3055) or share an idea at the Senior Center. Ideas are considered for implementation based on the resources needed and the needs and likely interests of residents.



A&W Ukulele players entertained at the Sudbury Senior Center on July 11, 2023

Senior Center Programs and Events

The Senior Center continued to offer a wide range of programs, classes, and special events along with services in the community during

2023. We strive to provide something that meets the desires and needs of a variety of adults, whether in their 60s or 90s, recognizing that there is a little bit of a generation gap and all older adults do not have the same interests. Whether through music, arts, hobbies or classes, fitness and wellness, or standbys such as cards and games, we usually have something to meet residents' needs.

Lifelong learning remained one of our more popular offerings, with "Living the French Revolution" from the Great Courses drawing many, as well as Music and Art History courses. Since the pandemic, we recognized the need to continue to offer a mix of program styles: in-person, virtual and some hybrid offerings.

Our participants have continued to show a strong interest in history, evidenced by a strong participation in a long list of history courses.** This year's courses included:

- Living the French Revolution
- Joseph Campbell and the Power of Myth
- History of European Art
- Life and Operas of Verdi
- Leonardo da Vinci
- Operas of Mozart
- Concert Masterworks
- Post-Impressionism: The Beginning of Modern Art

**Participation increased and we saw many new faces and names

For the 6th year in a row, Bill Allard facilitated the Great Decisions group during the summer. This group studies 8 topics selected by the Foreign Policy Association and brings their insights to group discussions at the Senior Center.

See below for some of our other highlights and photos from 2023:

- "Come See with Me" Art Series with Lane Williamson
- "Joy of Watercolor" workshops with Angela Ackerman
- New Zumba Gold class with Yachun Lin
- Let's Play Chess
- Travel to the Arabian Gulf from Sudbury resident Abla Shocair
- Eight Weeks in Ukraine from Sudbury resident Tania Vitvitsky
- "The World of Dolls"
- The A&W Ukulele Players
- Rainbow Jeopardy
- Sudbury Valley Trustees Local Walk Series collaboration



Koshy and Mercy Eapen pick up a Get Well Gift bag for flu season

We continued our lively and engaging fitness classes, including: T'ai Chi, Fit for the Future, Tap Dance, Chair Yoga, Staying Active for Life, Zumba Gold. Plans for new fitness classes in 2024 include: Line Dance with Paul Hughes, Drums Alive, Wellness Lab, Dance Fusion and more.



Valentine's Day celebration with Linda Moros, Sherry Fendell, Marilyn Tromer, Doreen Cormier and Pat Howard.



Participants in the Sudbury Senior Center Rainbow Jeopardy event in honor of LGBTQ+ Pride month



Boston Landmark Orchestra played in the Fairbank Gym



One of a series of trail walks in conjunction with Sudbury Valley Trustees

A number of new participants passed through our doors in 2023 as we continued to recover from the effects of the pandemic. There were 439 new people who attended a program or used a service at the Senior Center in FY 2023. This is a 31% increase from the 336 new people who attended in FY 2022. We expect this trend to continue with more new participants in FY 2024, especially with move to the new building.

Veterans

A highlight of the year is the Appreciation luncheon for Sudbury Veterans and military service members. This year's event took place on November 8, 2023 and was again sponsored by the 1Lt. Scott Milley Foundation of Sudbury. Janice and Steve Milley and Karen Merrill-Skoloff work with the Sudbury Senior Center to plan and host this special event. This year, we all were treated to stories from local veteran Bob Lee,

and we pleased to have Sudbury Town Manager Andy Sheehan and Sudbury Police Chief Scott Nix on hand. Sudbury Veterans Agent Assistant Sarah Green Vaswani was also able to attend and meet some of the veterans. A highlight of the event was Nick Paganella of Framingham introducing World War II veteran Frank Brown who is 96 years young - see photo. We always enjoy showing our appreciation to our veterans and military service members!



Karen Merrill-Skoloff, Sarah Green Vaswani, Police Chief Scott Nix, and Town Manager Andy Sheehan at the Veterans Luncheon



96-year-old World War II veteran Frank Brown attending the Veterans Luncheon

Senior Center Volunteer Programs and Services

In addition to the programs, classes and events that we offer, the Senior Center provides many services to older adults. We are able to provide many of these services because of the generosity, time and energy of our wonderful volunteers and the leadership and guidance of our Coordinator of Volunteer Programs Janet Lipkin (lipkinj@sudbury.ma.us). This year we highlight these valuable services in the narrative that follows.

VOLUNTEER PROGRAMS

2023 was a very busy year for the Senior Center's Volunteer Programs! Our valued team of 160 active volunteers, from high school students to those in their 90's, go through an extensive application process*, including an interview, CORI check, and reference check. Once approved, they receive a 32-page Volunteer Handbook filled with all needed job descriptions as well as procedure and policy information, and are given a photo ID name badge, worn at all times when volunteering for the Senior Center [SC]. A mandatory training on the LGBTQ+ Aging Project is done by our volunteers, and many volunteers have now completed the Dementia Friendly Information Session to gain an awareness of what it is like to live with dementia and helpful tips for communication.

The volunteers are frequently updated with information about the Senior Center and its volunteer programs, especially related to adaptations made to the volunteer services. The volunteers are thanked at our annual Volunteer Appreciation event, and in addition, are praised and told of the Senior Center's gratitude throughout the year. Communication with the volunteers takes place via phone calls, email, in-person and virtual meetings, and our newsletter.

Note: Participants of any of the Volunteer Programs sign an Informed Consent prior to receiving a volunteer service. Each volunteer program was adapted, as needed, to deliver safe volunteer services during the pandemic, and continues to be re-assessed throughout the year with input from the Town Manager, Board of Health, and Director of the Senior Center.

The following is a summary of the Senior Center's Volunteer Programs for 2023.

MEDICAL EQUIPMENT LOAN CLOSET

This is a service provided to all Sudbury residents, regardless of age. The inventory list of the durable medical equipment in our Loan Closet is extensive. The most requested items include walkers, rollators, wheelchairs, transport chairs, knee scooters, shower chairs, shower benches, tub transfer benches, bed assist bars, and reachers/grabbers. All items in the loan closet are tagged with an ID number, logged in, cleaned, and checked to be in good condition. A signed Informed Consent form is required for items borrowed by the requestor. 384 pieces of durable medical equipment were loaned out during FY23 (serving 182 people), and 196 items were donated by 77 individuals.

FIX-IT HOME REPAIR

To continue to protect the safeguard of our volunteers and clients, during FY23 the fix-it program was limited to outdoor and in-garage repairs. Examples of some of the work done over the past year include repairing an outdoor speaker, putting mosquito netting over an umbrella, replacing a battery on an outdoor motion/sensor light, emptying a Swiffer, assembling a pop tent, new vacuum and office chair, attaching and detaching garden hoses to spigots, repairing wheelchairs, transport chairs and rollators, winterizing a lawn mower, and putting deck furniture in the garage. We are proud to have both men and women of all ages



To facilitate the move to the new building, a number of items in the Senior Center's Medical Equipment Loan Closet were donated to Wheels of the World

as the Senior Center's fix-it volunteers helping our seniors.

FRIENDLY VISITORS

Our Friendly Visitor program was modified by the pandemic. Historically the visits were once a week, for 1-2 hours, and took place inside the client's home. Once the pandemic hit, the program was adapted, and the visits took place via phone call instead of in-person. For the past two years, the program has allowed visits to take place outdoors, either on a porch, deck or lawn. The Friendly Visitor program has shrunk in number of clients the past two years. However, those receiving this service during FY23 continue to enjoy the program and often express gratitude to the Coordinator of Volunteer Programs about having the volunteer in their life and the wonderful impact he/she continues to have on them. Heavy marketing of the program

has taking place via newsletter and presentations made in the community, and shall continue. In addition, the Outreach Coordinator continues to communicate to the Coordinator of Volunteer Programs anyone that she believes could benefit from the program.

GROCERY SHOPPING

The Grocery Shopping program remains very, very active and well-utilized. Since the beginning of the pandemic, the number of clients requesting this service has grown tremendously, and throughout FY23 we provided this service to 13 clients. The volunteer Grocery Shoppers are matched to a senior, for whom they do their weekly shopping. Receipts of each shopping trip are documented and the volunteer is reimbursed via personal check from the client to the volunteer. Extensive training and protocol are in place for this program. We have a pool of substitute volunteers, as well.

BAKED GOODS PICK UP

The Baked Goods Pick Up program receives its food donations from Shaw's of Sudbury and Stop & Shop in Hudson, with whom the Senior Center shares a wonderful working relationship. Baked goods include such things as breads, muffins, cookies, pies, croissants, bagels, cakes. People coming into the SC for socialization, programs, classes, events, meetings, and consultations enjoy the baked goods. There is also a growing contingency of seniors that come into the Senior Center to take home this free source of food. The Senior Center continues to be happy and proud to be able to offer the baked goods, especially in light of how expensive food has become.

SPECIAL EVENTS

In FY23, many special events took place to the great enjoyment of all attendees. These included a festive Fall Y'All in October, a delicious lasagna lunch prepared by one of our volunteers in February, celebrations of Pi Day

and Saint Patrick's Day in March, a Mother's Day Grab N' Go in May, and in June, a wonderful Greek is the Word luncheon. Volunteers involved in Special Events are fundamental to the set-up, decorating, serving, and clean-up that take place.



Senior Center volunteers Joanne Bennett, Regina O'Rourke, Geri Pierson, and Linda DeMarines decorate for the Volunteer Recognition Luncheon

MEALS ON WHEELS VOLUNTEER DRIVERS

Meals on Wheels (MOW) volunteers are a dedicated group, with 28 people making deliveries! This Springwell program runs each Monday through Friday, with a mid-day hot meal delivered to the recipient. On Fridays, additional frozen meals are provided, to be used, if needed, on the weekend. The meal delivery also serves as a well-check. Volunteer Applicants of the Meals on Wheels program are processed by the Senior Center's Coordinator of Volunteer Programs, who also does an initial training. Further training is provided by Springwell's Kitchen Site Manager.

SAND BUCKETS

The Sand Bucket Program is a wonderful collaboration between the Wayside Inn (provider of the empty buckets), the Sudbury DPW (filler of the sand buckets), and the SC (volunteer deliverers of the filled sand buckets). The volunteers that make the deliveries are

affectionately termed the Sand Bucket Brigade. In FY23, there were 13 members of this team, both men and women. Despite the very light snow fall amounts during the 2022-2023 winter, the Sand Bucket Brigade delivered 106 sand buckets during FY23 to more than 50 senior households.

The Coordinator of Volunteer Programs collaborated with a parent liaison of the boys' lacrosse team at LSRHS to have interested team members volunteer to clear snow from seniors' driveways/walkways for those in need due to lack of resources or support. This was done throughout the winter, serving 5 senior households.



Sand Bucket Volunteer Danny Vellom out in the field

LOCK BOX PROGRAM

A lock box is a small safe containing the owner's housekey, affixed to the home for emergency access by the Fire Department. The lock box program is sponsored by the Sudbury Firefighters IAFF Local 2023 and is done in

collaboration with the Senior Center. The lock box program runs efficiently, smoothly and in a timely fashion. A total of 13 lock boxes were installed during FY23.

SPACE HEATER EXCHANGE PROGRAM

This program is for Sudbury seniors who have a non-functioning or poorly functioning space heater, enabling them to exchange it for a new space heater, free of charge. A volunteer delivers the new heater to them, along with safety information. 7 seniors participated in this program during FY23.



Senior Center volunteer Matt D'Agostino prepares to deliver a Goodnow to Go bag of books

GOODNOW TO GO PROGRAM

The Goodnow to Go program is available to Sudbury seniors, but also to residents of any age, who cannot get to the library on their own due to a short-term or chronic condition. The program has been fine-tuned, and is a beautiful collaboration between the library and Senior Center. Clients are recruited for the program via

newsletters, website, fliers, volunteers working with homebound seniors (MOW, Friendly Visitors), and Senior Center staff. The library materials are delivered to the front door of the client's residence, and returns of materials are also done by the volunteer.

LEAF REMOVAL PROGRAM

During FY23, the Leaf Removal Program involved 150 volunteers raking 10 lawns of senior homeowners, spending a total of 324 volunteer hours. Volunteers for this program were from the Chinese American Association of Sudbury, The Curtis Angels, Girl Scout Troops, Boy Scout Troops, and Warm hands, Inc. Certificates of appreciation were given to all Volunteer Groups.

SENIOR S.A.F.E. PROGRAM

The Senior S.A.F.E. Program is a collaboration of the SC and the Sudbury Fire Department, offering this grant-funded free service to those interested. Carbon monoxide and smoke detectors are checked and replaced, as needed, as well as batteries changed, if required. Safety information is also shared. In FY23, 18 senior households were serviced.

NEWSLETTER LABELLING

This volunteer role involves affixing address labels to our monthly newsletter. It is a wonderful time for our volunteers to gather in a casual and relaxed setting, while performing a very helpful role. For some of our less mobile volunteers, this is a one-of-a-kind role, offering them a chance to socialize and feel part of the community. In FY23, 18 volunteers helped out in this role, many of whom have been friends for years, and have welcomed the others with open arms. In fact, oftentimes after the labeling has been completed, the group spills into the lobby and continues to chat while having coffee together.



Our dedicated volunteers label the Senior Center newsletter

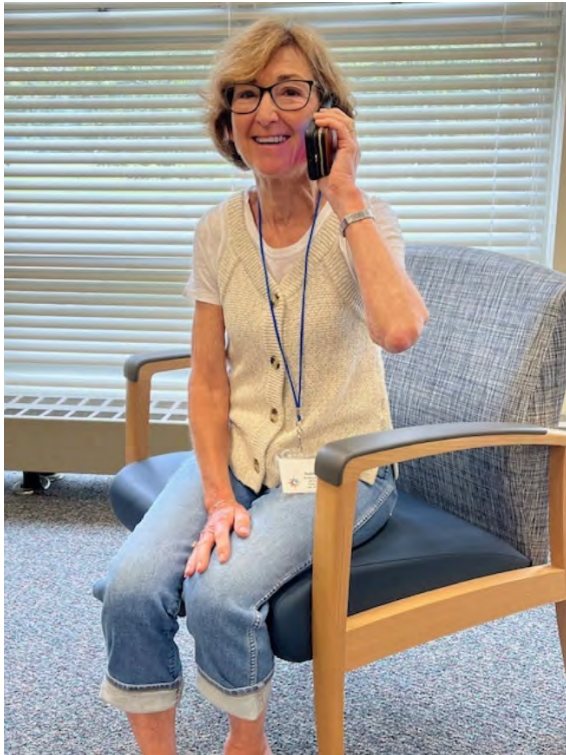
UBER CLINIC TECH SUPPORT

When GoSudbury! transportation options came to fruition, it became apparent that a stumbling block for some seniors was that they did not know how to either download and/or use the Uber app. Our Uber Tech Support Clinic was then created, and has been well-utilized ever since, including 22 clients during FY23. The Clinic is offered as a one-on-one tech support session with one of our trained volunteers. Armed with this new information, it has opened up the doors for many of our seniors to now be able to effectively use on-demand transportation, independently.

PHONE BUDDY VOLUNTEER

Started at the inception of the pandemic due to the isolation and loneliness so many seniors were experiencing, this program has been embraced by clients and volunteers alike. The Phone Buddy volunteer is matched with a senior based on some type of commonality, i.e. upbringing, hobby, or interest. The Phone Buddy volunteer makes a weekly call to the matched client, offering a time for socialization and friendship. The Phone Buddies are carefully trained by the Coordinator of Volunteer Programs, and provide her with updates, at least once a month or more often if needed, on any concerns or issues the client seems to be having which the Coordinator of Volunteer Programs

can then act on. Many of the participants of this program have been receiving the service for well over a year, and some have commented that the relationships formed with their matched volunteer have been life-changing and a highlight of each week.



Phone buddy volunteer Nadine Wallack

TECHNOLOGY SUPPORT

The Technology Support program offers a tremendous service to our seniors, many of whom are overwhelmed when facing unfamiliar products such as an iPad, laptop or smart phone. Our dedicated, patient, and talented team of 6 Tech Support volunteers offer one-on-one assistance with learning how to use apps, send/receive emails, take and organize photos, text, create a document, and use Zoom and Facetime. Learning these new skills has enabled many to stay connected to family, friends, and the Senior Center. Further, it has aided them in navigating tasks of all sorts that utilize on-line websites, including making dinner reservations, ordering groceries or other items, using search

engines, and booking airplane tickets. The excitement about having this volunteer service is often palpable!

GREETER VOLUNTEER

The Greeter role was begun as a way to make the Senior Center feel very welcoming, especially as seniors were beginning to return to the Senior Center after a long isolation due to the pandemic. Since then, the Greeter has become a staple in our lobby area. The Greeter says hello to people arriving at the front doors, and can direct the patron to the proper room for a program or class, the bathroom, or to a different part of the building. The Greeter assesses whether someone in the lobby would like to have a conversation, and if so, happily engages in it. The Greeter also helps out with appropriate special projects as they arise.



Fred Pryor, a greeter at the Sudbury Senior Center

INTERGENERATIONAL VOLUNTEER PROGRAMS

LSRHS students' Service Day was a terrific intergenerational program done at the Senior Center. This Service Day opportunity trained seven (7) students to become Dementia Friends via an Info Session. Immediately following the Info Session, the students were joined by seniors with dementia from the Better Day Adult Day Program of Marlborough, to do an art project and have lunch with the students. This year was the second time offering it, and the Student

Service Day Faculty Facilitator at the high school has already voiced interest in having it occur again at the end of this academic year.



Boy Scout Shayne Hauptman and his Scout Troop #63 built bird houses to donate to older adults with dementia and their families. Pictured is Debra Galloway, Shayne, Janet Lipkin, and Ana Cristina Oliveira

Special Projects

- Either monthly or bi-monthly, a senior and/or volunteer was selected to be interviewed and highlighted in our Senior Center newsletter. After conducting an interview with the featured person, the volunteer then did a one-page write-up for the newsletter, as well as a longer version for our website. This featured profile section of the newsletter has been embraced by our readers, as it adds a true sense of human connection and interest, all adding to a sense of community.
- To increase awareness about fall prevention, local physical therapist, Dr. Aditi Chandra, presented a program on

Energy Conservation Techniques and Safety with Functional Mobility.

- Card writing for our seniors, and frequently our MOW clients, was done throughout the year, spreading cheer and connection. In addition, small plants were potted and given to the MOW recipients.
- A Memorial Board was created by one of our volunteers. This beautiful bulletin board welcomes people to post pictures, memories, notes and obituaries of individuals who have passed.
- One of our tech support volunteers researched and analyzed different software packages for Volunteer Management. The volunteer then informed staff members of his findings as the Senior Center considered additional organizational software options.
- A high school volunteer who had taken a class on coding created memory games for the public computer located in the Senior Center lobby.
- Two of our volunteers, one a Master Gardner, planted beautiful greenery and flowers in the whiskey barrel pots outside of the Senior Center, and cared for them twice a week throughout the spring and summer.
- Two of our volunteers aided staff in taking inventory of our kitchen supplies in anticipation of the move to the new Fairbank Community Center.



Diane Spottswood waters the plants in front of the Senior Center

Grant for Digital Literacy

The Director applied for and received a grant to support “Enhanced Digital Literacy for Older Adults” through the Executive Office of Elder Affairs (EOEA). The grant was awarded in November 2023. Contracts were developed with two educators to provide workshops on iPhone and iPad operations. The Senior Center continues to search for instructors who teach about Android phones. The grant will also support hardware, including 5 laptops, 5 iPads and assorted accessories, such as bags, chargers, and cases. These will be purchased in conjunction with the Town’s Information Technology department after the new Community Center is fully outfitted with phones and technology. Several workshops are currently planned for the first few months of 2024.

Transportation

SUDBURY CONNECTION SERVICE

The Sudbury Senior Center provides an ongoing wheelchair-accessible van service, the Sudbury Connection in conjunction with the MetroWest Regional Transit Authority (MWRTA). The Sudbury Connection service is available from 8:30 AM -4:00 PM, Monday through Friday, year-round. Adults who are 60 years of age or older,

as well as residents who are 18 years of age or older who have a disability, are eligible to use the van service after registering and reserving a ride.

