



TOWN OF SUDBURY

TOWN MANAGER NEWSLETTER

OCTOBER 2013

Message from the Town Manager

Greetings! Thanks to everyone who commented how much they enjoyed the September newsletter. With that encouragement, the staff and I will continue to work hard to make sure future newsletters are packed with information that explain how your tax dollars contribute to keeping Sudbury such a wonderful town.

I was able to attend the International City/County Managers Association annual conference in Boston last month. One session began with the speaker asking each of us to think about the following question “what makes for *a sense of place* in a community?” Some folks focused on neighborhoods, some on schools, some on the historical significance of their town, some on the perceived shared outlook on life with fellow residents, such as a community committed to “green” initiatives and much more.

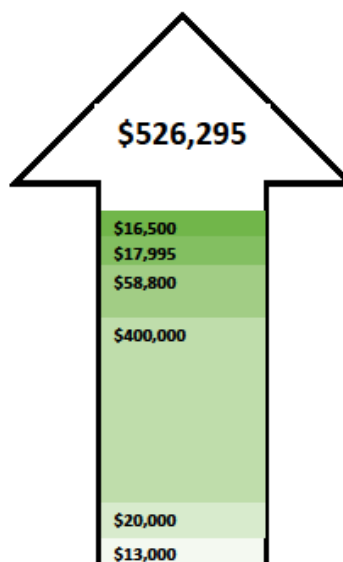
In thinking about Sudbury, I am always struck by two particular aspects – the physical beauty of the Town and the number of kids in Sudbury. In both areas, I think we outshine all our neighboring communities. And if you track our Town budget over time, that is where we put the vast majority of our financial and staff resources – protecting the physical, historical, and environmental assets of the Town and protecting, educating and creating special opportunities for all the children of the Town. We try very hard not to forget any members of our community in our efforts and services, however!

I’m curious how you would define *a sense of place* for Sudbury. If you have a moment, please drop me a quick email at:

Valentem@sudbury.ma.us. I’ll try to report back any really great responses I receive from residents in a future newsletter.

Two new features of the newsletter might be of interest to you. First, Leila Frank in my office created a graphic to show the dollar value of grants and gifts that the Town has (or will in the future) receive from various sources (see below). This will be updated each month for the newsletter.

Grants & Gifts Accepted by the Board of Selectmen FY14 *Shown by amount of acceptance per meeting*

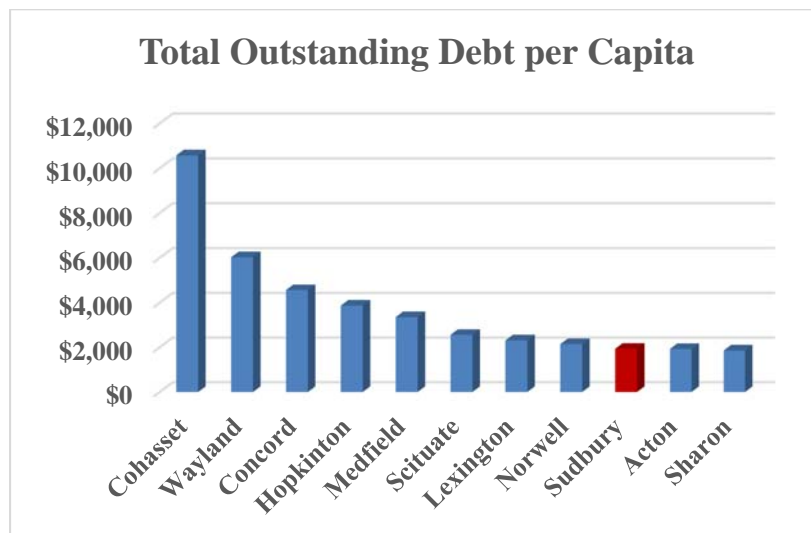
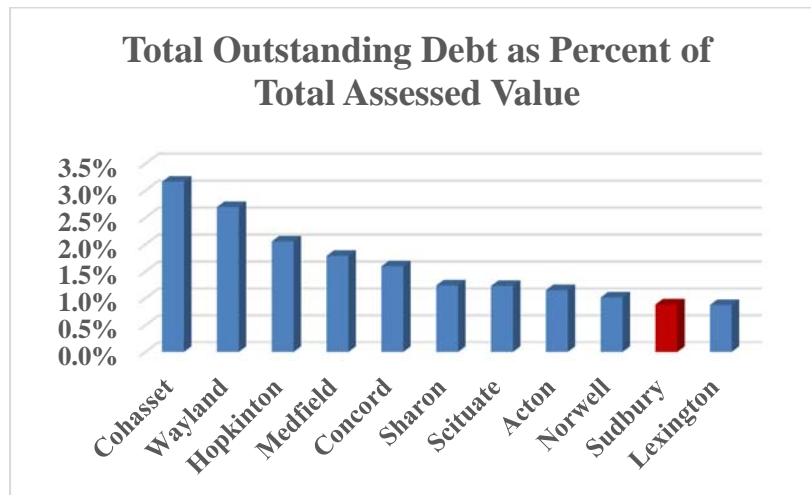