This service continued to provide critical transportation for residents, taking them to health care appointments, employment, volunteer opportunities, grocery and other shopping, errands and for social occasions. Although the service is very valuable, riders must plan ahead and reserve the van at least 48 business hours in advance, thus not allowing for spontaneous travel, or last-minute needs. Additionally, the van service is available for Sudbury locations, as well as medical locations in 5 surrounding towns. Residents often need transportation to locations outside of the immediate area, for either health care needs, or employment or other needs. The Senior Center Director and Assistant Director continue their work on the Sudbury Transportation Committee, to provide transportation to fill these gaps in service.

SUDBURY TRANSPORTATION COMMITTEE

The Senior Center staff are active participants in the Sudbury Transportation Committee, with a goal of supporting supplemental transportation for older adults and other residents. Bi-weekly meetings were held throughout the year and attended by both the Senior Center Director and Assistant Director/Outreach Coordinator. Committee Chair Dan Carty and Committee member and Age Friendly Ambassador Alice Sapienza lead the charge to continue providing service, and locating new grants to not only support the current services to explore new options that may provide more sustainable, efficient service. The Committee was awarded a new grant, the Community Transit Grant, in summer 2023. Implementation will take place in spring of 2024. The project includes a partnership with the MWRTA that will bring a fixed route/on demand service to South Sudbury

Route 20 Corridor, using MWRTA CatchConnect van service.

The ongoing GoSudbury Taxi and Uber programs, with day-to-day management by the Senior Center, continued a steady growth in numbers of registered users, while usage fluctuated based on time of year.

Recognizing that the two current taxi service providers were not able to meet the needs of riders with disabilities, the Transportation Committee added Annex Transit, a new provider of wheelchair-accessible vehicle (WAV) transportation in 2023.

As 2023 came to a close, a new grant proposal was in process that would initiate a Hospital Shuttle delivering Sudbury and Wayland residents to Boston Hospitals three days each week, in partnership with the MWRTA.

Dementia Friendly Sudbury

In 2023, the DFS Action team met monthly to discuss and plan for the needs of adults living with dementia, their caregivers, as well as assist in the engagement and education of the community at large.

For the third year, the team provided care baskets to local caregiving families during the dark winter months. This continues to be a popular and appreciated program for caregivers who are often isolated due to care responsibilities.

The second year of the special intergenerational program with Lincoln-Sudbury Regional High School (LSRHS) and Better Day Adult Day program was a success for all involved. The seven senior students from LSRHS participated in a Dementia Friend session and made a craft and shared lunch with older adults from the Better Day program. This was followed by a discussion about people living with dementia

and an evaluation of the program. Both students and older adults enjoyed time spent together. Students reported a greater understanding of dementia and its effects, as well as ways to communicate better with those living with dementia.

The DFS team also offered a spring educational series for caregivers, featuring experts on care planning, legal and financial concerns, as well as caregiver resources.



7 Lincoln-Sudbury Regional High School students attended the Info Session and became Dementia Friends!

Senior Center Staff Change

At the very end of 2023, our beloved Asst. Director/Outreach Coordinator Ana Cristina Oliveira decided to move on to a job closer to home. Ana Cristina was a valuable team member who brought leadership, dedication, hard work and deep insight to her position. She contributed in the past 7 years by providing compassionate assistance and valuable resources to her clients, as well as planning and leadership for new Senior Center services. Understanding the needs of older adults led her to suggest and then initiate a new Low Vision Support Group, a Grief Support Group, and a Caregiver Support Group with an Activity Group for people living with dementia. Ana Cristina was also instrumental in allowing the Senior Center to manage the day-to-day operations of

the GoSudbury Taxi and Uber programs. She will be greatly missed!

Sudbury Council on Aging

The Sudbury Council on Aging (COA) is a 9-member board appointed by the Sudbury Select Board that works with the Senior Center Director to review policies, advocate for older residents and review the needs of its residents.

The COA was active on several fronts during 2023. The COA advocated for an increase in the hourly rate to \$15 for the Property Tax Work-Off Program, a voluntary program in which many senior residents are assigned to support various Town departments in consideration of a reduction in their property taxes for up to 100 hours of work time. The increase was approved by the Select Board as a result of the COA's advocacy.

COA member Bob Lieberman led the engagement of the COA with the Framingham Library and Framingham State University (FSU) to enable the Senior Center to offer Senior Center patrons the opportunity to directly register and participate in FSU's Adventures in Lifelong Learning series. Each series is comprised of four lecture days during the Spring and the Fall, with each day containing five different lecture topics to choose from. The lectures are primarily given by FSU faculty via zoom and require pre-registration at FSU. The FSU series are funded through a grant from Springwell and there is no cost to participate. It is the intention of the COA that this arrangement be the first of many relationships with area institutions to expand lifelong learning program offerings and to initiate musical and other performance programming at the Senior Center.

During construction of the new Community Center, changes to the audio/visual capabilities of program rooms to be used for Senior Center

programming were reduced as part of a value engineering evaluation. The COA in consultation with the Commission on Disabilities determined that these reduced capabilities would adversely impact seniors with audio/visual impairments. The COA prepared and submitted to the Select Board an article and commentary for the May Town Meeting to increase funding for the Community Center in order to restore these audio/visual capabilities. The Select Board adopted and sponsored on its own substantially all of the proposed article, which was passed by Town Meeting.

The COA is active in liaison roles or are members of other Town organizations. Commission on Disability: Marilyn Tromer; Parks and Recreation: Paul Marotta; Goodnow Library: Don Sherman; Board of Health: Pat Tabloski; Sudbury Housing Authority and Sudbury Housing Trust: Carmine Gentile; Friends of Sudbury Seniors: Jeff Levine; and Transportation Committee: Bob Lieberman. Turnover in COA membership was fairly light. The year started with eight members. Pat Tabloski rejoined the COA after a two-year break. Colin Warwick resigned in July because of many demands on his time. Brenda Erickson replaced him in December.

At midyear a Special Events Subcommittee was formed comprised at various times of COA members, Friends of Sudbury Seniors, Senior Center staff, and Town officials to recognize and celebrate the opening of the new Senior Center. After many construction delays, this "soft opening" event is scheduled for February 2024.

Respectfully submitted,
Marilyn Tromer
Sudbury Council on Aging Chair

Sudbury Senior Center Program Participation – FY 2023		Units of Service	Unduplicated people served
Advocacy	General information Services/Contacts/Calls*	9,500	1,800*
	Health benefits counseling (SHINE)	138.5	154
	Outreach	1,009	540
Professional Services	Group support	259	83
	Legal Assistance	27	27
	AARP Tax Return Preparation	165	110
	Hearing Clinic	19	18
Support Services	Food shopping assistance	307	13
	Friendly visiting	1	1
	Intergenerational programs	12	12
	Transportation (Sudbury Connection Van Service)	2,278	72
	GoSudbury Uber and Taxi	2,986	**
	Fix-it Home Repair	24	9
	Newsletter (email/mail)	18,700	11
Wellness	Health Screening	157	65
	Other health services (COVID Vaccines)	198	102
	Fitness/exercise	2,923	149
	Grab and go/Lunches	35	35
	Home Delivered Meals	8,307	58
	Health Education	39	34
Other	Recreation/socialization	3,930	755
	Cultural events	78	78
	Community education	247	53
	Lifelong Learning classes	3,791	96
	Arts and Crafts	533	48
	Property Tax Work-off Program	**	46
	Trips	148	97

*Estimate **Statistics not available

Sudbury Senior Center Volunteer Services – FY 2023				
# of volunteers	Title (modify as needed)	Estimated total hours	Est. Value of work/hour	Estimated total value
9	Board Chair/officers	243	\$75	\$18,225
2	Trips Coordinator	72	\$20	\$1,440
18	Newsletter committee	67	\$15	\$1,005
28	Drivers—home delivered meals	1,200	\$18	\$21,600
20	Special Events helper	43	\$15	\$645
8	Baked Goods volunteer	157	\$15	\$2,355
3	Support Group Facilitator	57	\$50	\$2,850
7	Goodnow to Go volunteer	77	\$15	\$1,155
5	Group Facilitator/Moderator	419	\$25	\$10,475
3	Health Benefits Counselor (SHINE)	138.5	\$75	\$10,388
1	Hearing Clinic	18	\$50	\$900
16	Greeter	482	\$15	\$7,230
1	Home Safety Check	19	\$50	\$950
-	Lawn Clean-up		\$15	-
3	Legal Clinic	36	\$75	\$2,700
3	Tax assistance: AARP Certified Aides	165	\$75	\$12,375
13	Phone Buddy	134.5	\$15	\$2,108
1	Friendly visitor	1	\$15	\$15
17	Shopping Assistant	460.5	\$15	\$6,908
5	Fix-it Home Repair	46.5	\$25	\$1,163
13	Sand Bucket Delivery (safety sand)	79.5	\$15	\$1,193
2	Space Heater Exchange	9	\$15	\$135
2	Lockbox (key safe for Emergency access)	16	\$25	\$400
-	Medical Equipment Loan Closet pieces of equipment	246	-	-
20	Special Events	43	\$15	\$645
23	Special Projects	381.5	\$15	\$5,723
6	Tech Help/Uber Tech Help	73	\$25	\$1,825
TOTAL - 160				\$114,315

Notes:

- 1) Home Safety Checks are offered by the Sudbury Fire Department through a grant for Senior Home Safety in conjunction with the Senior Center
- 2) Lockbox program is offered by the Sudbury Fire Association Local #2023, in conjunction with the Senior Center.
- 3) Loan Closet is managed by Volunteer Program Coordinator Janet Lipkin; volunteers may assist with equipment repairs counted under the Fix-it program.

SUDBURY SENIOR CENTER ACCOUNTS WITH THE TOWN OF SUDBURY FY 2023

The Town of Sudbury financially supports the Senior Center by funding salaries of the Director, Assistant Director/Outreach Coordinator, Administrative Assistant, Program Coordinator, and Coordinator of Volunteer Programs; and provides support for general operating expenses as well as for operating the physical plant. (See the Town Accountant's report for details.)

The following C.O.A. accounts are not part of the Town budget because the revenue sources are not from the Town, but are administered through the Accounting Office. The COA Program Revolving accounts receive payments from participants in classes, and then disburse payments to instructors of those classes. The MWRTA Revolving account receives funds from the MWRTA and expends funds for the Van drivers, van fuel and van insurance. A listing of account activities for FY 2023 is listed in the table below.

<u>Account Number</u>	<u>Title</u>	<u>Beginning Balance FY23</u>	<u>Revenue FY23</u>	<u>Expenditures FY23</u>	<u>Ending Balance</u>
1171	COA Revolving – Program Account ¹	\$1,391.63	\$16,111.00	\$15,252.50	\$2,250.13
1173	MWRTA Revolving Account ²	\$43,238.24	\$121,714.80	\$123,397.15	\$41,555.89
1323	State Aid/Formula Grant ³	\$34,148.71	\$56,724.00	\$30,071.48	\$60,801.23
1833	COA – Title III- BayPath Grant ⁴	\$96.82	\$0.00	\$0.00	\$96.82
1951	Friends' Activities Account ⁵	\$11,455.11	\$1,151.66	\$7,138.97	\$5,467.80
1412	Senior Center Donation Account	\$1,319.98	\$1,418.86	\$0.00	\$2,738.84
1969	LEPC/VIP Gift ⁶	\$31.43	\$0.00	\$0.00	\$31.43

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

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

³ Annual Formula Grant Funds from the MA Executive Office of Elder Affairs, helps to fund the Receptionist positions, the Sudbury Property Tax Work-off Program Coordinator and membership in the Mass. Councils on Aging (MCOA).

⁴ Title III BayPath Elder Services Grants – funds are spent first and then reimbursed. BayPath Grant reimbursement was behind schedule in FY 2021 and a late payment was made in FY 2022.

⁵ Friends' of Sudbury Seniors Activities account, utilized for special event costs.

⁶ Dormant account.

SUDBURY VETERAN'S SERVICES

The Sudbury Veteran's Services Office provides Federal, State and Local benefits, information and services to the Town's Veterans who served from World War II to the present. The Spouses, Dependents and Widows/Widowers of Veterans may also be eligible for benefits. Veterans and those who are eligible for benefits are encouraged to call the Veteran's Agent at (978)639-3357, to schedule an appointment with either of the two veteran agents who service the community.

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

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

There are also local benefits available to Sudbury resident Veterans such as Tax Abatements. Such

abatements, Clause 22 Veterans, is a state benefit that is processed locally. More information can be found at, www.mass.gov/veterans/housing/subsidy-and-tax/property-tax-exemption-for-veterans.html. There is also a Tax Work-Off Program available for Sudbury Veterans. You may inquire about this program at the Department of Veterans' Services or at the Senior Center.

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

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

Respectfully submitted,

Michael Hennessy, Veteran Services Director

OUR HERITAGE

HISTORIC DISTRICTS COMMISSION

In 2023, the Historic Districts Commission considered 36 requests for Certificates of Appropriateness and zero Permits for Demolition or Removal. These applications included approval of plans for additions to existing structures; replacements of doors, stairs, windows, and roofs; installations of new fences, stonewalls, and landscape designs; and erection of new signage. Regular and special meeting dates of the Historic Districts Commission were well publicized so interested residents could attend and participate. During 2023, the Historic Districts Commission received the total sum of \$685.79 from application fees which were deposited in the Town's General Fund.

All meetings of the Historic Districts Commission are conducted as open meetings to which the public is invited. All cases are a matter of public record and the documents pertaining to them are filed with the Planning and Community Development Department. The list that follows identifies matters considered by the Historic Districts Commission in 2023.

23-1

Kelly Abroms 48 King Philip Road,
Certificate of Appropriateness to approve a preinstalled walkway. APPROVED

23-2

Todd Faber c/o William Raveis, 361 Boston Post Road
Certificate of Appropriateness to remove, protect, and relocate a historic sign. APPROVED

23-3

Boston Solar c/o Katherine Diamond, 49 Henry's Mill Lane
Certificate of Appropriateness to install solar panels. APPROVED

23-4

Ritsa Konstantinidis, 5 Concord Road
Certificate of Appropriateness to Renovate an existing building including altering doors and windows, exterior painting, new lighting, and other items. APPROVED

23-5

Ian Halbert and Jamie Burgoyne Halbert, 258 Concord Road
Certificate of Appropriateness to install solar panels. APPROVED

23-6

Gregory Wendel and Diane Siegel, 111 Dutton Road
Certificate of Appropriateness to replace roof shingles. APPROVED

23-7

Christopher Logan, 48 Henry's Mill Lane
Certificate of Appropriateness to construct a new screened porch. APPROVED

23-8

Sandra Duran, Combined Facilities Director, 278 Old Sudbury Road
Certificate of Appropriateness to Install electric vehicle charging stations and associated infrastructure. WITHDRAWN

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- 23-9
Sandra Duran, Combined Facilities Director, 75 Hudson Road
Certificate of Appropriateness to Install electric vehicle charging stations and associated infrastructure. APPROVED
- 23-10
Marilyn Stivers, 353 Boston Post Road
Certificate of Appropriateness to install new signage. APPROVED
- 23-11
Matt Jennings, 18 Hudson Road
Certificate of Appropriateness to Replace an existing bay window and associated trim and siding. APPROVED
- 23-12
Peter and Cynthia Tunnicliffe, 116 Bent Road
Certificate of Appropriateness to replace deck at the rear of dwelling unit. WITHDRAWN
- 23-13
Griff Noble, 47 Concord Road
Certificate of Appropriateness to replace fence. APPROVED
- 23-14
Brigitte Steines, AIA, 29 Hudson Road, Building 2
Certificate of Appropriateness to extend fire escape stairs, add a shed dormer over exit door. APPROVED
- 23-15
Peter Iovanella, 258 Dutton Road
Certificate of Appropriateness to replace/add small rock walls, add bluestone patio and add herb garden. APPROVED
- 23-16
Todd Faber c/o William Raveis, 361 Concord Road
Certificate of Appropriateness for approval of preinstalled steps and pavers. APPROVED
- 23-17
Richard Wilcox, 357 Boston Post Road
Certificate of Appropriateness to install signage. APPROVED
- 23-18
Mark Caguana, 451 Concord Road
Certificate of Appropriateness to replace old shingles, fascia, and gutters. APPROVED
- 23-19
Mark Caguana, 1 Morse Road
Certificate of Appropriateness to repair shingles. APPROVED
- 23-20
Robert Greene, 84 Peakham Road
Certificate of Appropriateness construct a barn and arena. WITHDRAWN
- 23-21
Historic Window and Door, Sean Cryts, 72 Wayside Inn Road
Certificate of Appropriateness to replace windows, sills and jams. APPROVED
- 23-22
Seth Hardy, 41 Concord Road
Certificate of Appropriateness to replace roof shingles. APPROVED
- 23-23
Steven Kirby, 451 Concord Road
Certificate of Appropriateness to paint rectory and garage. APPROVED
- 23-24
Brigitte Steins, 29 Hudson Road, Building #1
Certificate of Appropriateness to Renovate an existing building including fire escape, elevator, and including other associated items. APPROVED
-

22-25

Brian Hoffman, 6 Carding Mill Road

Certificate of Appropriateness to paint the exterior of the house. APPROVED

23-26

Connie Steward, 115 Old Sudbury Road

Certificate of Appropriateness to replace windows, sills and jams. APPROVED

23-27

Ed Marins, 14 Henry's Mill Lane

Certificate of Appropriateness to paint house, frames and door. APPROVED

23-28

Robert Greene, 84 Peakham Road

Certificate of Appropriateness to construct a 3-bedroom single family home with attached barn. PENDING

23-29

H&R Roofing, 51 Hudson Road

Certificate of Appropriateness to replace shingles. APPROVED

23-30

David Sparta, Signarama, 365 Boston Post Road

Certificate of Appropriateness to install signage. APPROVED

23-31

Tom McGowan & Sherril Cline, 84 Concord Road

Certificate of Appropriateness to install a solar array. APPROVED

23-32

Andrew and Todd Jewett, 14 Henry's Mill Lane

Certificate of Appropriateness to construct a single story 96 sq ft addition. APPROVED

23-33

Andrew and Todd Jewett, 14 Henry's Mill Lane

Certificate of Appropriateness to build a shed. APPROVED

23-34

Marek Mizeracki, 4 Confidence Way

Certificate of Appropriateness to approve a house with out of compliant elements. PENDING

The Historic Districts Commission received Community Preservation Act funds to revise the Commission's Design Guidelines to make it easier for the public to understand the application review process. This project was put on hold in the absence if a Director of Planning.

The Historic Districts Commission with support from the Historical Commission and the Select Board successfully applied to the Massachusetts Historical Commission with approval from the National Park Service and became a Certified Local Government. Sudbury is among a small group of Massachusetts communities who will receive favored financial and technical assistance from the Massachusetts Historical Commission to enrich, develop and help maintain local historic preservation programs.

One of the requirements of the Certified Local Government designation included a joint meeting between the Historic Districts Commission and the Historical Commission, which occurred in September 2023.

Respectfully submitted,

HISTORIC DISTRICTS COMMISSION

Anuraj Shah, Chair

Taryn Trexler, Vice Chair

Christopher Hagger

Griff Noble

Jordan Wachs

Pete Iovanella

HISTORICAL COMMISSION

Year 2023 was a year of accomplishments and challenges for the Sudbury Historical Commission's (SHC) projects and efforts to preserve protect and develop Sudbury's historical and archeological resources. The SHC met 13 times in 2023.

As referenced in our 2022 Annual Town Report, the SHC completed a major project that involved the hiring of a preservation consultant to prepare and complete a transformative Communitywide Historic Preservation Plan (HPP) to encourage and support the preservation of historic and cultural resources within the Town. The HPP outlines a coordinated historic preservation program embracing preservation initiatives that have been undertaken to date and broadening the scope of historic preservation activity for the future. This includes 75 recommendations.