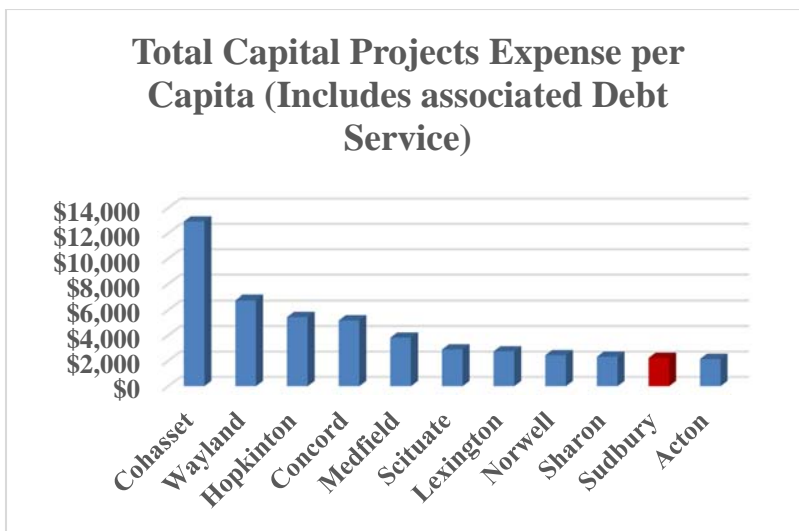
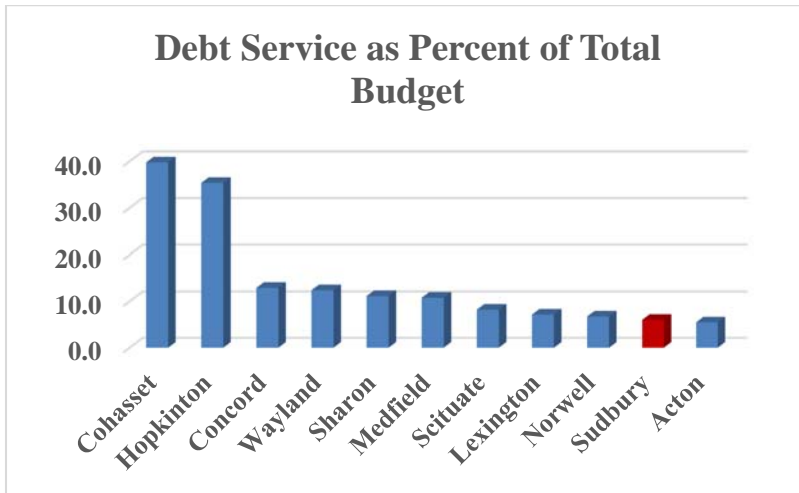
And second, Peter Anderson, the Town’s budget analyst, has created various charts of financial data showing Sudbury compared to ten peer towns. These peer towns are most like Sudbury in nine key areas:

1. Distance from Boston
2. Density
3. Per capita income
4. Percent of school age children in overall population
5. Percent of tax base from commercial, industrial and personal property class
6. Credit rating
7. Number of road miles
8. Average residential house value
9. Amount of tax dollars from overrides per capita

This month, he developed four charts showing how debt and capital expenses in Sudbury in Fiscal Year 2012 (the most recent year for which data is available from the state) compares with our peer towns. In future newsletters he will provide other “snapshots” of financial information.

Sudbury & Peer Town FY12 Debt and Capital Metrics





Finally, I want to encourage every Sudbury resident to be aware of the efforts to make Sudbury’s 375th anniversary celebration truly memorable. The Sudbury Celebrates 375/Sudbury Day Committee is in the early planning stages, so volunteers are welcome to join. The Committee meets the second Thursday of each month in the Flynn Building at 7:00 PM. More information can be found on the Town’s website.

From the Selectmen’s Office

The Selectmen met three times since the last newsletter – on October 1, October 15, and October 22.

The Board continues to focus on commitments they had made to work on a variety of projects. This includes forming a committee to develop an RFP for Town Counsel services so that the Board can review how best to provide legal services for the Town. It also involves creating committees to generate strategic plans for addressing two pressing long term issues – insuring there is a financing plan in place for the

Town's capital needs and addressing the best way to provide for the unfunded liability for town and school retirees health insurance costs. These three committees have been formed and appointments made to them, and you can check out this information on the Town's webpage.

Along with other Town boards, the Selectmen are engaged in discussions related to the development of the FY15 budget and other financial articles that might be presented at the 2014 Annual Town Meeting. The Board met with the Finance Committee to kick off the budget discussions, and confirmed their commitment to working on the long-term strategic financial issues noted above. The Finance Committee will be hosting and facilitating meetings between leaders of all the cost centers to enhance better information sharing and discussion of key pressure points that affect the budget of all town and schools activities. These meetings will be scheduled by the FinCom and will be posted meetings open to the public. And the Capital Improvement Advisory Committee has begun its work by asking all departments of the Town, SPS and L-S to submit the capital projects to be reviewed by that committee.

Two potential articles for Town Meeting were given attention by the Board. The L-S School Committee invited the Board to hear information about their proposed request for funds to upgrade the technology at the High School facility, and the Board voted to attend a joint meeting of the Recreation Commission and the Conservation Commission to discuss further development of recreation opportunities at the Davis field and on the Parkinson land owned by the Town behind Ti-Sales on Hudson Road.

Another commitment of the Board was to update their rules and regulations related to Alcohol licenses and Chief Scott Nix presented his recommendations for this update. Board members reviewed the draft, and with some final changes, voted to approve the new rules and regulation on October 22. Unfortunately, the Chief also presented the Board with information regarding a license holder in Sudbury who had violated the rules by serving underage customers in a compliance check run by the Sudbury Police Department. The Board voted to send a letter of warning to Soul of India, 103 Boston Post Road for this first infraction.

The Board meets annually with the Board of the Sudbury Access Corporation, and President of SudburyTV Jeff Winston and Director Lynn Puorro used this time to discuss how the coverage of town meetings and other programming has expanded in the past year. One of the highlights is the addition of live streaming of Board of Selectmen meetings, so that even if you are away from Sudbury on meeting nights, you can view the meeting via your computer.

The Board of Selectmen began discussion of the opportunity for the Town to acquire a parcel of land at 233 Concord Road, under a program known as Chapter 61A. Under this program, certain land that is classified as agricultural land may be taxed at a lower rate for as long as the owners keep the land in agricultural use. But if the owners plan to change that use, the Town, through its Board of Selectmen, may choose to exercise a right of first refusal to purchase the land for the Town at the same price the owners have agreed to sell it for (which in this case is \$325,000). The Board heard from a number of residents, mostly who live on Concord Road, urging them to exercise this right of first refusal, which the Board took under advisement. The Board must make their final decision by December 19, 2013. If they choose to exercise this right, then the Board would submit an article to Town Meeting to approve the purchase and appropriate funds for the purchase of the land. As the purchase appears to qualify for Community Preservation Act funding, a vote of the Community Preservation Committee would also be necessary for

this purchase to be presented to Town Meeting in May. Residents are invited to send emails to the Board at Selectmen@sudbury.ma.us if they have an opinion on this purchase question.

Residents continue to volunteer their time to serve their community, and the Board was happy to appoint Patricia Tabloski to the Council on Aging. In other actions, the Board accepted a number of gifts to the Town, approved their meeting schedule for 2014, signed documents allowing the Finance Director/Treasurer to conduct an internal borrowing to provide cash flow for the Police Station design process, met with representatives from OARS, an advocacy and educational group working to protect the Sudbury, Assabet and Concord Rivers, and signed a proclamation making Sudbury a *Purple Heart Community*, honoring the service and sacrifice of service men and women. Please see details below.