In response to the FY24 funding cycle and some of the 2022 HPP recommendations, the SHC successfully applied to the Community Preservation Committee (CPC) for support for the following SHC-led projects: \$35,000 to fund a Town-wide Indigenous Cultural Landscape Study, \$130,000 to fund a combined Hosmer House Historic Structure and Cultural Landscape Report/Study and a Collection Study and \$23,000 to fund Phase V Sudbury Historic Resource Inventory Survey. A preservation consultant has been hired, and work has commenced for the Phase V Sudbury Historic Resource Inventory Survey Project. The preservation consultant selection process is underway for the combined Hosmer House Historic Structure and Cultural Landscape Report/Study and Collection Study. A request for proposal has been developed for the Town-wide Indigenous Cultural Landscape Study.

As referenced in the SHC 2022 Annual Report, the SHC, with support from the Sudbury Historic Districts Commission and the Sudbury Select Board, successfully applied to the Massachusetts Historical Commission (MHC). With approval from the National Park Service, Sudbury became a Certified Local Government (CLG). Sudbury is among a small group of Massachusetts communities who will receive favored financial and technical assistance from the MHC to enrich, develop and help maintain local historic preservation programs. As a result of this CLG designation, the MHC has agreed to provide technical assistance for the Phase V Sudbury Historic Resource Inventory Survey project.

One of the requirements of the CLG designation includes a joint meeting between the SHC and the Sudbury Historic Districts Commission, which occurred in September 2023. An outcome of this joint meeting was agreement with one of the HPP and 2021 Master Plan recommendations to jointly establish a Stewardship Working Group to engage Sudbury stakeholders in historic preservation. The SHC, responsible for administering the Demolition Delay Bylaw passed by the Town of Sudbury in 2004, handled five new applications for partial/full demolitions of buildings built prior to 1940. Two of these applications for full demolition resulted in the enactment of a six-month delay to discuss alternatives to full demolition. One of these properties involves a gable-front farmhouse c. 1897 whose land was owned for generations by one of the original families of Sudbury – the Haynes. The other property is a rare example of an original 1930's Decorative Concrete Block garage reflecting the time period of introduction and garaging of automobiles in Sudbury.

The SHC was involved in many other preservation efforts such as assisting the MA DCR in the design of interpretive signage along

the developing Mass Central Rail Trail , discussing the potential Hall land donation on Pokonoket, updating the Revolutionary War Cemetery Kiosk in conjunction with the Sudbury Historical Society (SHS), replacing the current Revolutionary War Cemetery Marker, working with the Town for the possible acquisition of the historic RR Section House and the c. 1952 South Sudbury replacement train station (yellow building known as Crumbles Station) from the MBTA both of which are located along the evolving rail trails, continuing the Historic House Marker program for historic property owners, and initiating input to the Town related to historical signage for the Bruce Freeman Rail Trail.

The SHC continued the opening of the Hosmer House to the public with selective monthly weekend openings of Hosmer House, which featured exhibits using Town-owned Hosmer House collections and presentations on historic preservation topics. These included researching slavery in Colonial Sudbury; Sudbury's agricultural history, which celebrated a plow once owned by the Hosmer family; and the artist community of Ogunquit, Maine that Florence Hosmer had attended. March's focus was on women's history which included precontact Indigenous history, Sudbury's first election in which women could vote, and women inventors. The SHC was looking forward to scheduling the annual Hosmer Holiday Open House in December with rooms decorated by different volunteer organizations in Sudbury, but the SHC was challenged by the discovery of mold in a Hosmer House second floor storage room. With the assistance of the Sudbury Facilities Manager, the mold problem was investigated and remediated but not in time to adequately plan for the annual event. During this past year, the

Sudbury Facilities Manager also assisted the SHC with window repair, addressing water in the basement, and preventive conservation measures such as window treatments.

Based on feedback received during the HPP process, the SHC discussed Commission goals and there was consensus that community outreach and education regarding historic preservation is important. To further this goal in 2023, the SHC undertook programming at the Hosmer House, advocated for archaeology and Sudbury's archaeological resources in celebration of Massachusetts Archeological Month through two Goodnow Library exhibits using precontact Indigenous and historical materials from the Sudbury Historical Society (SHS), submitted an article related to the HPP to the Sudbury Weekly, provided support for the new exhibit at the SHS, Sudbury's Changing Landscape, and developed a historical architectural brochure for the public.

Commission members continue to participate in workshops given by the Massachusetts Historical Commission, the National Alliance of Preservation Commissions, and Historic New England.

Respectfully submitted,

HISTORICAL COMMISSION

Christopher Hagger, Chair

Kathryn J. McGrath, Vice-chair

William Andres

Diana P. Cebra

Jan Costa

Marjorie Katz

Diana E. Warren

Christopher Durall

Michael Wallace

MEMORIAL DAY COMMITTEE

Our Memorial Day Parade and ceremonies honor veterans of all wars that involved Sudbury residents, starting with King Philip's War in 1676, through today's conflicts in Operation Iraqi Freedom and Operation Enduring Freedom. Sudbury's Memorial Day was marked by somber respect for those veterans who fought and lost their lives. Several Boy Scout Troops from Troops 60, 61, 63 & 65 teamed together as our Color Guard to carry the various flags. Bruce McLeod from Bugles Across America played TAPS at every cemetery and at Grinnell Park.

Ceremonies began early in the morning with commemorative ceremonies at the Minuteman statue in the New Town Cemetery, overlooking the Town Common and again at the Revolutionary War Cemetery. A school bus took participants to the New North Cemeteries where veterans were honored with the playing of Taps and a musket salute by the Sudbury Companies of Militia and Minute (SCMM). At 9:30 AM the parade started at Rugged Bear Plaza led by a Scout Color Guard. The 2023 Memorial Day Parade Grand Marshal was Mr. Joeseeph Bausk. He is a Korean War Veteran and former chairman of the Sudbury Memorial Day Committee.

Under the Command of Colonel James Wiegel US Army (Retired), the parade left the Rugged Bear parking lot heading east along Route 20 and proceeded up Concord Road to the Goodnow Library where the SCMM fired a musket salute followed by the playing of TAPS. The parade moved on to Wadsworth Cemetery and the grave site of Mr. Alfred Bonazzoli, a founding member of SCMM, WWI veteran and ringleader of the "liberation" from Framingham of the WWI German Howitzer that now sits in front of Sudbury American Legion Post 191.

The parade then reassembled at the King Phillip monument, where members of the United Native American Cultural Center (UNACC) observed a memorial service and the SCMM fired a musket salute. The parade stopped again at the front of Wadsworth Cemetery to honor the veterans of WWII, Korea and Vietnam. Rabbi Yisroel Freeman from the Chabad Center of Sudbury delivered the prayer. Veterans raised each of their service flags to full staff along with the US Flag followed by a musket firing and the playing of TAPS.

The Daisy/Brownies and Tiger/Cub Scouts joined in the parade at the Ascension Parish Church. The parade then proceeded to Grinnell Park.

At Grinnell Park, Colonel Wiegel was Master of Ceremonies. The Sudbury Ancient Fyfe and Drum Companies played the National Anthem, followed by a rousing musket salute. Mr. Steve Milley, Gold Star Father of 1LT Scott Milley delivered the opening prayer.

Colonel Wiegel delivered a talk about the origins of Memorial Day. The Sudbury Fyfe & Drum played the Battle Hymn of the Republic. Colonel Wiegel reviewed the military service of our Grand Marshall. The UNACC delivered a short memorial ceremony followed by the Colonel thanking the various parade participants reading the names of veterans who had passed on since last Memorial Day followed by a moment of silence.

Mr. McLeod played "To the Colors" on his bugle as the US Flag was raised to full staff. Colonel Wiegel delivered a talk about the history of "TAPS." Mr. McLeod played "TAPS" and the ceremony concluded.

Thank you to the supporters of the event: First Student School Bus Company, Boy Scout Troops 60, 61, 63, and 65 and the 1LT Scott Milley Ranger Foundation.

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

Respectfully submitted,

*James A. Wiegel, COL(Ret.) US Army
Memorial Day Committee Chair*

SEPTEMBER 11TH MEMORIAL GARDEN COMMITTEE

September 11, 2023 marked the 22nd anniversary of the terrorist attacks that took the lives of three Sudbury residents who are honored at the Town's September 11th Memorial Garden: Geoffrey Cloud, Cora Hidalgo Holland, and Peter Morgan Goodrich. In commemoration, the September 11th Memorial Garden Oversight Committee organized a public ceremony, during which a Color Guard raised the flag, First Parish of Sudbury tolled the bells, and family and friends of those lost placed a wreath and flower baskets around the Memorial Garden center stone.



The Committee wishes to thank Police Chief Scott Nix, Fire Chief John Whalen, and the members of the Sudbury Police and Fire Departments who participated in the Color Guard, along with First Parish of Sudbury for its involvement in the ceremony. The Committee also gratefully acknowledges everyone who attended the morning gathering or who visited

the Garden during the day, as their presence reinforced the Garden's significance to the Town of Sudbury.



The Memorial Garden flourished throughout the summer, benefitting from an abundance of rain. Committee members regularly pruned vegetation, weeded and mulched beds, planted annuals, and replaced perennials as needed. The Committee offers its heartfelt appreciation to the Massachusetts Master Gardeners for providing hands-on assistance early in the spring and at various times during the growing season, and to Sudbury's Parks and Grounds Department for ensuring Heritage Park looked beautiful for the September 11th observance.



Following the commemoration, caulking around the center stone plaques was repaired, and the center stone and benches were power washed to remove lichen and discoloration. The Committee extends its sincere gratitude to Thiago Silva, owner of Thiago's Painting, for donating time, labor, and materials to complete the work.

On a sad note, the Committee mourns the unexpected loss of Debbie Booras, a previous Committee member who died in October 2023. Debbie served on the Committee for several years to honor her stepdaughters' mother and September 11th victim, Lisa Gordenstein. Debbie was a vibrant member of the Sudbury community, a well-respected real estate agent, and above all, a devoted and beloved mother and stepmother. She will be deeply missed.

The Committee was proud to do its work in 2023 and looks forward to the ongoing responsibility of caring for and enhancing the September 11th Memorial Garden in Heritage Park, a place of peace and solace for all who visit.

Respectfully submitted,

SEPTEMBER 11TH MEMORIAL GARDEN
OVERSIGHT COMMITTEE

Beth V. Farrell

Rachel W. Goodrich

Deborah Gordenstein

Heather Halsey

Connie Marotta

Kathy E. Newman

Kirsten Roopenian



SUDBURY TOWN HISTORIAN

In 2023, I had one official request. With the 250th anniversary of the American Revolution coming up, our new Town Manager, Andy Sheehan, asked me about the Bicentennial events in Sudbury. Looking at newspapers and Town Reports showed that there were two major events: April 19th, 1975 and July 4th, 1976, each with much fanfare.

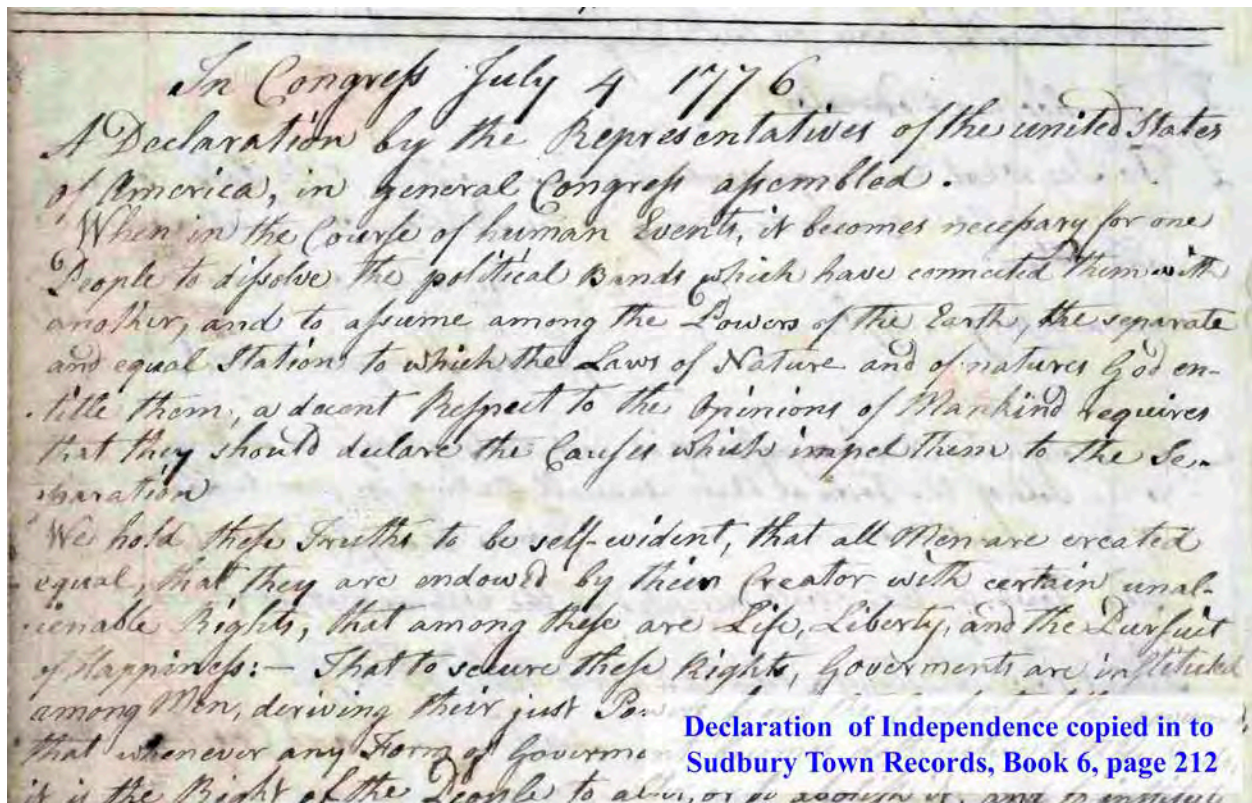
There were several unofficial requests of interest.

A request came from the director of Rev 250, a Massachusetts organization that coordinates the celebrations of the 250th anniversary celebrations in Boston and the state. He asked if I would search town records for the Declaration of Independence which was copied into the records of all towns. I did find it and sent it to him. Here is an image of the beginning:

The search for this and another image motivated me to make it a tiny bit easier to find things in the digital copies. This includes thumbnail images of the pages to go with the transcriptions. You can see the results here: jch.com/archives.

A request came for support of a grant application by the Goodnow Library to create a special collection of the indigenous history resources. This was successful. This should help us with a more robust reckoning with the past.

Charlie Russo, a member of the Select Board, asked a seemingly simple question: What year did we begin holding an Annual Town Meeting? In my opinion, that would be March 1652. Here is why I think that. The Town Records go back to 1639. The very first records are orders issued by those commissioned to "lay out the land" by the General Court of the Massachusetts Bay Colony,



Declaration of Independence copied in to Sudbury Town Records, Book 6, page 212

namely Peter Noyes, Walter Haynes and others. Most of these dated entries simple state "it is ordered" and are signed by the same five men. Here is the first clear indication of a Town Meeting: "18th, 4th Month, 1640 It Is ordered and agreed by the inhabitants of the towne..." Some early orders are by the freemen, or the townsmen, or simply the town. There were many meetings, 10 dated entries in 1640, 20 in 1643 and at least 6 in each year until the 1650s. My sense is that in the early years in the formation of our town, the distinction between a town meeting and a meeting of those acting as the Select Board may have been fuzzy. The first clear election of the leaders was in 1644, when on June 25 we find Peter Noyes, Walter Haynes and a slightly different group "have power granted them by the towne to dispose of the towne affayres for one year". The month of this election varied from year to year until March of 1652. After that the election occurred annually each March. As far as I can see, the term annual applied to a meeting does not appear in our records until March of 1722. Then, the warrant calls for an election of "Town officers as the Law requires to be chosen annually in the month of March". Coincidentally, that was the first Town Meeting on the Rocky Plain, as current Town Center was first identified. The following year, after intervening meetings on the East side of the Sudbury River, the March 1723 Town Meeting was held in the new West Side Meetinghouse.

Here are a few other notes of historical interest. The conversation about the 1930 roadside markers, which the Clergy Association started in 2022 was continued in a forum at the Goodnow Library organized by Katina Fontes. Representatives from the clergy, the Sudbury Historical Society, town boards and a member of the Nipmuc nation agreed that the signs, as they are now, need to be changed or replaced. One issue is the current state seal, which portrays a

sword hung over an indigenous man's head. Sudbury voted to support the change of the state seal at the 2023 Fall Town Meeting.

In December of 2023, the Select Board created the Sudbury 250 committee to plan for the upcoming anniversaries of the American Revolution. The most significant event for Sudbury was the march to the battle at Concord on April 19th, 1775. The 250th anniversary of that day should be a proud celebration in our town.

In addition, July 4th, 2026 will be the 250th anniversary of the first July 4th. It is officially termed the semiquincentennial, which is a bit more awkward than the term bicentennial and will probably be ignored. The America 250 logo is below.



Respectfully submitted,

SUDBURY TOWN HISTORIAN
Jan Hardenbergh

PLANNING & COMMUNITY DEVELOPMENT

RAIL TRAILS ADVISORY COMMITTEE

In March 2023, the Select Board updated the mission statement and renamed the Bruce Freeman Rail Trail Advisory Task Force as the Rail Trails Advisory Committee. This committee, initially established by the Select Board in 2016, is intended to advise the Select Board and the Town Manager in advancing the design, development, construction, and long-term maintenance of the two rail trails in Sudbury, specifically the north-south Bruce Freeman Rail Trail (BFRT) and the east-west Mass Central Rail Trail (MCRT). The Committee has been tasked to objectively and critically consider the interests of trail users, residents, abutters, businesses, sensitive environmental areas, historic resources, and input from Town staff and relevant Town boards, committees, and commissions to facilitate an enjoyable experience that increases the overall quality of life in town.

Members are appointed by the Select Board and three other Town boards/commissions (Park and Recreation Commission, Conservation Commission, and Planning Board). There were 9 regular meetings and 3 site walks in 2023; two site walks were to view current construction underway on the BFRT Phase 2D and the MCRT where Eversource is installing a power transmission line, while the third site walk was to view the existing condition of the future extension of the BFRT Phase 3.

Over the past year, the Rail Trails Advisory Committee has:

- Worked with Engineering Design consultant Fuss & O'Neill to consider additional amenities along the BFRT that would enhance the trail user experience.
- Worked with the Conservation Coordinator and a member of the Conservation Commission to consider additional bench locations along the MCRT and submit recommendations to the Massachusetts Department of Conservation & Recreation (DCR).
- Continued to trouble-shoot potential issues or concerns that could affect timely completion of the BFRT in Sudbury.
- Reviewed the preliminary 25% design of the BFRT Phase 3 extension south to the Framingham city line and provided input on the proposed Boston Post Road/Route 20 trail crossing and additional amenities for consideration.
- Provided support for the Planning Department's two applications to the Community Preservation Committee for funds to complete the design of BFRT Phase 3 and funding to study and design improvements to the Parkinson Field driveway access.

Additionally, some Committee members have:

- Attended other Board and Committee meetings when the project was discussed.
-

- Attended the May 20, 2023 Groundbreaking event for construction of BFRT Phase 2D.
- Participated in a workshop focused on Regional Trails – Creative Placemaking Strategies sponsored by the Metropolitan-Area Planning Council with the MetroWest Regional Collaborative and the Minuteman Advisory Group on Interlocal Coordination.
- Participated in community events to share updates about the BFRT Phase 2D construction and Phase 3 design concepts.