The Board signed a letter of thanks to Paula Adelson, who is retiring after serving the Board of Health for many years as the Town's Animal Inspector.

Sudbury Board of Selectmen's Office Hours

The Board's first Office Hours began on Thursday October 3. Selectmen Chuck Woodard and Len Simon met with two residents who shared their thoughts on various Town projects and the Town's website. The next Office Hours for the Board will be on Thursday November 7, 2013, from 9:00 AM to 10:00 AM at the Sudbury Senior Center, 40 Fairbank Road in the Sudbury Pines Room. Chairman John Drobinski and Selectman Larry O'Brien will be in attendance.

Sincerely, *Maureen G. Valente, Town Manager*



The Board of Selectmen has signed a proclamation to start the process of having Sudbury declared as a Purple Heart Community. Do you know of someone connected to Sudbury who has received a Purple Heart Award? If so, please let Gary Brown, Veterans Agent know via email to browning@sudbury.ma.us or write him at 322 Concord Road, Sudbury MA 01776. Thanks!



Assistant Town Manager

Welcome Home 1st Lt. Jesse Smith

1st Lieutenant Jesse Smith recently served an 11 month tour in Afghanistan as the Executive Officer of Delta Forward Support Company. Jesse is a longtime resident of Sudbury. He is a 2007 graduate of LSRHS, where he was on varsity football, wrestling, and rugby teams. He attended Villanova University and graduated in 2011 as a 2nd Lieutenant through the Army ROTC program, with a major in history and minor in business. After graduating, he commissioned in the Ordnance branch and attended Ordnance Officer Basic Course in June of that same year. His first duty assignment was to the 210th Brigade Support Battalion, 2d Brigade Combat Team, 10th Mountain Division at Fort Drum, NY. He served in

Delta Company 210th as the Squadron Maintenance Officer, supporting the 1/89 Cavalry Squadron. His family and community are proud to welcome him home safely.
Welcome Home Jesse and **thank you for your service!!**

Town Counsel Search Committee

The Town Counsel Search Committee has advertised the RFP for Town Counsel Services. A copy of the RFP can be found on the Town's website at www.sudbury.ma.us/departments/ATM . The Committee is scheduled to conduct interviews in January and plans to have a list of finalists submitted to the Board of Selectmen by the middle of February.

Submitted by: Maryanne Bilodeau, Assistant Town Manager

Accounting Department

October is another busy month for the Accounting Office. Our annual financial audit has started for FY13 and is expected to last for approximately two weeks. All financial records are analyzed and tested by an independent audit firm. The Town's Workers' Compensation audit is also scheduled for the end of the month, and we are currently preparing the required documentation.

The Town's Free Cash figure has been certified by the Department of Revenue. Free Cash results from the closing of the financial records as of June 30th and is the amount of funds that are unrestricted and available for appropriation.

Submitted by: Barbara Chisholm, Town Accountant

Assessors Department

The Assessing Department has been working diligently to finalize Sudbury's property valuations for the actual Fiscal Year 2014 tax billing cycle. Although Fiscal Year 2014 is not a certification year for Sudbury, it is a requirement of the Department of Revenue that all cities and towns throughout the Commonwealth assess property values annually based on a market value date of January 1st. Sudbury's Fiscal Year 2014 assessments will reflect the property values as of January 1, 2013. Unlike standard appraisals conducted for refinancing or associated with sales, assessed values are set as of a fixed point in time each year. In an effort to determine fair market value as of January 1, 2013, an extensive sales analysis consisting of a review of all Sudbury calendar year 2012 sales was conducted. Additionally, sales questionnaires were sent out to 2012 purchasers, and physical inspections were embarked upon for those sale properties requiring such. As property valuations in Massachusetts are based on a "mass appraisal" system, it is the overall 2012 arm's valid sales market which will dictate the Fiscal Year 2014 assessed values.

In addition to residential property, we are responsible for the valuation of Chapter Land. Chapter Land includes those farm, forest and recreational properties enrolled in special land preservation programs. We also value Commercial, Industrial and Personal Property.