The Committee will continue to collect input on BFRT Phase 3 and the MCRT, advise on advancing the project to a timely completion, and report to the Select Board as requested. Information associated with the Rail Trails Advisory Committee is posted on the webpage, <https://sudbury.ma.us/bfirt/>. In 2024, the Committee plans to:

- Collaborate with Engineering Design consultant Fuss and O'Neill to submit the 25% design plans for BFRT Phase 3 by June 2024.
- Provide opportunities for community members and groups, local businesses and Town committees to participate in discussions about design and amenities, concerns and opportunities related to trail usage
- Provide recommendations to the Town Manager and Select Board on

anticipated requirements to maintain the trails in good condition, based on experiences in other towns

- Recommend a process for accepting memorial plaques, benches and other items along the trail.
- Provide input on directional, informational, and wayfinding signage
- Continue to discuss other amenities that may be desired after construction is complete, such as lighting, restrooms, additional hydration stations, parking, artwork, and plantings.
- Encourage trail use, once completed, by all members of the local community
- Continue to provide the Select Board, Town Manager, and others with recommendations as requested
- Participate in regional rail trail-related activities to inform decisions in Sudbury and maintain awareness of opportunities that might benefit these trails

Respectfully submitted,

RAIL TRAILS ADVISORY COMMITTEE

John C. Drobinski, Chair

Lana B. Szwarc, Vice Chair

Laurie Eliason

Kenneth Holtz

Glenn Pransky

John Sugrue

Frank Vitale

Richard Williamson

COMMUNITY PRESERVATION COMMITTEE

Sudbury Town Meeting accepted the Community Preservation Act (CPA or Act, MGL Chapter 44B) in 2002. Sudbury had the foresight to adopt the plan at the highest level and assessed a 3% surcharge to our real estate taxes. Since then, Sudbury has therefore received the highest possible allocation of state matching funds to combine with local taxes to appropriate for the allowable purposes. Under the Act, funds may be used for the acquisition, creation, and preservation of open space; acquisition, preservation, rehabilitation, and restoration of historic resources; acquisition, creation, preservation, rehabilitation, and restoration of land for recreational use; acquisition, creation, preservation, and support of community housing; and the rehabilitation or restoration of open space and community housing that is acquired or created through the CPA. The Community Preservation Committee (CPC) includes nine standing members, with representatives from the Town's Conservation Commission, Finance Committee, Historical Commission, Housing Authority, Park and Recreation Commission, Planning Board, Select Board, and two at-large citizen members appointed by the Select Board. The CPC is supported by the staff of the Planning and Community Development Department.

The CPA funds raised in FY23 through the local tax surcharge equaled \$2,381,114. The Town also received a revenue match from the State CPA trust fund totaling \$948,629 and interest earnings of \$80,014, plus an increase in the market value of the investments of \$45,887 bringing total FY23 revenues to \$3,455,644. From FY03 through FY23, Sudbury has received \$14,910,894 from the State in matching funds. The local surcharge raised has been \$31,970,434. Approximately \$1,823,506 has been earned in interest and an increase in market value on these funds. Sudbury Town Meeting has approved the use of these funds to conserve 574 acres of open space including the acquisition of

fee ownership or restriction interests in six farms and the Nobscot Mountain. As required, Town Meeting has approved or reserved for future projects the mandatory 10% of estimated annual revenue each year for community housing, open space and recreation, and historic preservation. The CPC is mindful of its obligation to the taxpayers when considering and recommending projects to Town Meeting for approval. The Committee uses as its annual budget guide for expenditures, the estimated annual revenue minus fixed expenses. The CPA strives to stay within that limit each year. When there is a large or compelling project, reserved funds may be used.

At the May 2023 Annual Town Meeting, CPA projects for FY24 were approved in the areas of:

- Historic Resources
 - Historic Resource Inventory Survey,
 - A study of the structure of the Hosmer House and its collections, and
 - A study of the Indigenous Cultural Landscape)
- Open Space and Recreation Opportunities
 - Design of the Bruce Freeman Rail Trail south of the Mass Central Rail Trail,
 - Further work on the Frank Feeley Fields,
 - Fencing and lighting for the Fairbank Multisport Court,
 - The design and construction of accessible pathways on Town properties, and
 - The design and construction of a wellness center at the Curtis Middle School.
- Affordable housing
 - Sudbury Housing Trust's acquisition, creation, preservation, and support of affordable ownership housing,

- Funds to assess the feasibility of housing at 67-73 Nobscot Road, and
- The Regional Housing Services Office yearly membership fee.

The total of all new projects approved at the 2023 Town Meeting was \$2,897,012. In addition, debt service expenses of \$990,643 for prior land acquisition projects and \$114,500 for administrative and operational needs of the CPC for FY24 were appropriated, bringing the total anticipated expenditures for FY24 to \$4,002,155.

Since the inception of the CPA in Sudbury, Town Meeting has approved approximately 130 projects as of May 2023. Some projects are completed within a year and others are ongoing. To maintain oversight of these projects, the CPC requires that proponents submit an Annual Report of the status of the project stating whether the project is completed and, if so, whether there are remaining funds. Any remaining funds are returned for future use under the CPA by vote of Town Meeting, as has happened in 2010, 2014, 2018, 2020, 2022, and 2023. Any excess administrative funds not spent in the current

fiscal year remain in the Community Preservation General Fund.

At the end of FY23, the CPA fund had a cash balance of \$10,426,578. Of that amount, \$2,964,627 is reserved for projects appropriated through FY23, and \$4,002,155 is reserved for projects, debt and expenses approved at 2023 Annual Town Meeting as stated above.

Many CPA funded projects are underway. Look for our signs noting "Sudbury Community Preservation Funds at Work!"

Respectfully submitted,

COMMUNITY PRESERVATION COMMITTEE

Sherrill P. Cline, Chair

Kirsten Roopenian, Vice Chair

Jan Costa

David Henkels

Justin Finnicum

Mara Huston

Lynne H. Remington

Jennifer Roberts

LeYi (Colin) Wang

CONSERVATION COMMISSION

The Conservation Commission is responsible for the care and management of Sudbury's conservation land under the Conservation Commission Act and protection of Sudbury's wetlands and streams through the administration of the Massachusetts Wetlands Protection Act and Sudbury Wetlands Administration Bylaw.

Conservation Commission Members and Staff

The Conservation Commission is comprised of seven residents who serve 3-year terms and are appointed by the Town Manager. The following residents serve as your Conservation Commission: David Henkels (Chair), Kenneth Holtz (Vice Chair), Jeremy Cook, Luke Faust, Bruce Porter, Kathleen Rogers, and Mark Sevier.

Lori Capone continues to serve as the Town's Conservation Coordinator. Her role includes running the day-to-day operations of the Conservation Office, providing professional review of applications filed for work near wetlands, drafting decisions, and monitoring construction activities to ensure compliance with the Wetlands Protection Act and Sudbury Wetlands Administration Bylaw. Conservation Assistant, Robert Bosso, provides administrative management of wetlands permitting and implements land management initiatives. In August, the Town welcomed, Joseph Miller, Sudbury's first Land Manager to help oversee the management of 1,200 acres of Town Conservation Lands and 620 acres of lands held under Conservation Restrictions.

The office also engaged the services of five senior workers to assist with office assistance, scanning and cataloguing historic files, as well as helping us in the field to improve the trails. The Commission greatly appreciates the work of these individually: Dan Clawson, Melissa

Emerson, Martin Hensel, Edward Lubar, and Bob Lamkin.

Wetland Protection Administration

In their role as administrators of the Wetlands Protection Act and Sudbury Wetlands Administration Bylaw, the Conservation Commission held 116 hearings in 23 meetings to review proposed projects within 100 feet of wetlands, or within 200 feet of streams, which resulted in the issuance of 24 Orders of Conditions, as well as 18 Determinations of Applicability for minor activities. The Commission issued 17 Certificates of Compliance, closing out projects constructed in compliance with their respective Orders of Condition. The Commission took two enforcement actions for work conducted within jurisdiction without first seeking approval from the Conservation Commission. The Commission also issued three Emergency permits: one to Cavicchios to perform wetlands restoration following their storage building fire, and two for drainage repairs that were causing flooding. The Commission collected \$7,692.18 in Bylaw fees and \$4,110.00 in State fees.

Persons contemplating any work in or within wetlands, should seek information about wetland regulations at the Commission's Office: <https://sudbury.ma.us/conservationcommission/wetland-permitting/>.

Major Wetland Permitting Projects Undertaken in 2023

Residents have seen substantial change in the landscape around town. With two rail trails under construction, the east-west Mass Central Rail Trail and the north-south Bruce Freeman Rail Trail, the overgrown rail corridors of Sudbury's past have sparked new life. With the

13 roads and four major rivers these trails cross throughout Town, one could not miss this transformation.



The Diamond where the two trails meet



Bruce Freeman Rail Trail

Eversource Underground Transmission Line

Extensive staff time was devoted to oversight of this project to confirm compliance with project requirements. After one year of construction, all clearing has been completed, all manholes for the underground transmission line have been installed, most of the underground conduit has been installed, 4.4 acres of invasive species have been removed, and both bridges over Hop

Brook have been removed. This year's rains have been the biggest hinderance in progressing the project more expeditiously, with some unexpected culvert issues that continue to be evaluated and addressed, but the project continue to move full steam ahead, with the anticipation of the Department of Conservation and Recreation waiting in the wings to start paving the path in summer 2024. Plans have commenced to design and permit the next phase of the Mass Central Rail Trail, extending into Wayland from the Sudbury Substation. For more information on this project, please visit the project webpage at:

<https://sudbury.ma.us/conservationcommission/eversource-mass-central-rail-trail-notice-of-intent/>.

Bruce Freeman Rail Trail

Extensive staff time was also devoted to overseeing the construction of the Bruce Freeman Rail Trail, a 4.4-mile trail from the Concord town line, south to the confluence with the Mass Central Rail Trail, near Union Avenue. Sudbury's section of the Bruce Freeman Rail Trail, will complete the trail extending all the way to Lowell, but we are not stopping there. With the purchase of the CSX corridor, south of the confluence with the Mass Central Rail Trail, designs are already underway to complete the trail all the way to Framingham.

Being even wetter than the Mass Central corridor, rain and supersaturated soil conditions were more challenging for this project, which included replacement of a number of culverts under the rail bed, as well as the reconstruction of the Hop Brook bridge and replacement of the Pantry Brook Bridge. The contractor worked undeterred by the weather and successfully completed all bridge work and installed asphalt binder all the entire trail before the winter cold set in. The final pavement is set for spring/summer of 2024, ahead of schedule.



New Pantry Brook Bridge on Bruce Freeman Rail Trail

Water Chestnut Removal in the Hop Brook and Sudbury River

Water chestnut management in town continues to be highly successful in the Hop Brook mill ponds and the Sudbury River. This year's rain and associated run-off, increased nutrient loading into these waterbodies. Both projects used the same vendor who had marked success at all sites. In the Sudbury River, the first two treatments were so successful that a third treatment was not necessary. Treatments will however be necessary in successive years until the seed base is depleted, as seed can remain viable for 12 years. Other invasive species are also present in the Sudbury River, which may require future management, predominantly Eurasian milfoil.

The Hop Brook treatments saw similar success. A third treatment was applied this year. The best

control was again achieved in Stearns Mill Pond. Good control was achieved at Grist Mill Pond and Carding Mill Pond however, watermeal, duckweed, and algae continue to dominate these water bodies, which can look similar to water chestnut. All treatment were undertaken prior to new seeds becoming viable to reinfest in subsequent years. Once water chestnut is managed via hand pulling, we can look at strategies to manage other nuisance species.

Land Management and Stewardship

This year, the list of improvement projects on our conservation lands was long and diverse. With the introduction of the Land Manager position, were we able to undertake much better trail maintenance than in the past. There was a special focus on improving the kiosks and signs and opening up all trails.

DEER MANAGEMENT PROGRAM

2023 marked the 24th year of the Bow Hunting Program. This program seeks the assistance of responsible archers, vetted by the Conservation Commission, to assist with the management of the deer population, with the goal of improving the health of Sudbury's forests. This year the Commission held a public informational session to reassess the program to ensure that it is being purposefully managed for the health and benefit of Sudbury conservation lands. After much debate it was determined that the



Carding Mill Pond

program is a critical component to protect the long term health of the Town's conservation lands. Additional education, regular proficiency testing, and better signage resulted from this public informational session. More information can be found on the newly created web page on our Deer Management Program here: <https://sudbury.ma.us/conservationcommission/deer-management-program/>.

The warmer than usual Fall made harvesting challenging for our 21 archers and 1 junior archer who took ten deer (6 Bucks and 4 Doe). Much of the trail improvements and general maintenance of our conservation lands are provided by these dedicated volunteers.

EAGLE SCOUT PROJECTS – POLLINATOR MEADOW AT DAVIS FARM

Eagle Scouts continue to provide valuable improvements to our conservation lands, none more ambitious than Cameron Rogers who spent multiple weekends organizing and undertaking invasive species removal (53 large garbage bags full) and significantly increased the biodiversity with the planting of 200 plants of our newly created pollinator garden at Davis Farm. Cam's efforts resulted in an explosion of color and new pollinating species frequenting our meadow.



Invasive Species Removal at Davis Farm Meadow



Pollinators at Davis Farm Pollinator Meadow

CHRISTMAS BIRD COUNT

Commissioner Luke Faust participated in the Christmas Bird Count which included 20 other volunteers from Sudbury who sited approximately 2,750 birds of 61 species in one day, primarily all on the Town's Conservation lands. There was a significant increase over the last few years. An unseasonably warm winter contributed to both an increase in numbers and species, with huge blackbird flocks and lots of ducks and migrants who hadn't yet gone south. One interesting siting, a first for this area in the 50 years of the Christmas Bird Count existence, was the Northern bobwhite, a striking, ground-dwelling quail.

BEAVER MANAGEMENT

With the tremendous amount of precipitation we received in 2023, one creature benefitted substantially, the beaver. The Sudbury beaver population expanded considerably over the last couple years. Wetlands that typically dry up in the summer were inundated throughout the season, allowing beaver to create new dams all over town. To educate residents on beavers and management options, in July, we installed two beaver deceivers at Hop Brook Conservation Land, one through a beaver dam under the footbridge, and one to keep them out of the culvert at the outlet of Duck Pond. These two

dams resulted in significant flooding of the trails at Hop Brook that could not be managed manually. We therefore installed two devices, at the inlet and outlet of Duck Pond, to maintain the water elevation at a point that would support the existing beaver population in Hop Brook Marsh, while maintaining the pond level at a point that would not flood adjacent trails. This has resulted in a permanent solution to a daily problem, and provided education to the public on how to live with beavers.



Installation of Beaver Deceiver

CONSERVATION RESTRICTION MONITORING
 The Land Manager position has also allowed us to more diligently monitor private lands held under Conservation Restrictions. This initiative, required by law, ensures that private lands that were required to be permanently conserved, are being properly managed to preserve their environmental integrity. This also allows us to meet regularly with landowners to educate them on the significant habitat that they are responsible for protecting. This has been beneficial not only for the Conservation Commission, but for the residents that hold these restrictions to better understand their role and responsibilities and to foster interest in additional land being conserved.

SUDBURY HISTORIC LANDSCAPE PROJECT
 The Conservation Office has been working jointly with the Sudbury Historical Society and the Sudbury Valley Trustees to develop a gallery at the Historical Society, a second one to be rolled out in 2024, as well as develop a driving and walking tour guide of how Sudbury's landscape transformed and shaped today's Sudbury. Starting with glaciation, this initiative challenges participants to read the landscape to envision how the landscape shaped the establishment and development of Sudbury as opposed to how we as a species have transformed our landscape.

Leave it to Beavers

You may have noticed the water in Duck Pond rising and the trails becoming flooded. This is due to our friends, the beaver.

To protect beaver habitat while protecting your footing, we have engaged Beaver Solutions to install beaver deceiver devices at the inlet and outlet to Duck Pond. These devices will allow the water level to be maintained at a constant level by minimizing the sound and feel of water flow which triggers beaver to dam up these locations. These devices will not harm the beavers and will allow us to better maintain Hop Brook Marsh Conservation Land for both wildlife habitat and for the recreational value this land holds for Sudbury's residents.

For more information please contact the Conservation Office at 978-440-5471 or concom@sudbury.ma.us.

Beaver Education

AGRICULTURAL ACTIVITIES
 The Commission continues to oversee Agricultural Licenses to local farmers on 77 acres of conservation land, to preserve Sudbury's farming heritage, as well as managing the community garden at Lincoln Meadows. Community Garden Coordinator Heather Lambert has been integral in the garden operation and established a committee to help oversee the garden. More than 40 gardeners rented out the 70 plots at the Lincoln Meadow

Community Garden, which provides 30-foot x 30-foot plots of land for annual and perennial crops. We continue to work to improve this space with the removal of invasive species, rehabilitation of the access road, and work with a local farmer to till and improve soil structure. This year, we submitted a grant for Community Preservation Act funds to installed an irrigation well at Lincoln Meadows to support the community garden and to assist with the development of a native plant nursery to use on conservation restoration projects.

INVASIVE SPECIES

The Commission is always highly encouraging of residents to help improve Sudbury's flora and fauna through the removal of invasive plants. Much of this is achieved through wetland permitting. To assist with this initiative, the Department developed a web page on the Commission's website with information of the management of many of Sudbury's least wanted species. You can access this information at: <https://sudbury.ma.us/conservation/invasive-plants-and-insects-of-sudbury>.

With the increased land management activities occurring on the trails we found that we have a significant invasion of a new invasive species, the Asian jumping worm, on a number of our Conservation lands. The Asian jumping worm looks very similar to earthworms, but their abundance permits them to voraciously digest our forest duff, which results in the elimination of nutrients to support our forest communities. The biggest source of this pest is through the purchase of mulch. Please be cognizant of this and many other invasive species that

unintentionally are introduced through landscaping practices.

TRAIL MAPS

In the final hours of 2023, the office undertook one additional initiative before the ball dropped. A project that has been on the back burner for many years, the office updated the majority of the Town's trail maps. Many of the existing maps, though rustic, had not been updated in more than 30 years, some having even been posted as draft maps since the 90s. Many of these maps had trails that no longer existed, or did not show newer trails that had been created. The trail maps are the first step in developing trail guides for our properties which will include points of interest and information on the history of the properties. The new trail maps can be found on the Conservation Commission page at this link:

https://sudbury.ma.us/conservation_lands/.

The Commission thanks all its residents and volunteers that assist us improve the environment in Sudbury.

Respectfully submitted,

CONSERVATION COMMISSION

David Henkels, Chair

Kenneth Holtz, Vice Chair

Jeremy Cook

Luke Faust

Bruce Porter

Kathleen Rogers

Mark Sevier

DESIGN REVIEW BOARD

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

This year the Design Review Board received and reviewed 21 sign applications. The Design Review Board also received and reviewed 2 site plan, architecture, and landscape design applications, 694 Boston Post Road, proposed restaurant and 86-92 Boston Post Road, Valvoline. Our recommendations are directed to the Applicants, the Building Inspector, the Town Manager, the Historic Districts Commission, the Zoning Board of Appeals, the Planning Board, and the Select Board. We appreciate the cooperation we have received from all participants.

The Design Review Board held all of their 16 meetings virtually in 2023 through the conferencing platform Zoom, a meeting format allowed by a special decree from the governor due to the COVID pandemic.

The members of the Board would like to thank Chris Alfonso for his service. The members of the Board welcomed new member, James Flavin. James joined the Design Review Board in December.

Respectfully submitted,

DESIGN REVIEW BOARD

Susan Vollaro, Chair

James Parker

James Flavin

Katie McCue

Zachary Blake

EARTH REMOVAL BOARD

The Earth Removal Board is appointed by the Select Board for a term of one (1) year. It is the Earth Removal Board's responsibility to hear petitions for the removal of soil, loam, sand, gravel, stone, or other earth materials from land in the town not in public use. It operates under Article V(A) of the Town of Sudbury General Bylaws.

The Earth Removal Board did not receive any application or hold any meetings in 2023 other than to reorganize in January.

Respectfully submitted,

EARTH REMOVAL BOARD

Jonathan W. Patch, Chair

Bryan Gammons

Michael Hershberg

Jeffrey Rose

Benjamin D. Stevenson

ENERGY AND SUSTAINABILITY COMMITTEE

Sudbury's Energy and Sustainability Committee was formed by the Board of Selectmen in 2009 to help develop and implement policies, programs and projects to promote energy savings, renewable energy generation and sustainability planning. The Committee works closely with Town and School personnel, as well as regional and state authorities, to pursue a variety of grants, identify energy and cost saving opportunities in buildings, review energy data, recommend best practices for energy procurement, provide energy efficiency consulting to Town committees, schools, and the regional high school, and implement sustainability and climate resilience initiatives. The Energy and Sustainability Committee had a productive 2023 with updates provided below.

Personnel

The Energy and Sustainability Committee welcomed two new Committee members this year: Nate Garozzo and Elsa Iovanella. In addition to the addition of these new Committee members, the Committee also welcomed new Sustainability Coordinator, Dani Marini-King, to the Facilities Department in a newly funded position.

Sudbury Community Electricity Aggregation

Sudbury's Community Electricity Aggregation (CEA) program was launched in 2017 and continues to offer Sudbury residents and businesses with the option of participating in a bulk aggregation electrical purchase. Aggregation of electrical accounts and bulk electricity purchase has long been common for municipalities and larger business clients, and has become more widely available for residential customers and small businesses in recent years. By purchasing electricity in bulk and having flexibility with the procurement cycle,

aggregators can offer a fixed long-term electricity supply rate generally with a lower cost than individuals can get through their local utility. Additionally, aggregators can offer access to electricity products that allow a community to use the purchase of their electricity to support investment in and growth of future renewable energy projects.

Based upon input from the community, Sudbury residents and businesses are able to choose between three different electricity products. Those different products include:

1. **Sudbury Basic** – Cost of electricity is 14.95 ¢/kWh, meets the State required renewable energy minimums.
2. **Sudbury Standard** – Cost of electricity is 15.125 ¢/kWh, adds voluntary National Wind Renewable Energy Certificates (RECs) to total 100%.
3. **Sudbury Plus** – Cost of electricity is 16.455 ¢/kWh, adds voluntary Massachusetts Class I RECs to total 100%.

Since the launch of the CEA program in 2017, participants have cumulatively purchased 41,530 MWh of renewable energy, equating to the avoidance of over 31,487,050 pounds of carbon dioxide emissions. Participants have also collectively saved more than \$11,600,000 since the program's launch due to the fixed, lower electricity rate offerings compared to Eversource Basic Service rates.

This year, the Energy and Sustainability Committee was able to renew the CEA program with the electricity supplier Dynegy from December 2023 through November 2025. Participation in the Sudbury CEA program is optional. Residents and businesses may enroll in or opt out of the program at any point without penalty.

Green Communities Grants

To date, the Energy and Sustainability Committee has been instrumental in obtaining grants from the Green Communities program totaling over \$1,725,000. In 2022, the Energy and Sustainability Committee applied for and was awarded \$15,000 to purchase a Ford eF150 for use by the Department of Public Works (DPW). This electric vehicle replaces a 2011 Chevrolet Tahoe and will save the Town in approximately 938 gallons of gasoline annually.

Electric Vehicle Charging Stations

To further support the transition from gas-powered vehicles to electric, the Energy and Sustainability Committee has facilitated the installation of EV chargers around Town. In Fall 2023, the Town worked with Guardian Energy to install electric vehicle chargers at the Department of Public Works (DPW) and the Police Station. One Level 2 Dual-Port charger was installed at the Police Station, and two Level 2 Dual-Port chargers were installed at the DPW. All three of these EV chargers are open for public use, and have been stationed to support the Town's electric fleet vehicles. The Town utilized incentives from the Massachusetts Electric Vehicle Incentive Program (MassEVIP), receiving \$50,000 for installation of EV chargers at the DPW and \$28,935 for the Police Station. The Energy and Sustainability Committee funded the remainder of the costs through the Solar Revolving Fund.

Solar Panels

The Energy and Sustainability Committee is committed to leading a transition towards renewable energy. As such, the Committee has financially supported the installation of solar panels on a number of facilities in Town. The Town is in the processes of finalizing a power

purchase agreement (PPA) and design for the installation of a solar ready roof and solar panels at the DPW. In addition, with the completion of the new Fairbank Community center, the Town will be seeking a final design and PPA for installation of solar panels on this facility. And finally, the Town is in the process of finalizing a PPA for the installation of solar panels at Fire Station 2.

No Mow May Campaign

This Spring 2023, the Energy and Sustainability Committee encouraged residents, businesses, and other stakeholders to refrain from mowing during the month of May in order to protect our local pollinators and reduce our greenhouse gas emissions. There were 38 households in Sudbury, and several in surrounding communities, who participated in the No Mow May campaign. The Town plans to implement this campaign again next spring.

Greenhouse Gas Emissions Inventory

In order to reduce Sudbury's greenhouse gas (GHG) emissions, the Town must first develop an understanding of what the community's current emissions are and what the most damaging sectors are. To do this, the Energy and Sustainability Committee voted to fund a Community-wide Greenhouse Gas Emissions Inventory as well as a Consumption-Based Emissions Inventory. The Town contracted with Kim Lundgren Associates (KLA) in Fall 2023 to lead the Town through this inventory. KLA and their sub-contractor, EcoDataLab, have begun collecting data for this inventory. This project should be completed in Spring 2024.

The Energy and Sustainability Committee wishes to acknowledge and thank the town staff who have participated with the Committee.

The Energy and Sustainability Committee meets virtually each month by Zoom. The meetings are posted on the Town website in advance and are open to the public. Visitors are always welcome.

Respectfully submitted,

ENERGY & SUSTAINABILITY COMMITTEE

Rami Alwan, Chair

James M. Cummings

Venk Gopal

Joseph F. Martino, Jr.

Kenneth Nathanson

Olga Faktorovich Allen

Nate Garozzo

Elsa Iovanella



Energy and Sustainability Committee members Rami Alwan and Olga Allen handing out No Mow May signs at Sudbury Earth Day (April 22, 2023 at Goodnow Library) along with Sustainability Coordinator Dani Marini-King and Town Manager Andy Sheehan.

LAND ACQUISITION REVIEW COMMITTEE

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

The LARC did not meet in 2023, as no properties were presented as opportunities for the Town.

Respectfully submitted,

LAND ACQUISITION REVIEW COMMITTEE

Matthew Barach

John Cutting

Jan Hardenbergh

Kathleen Rogers

John Hincks

Christopher Morely

PERMANENT BUILDING COMMITTEE

In 2023 the Permanent Building Committee (PBC) met virtually on fifteen occasions to discuss and act on the Town's two on-going projects: Fairbank Community Center and the Boston Post Road Fire Station No.2. Extensive weekly construction meetings were also attended by the PBC Project Managers: Jennifer Pincus as primary together with Craig Blake re civil engineering matters on the Fairbank project together with Combined Facility Director Sandra Duran, and Craig Blake as Project Manager on the Fire Station No. 2 project.

James Kelly, with his invaluable experience as a former Town Building Inspector and Combined Facilities Director, was welcomed to PBC membership replacing Mark Sevier who served from late 2021 through May 2023 providing his technical experience in MEP systems and energy engineering.

Fairbank Community Center

Monitored by the project Owner's Project Manager team (Vertex, formerly Compass) and their on-site personnel, General Contractor Colantonio, Inc. continued the construction project with its various complexities, many of which required changes that incurred additional costs and/or time extensions. Three requests for additional funding were voted at Town Meetings:

ATM23 Art. 15 Audio-Visual (AV) Equipment and Associated Funding in the amount of \$150,000 upgrading the previous limited package to allow more programming capabilities and universal access to all programs

ATM23 Art. 46 Community Preservation Act providing funds for the Fairbank Multisport

Court fence & lights in the amount of \$100K supplementing a \$100K state grant.

STM October, Art. 7 Supplemental Funds in the amount of \$900,000 to replenish contingency and for delays impacting critical path such that more of the work will be delayed to the Spring.

A conditioned variance under the Town's Zoning Bylaw was required and received from the Zoning Board of Appeals in February related to the minimum dimensional front setback on Fairbank Road.

In mid-December the new building portion of the project (Phase 1) was completed and the transition of all three user groups from their old spaces to the new was coordinated by Vertex and the Combined Facilities Director. Phase 2 work, which includes demolition of the old building and completion of some elements of the building on the Park and Recreation side as well as site work on that side, began immediately after. Additional work in the pool will be ongoing as funding becomes available.

Fire Station No. 2 Phase 1 Addition, Boston Post Rd.

The Fire Station No. 2 Phase 1 Addition project included the design and construction of living quarters for a Fire Department Emergency Response Team as an addition to the existing Fire Station No. 2 apparatus garage. Construction Monitoring Services, Inc., Owner's Representative Neil Joyce assisted Kaestle Boos Architects Kevin Witzell and Lee Rich with building matters involving General Contractor Construction Dynamics, Inc. in coordination with Fire Chief John Whalen. The construction project started with the installation of temporary power

in January and continued through to substantial completion of the construction in December 2023 allowing occupancy. Minor work will occur in the garage area to fully complete the project in January of 2024.

Project Manager Craig Blake concluded negotiations with National Development relative to the stormwater and wastewater discharge from the Fire Station connecting into the Meadow Walk Development drainage and wastewater systems. The utility connections were previously negotiated by the Sudbury Select Board as part of the 2016 National Development Meadow Walk Development Agreement. The provisions of the Agreement were included in an

Access and Utility Easement granted to the Town by National Development.

Respectfully submitted,

PERMANENT BUILDING COMMITTEE

Elaine L. Jones, Co-Chair

Craig E. Blake, Co-Chair

Jennifer Pincus

Anuraj D. Shah

John Kraemer

James F. Kelly

Nancy Rubenstein



Members of the Permanent Building Committee, Facilities Department and staff of OPM Vertex and Contractor Colantonio with Congresswoman Katherine Clark during her visit to the newly constructed Fairbank Community Center and Fire Station 2 on December 18, 2023.

PLANNING BOARD

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

At the Annual Town Meeting in May, the Planning Board presented a bylaw amendment to the Zoning Bylaws, Article IX. The Zoning Bylaw Amendment Warrant Article amended the text of Article IX (Water Resource Protection Overlay Districts) Section 4200. by inserting two new Sections 4243.n. and 4253.k.. The proposed amendment refined the provisions of the Water Resource Protection Overlay Districts Bylaw by providing a clearer permitting path for uses which are allowed as of right by Special Permit in the underlying zoning districts. This amendment allowed the permitting authority for the overlay district fully in the hands of the Planning Board which is equipped to handle the considerations needed to permit these uses in areas where there are sensitive water supplies and resources. This Warrant Article passed by the required two-thirds super majority vote.

At the Special Town Meeting in October, the Planning Board supported two bylaw amendments to the Zoning Bylaws, Article IX. The first Zoning Bylaw Amendment Warrant Article amended the Zoning Bylaw by renumbering and recaptioning the Zoning Bylaw of the Town. The proposed amendment designated the Zoning Bylaw as Chapter 295 of the Code of the Town of Sudbury by inserting article, section and subsection titles; and updating internal references to reflect a new numbering system This Warrant Article passed

by the required two-thirds super majority vote. The second Zoning Bylaw Amendment Warrant Article amended the Zoning Bylaw by adopting changes to the Zoning Bylaw as set forth in the Final Draft of the Code of the Town of Sudbury. Warrant Article was defeated as it did not pass by the required two-thirds super majority vote.

Additionally, as the Master Plan Implementation Committee, the Planning Board monitored and supported the advancement of a number of Short-Term Action Items to completion in 2022. The Historical Commission oversaw the completion of the Historic Preservation Plan and the Town becoming a Certified Local Government; the Town Manager's Office took steps to progress the comprehensive Facilities Assessment and Maintenance Plan; and the Planning and Community Development Department was able to acquire funding to bring on an economic development consultant. The Planning Board also had their first annual Master Plan implementation progress meeting with the Select Board and continue to work to advance additional Short Term Action Items in 2023.

2023 was a very active year for the Planning Board with 12 applications for Stormwater Management Permits, 4 Approval Not Required (ANR) Plans, 16 Site Plan Review applications, 1 Subdivision application, 1 Water Resource Protection Overlay District Special Permit, and 2 Scenic Road Permits approved by the Board. Significant projects permitted in 2023 included Site Plan Approval for PFAS treatment facility at 100 East Street, Valvoline at 86-92 Boston Post Road and a proposed restaurant at 694 Boston Post Road. Several developments under construction or close to completion were continually monitored for compliance with all approvals, including the former Raytheon/Meadow Walk redevelopment project, a self-storage facility at 554 & 560 Boston Post

Road, the Goddard School at 423/437 Boston Post Road, Herb Chambers of Sudbury at 83 and 105 Boston Post Road, and the Cold Brook Crossing residential development at 435 & 437 Cold Brook Drive.

The following table sets forth new residential developments under construction or still within the authority of the Planning Board during 2023:

DEVELOPMENT NAME	DATE APPROVED	LOTS/UNITS PERMITTED	LOTS/UNITS DEVELOPED
Fairbank Farm	1999	3	0
Whitehall Estates II	2001	3	1
Maillet Estates	2006	4	3
Northwoods	2015	19	19
Highcrest , Farmstead Lane	2017	57	57
212 Pratt's Mill Road	2018	2	0
69-71 Brewster Road	2018	2	0
Landon Estates, FKA Greenscape Park	2019	3	0
Cold Brook Crossing	2020	274	124

The Planning Board collected the following fees during fiscal year 2023:

FINANCIAL DATA July 1, 2022 – June 30, 2023	
Grouse Hill Resale Certificates	\$500.00
Approval Not Required (ANR) Applications	\$500.00
Stormwater Management Permits	\$1,949.98
Water Resource Protection Overlay District Special Permits	\$0.00
Site Plan Applications	\$4,500.00
Scenic Road Permits	\$100.00
<u>Definitive Subdivision Applications</u>	<u>\$0</u>
TOTAL	\$7,549.98

The Planning Board membership experienced great stability in 2023 with all seats continuing to be filled by existing or incumbent members. Member John Hincks chose to not pursue another term in office and Member Julie Zelermyer Perlman ran for the first time after serving as an Associate Member, winning a three-year full seat. Stephen Garvin served as Chair throughout 2023 and Justin Finnicum served as Vice Chair. John Sugrue served as the Clerk.

Planning Board members continue to be active on various other Town committees dealing with land use and planning issues. Justin Finnicum was appointed as the Planning Board's representative to the Community Preservation Committee; Stephen Garvin was appointed as the Planning Board's representative to the Land Acquisition Review Committee; and John Sugrue served as the Planning Board's representative to the Bruce Freeman Rail Trail Advisory Task Force. The Planning Board also reappointed Director of Planning and Community Development Adam Duchesneau to serve as Sudbury's representative for the Metropolitan Area Planning Council's subregional committee, the Minuteman Advisory Group on Interlocal Coordination, also known as MAGIC. The Planning Board is supported by the Planning and Community Development Department.

Director of Planning and Community Development Adam Duchesneau resigned from his position in May. The position remained vacant for nearly five months while the Town conducted a search for a new Director. In October Adam Burney was hired to fill the role.

The Planning Board held all of their 23 meetings virtually in 2023 through the conferencing platform Zoom, a meeting format allowed by a special decree from the governor due to the COVID pandemic.

The current projects of the Planning Board follow the recommendations of the Master Plan in its attempt to balance the needs of the community. The Board continues to solicit citizen input regarding planning and development issues affecting the Town, and encourages public participation at meetings and regarding special projects.

Respectfully submitted,

PLANNING BOARD

Stephen Garvin, Chair

Justin Finnicum, Vice Chair

John Sugrue, Clerk

Julie Zelermyer Perlman

Anuraj Shah



From L-R: former board member John Hincks, current members Stephen Garvin and Justin Finnicum

SUDBURY HOUSING TRUST

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

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

In the years since the Housing Trust was chartered in 2007, the Housing Trust has directly created 14 units of housing (8 units through Home Preservation, 2 Habitat for Humanity, 3 Maynard Road Homes, and 1 buy-down on Old County Road) and assisted in the creation of another 126 units (Coolidge Phase I and II, and Sudbury Housing Authority). The Trust is actively looking to create new housing opportunities.

The Housing Trust continues to sponsor the Small Grant Program to help seniors and other moderate-income homeowners fund health and

safety repairs to their homes. These repairs include window replacements, accessibility modifications, and plumbing and heating replacements. The Program accepts grant applications on a rolling process, and applications are reviewed and potentially funded on a first-come, first-served basis. Through December 31, 2023, the Program has awarded 79 grants for almost \$300,000, with 58% of the grantees being senior households. The Town contributed \$75,000 of ARPA funds for this program. The easy-to-submit application can be found on the Town's website.

The Housing Trust offers a Mortgage Assistance Program to income eligible households generously funded by \$75,000 of State ARPA funds, with up to \$3,000 of benefit payable to the mortgage holder. The Program continues to accept new applications through FY24.

The Housing Trust performs lottery, resale, and monitoring agent services for Sudbury and other neighboring communities. This provides a revenue stream for the Housing Trust Small Grant Program, as well as providing local opportunities for eligible buyers with connections to Sudbury and others looking for affordable housing in the area.

In FY23, the Housing Trust continued with its Rental Assistance programs by providing rental assistance to income eligible tenants. A total of 195 households were assisted with \$430,000 towards their rent with the last payment in January 2024. The Town contributed \$200,000 of ARPA funds for this program

The FY23 fiscal year started with a carryover balance of \$305,025, collected fee revenue and interest income of \$53,745 and other income of

\$77,518. The expenses for the FY23 fiscal year were \$117,459 including rental assistance, feasibility, Home Preservation expenses, the Small Grant Program, lottery advertising expenses, salaries, and administration. The Housing Trust ended the Fiscal Year on June 30, 2023 with a balance of \$297,940.

The Housing Trust is currently organized with Carmine Gentile as Chair, Robert Hummel as Vice Chair, Janie Dretler as the Select Board representative, and at-large Trustees Jessica Cerullo Merrill, Kelley Cronin, Cynthia Howe, John Riordan, and John Ryan. The Housing Trust is supported by the Regional Housing Services

Office (RHSD) and the Planning and Community Development Department.

Respectfully Submitted,

SUDBURY HOUSING TRUST

Carmine Gentile, Chair

Robert Hummel, Vice Chair

Jessica Cerullo Merrill

Kelley Cronin

Janie Dretler

Cynthia Howe

John Riordan

John Ryan

SUDBURY TRANSPORTATION COMMITTEE

The Sudbury Transportation Committee continued to work diligently in 2023 to serve the neediest Sudbury residents with two programs [see addendum illustrating how our goals are being met]. The first is the Go Sudbury! Taxi Rides Program, started in 2020 with Metropolitan Area Planning Council (MAPC) grant money for those aged 50 or older, 18 years old+ with a disability that limits driving, active-duty military, or military veterans, those with a financial need, or essential workers requiring transportation for work. The second program is the Go Sudbury! Uber Rides Program, initially funded by a Community Compact Cabinet grant (*Making the Connections*) in 2021 for the same target groups. In calendar year 2023, 846 one-way taxi rides were provided—split between partners JFK Taxi in Natick and Tommy's Taxi in Framingham—as well as 1,530 one-way Uber rides. During 2023 we also began a program with Annex Transit of Chelmsford, MA. Their services include wheelchair accessible vehicles providing medical rides funded by a MassDevelopment taxi/livery grant. It also provides for “reasonable accommodations” for the GoSudbury Uber program. Annex supplied 43 rides in 2023. By year-end 250 people were enrolled in the taxi program and 219 in Uber, with 110 individuals signed up for both programs, resulting in 359 unique individual enrollees. The Committee met 24 times in 2023, details of those meetings can be found here <https://sudbury.ma.us/transportation/meetings/>.

The Committee began 2023 with a carryover of approximately \$29,000 of program funding remaining from the \$100,000 of funds allocated at the 2022 Annual Town meeting (Article 14), based on transportation being considered a “high priority” goal of the Select Board. Sudbury had been awarded MassDevelopment (MassDev) grant funds in the amount of \$87,000 in November of 2022 but the funds had not yet been received as of the first of the year. In order to conserve funds in January the

Committee voted to lower ride limits to 4 one-way rides per month for taxi and 6 one-way rides per month for Uber effective February 1. Also, in January Committee members established contact with new MetroWest Regional Transit Authority (MWRTA) Director Jim Nee and reviewed a town meeting warrant article requesting \$150,000 of funds for the GoSudbury! Programs. February saw, as previously noted, the beginning of service via Annex Transit. Also, in February the \$87,000 of MassDev grant funds were received and contact was established with Wayland officials regarding a possible joint partnership with MWRTA to implement their CatchConnect service along route 20. Members also met with State Representative Carmine Gentile to discuss transportation challenges and funding opportunities and modified the ride limits to 10 one-way rides per month for Uber and 6 one-way rides per month for taxi effective March 1. In March, the Committee prepared for the upcoming Town meeting presentation, met with state officials from the Central Transportation Planning Staff (CTPS) for assistance in interpreting ride data and planning possible fixed routes, discussed initial rider feedback for Annex Transit, and submitted a grant application to AARP for the aforementioned CatchConnect service.