Submitted by: Cynthia Gerry, Director of Assessing

Board of Health

The Board of Health has drafted revised Rules and Regulations for Stables and Keeping of Animals in the Town of Sudbury. A public hearing was held February 12 to receive comments from residents. The proposed regulations were developed with input from the Sudbury Agricultural Commission. A copy of the draft regulations are available on the town website under Health Department documents.

Submitted by: Bob Leupold, Board of Health Director

Building Department

The Building Department is busy working on the annual inspections, construction inspections, issuing permits, along with attending to zoning issues. We see an increase in permits for generators, wood stoves, windows and roofs at this time of the year as people prepare for the cold.

It is no secret that the heating season is upon us and we like to remind everyone to have their heating equipment and chimneys maintained and serviced according to manufactures specifications. Also check all smoke and carbon monoxide detectors.

Submitted By: Mark Herweck, Building Inspector

Conservation Commission

The Commission said Goodbye to long-time Commissioner Dick Bell who sat on the Committee for many, many years. Dick was an active and valued member of the Committee most recently from 2004 until 2013. He will be sorely missed by his fellow Commission members and the community. Additionally, Sam Webb also departed after serving for four years on the Commission. He will be missed as well.

Three new Commissioners were welcomed. Beth Armstrong, an attorney; Rob Elkind, internet security; and Tom Friedlander, a retired Management Consultant and former School Committee member in Weston. This represents a well-rounded, diverse committee.

The Commission has one remaining opening. Please feel free to look us up on the Town website and submit an application should you be interested in filling the position.

Submitted by: Debbie Dineen, Conservation Coordinator

The Sudbury Senior Center

Friends of Sudbury Seniors Open House

The Friends of Sudbury Seniors welcomed Selectmen Larry O'Brien and Leonard Simon, along with Council on Aging Chair Jack Ryan to the Sudbury Senior Center Open House on Thursday, October 24 at 3:00 PM. The Friends celebrated the updating and refurbishing of the Senior Center over the last month. All of this work was funded and coordinated by the Friends Furnishing Committee, who include: Jacqui

and Joe Bausk, Cay Kuras, Pat Howard and Ron Riggert. Design assistance was provided by Andrea Roessler, of Cabot House, who also helps with the Hosmer House design each year. Local business owner Mark Chammas of Sudbury Pharmacy was on hand to help with funding the furnishing update with a \$500 check! Thank you for all who contributed so much to providing a refreshing look to the Senior Center!

MWRTA Groundbreaking Ceremony

Senior Center Director Debra Galloway attended the MetroWest Regional Transit Authority Groundbreaking Ceremony at the new Blandin Avenue building in Framingham on Thursday, October 10, 2013. The MetroWest Regional Transit Authority (MWRTA) funds the Sudbury COA Connection Van that operates from the Senior Center and provides rides in town to persons 60 and over, along with persons who are under 60 years of age that have a disability. The MWRTA is planning to expand operations into the Blandin Avenue building after it is rehabbed. Plans call for a Van Driver training center, along with additional office space, and a Call Center for dispatch. Future plans include space for a compressed natural gas filling station.

Community Service Award for Joseph Bausk

Joseph (Joe) Bausk of Sudbury was nominated and received the Community Service award from BayPath Elder Services for his volunteer efforts at the Sudbury Senior Center and at many other community programs in Sudbury. Joe has been involved with the Senior Center for 13 years, including 6 years on the Council on Aging, two years as Chair, along with 6 years on the Friends of Sudbury Seniors. In these positions, he has spent countless hours providing leadership and guidance, along with plenty of hands-on help with various events and activities, including planning and coordinating the Men's Breakfast. In addition to all of his work at the Senior Center, Joe volunteers for the Sudbury Food Pantry, the Retired Men's Association, Rosie's Place and the Parmenter Community Medical Equipment Loan program. Thank you Joe for all of your service!

Mercury Collection

The Senior Center is holding a Mercury Collection for residents who would like to rid their homes of this dangerous chemical. Mercury-containing items can be dropped off at the Senior Center between 11:00 AM and 1:00 PM on Saturday, November 9. Kaz, Inc. has generously donated digital fever thermometers to be given to those who bring in an item for collection (one per family). For more information, please call the Senior Center at (978) 443-3055.