In April focus was put onto an application for a Community Transit Grant being offered through the Mass. Department of Transportation (Mass DOT), to be used for CatchConnect, with MWRTA as the lead. Representative Gentile reported that he had submitted a \$125,000 state budget earmark for GoSudbury!, contact was established with the Metropolitan Planning Organization (MPO) via Logan Casey (Capital Programming Planner) and Ethan LaPointe (manager of the state Transportation Improvement Program), and the Town Meeting article presentation finalized. In May Annex Transit went live beyond the pilot stage, the Town Meeting article (#14) passed 189 to 19,

and Town Planner and Transportation Committee member Adam Duchesneau announced his resignation. The Committee learned in June that it had not received the AARP grant, but they proceeded with and submitted the Community Transit Grant for CatchConnect, partnering with MWRTA. Wayland could not meet the deadline and dropped out of this collaboration. Dan Carty was nominated and voted to continue as committee chair.

A survey sent to GoSudbury! riders was analyzed in July. Dan Carty joined the MBTA Advisory Board's Budget and Audit Committee, and Kay Bell's term on the Commission on Disability (CoD), and thus the Transportation Committee, expired. In August, the committee received a presentation from Dani Marini-King, Town of Sudbury Sustainability Coordinator, was awarded the \$125,000 state earmark brought forward by Representative Gentile and voted to increase the taxi ride cap to 10 one-way rides per month as of 1 September. Progress continued with Wayland and the MWRTA on the Community Connections grant, and member Deb Galloway provided a 7-year summary of Sudbury's assessment for MBTA and MWRTA services. In September the committee welcomed new CoD member, Bessie Struck, who was approved by the Select Board on August 29. Dani Marini-King was also made an Advisory Group Member of the Transportation Committee, Town Social Worker Bethany Hadvab announced her resignation, the Select Board voted their annual 2024 goals and transportation was not deemed a high priority goal, and the committee met with representatives from VIA.

(<https://info.ridewithvia.com/>) Planning began with the MWRTA and Wayland for a hospital shuttle, and Uber and taxi rider survey data (see above) was reviewed.

The final quarter of 2024 began planning for member meetings with the MWRTA and Metropolitan Area Planning Council (MAPC) and discussing rider awareness and outreach. The committee learned that a new Town Planner, Adam Burney, had been hired and requested

that the Select Board add him to the Committee. In November, the Town of Sudbury was awarded the Community Transit Grant in the amount of \$74,865 to be used for the MWRTA CatchConnect pilot, and the committee discussed Master Plan items related to transportation. In December CoD representative Bessie Struck stepped down from the Transportation Committee due to personal reasons, once again reducing membership to 4 members. The committee was introduced to Planner Adam Burney, who was made a member in December along with CoD member Cheryl Wallace by vote of the Select Board. Chair Carty informed the committee that based on a recent meeting with Town Manager Andy Sheehan there would be no line item in the next fiscal year budget for transportation program funding. An extension for the MassDev funds into 2024 was requested by Mr. Sheehan.

Financially the program ended the calendar year with \$155,569 of funds remaining, made up of \$15,866 of MassDev grant funds, \$132,742 of 2023 Annual Town Meeting funds, and \$6,961 of 2022 Annual Town Meeting funds. As of the end of 2023 the town has requested but not yet received the \$125,000 state earmark funds (and learned on January 8, 2024, that due to state budget cuts that amount would be reduced by 50% to \$62,500). Also, as of yearend the Community Transit Grant funds of \$74,865 were not yet received.

The Transportation Committee, composed of both volunteers as well as Town staff, is proud to see our work on behalf of residents continue to show positive results.

Respectfully submitted,

SUDBURY TRANSPORTATION COMMITTEE

Daniel E. Carty, Chair

Adam Burney

Debra Galloway

Robert Lieberman

Alice Sapienza

Cheryl Wallace



Transportation Committee FY 23 - July 2022 - June 2023		
FUNDING SOURCES		
\$ 32,130.30	MassDevelopment Grant	
\$ 478.86	Meadow Walk Mitigation	
\$ 83,902.37	2022 ATM Article 14	
\$ 116,512.53	TOTAL	
EXPENSES		
\$ 5,775.00	CrossTown Connect Dispatch	July 2022 - June 2023
\$ 38,796.45	Tommy's Taxi	July 2022 - June 2023
\$ 32,343.00	JFK Taxi	July 2022 - June 2023
\$ 2,450.81	Annex Transit	July 2022 - June 2023
\$ 37,146.27	Uber	July 2022 - June 2023
\$ 116,511.53	TOTAL	

Addendum:

Because our primary goal is “serving the neediest residents,” we monitor the demographics of those in the GoSudbury programs to ensure this goal is being met. Note that riders can qualify under more than one criterion:

- Adults 60+ years, 23%
- Limited financial means, 20%
- Limiting driving ability, 57%
- 18% medical rides using Uber (all taxi rides are for medical appointments)

We also seek choice feedback from riders (examples from the 2023 surveys follow):

The Uber service is vital because...

- I do not own a car
- Allowed my son to work this summer
- Helped tremendously when my car was being repaired for a month
- Helps me maintain my independence
- Can visit friends and family
- Very good support system

- I have the freedom to go places I absolutely have to go
- Helps so much, especially on my budget
- Knowing I can count on transportation when I need it

The taxi service is vital because...

- I depend on taxi rides to and from my doctor’s appointments
- When I needed help to get to my appointment, the taxi was very helpful, and in time for appointments.
- It’s the only way I have to get around
- Was able to get my husband to his medical appointments via a wheelchair
- This a wonderful service for seniors and I hope it will be available in the future should I need to rely on it again
- Due to my disability. I can rely on them
- I don’t have to be stressed trying to figure out how to get to my medical appointments
- Going to my cancer treatment several times and being there on time.

ZONING BOARD OF APPEALS

The Zoning Board of Appeals (ZBA) is comprised of five regular members appointed by the Select Board for five-year terms. Associate members, appointed to one-year terms by the Select Board, serve in place of the regular members as necessary and also typically serve as full members of the Earth Removal Board. In 2023, regular members of the ZBA included John Riordan (Chair), Frank Riepe (Clerk), Jonathan Gossels, Jennifer Pincus, and Nancy Rubenstein. Associate members were Michael Hershberg, William Ray, Jeffrey Rose, and Benjamin Stevenson. Jonathan Patch requested to serve as only a member to the Earth Removal Board.

The ZBA derives its authority and jurisdiction from Massachusetts General Law (MGL) Chapter 40A, as well as from Sudbury's local Zoning Bylaws. The ZBA acts as one of Sudbury's Special Permit Granting Authorities, with a broad range of responsibilities on issues regarding property development and land use. The ZBA also hears applications for Comprehensive Permits for proposed housing developments under MGL Chapter 40B. The ZBA additionally considers requests for relief from the Town's Zoning Bylaws when Applicants believe literal enforcement would cause hardship, and that granting such relief would not significantly impair public welfare or cause detriment to adjoining lots.

The ZBA strives to provide fair and impartial hearings, and to act upon applications in a manner consistent with its interpretation of the Town's Zoning Bylaws. In 2023, ZBA members heard many different perspectives and were challenged to consider diverse views on a broad range of zoning issues. The ZBA's hearings include testimony from residents and other interested parties representing a cross-section of the community. The applications reviewed by

the ZBA in 2023 continue to reflect the growth of the town.

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

All ZBA meetings are conducted as open meetings to which the public is invited. All cases are a matter of public record and the documents pertaining to them are filed with the Town Clerk and the Planning and Community Development Department. The list that follows identifies matters considered by the Board in 2023. The denial of an application means that, except under special circumstances, an Applicant may not reapply for the same relief for a period of two years. A withdrawal without prejudice of an application enables an Applicant to reapply if desired. Variances or Special Permits are granted (or denied) subject to conditions, which in the ZBA's judgment, were necessary to safeguard the public good.

During the 2023 calendar year, the ZBA received the total sum of \$4,852.07. Of this, \$3,050.00 was from Applicants in the form of non-refundable application fees and \$1,8026.07 was for escrow accounts (for legal advertisements).

Forty-two (42) new cases were filed during 2023. Action on new and pending cases in calendar year 2023 is summarized as follows:

- 42 Cases were considered
-

- 22 Special Permits
 - 9 Special Permit Renewals
 - 4 Variances
 - 4 Accessory Dwelling Units
 - 3 Appeals
 - 2 Applications were withdrawn without prejudice
 - 4 Applications were continued to January 2024
- 23-1 *Mustang Development Advisors, Inc., 29 Stone Road*
Variance to modify the location of a proposed single-family dwelling with regard to the minimum lot frontage requirement. APPROVED
- 23-2 *Saxton Sign Corp, 407 Boston Post Road*
Special Permit to modify signs. APPROVED
- 23-3 *Rebound Physical Therapy, 365 Boston Post Road*
Special Permit, if determined that the Proposed Use is a "medical center or clinic" then a special permit from the Zoning Board of Appeals is required. WITHDRAWN (as-of-right)
- 23-4 *Town of Sudbury, 40 Fairbank Road*
Variance from the minimum front yard setback requirement. APPROVED
- 23-5 *Nitin and Nidhi John, 147 Haynes Road*
Variance from the minimum front yard setback requirement. APPROVED
- 23-6 *Kamal Hadidi, 101 River Road*
Renew Special Permit 20-25 to have a chicken coop. APPROVED
- 23-7 *Maura Carty, 15 Stonebrook Road*
Renew Special Permit 21-12 to have a chicken coop. APPROVED
- 23-8 *Heather Clement, 882 Boston Post Road*
Renew Special Permit 17-03 to operate a dog kennel. APPROVED
- 23-9 *Sherri Lowery, 38 Haynes Road*
Renew Special Permit 20-20 to have a chicken coop. APPROVED
- 23-10 *Seth and Noelle Gold, 62 Peakham Road*
Special Permit to operate a home business. APPROVED
- 23-11 *Gail McNeill, 21 Union Avenue*
Renew Special Permit 13-30 to operate a kennel. APPROVED
- 23-12 *Red Bear LLC, 694 Boston Post Road*
Special Permit to alter a pre-existing nonconforming building and use (restaurant). APPROVED
- 23-13 *Peter Cramer and Ada Vassilovski, 40 Singletary Lane*
Renew Special Permit 16-26 to have a chicken coop. APPROVED
- 23-14 *Ellen Hsu-Hung, 19 Raymond Road*
Renew Special Permit 19-10 to have a chicken coop. APPROVED
- 23-15 *Sudbury Point Grill, Inc., 120 Boston Post Road*
Special Permit to change signs. APPROVED
- 23-16 *Grassroots Training, LLC, 83 Union Avenue*
Special Permit for Indoor commercial recreation use. APPROVED
- 23-17 *Anna Veloutsos, 47 Great Road*
Renew Special Permit 21-07 to have a chicken coop. APPROVED

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| <p>23-18 <i>Amy Murray, 23 Union Road</i>
Special Permit to change signs.
APPROVED</p> <p>23-19 <i>Metrolube Realty, LLC, 86-92 Boston Post Road</i>
Special Permit to Operate a motor vehicle light service establishment.
APPROVED</p> <p>23-20 <i>Ben Slayden, 80 Union Avenue</i>
Appeal the Building Inspector's determination regarding the interpretation of petroleum, fuel oil, and heating oil bulk stations and terminals.
APPROVED</p> <p>23-21 <i>Amy Murray, 22 Union Avenue</i>
Special Permit to Signage modifications.
APPROVED</p> <p>23-22 <i>James Gallagher, 38 Ruddock Road</i>
Special Permit for an accessory dwelling.
APPROVED</p> <p>23-23 <i>Victor Nascimento, 328 Hudson Road</i>
Special Permit to Demolish a pre-existing nonconforming single-family dwelling and construct a larger single-family dwelling. PENDING</p> <p>23-24 <i>Sudbury Water District, 100 East Street</i>
Special Permit to construction of proposed PFAS Treatment building.
APPROVED</p> <p>23-25 <i>Natalia Rumberg, 15 Partridge Lane</i>
Special Permit for a chicken coop.
APPROVED</p> <p>23-26 <i>Sudbury Rug, Nancy Salvin, 81 Union Avenue</i>
Special Permit to install signage.
APPROVED</p> | <p>23-27 <i>Kathleen and Davis DelPrete, 65 Wagonwheel Road</i>
Renew Special Permit to renew a chicken coop. APPROVED</p> <p>23-28 <i>Travis and Ann Hoh, 120 Powers Road</i>
Special Permit for an accessory dwelling.
APPROVED</p> <p>23-29 <i>Jason Gasdick, 137 Brimstone Lane</i>
Special Permit for an accessory dwelling.
APPROVED</p> <p>23-30 <i>Town of Sudbury, 40 Fairbank Road</i>
Special Permit to install signage.
APPROVED</p> <p>23-31 <i>Robert Dionisi, 29 Allan Lane</i>
Appeal the Building Inspector's determination regarding the issuance of a building permit for the construction of an open deck that would create a setback deficiency of 16' to the rear of the property. WITHDRAWN</p> <p>23-32 <i>John Parsons, 33 Stonebrook Road</i>
Special Permit to construct a single-family dwelling on a pre-existing nonconforming lot. APPROVED</p> <p>23-33 <i>Marie Mercier, 68 Old County Road</i>
Special Permit to replace and add signage. APPROVED</p> <p>23-34 <i>Michael Bolduc, 32 Hollow Oak Drive</i>
Special Permit to build an addition.
APPROVED</p> <p>23-35 <i>Alex and Samantha Polivy, 34 Brimstone Avenue</i>
Variance to install a pool. APPROVED</p> <p>23-36 <i>Evan Ruppell, 28 Firecut Lane</i>
Special Permit for a chicken coop.
PENDING</p> |
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- 23-37 *Jeff Corey, 333 Boston Post Road*
Special Permit to retain a storage container. APPROVED
- 23-38 *Thomas Scensy, 60 Winsor Road*
Special Permit to put a roof over front stoop in a pre-existing, non-conforming setback. APPROVED
- 23-39 *Richard Cormier, 15 Linden Road*
Special Permit for an accessory dwelling. APPROVED
- 23-40 *John Derderian, Bonnie Brook Maynard Road*
Appeal of the Building Inspectors determination regarding the 2020 updated inclusionary affordable housing by Law. PENDING
- 23-41 *Mary Wolke, 1 Pinewood Avenue*
- Special Permit to build an addition over a deck that is already pre-existing non-conforming. PENDING
- 23-42 *Dominic Mangano, 5 Easy Street*
Special Permit to construct after demolition. PENDING
- Respectfully Submitted,
- ZONING BOARD OF APPEALS
John Riordan, Chair
Frank Riepe, Clerk
Jonathan Gossels
Jennifer Pincus
Nancy Rubenstein
Michael Hershberg, Associate
William Ray, Associate
Jeffrey Rose, Associate
Benjamin Stevenson, Associate
-

PUBLIC SAFETY

INSPECTOR OF BUILDINGS & ZONING ENFORCEMENT AGENT

The Building Department has had another busy year in 2023. We issued 3,068 building, plumbing, gas, electric and sheet metal permits, performed 5,695 inspections and had 872 zoning requests. We issued 93 Certificates of Occupancy.

Some of the large projects worked on include the new Fairbank Community Center, Cold Brook Crossing, Fire Station 2, the BMW and Mercedes Benz dealerships.

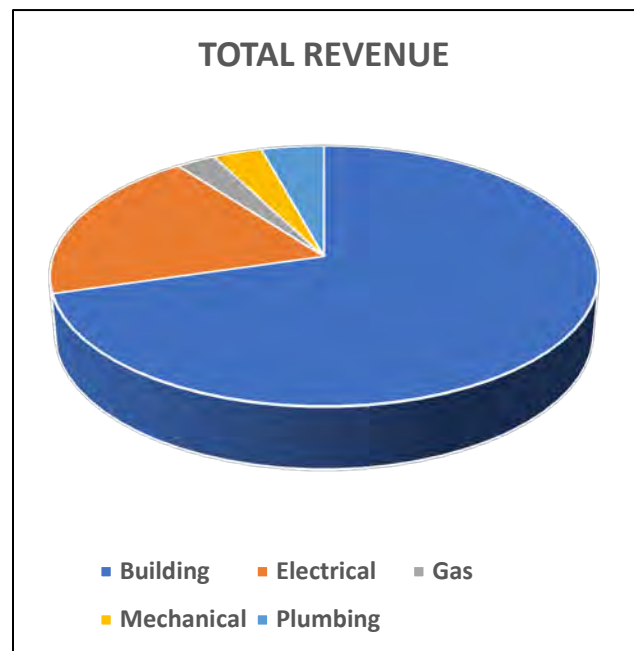
The Building Department consists of:
Andrew Lewis, MCBO, Inspector of Buildings and Zoning Enforcement Agent
Scott Barbato, Assistant Building Inspector
Charles Flynn, Inspector of Wires
Robert Dempsey, Plumbing and Gas Inspector
Krista Butler, Administrative Assistant
Marianne Moore, Clerk

Respectfully submitted,

Andrew Lewis, Building Inspector

Building Permits			
Type of Permit	Number of Permits	Fees Collected	Construction Cost
Express: Roofing, Siding, Windows	236	63705	5924631
Remodel, Alteration, Repair	542	209055	19798241
New: Primary Building	20	80555	6817900
Demolition: Primary Building	5	8550	593224
Addition (incl. with Remodel)	29	277,540	20,416,726
Solar	61	16630	1636590
Foundation Only	3	9035	619000
Other	9	2485	165633
Pool	19	13460	1344561
New: Accessory Building	8	5270	526350
Demolition: Accessory Building	1	0	23462
Sign, Awning, Canopy	12	1815	113800
Deck, Porch	42	13680	1358857
Express: Temporary Tent	19	1885	115812
Express: Solid Fuel Appliance	17	1250	119007
	1023	\$704,915.00	\$59,573,794.00

Electrical Permits	
Electrical Permits Issued	Fees Collected
866	\$192,306.00
Gas Permits	
Gas Permits Issued	Fees Collected
443	\$26,983.00
Mechanical Permits	
Mechanical Permits Issued	Fees Collected
162	\$33,435.00
Plumbing Permits	
Plumbing Permits Issued	Fees Collected
509	\$42,688.00
Total Revenue:	\$1,000,327.00



DOG OFFICER

SUDBURY ANIMAL CONTROL/DOG OFFICER STATISTICS 2023

Total Number Calls	294
Complaint Calls	25
Lost Dog	25
Lost Cat	7
Other Cat-Related	3
Wildlife	51
Misc Calls	56
Pickups	1
Animal Bites	9
Quarantine Orders	9
Barns Inspections	32
Kennels Inspections	6
Deceased Animals	70

Respectfully submitted,
Jennifer A. Condon,
Animal Control Officer

FACILITIES DEPARTMENT

ADA Self-Assessment and Transition Plan

Working with the community to provide universal access to all.

In 2021 as part of the on-going effort to assess the current level of Americans with Disabilities Act (ADA) compliance in programs, services and activities and town-owned facilities, The Institute for Human Centered Design was contracted to prepare an ADA Self Evaluation and Transition Plan on the Town's behalf to identify deficiencies, compile a prioritized list of recommendations for corrective actions and provide associated costs. The Self Evaluation found many key facilities are generally usable by people with disabilities but are not in full compliance with current accessibility requirements.

2023 ATM 24 was approved to supplement existing funds allocated in 2022 ATM 32 to address identified recommendations in schools, Town buildings and public spaces. In addition, 2023 Annual Town meeting, the Community Preservation Committee approved 2023 ATM 42 to install a combination of decomposed granite surfacing (fine gravel/stone dust & stabilizer) and asphalt paving to provide accessible pathways to athletic fields, to create accessible bench and picnic seating areas and accessible pathways to said areas. These improvements will provide equitable access to users of the grounds of Town buildings and parks.

In addition to these funds, in FY24 the Facilities Department applied to the Massachusetts Office on Disabilities for grants to supplement the accessible pathways and seating areas project, to replace drinking fountains with hi-low fountains and to install assisted listening technology in the Town and School meeting spaces. Awards are expected in winter 2024.

At the end of the calendar year of 2023, inclusive of 2022, the following number of identified barriers were removed or were in process.

- Municipal Facilities: 205 out of 441 barriers
- Sudbury Public Schools: 168 out of 672 barriers
- Parks and Recreation Facilities: 9 out of 307 barriers
 - *Note: Planning for Accessible pathways and seating areas to begin Winter 2024.*

Atkinson Pool

Design Funds were approved during the FY24 Fall Special Town meeting to address the needed roof replacement, re-grouting of the pool surround and deck, replacement of the rooftop dehumidification unit, structural improvements at boiler/chemical room roof, and the separation of the boiler and chemical rooms. The design work was approved and began in the late fall of 2023 with the expected target completion date of spring 2024.

Facility Condition and Space Use Analysis

During the course of FY23, the Facilities Department developed a scope of work and negotiated contracts to conduct a Town-Wide Facility Condition Assessment and Space Use Analysis. To support this effort, capital planning software was obtained to capture the information obtained from the effort and provide capital planning forecasting. Contracts for Brightly Software and Alpha Facilities were approved by the Select Board on November 14, 2023 and January 23, 2024 respectively. Brightly Software implementation began in December of

2023. Project deliverables which include but are not limited to an itemized report regarding the condition of key building elements, a Facility Condition Index for each property and a 20-year capital plan are expected on or before October 31, 2024. This effort is inclusive of the Sudbury Public Schools.

is scheduled to be complete in the late spring of 2024.



Natatoriums require a large, high capacity dehumidification to control condensate formation from pool water evaporation. They require ventilation to meet building code requirements. The existing high capacity dehumidification equipment has reached its end of life and is experiencing costly repairs and reliability concerns. Adding interior destratification fans and air conditioning will enhance the current design and ensure interior air quality for users and the property.

Fairbank Community Center

On May 24, 2022, the project received the approval to award a contract to Colantonio, Inc. for the construction of a new Fairbank Community Center for a total of \$25,308,000. The contractor mobilized on the site July 5, 2022 and construction began promptly. During the course of construction, the project experienced delays that resulted from global supply chain issues, unsuitable soils and a delay in obtaining permanent power from the utility.

Fairbank Community Center's three operators, the Park and Recreation, the Senior Center and the Sudbury Public Schools moved from the old Fairbank Center on December 13, 2023 and opened to the public on January 2, 2024. Phase 2 of the project, which includes the demolition of the old Community Center and construction of a lighted multi-purpose court and parking lot

Fire Station 2 Addition - 2021 ATM16

On August 22, 2023, the Town entered into a contract in the amount of \$4,524,500.00 with Construction Dynamics, Inc for the construction of a new housing/living/office area adjacent to and connected to the existing Fire Station #2 Building, located at 550 Boston Post Road. The addition of four gender neutral bunkrooms, a large kitchen and dining area, fitness room, first aid room, watch office and additional administration office supports four fire personnel. In addition, the project provides space for the staffing of a Fire Engine Company and an Advanced Life Support Ambulance (ALS) which now provides a faster response to emergencies in the southern part of Sudbury. The project began in October 2023 and reached substantial completion on December 8, 2023 with full occupancy occurring shortly after.

Fire Station 3 Roof Replacement and Repair

Design of the Fire Station 3 Roof Replacement Project was completed in the fall of 2023. The roof replacement project will remove the existing roofing system, install additional insulation to meet the stretch energy code requirements, install an additional drain to manage the water on the roof and install a new solar ready EPDM roof with a 30 year warranty. Town Manager Capital Budget ATM 22/4 for \$80,000 has been previously dedicated to the roof replacement. These funds were granted in advance of a full design and before the stretch energy code went into effect. The current cost estimate is \$161,000. Additional funds will be requested at the 2024 Annual Town meeting to fully fund this project.

Town Clock Restoration

The Town of Sudbury clock is located in the bell tower of the First Parish Church at 227 Concord Road. The clock itself is an historically significant E. Howard #2 Flatbed Striker Tower Clock, and was a gift to the Town by the Sudbury school children in 1873. CPC Funds in addition to Facility Department operational funds were used for the restoration of the weathered and deteriorated clock faces and preservation of this unique and irreplaceable historic Town center element in the proper technique and appropriate workmanship.

The work required included: Rental of 60 ft. lift for clock dial access, remove tabs, numerals and hands from three dials, repaired individual dials using dutchmen repair or epoxy, caulk dial board seams and painted with two coats oil based black paint, fabricated replacement hands and tabs from mahogany, apply two layers of 23k gold leaf to the clock hands, tabs and

numerals and reinstall tabs, hands and numerals to dials with all associated labor and materials.

Blackburn Building Conservation, LLC was hired to perform the Town Clock Face Restoration and Re-Gilding project. They mobilized to the site in early September 2023 and completed the project the first week of October 2023. The clock face was prepared, missing moldings were replaced and/or epoxyed and the clock face was painted. The clock hands, numerals and tabs were re-gilded with 24K gold and reinstalled. The total cost of the project was \$18,300. Through the Community Preservation Committee, 22 TWA 54 provided \$16,000 in funding. The remaining \$2,300 was funded through the Facilities operating budget.



Town Clock

Sudbury Public Schools

CURTIS MIDDLE SCHOOL OUTDOOR WELLNESS AREA – DESIGN, CONTRACTING, AND CONSTRUCTION START

In the fall of 2022, the Curtis Wellness Outdoor Working Group was formed to address a need for an outdoor space for the students to play, socialize, and engage in an outdoor gym fitness classroom space. Ancillary to that was the

opportunity to provide a space that the community could use at large and for people of all abilities and ages. The working group, composed of members from a varied stakeholder group including parents, educators, facility personnel, and a School Committee member, engaged a landscape architect, A.T. Leonard and Associates and a Civil Engineer, Haley Ward, to prepare a conceptual plan and ultimately construction documents. The project began with site work conducted by Woodall Construction and the installation of playground equipment by Playworks. Due to weather conditions and the poured in place temperature installation requirements, the project's completion date is targeted for spring 2025.

HVAC DESIGN – CURTIS AND HAYNES

In March of 2023, VAV International was engaged to prepare an existing MP/FP systems conditions report, prepare a conceptual mechanical systems master plan, propose replacement scope narratives, create cost estimates of the replacement scope, and a design fee. After review of the deliverables, the Facilities Department requested a town warrant article in 2024 TWA 18 for \$450,000 that, upon approval, would be combined with the previous 2023 TWA 26 for \$455,000. This request was supported at Town Meeting, and a full design to address the most urgent mechanical unit replacements was developed and finalized in December 2023. The project will be bid over the winter of 2024, with a timeline to be determined upon the award of the contract.

INTERIOR CAMERA INSTALLATIONS

2023 ATM 20 provided funding to install interior surveillance cameras in all Sudbury Public Schools. Cameras were installed successfully during the summer of 2023.

Facility Department Energy and Sustainability Projects and Initiatives

CLIMATE MOBILIZATION ACTION PLAN

Over the past year, the Town of Sudbury has invested in climate resilience planning in order to better prepare the community for and mitigate the impacts of climate change. At the 2022 Annual Town Meeting, Sudbury passed the Article 58 Climate Emergency Declaration. This mandated that the Town hire a full-time staff member dedicated to sustainability and create a Climate Mobilization Action Plan (CMAP). The Town utilized the assistance of Andrew Blair, a Harvard Graduate student, in putting together a first edition of the CMAP. Mr. Blair began data collection for the CMAP in August 2022 by reviewing previous Town plans and interviewing a variety of stakeholders. Data collected through these stakeholder interviews produced a menu of strategies, tactics, and policies that Sudbury's residents, businesses, and municipal government can take advantage of to reduce and sequester their share of greenhouse gas emissions. Key focus areas of this plan include Energy, Resilience, Governance, Water, Mobility, Waste, Facilities and Buildings, and Natural Resources. The first edition of the CMAP was published on June 27, 2023. While this first edition has provided a valuable roadmap for climate action, the Town will be updating the CMAP in the coming years with sector specific greenhouse gas emission data and additional strategies for consideration.

GREENHOUSE GAS EMISSIONS INVENTORY

As part of the 2022 ATM 58 Climate Emergency Declaration, the Town was mandated to create a Climate Mobilization Action Plan with information regarding the community's greenhouse gas (GHG) emissions. While the first edition of the CMAP did not include this data, a GHG emissions inventory is underway and will be included in an updated edition of the CMAP. The Energy and Sustainability Committee voted to fund a Community-Wide Greenhouse Gas Emissions Inventory and a Consumption-Based Emissions Inventory. This will provide the Town

with a better understanding of what the community's current GHG emissions are, and more importantly, what the most damaging sectors are. The Sustainability Coordinator drafted and published a Request for Proposals (RFP) to hire a consultant to help lead the Town through this inventory and generate strategies for emissions reduction. In Fall 2023, the Town contracted with Kim Lundgren Associates (KLA) to complete this project. KLA and EcoDataLab, who is sub-contracted with KLA to lead the consumption-based inventory, have begun drafting a methodology and collecting data for this project. The GHG emissions inventory will be completed in Spring 2024.

MUNICIPAL VULNERABILITY PREPAREDNESS

The Municipal Vulnerability Preparedness program is a State grant program providing assistance to municipalities for climate resilience planning and actions. The Town of Sudbury completed the MVP Planning process in May 2019, and the Sustainability Coordinator submitted an application to be considered for the MVP 2.0 pilot program this Spring 2023. The Town of Sudbury was one of the handful of municipalities that were selected to receive an MVP 2.0 Planning Grant. With the \$95,000 grant, the Town will be able to re-prioritize Sudbury's climate resilience actions, engage in a robust community planning process with focus on the Town's vulnerable populations, and implement a seed project. The Town contracted with the Metropolitan Area Planning Commission (MAPC) in Fall 2023 to begin this project. The Sustainability Coordinator is leading the MVP 2.0 planning process along with assistance from the Planning and Community Development Director, the Health Director, the Senior Center Director, and the Chair of the Conservation Commission.

CLIMATE RISK ASSESSMENT

The Town is seeking a consultant to conduct a quantitative all-hazards vulnerability and risk assessment to geospatially identify populations

and assets that are vulnerable to various physical threats. The Energy and Sustainability Committee voted to approve funding for this project. A Request for Proposals (RFP) to secure a consulting firm to conduct this risk assessment was developed in 2023. The RFP is expected to be advertised in 2024.

Energy and Sustainability Facility Upgrades

ELECTRIC VEHICLE CHARGERS

In order to support GHG emissions reduction, the Town has begun installing electric vehicle (EV) chargers at Town-owned facilities in Sudbury. This will provide the charging infrastructure necessary to support the transition away from gas-powered vehicles to electric. In the fall of this year, the Town contracted with Guardian Energy to install EV chargers at the Department of Public Works (DPW) and the Police Station. At the Police Station, there was one (1) Level 2 Dual-Port JuiceBox Pro charger that was installed. And at the DPW, there were two (2) Level 2 Dual-Port chargers installed. All of these EV chargers are open for public use. These EV chargers were paid for with incentives from the Massachusetts Electric Vehicle Incentive Program (MassEVIP) and appropriation from the Solar Revolving Fund managed by the Energy and Sustainability Committee.



Electric vehicle charging station

LIGHTING ENERGY EFFICIENT RETROFITS

To improve the energy efficiency of the Town's facilities, the Town solicited competitive proposals to install LED retrofits in the Flynn Building, Town Hall, Goodnow Library, Police Station, Fire Department Headquarters, Fire Station 2, and Fire Station 3. LED lights use less energy and will produce the same light output as traditional bulbs, which can lead to a reduction in energy costs. The proposals are under review by the Combined Facilities Director and the retrofits will be installed in 2024.

SOLAR ROOFTOP ARRAYS

Another strategy that has been pushed forward in the Town over this past year is the transition towards renewable energy. The Town is currently in the process of finalizing a power purchase agreement (PPA) for the installation of a solar array at the DPW Office Building. Additionally, the Town has installed infrastructure for a solar array on the roof of the new Fire Station 2 Housing Addition. In 2024, the Town will develop a final design and a PPA for the installation of solar panels on the new Fairbank Community Center and a solar array design for Fire Station 2. The Energy and Sustainability Committee has supported the Facilities Department with these projects by providing funding for some of the components for each of these projects. In addition to the facilities

already mentioned there is also interest in exploring solar options at other Town-owned facilities throughout Sudbury.

No Mow May Campaign

In partnership with the Energy and Sustainability Committee, the Facilities Department deployed approximately 100 signs to the community promoting the sustainable practice of "No Mow May". This practice provides habitat for our native pollinator bee population.



Respectfully Submitted,

Sandra Duran, Combined Facilities Director

FIRE CHIEF & CIVIL DEFENSE

The Sudbury Fire Department continues to provide quality fire and advanced emergency medical service to the residents and visitors of the Town. During 2023, the Department responded to a total of 2,559 emergencies, 60% of these responses were Medical Emergencies and 40% were Fire-related emergency responses.

The occurrence of simultaneous calls for emergency services continued during the year. With our staffing levels being lowered by retirements and the lack of applicants for open positions, the Department needed to use mutual aid ambulances 184 times during the past year.

The Department provided Advanced Life Support for 61% of our patients with the remaining 39% receiving Basic Life Support (BLS) level of care. We continue to provide emergency transport services to the most appropriate hospitals in the region to allow our patients to receive the best level of care.

In February the Department was awarded a FEMA Assistance to Firefighters Grant for the purchase of portable and mobile two-way radios. This grant provided funding to replace each mobile radio in the department with a new tri-band unit and also allowed for each member of the department to be issued a tri-band portable radio. This grant of \$399,375.00, written by the Asst. Fire Chief, allowed for the replacement of the twenty-two year old radio equipment being used by our department members.

These communications devices include many advanced features that will improve firefighter safety and accountability. They will also allow us

to communicate with our local and regional mutual aid partners operating on other frequency bands that we did not have access to before.



The Fire Station #2 Addition Project continued throughout the year with the project being completed in December of 2023. This project added living and office space to allow for four personnel in the Station. This project will allow for an ALS Ambulance to be located in the southern part of town, as this section represents 49.9% of the emergency call volume in Sudbury. The new addition includes a kitchen/day room, a First Aid room used for walk-in emergencies, exercise room and much needed dormitory space. The second phase of this project is to re-configure the space in the older section of the building into a protective gear locker area and a mechanics workshop.

One of the major projects completed this year was the transformation of the Department's Record Management System (RMS). The Department's old RMS system came to end of

During a training exercise, the Department's Rescue Boat delaminated and was deemed not repairable. With the help of the Select Board, we purchased a new Rescue Boat by reallocating



life and would no longer be supported by the manufacturer. The new RMS platform is web-based and provides many additional features not available on the old system. This new RMS is also interfaced with the Public Safety Dispatch system to provide real-time updates to responding personnel. This RMS project, started in the summer of 2022, became operational on January 1, 2023, and would not have been completed without hundreds of input hours by Fire Department personnel.

The Department is required to retain large numbers of documents and records, many of which need to be held onto for a lifetime. In our partnership with the Sudbury Property Tax Work-off Program, thousands of paper documents have been scanned into a database by our Senior Worker members. This project relieved a large burden from our administrative staff and we are thankful for their assistance.

some ARPA funds that were pre-assigned to the Fire Department. This new boat was critical in locating an Alzheimer patient later in the year.

During the 2023 calendar year, the Department issued many permits related to our Fire Prevention activities, collecting over \$33,000.00 in permit fees:

Smoke Detector Inspections: 295
 Residential Fire Alarm and Fire Sprinkler Permits: 35
 Commercial Fire Alarm and Fire Sprinkler Permits: 38
 Oil Tank Removal Permits: 43
 Oil Burner Permits: 54
 Liquid Propane Gas Permits: 71
 Welding / Grinding Permits: 11
 Open Burning Permits: 527
 Flammable Combustible Liquids Permits: 17
 Blasting Permits: 1
 Energy Storage System Permits: 5

The Department went through a number of personnel changes during the year. Firefighter/Paramedics Stella Asiimwe and Samantha Ratte left the employment of the Fire Department to seek other opportunities. Captain Brian Lewis, Lieutenant Dana Foster and Firefighter/EMT Michael Murphy retired from the department with well over one hundred years of service collectively to the Town.

Firefighter/Paramedics Chris Bartone and Ben Maron joined the Department this year and attended the ten-week Career Firefighter Recruit Training Program at the Massachusetts Firefighting Academy.

The Sudbury Fire Department responded to a number of notable events during the year. On April 17-18 Brush 1 and Car 2 responded mutual aid to the Town of Northborough for a brush fire that burned 120 acres. This fire required personnel from many area cities and towns with Strike Teams from Fire District 14 and other Fire Districts in the State before being brought under control.

On July 24th at 18:00 hours, the Sudbury Dispatch Center received a call for a reported fire at a home on Greystone Lane. Units arriving found a well-involved fire in the second floor laundry room well. The fire caused extensive damage to the home and required mutual aid from many area towns. The cause of the fire was determined to be a unattended clothes dryer. This is a reminder that these devices need to be constantly cleaned and should not be left running when no one is home.

On October 3rd, Car 1 and Engine 2 responded to a 4th alarm of fire in the Town of Wayland. This

fire was in a commercial autobody shop located in the Cochituate section of the town. This event demonstrates the effectiveness of the Fire District 14 Mutual Aid system and the resources it provides.

Emergency Management

The construction of the new Fairbank Community Center was completed this year. This new facility will serve as an emergency shelter housing up to 1% of the Town's population in the event of an emergency. This new building has an emergency generator with the capability to power the entire facility, providing a comfortable environment even during severe weather events that are common here in New England.

Changes in the weather patterns in the region have challenges we might have experienced once in a decade now occurring on a regular basis. With the extensive rainfall that we experienced this past year, I would like to remind everyone that driving a vehicle across an area of high water can be a dangerous practice! Please take the time to find a safer route.

I would like to thank all the organizations that we partner with and that support the everyday efforts of the Sudbury Fire Department.

Respectfully submitted,

John M. Whalen, Fire Chief and Emergency Management Director

Fire Chief

John M. Whalen

Assistant Fire Chief

Timothy E. Choate

Captains

Kevin P. Cutler

William J. Francis

Stephen E. Glidden

Alex C. Gardner

Brian M. Lewis

Lieutenants

Timothy Devoll

Dana J. Foster

Kyle R. Gordon

Matthew D. MacDonald

Daniel J. Stanton

Firefighters/EMTs

Robert E. Boyd, Jr.

Timothy Devoll

Gary F. Isaacs

Joshua S. McLeod

Michael J. Murphy

Russell P. Place

Firefighters/ Paramedics

Stella Asiiimwe

Chris Bartone

Mathew L. Boutilier

Katrina A. Diorio

Grant C. Ellerbe

Gabriel A. Frias

Nicholas J. Howarth

Kristoffer J. Keraghan

Clayton J. Landry

Alan W. Larochelle

Matthew J. Lawhorn

Michael E. MacGregor

Ben Y. Maron

Michael A. Matros

Daniel R. Mulgrew

Celso L. Nascimento

Kathleen M. Neel

Brian R. Patterson

Jaime L. Ragusa

Samantha N. Ratte

Robert A. Rhodes

Gregory J. Richardson

Leo C. Rogers

Steven M. Schnepf

Brian T. Stamp

Daniel K. Wells



POLICE DEPARTMENT

2023 was an exciting year at the Sudbury Police Department, it was a year where we looked ahead to our future. Some examples of our investment into our future included the hiring of a new-to-us officer from an area department. Christopher Lowney, joined our department bringing with him over 7 years of law enforcement experience. We were also fortunate to promote one of our patrol officers to the rank of sergeant. Sergeant Michael Amato, started his career as a dispatcher on March 13th 2017, he then transitioned to a police officer and on the same date 6 years later was promoted to Sergeant.