Holiday Bazaar

The Friends of Sudbury Seniors host their annual Holiday Bazaar at the Sudbury Senior Center and Fairbank Gym on Saturday, November 9 from 9:00 AM - 2:00 PM. Come to the Holiday Bazaar for coffee... light lunch... crafty gifts... jewelry... boxwood trees... raffles... and more! Special treats for the younger set: sponsored by Sudbury Coldwell Banker Real Estate: Jim Munsey, Professional Magician! Last year's Bazaar was a rousing success! Everyone loved the hot soup, the delicious baked goods and amazing crafts. Don't miss out this time! All proceeds support the Friends of Sudbury Seniors. For more information, please call the Sudbury Senior Center at (978) 443-3055.

Men's Breakfast and New Classes

While three popular classes continue into November (U.S History 1912 – 1950, Spanish Art and Its Origins, and Drawing Calligraphy), the Senior Center also has many new programs! We are pleased to

have resident Don Sackman speaking at our Men's Breakfast on Thursday, October 31 from 9:00- 10:00 AM. The Men's Breakfast team of Joe Bausk, Barry David, John Beeler, Mark Lupien and Ron MacInnis will serve up three types of pancakes, with sausage and fruit for just \$3 at the door. Two new classes begin in November: American Drama Series with Dr. Larry Lowenthal (\$20) on Thursdays at 2:00 PM and India and Pakistan with resident Zaheer Ali on Tuesdays at 1:30 PM.

Soups On!

We will have podiatrist Ayleen Gregorian at the Senior Center to talk about the top five foot issues affecting older feet. She will speak at our monthly Soups On! Event on Thursday, November 14. Please sign up before Wednesday, November 13 if you want soup!

MetroWest Regional Transit Authority Charlie Cards

The MetroWest Regional Transit Authority staff will be here on Tuesday, November 5 from 9:30-11:30 AM to help you get your new Charlie Card for public transportation. Pick up an application at the Senior Center or fill one out when you get here. Charlie Cards provide people 65 and older with a 50% discount on all MWRTA and MBTA trains and buses. Charlie Cards are also available for those under 65 who have a disability. Please call to let us know that you are coming at (978) 443-3055.

Sand Buckets and Space Heaters

As we move into the chillier months, it's best to be prepared for those icy walkways and extra cold nights. Senior Center Volunteer Coordinator Ed Gottmann is available to schedule your sand bucket delivery with his volunteers. Call the Senior Center at (978) 443-3055, leave your name, number and where you would like the bucket placed, or if you just need a refill. And, for those who have an old, unsafe space heater in their homes, Kaz, Inc. has donated new, safe, automatic turn-off, space heaters to trade. Call the Senior Center, and Ed Gottmann will coordinate with you to make the trade.

Across the Generations - Teen Tech and Dance Across the Community

The Senior Center continues to enjoy our cross-generational relationship with Lincoln-Sudbury High School. We have students who volunteer to provide technical assistance at our Teen Tech workshops twice each month on Wednesday afternoons. Students will meet with seniors here on November 6 and 20 from 2:00-4:00 PM. And, one of our summer volunteers, Kate Weiler, is bringing her dance group, "Dance Across the Community" to the Senior Center gym on Tuesday afternoons to offer a dance class. Seniors will learn some simple dance steps, get a little exercise and get to know these wonderful teens! Sign up by calling the Senior Center at (978) 443-3055.

Sudbury Council on Aging

The Sudbury Council on Aging, the advisory body to the Sudbury Senior Center, wishes to share with the community information about the Fairbank Community Center Task Force. COA Chair Jack Ryan sits on the Fairbank Community Center Task Force with representatives from the Park and Recreation Commission, Richard Williamson, several community members and Jim Kelly, Facilities Director. The Task Force has chosen an architectural firm to conduct a Feasibility Study for the future of the Fairbank Community Center. Part of the process will involve public hearings to allow for community input into the plan. A report with recommendations is expected to be ready near the end of January 2014. The Council on Aging is continuing to seek feedback from the community about the expansion and the priorities for any change/expansion to the Senior and Community Center. Please see the form on the Town website at

<http://sudbury.ma.us/departments/SeniorCenter/news4333/> and feel free to call the Senior Center with any questions at (978) 443-3055. Be on the lookout for a Public Hearing!

The Sudbury Council on Aging meets monthly on the first Tuesday of the month at 3:00 PM. The public is welcome!