The Sudbury Police is very proud of the increase in community outreach that our department participated in. The Department Outreach Group (aka D.O.G), hosted our second blood drive, by partnering with Boston Children's Hospital's Blood Donor Center. This great organization was able to bring their Bloodmobile and park at the station, where we had a busy and full day of donations. The D.O.G also partnered with Sudbury Coffee Works and hosted a Coffee w/ a Cop at their café on Union Ave, though the weather could have been better, we ordered a combo of conversation and caffeine to make this a success.

In discussing the D.O.G., we were awarded a grant from Guide Dogs of America which provided us with a new best friend. If you follow our department on Facebook and/or Instagram (if you don't, you should), you have seen us introduce Officer Rico, a 2-year-old Golden Retriever/ Yellow Lab. Officer Rico is a Facilities trained Service Dog that comes with quite the resume. Rico was raised in California and went through an intensive training program where he was fostered for over a year and then spent 9 months working with a trainer who is part of a prison rehabilitation program. Rico receives

certifications in multiple areas, but is crossed trained as a Public Access Animal and a Certified Facilities Service Dog. This means that he is a service animal that can be brought out into the public, but also that he was specifically trained to care for those who work in a facility. During the grant process we explained our need was for both a facility dog in the schools but also to promote the wellness of our own facility (the police department). SRO Jessica Latini was chosen by our department to be Officer Rico's handler and on May 6th she and Rico graduated the final training and bonding session.

But wait...there's more... During the summer school break, many of our officers opened our doors to our very first Sudbury Police Youth Academy. This academy was provided free to resident youth entering grades 7, 8, and 9. The department held two sessions that were free of charge to the "recruits". In these sessions, the children were provided a sample of what officer's experience in a true police academy. This included focusing on their strengths and weaknesses and learning to adapt and overcome difficult situations. In between the constant barrage of verbal encouragement, the children focused on team building exercises, report writing skills, public speaking, scenario based defensive tactics, and physical conditioning. We believe our mission was successful and in 5 days we noticed how well these young citizens performed and developed. In addition to our officers, we were supported by members of the NEMLEC SWAT, NEMLEC K-9 unit, the Massachusetts State Police Air Wing and the Middlesex District Attorney's Office, these agencies did demonstrations and showed the children unique units within the criminal justice community.

Finally, it should be noted that our department also did some traditional law enforcement

activities in the community. Along with our entertaining community events, we also documented and responded to over 13,000 incidents in town. This number includes our department making over 70 arrests for a variety of criminal offenses, which include Operating Under the Influence, Drug Violations, Unlawful possession of Firearms, Sexual Offenses, Stolen Motor Vehicles, Warrants, and Violent Assault and Battery. The department also took 3 stolen motor vehicle related reports and 11 Breaking and Entering reports, some of which would later be solved through the sharing of information within a multi-agency law enforcement task force.

The new training and certification standards created under the Police Reform law and the POST commission are ongoing. Officers with last names beginning with I-R have been certified in the process and the process for S-Z is currently underway. As we've mentioned before, our Regional Jail Diversion program, which we share with the Town of Hudson, continues to be successful. The program has been in Sudbury now for 6 years, this is an opportunity for a full-time Master's Level Mental Health Clinician to respond alongside police officers to calls involving individuals who are experiencing a mental health or substance use crisis, among other circumstances. The clinician, available to Hudson and Sudbury on a rotating basis, has been facilitating arrest diversions on the scene through treatment-based alternatives with the aim of reducing costly and unnecessary referrals to hospital emergency departments. In 2023, our regional team was able to save an estimated cost of \$203,880 between Arrest and Emergency Room Diversions combined. This translates to a total of 42 behavioral health conditions being diverted away from arrest and we decreased hospital emergency room referrals by 29 individuals with the JDP facilitating other recommendations. This program is continuing to

prove a success and we are very fortunate to have Advocates working alongside us.

The Police Department collected the following fees and fines during FY23:

Licensing fees	\$3,425
Paid detail and admin fees	\$31,280
Total	\$34,870

Respectfully submitted,

Scott Nix, Chief of Police

Chief of Police

Scott Nix

Police Lieutenants

John Perodeau
Wayne Shurling

Police Sergeants

Michael Amato (Promoted 3-13-23)
Erin Corey
Nathan Hagglund (Resigned/Transferred 1-22-23)
Stephanie Howe
Steven Milley
Zackary Shay
Paul Wigmore

Police Officers

Michael Amato (Promoted to Sergeant 3-13-23)
Matthew Bezanson
Ryan Botto
Douglas Costa
William Crisafulli
Timothy DaSilva
Peter Gallerani
Andrew Gower
Owen Griffin
Dylan Haldiman
Paul Johnston
Hanna Jones
Ethan Karol
Jessica Latini

Christopher Lowney (Hired 12-18-23)
 Kenneth Loyer
 Neil McGilvray
 Braden Murray (Resigned 9-23-23)
 Michael Pope
 Anthony Tantillo (Resigned 6-19-23)
 Kimberly Walch

Special Police Officers

Erica Abro
 Jeff Beckwith
 Robert Grady
 Mathew Nardi
 Brett Rand
 Thomas Reynolds
 Edwin Wright

Civilian Traffic Control Personnel

Ralph Aulenback (Hired 10-3-23)
 Noel Evers (Hired 8-21-23)
 Lawrence Fleming (Hired 10-10-23)
 Richard Gaudette (Hired 7-24-23)

Christopher Kelly (Moved from Special Officer)
 John Kennedy (Moved from Special Officer)
 Trish Longo (Hired 7-18-23)
 Michael Lucas (Moved from Special Officer)
 Richard Manley (Hired 7-26-23)
 Thomas Miller (Moved from Special Officer)
 Kevin Ostrander (Moved from Special Officer)

Dispatchers

John Carr (Resigned 8-9-23)
 Joseph Connerney
 David Freese
 Deborah Griffin
 Trisha Longo
 Doriana Motta
 Jonah Sallese
 George Taylor (Resigned 10-23-23)
 Mark Terkelsen

Admin Personnel

Carol Greenwood
 Julie Nichols-Scopa



Sudbury Police and Fire Color Guard at the September 11, 2023 annual commemoration to honor those lost in the tragic 9/11 terrorist attacks.

PUBLIC WORKS

ENGINEERING DIVISION

The Engineering Division is responsible for the planning, design and construction of roadway and infrastructure projects, assists with maintaining compliance with various State and Federal programs such as National Pollutant Discharge Elimination System (NPDES) Phase II Stormwater Program, managing the town's street opening permit and trench opening permit programs, reviewing development and redevelopment plans to ensure roadway and utility changes conform to the town's construction standards, and inspecting modifications and expansions to the roadway and stormwater networks.

The Division also provides expertise to the operational divisions within the Public Works Department, other town departments, various boards, committees and commissions. They maintain the Town's large collection of irreplaceable paper plans and documents and they assist the Information Technology Department in updating the Town's Geographical Information System (GIS).

In 2023 the Engineering Division facilitated the Complete Streets Intersection Improvements Project. This was a \$500,000 MassDOT funded grant program which included improvements to the following three intersections:

1. Peakham Road at Old Lancaster Road
2. Hudson Road at Fairbank Road
3. Concord Road, Old Lancaster Road and Union Avenue.

The first two intersections were completed. The Peakham Road at Old Lancaster Road intersection project included improvements to walkways and pedestrian ramps. The Hudson

Road at Fairbank Road intersection project included improvements to the crosswalk, pedestrian island, assessible ramps and walkways. The third intersection awaits utility pole relocation and wire transfers.

Unfortunately, the Town is at the mercy of the utility companies and has little control of the project schedule at this stage. It is hoped that the third intersection will be completed in the 2024 construction season.



Peakham Rd/Old Lancaster Rd intersection improvements

Major town wide drainage improvements to Pratts Mill Road, Goodman's Hill Road and Peakham Road were completed in 2023. This project replaced significantly deteriorated corrugated metal pipe, catch basins and manhole structures. The infrastructure was in such poor condition sinkholes were developing in the roadway pavement in various locations forcing roadways closures and subsequent emergency repairs.

Following the drainage improvements all three roads were milled and overlaid with new hot mix asphalt.

Route 117 traffic signal improvements began at the Pantry Rd/Dakin Rd intersection. The traffic signal is being upgraded with associated improvements to walkways, ramps and crosswalks. Work is expected to be completed in 2024.

The town's Pavement Management System which collects and evaluates roadway conditions for the purpose of developing annual paving programs was updated for the next three years.



Example of a corroded metal pipe

In-house designs and construction projects included drainage improvements to the end of Old Meadow Road and expansion of the parking lot at 275 Old Lancaster Road. The Old Meadow

Road project included full-depth reconstruction of approximately 200 feet of roadway and the parking lot expansion project included four additional parking spaces.

The Engineering Division also provided a boundary survey for the Haynes Meadow Conservation Area for the purpose of developing alternatives for feeding electrical power to the Town-owned house on the property, 489 Peakham Road.

Phase 1/1A Sewer Project

Subsequent to the completion and approval of the Comprehensive Wastewater Management Plan (CWMP) and the Single Environmental Impact Report (SEIR) in 2022, work continues on the Phase 1/1A Sewer Project utilizing a \$250,000 Housing Choice grant from the State. The focus of the work using these funds is groundwater discharge hydrogeological site investigation and preliminary groundwater modeling, Massachusetts Historical reconnaissance survey, and public outreach efforts.

HIGHWAY DIVISION

The Highway Division is responsible for the maintenance and repair of the town's roadway and walkway infrastructure including pavement markings, granite and bituminous curbing, street and regulatory signage, stormwater utilities and traffic islands.

The Highway Division maintains over 1,200 regulatory/informational (not including street

name) signs installed throughout town and paints all crosswalks, stop lines and parking lots throughout town.

Stormwater Management

The Stormwater Management System consists of more than 58 miles of surface and subsurface drainage systems, 2,735 catch basin, 1,867

manhole structures, 166 culverts and more than 661 drainage outfalls. In 2023 there were 131 repairs/installs made to manholes and catch basins.

In order to comply with the U.S. Environmental Protection Agency's (EPA) Stormwater Permit, the Highway Division continues to make every effort to remove silt, sand and debris from the roadways and catch basins. Infrastructure age and various deficiencies in the stormwater systems throughout the town are a major cause of unscheduled overtime and emergency repair cost incurred.

In an effort to minimize the amount of sand entering and further diminishing the capacity of the system, the Division uses salt brine, straight salt and pre-treated salt for winter snow and ice operations. In addition, an aggressive and comprehensive post-winter street cleaning program is performed annually minimizing the accumulation of debris in the drainage system.

Pavement Management

The Division performed scheduled maintenance, responded to various emergency repairs, and filled over 715 potholes in 2023. The Division maintained and replaced damaged guardrail, repaired more than 75 feet of walkway and installed 2,037 linear feet of berm throughout town. The Highway Division shares maintenance of the Sherman Bridge with the Town of Wayland. Drainage upgrades on Pratts Mill, Peakham Road, and Goodmans Hill were completed this summer. Improvements included replacement of catch basins and manhole structures, the addition of catch basins, and the replacement of failed corrugated metal piping. All three roads were then paved and striped.



Paving of Peakham Road



Drainage work

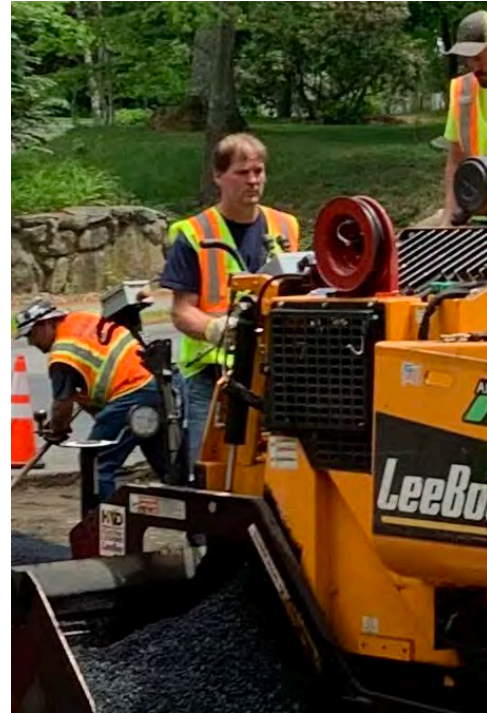
On behalf of the entire Public Works Department it was with great sadness that we lost a long-time dedicated employee this past year. Patrick "Pat" Tarves started his career with the Town of Sudbury "Highway Department" as it was known at the time on February 8th, 1985. Pat started his career as a Light Equipment Operator quickly advancing to Heavy Equipment Operator within his first two years of employment. Pat rose through the ranks becoming a Crew Leader and eventually Foreman of the Highway Division of The Department of Public Works. There was no

aspect of the Department that Pat didn't touch. He was always willing to lend a hand with any project that came up. Pat used his carpentry skills to build the Storm Operations Center which has become a critical addition to our operation. Pat also upgraded the break rooms and locker rooms for all employees present and future to enjoy. When given a directive you could be assured that the task was completed in short order, even if there was no urgency to get it done.

Pat was also known for his witty personality and practical jokes often "setting the stage" and waiting patiently for the results.

Pat was born on August 5, 1966 in Marlborough, MA and passed away on July 13, 2023 at the age of 56.

Pat is greatly missed by all, and his passing leaves a large void in the Department which can never be filled. Thank you, Pat, for being you.



PARKS & GROUNDS DIVISION

The Parks & Grounds Division provides safe and well-maintained facilities along with the Parks & Recreation Division. Many of the tasks performed this year include the following:

- Mowed, maintained, and striped more than 132 acres of public land, parks and school fields
- Annual maintenance of Cutting Field turf
- Bi-annual mowing at Town Conservation Fields
- Spring and fall cleanups
- Aerated Haskell Field & Featherland Park
- Renovated infields at Feeley Field, Haskell Field, Peter Noyes, Crime Lab and Featherland Park
- Seeded Grinnell Park, Feeley and Upper Haskell Field
- Maintained/repaired Town irrigation systems
- Maintained ice rink at Featherland Field
- Performed renovations at Parks and Grounds building
- Maintained dock at Willis Lake
- Emptied rubbish barrels and dog waste receptacles
- Maintained/repaired playground and equipment at Haskell Field playground
- Maintained/repaired all Park and Grounds related equipment

TRANSFER STATION

The Transfer Station is responsible for managing the Town's solid waste and recycling to preserve and protect public health and the environment. The Division manages the collection of refuse and recycling from approximately 25% of the residents. Compacting units have enabled the town to collect more recycling and make fewer trips to the recycling center for drop off. In 2023, the Division sold 2,077 sticker permits to

residents providing access to the solid waste and recycling services offered at the facility. The Transfer Station continues to provide excellent customer service at reduced costs to the residents through fees collected for divisional services and marketing of the recyclables. The Transfer Station hauled approximately 376 tons this year in refuse and collected approximately 400 tons in recyclables.

TREE & CEMETERY DIVISION

The Tree & Cemetery Division is responsible for the management of the Town's estimated 5,600 public shade trees. The Town's shade trees, while providing a great public amenity to the town, require routine maintenance so they do not become a public liability. The tree crew performs regular visual surveys to determine hazardous

trees and diseases and takes corrective action to minimize damage and response during severe weather events. The Division is responsible for the cleanup and removal of storm debris. Roadside mowing was performed on 61 roads as well as line-of-sight and tree pruning along various roads and critical intersections

throughout town. The Tree Division routinely responds to resident's inquiries and requests for service. During 2023, 31 trees were removed from the town's right-of-way as well as 37 stumps were ground by the town's contractor.

Respectfully submitted,

Daniel F. Nason
Director of Public Works

The Cemetery Division staff continues to perform grave openings and performed 58 interments at the Town's 7 cemeteries.



Visitors to Sudbury Holiday Village on December 2, 2023 enjoyed Touch-A-Truck with DPW staff and equipment.

IN MEMORIAM

The Town of Sudbury has enjoyed the blessing of those who gave of their time and talent to enrich the quality of life in our community. 2023 has taken from us some of the dedicated citizens, volunteers and employees who have rendered public service and civic duty to the town. We extend our heartfelt sympathy to the families of these persons and recognize their service to Sudbury.

DOUGLAS W. ALLAN (1951-2023)

Firefighter: 1978-1985

Firefighter LT/EMT: 1985-1998

DAVID G. BERRY, SR. (1936-2023)

Sudbury Resident: 1976-2023

Board of Appeals Associate: 1977-1980

Board of Appeals: 1979-1985

Board of Assessors: 1996-2004

Earth Removal Board: 1977-1980

Land Use Priorities Committee: 1999-2004

Property Tax Equity Review Committee: 2003-2004

RICHARD F. BROOKS (1934-2023)

Sudbury Resident: 1957-1994

Finance Committee: 1991-1992

Planning Board: 1962-1972, 1976-1977

Planning Board, MAPC Representative: 1996-1998

LSRHS Committee: 1977-1989

Youth Commission Study Committee: 1973-1975

Sudbury Growth Policy Committee: 1976

Landscape Committee: 1965-1971

Regional Concerns Committee: 1972-1973

DOROTHY A. BURKE (1933 - 2023)

Sudbury Resident: 1984-1996

Assistant Registrar: 1989-1995

Election Officer: 1994-1996

Treasurer's Office Clerk: 1997-1998

CLIFFORD A. CARD (1929- 2023)

Sudbury Resident: 1960-2017
Ephraim Curtis Junior High School Principal: 1968-1973
Council on Aging: 1973-1974
Election Officer: 1987-2009
Republican Town Committee: 2004-2009, 2016
Youth Commission Study Committee: 1973-1975

KARENINA "KAREN" M. DARMER (1968 -2023)

Sudbury Resident: 1997-2023
Property Tax Equity Review Committee: 2003-2004

NANCY R. FORD (1931 -2023)

Sudbury Resident: 1957-1994
SPS Teacher 2nd Grade: 1957-1960
SPS Teacher Special Education: 1978-1993

EVA J. FRIDMAN (1935 - 2023)

Sudbury Resident: 1964-2023
Board of Registrars: 1989-1991
Election Officer: 2007-2023

KAREN L. FRITSCHÉ (1946-2023)

LSRHS French Teacher: 1972-2006

MARK "WALLY" R. GAINER (1949 – 2023)

Sudbury Resident: 1996- 2019
Police Officer: 1971 - 2004

FREDERICK "FRED" N. HABERSTROH (1951-2023)

Sudbury Resident: 1988-2023
Board of Assessors: 1989-1995
Council on Aging: 1990-1994

DEAN B. LANGMUIR (1930 - 2023)

Sudbury Resident: 1964-2019
Conservation Committee Land Management Sub-committee: 1976
Permanent Building Committee: 1978-1990

ANNE B. LAVERY (1932 - 2023)

Sudbury Resident: 1992-2023
Election Officer: 2004-2016

MURIEL J. NELSON (1935 - 2023)

Sudbury Resident: 1988-2023
Asst. Registrar: 1969-1977
Election Officer: 2007-2023
Highway Department Secretary: 1968-1969

CARL PERKINS (1930-2023)

LSRHS French Teacher: 1960-1990

ELIZABETH "LIZ" A. RADOSKI (1937 – 2023)

Sudbury Resident: 1963- 1976, 2000 - 2023
Election Officer - Teller: 2008 – 2023
Historical Commission: 2006 -2015

CYNTHIA RIORDAN (1957-2023)

LSRHS Business Office: 1997-1999

JEAN SHEEHY (1938-2023)

LSRHS Teacher Assistant: 1981-2008

PATRICK KELLY TARVES (1966 -2023)

Dept. of Public Works, Highway Foreman: 1985 -2023

MAUREEN G. VALENTE (1954 -2023)

Finance Director: 1997- 1999
Town Manager: 1999- 2015

SUDBURY HOLIDAY VILLAGE



December 2, 2023