Submitted by: Debra Galloway, Senior Center Director

Facilities Department

Attached is a picture of the just completed work at the Hosmer House. Last year, the Historical Commission submitted a CPA request for funding to repair and do restoration work on the building and to do the exterior painting. The funds were approved at Town Meeting in May 2013. Assisting the Commission, the facilities department coordinated the carpentry/restoration work, hiring the painting company, and fitting some new wood storm windows that replaced older, deteriorated ones. The building looks great, and thanks to the efforts of the Historical Commission and the CPC, the work will protect and preserve the integrity of Sudbury's historic asset.



Submitted by: James Kelly, Director of Facilities

Department of Public Works

In the news from the Department:

1. There were 7 interments since last September, mowing on the shoulders of the streets continues and clearing the cemeteries of leaves

2. Parks and Grounds division maintains over 100 acres of Parks, Athletic Fields and School Grounds, and removing leaves from the fields and parks is a priority this time of year.
3. Contracts have been sent out to all private snow plow contractors. All contracts are to be returned by Nov. 15th. There are over 140 miles of roads and over 40 miles of walkways to be cleared after every snow storm.
4. The DPW replaced the entrance walk to Peter Noyes School.
5. On Landham Road, the Granite Curb and final wearing Surface of Bituminous Concrete were completed as well as Loam & Seed in the area of the culvert under Landham Road.





6. We have over 55 vehicles in the DPW Fleet. For FY15, I have requested 12 vehicles to replace vehicles that are well beyond their useful life and are now experiencing significant repairs. Unfortunately, there are over 16 million dollars in requests for capital items with a budget of \$290,000.
7. Engineering: Dan Legere will be leaving at the end of the month, I wish him well on his future endeavors.
8. Hudson Road has been widened, curbing installed, drainage installed and the shoulders have been loamed and seeded.
9. All work was done in preparation for the town center improvements to begin in the spring of 2014.





Submitted by: I. William Place, P.E./Director of Public Works/Town Engineer

Library

It's been a busy month at Goodnow. Beginning Monday, October 7, the Children's Room at the Goodnow Library was closed for a makeover that included new paint, carpet, furniture, toys and more to create an exciting new community space. The library staff all pitched in to move over 30,000 books out of the space so the new carpet could be laid, the walls given a bright and warm coat of paint, and the shelving reconfigured to improve access to the collections of picture books, DVDs, and more. During the carpeting phase, the staff worked tirelessly to re-label over 9,000 books. When the renovation work was complete, our work was not yet done! The staff had to put all 30,000 books back into the new layout. What took 5 hours to undo, took 2 days to reassemble, and several staff stayed until nearly midnight to finish. However, thanks to their hard work and perseverance, the room reopened on schedule on Wednesday, Oct. 16. If you haven't seen it yet, make sure to make a trip to the library to see for yourself. Many thanks go to Jim Kelly, the Goodnow Library Foundation and the library staff; it was a team effort, without which we couldn't have accomplished it.

On October 19, the Goodnow Library Foundation held a wine tasting fundraiser to support Phase II of the Children's Room renovation, where attendees could purchase tickets for one of 18 raffle baskets, or sponsor as-yet unfunded items such as a signage, book browsers and even a fish tank. Over 300 people attended the event, which raised approximately \$20,000. We are grateful to both Salt Box Farm and Sudbury Wine and Spirits, who supplied food and drink.

Amy Stimac was hired as Goodnow's Assistant Children's Librarian. Amy started as a part-timer in the spring of 2012, but was asked to assume the interim ACL role in May. Without batting an eye, Amy graciously accepted and took on the enormous burden of helping to plan, promote and execute the most successful summer reading program on record without breaking a sweat. Most recently, during the renovation of our Children's Department, Amy helped to keep everyone focused, hydrated and calm. She is our children's volunteer coordinator (a never-ending, and often thankless task!), enormously talented

children's musician (she's running our "Music Makers" sing-a-long on Mondays for ages 0-5!!), communication guru, and our voice of reason when we start to panic. In short, we would be lost without her. Please join us in congratulating her and thanking her for all that she does and will "officially" do! Looking forward, the Library is wrapping up its sesquicentennial celebrations in December with another Open House. The event will take place on Saturday, December 14, and feature the sealing of the Time Capsule and keynote speaker, Ted Reinstein of Chronicle on Channel 5.

Submitted by: Esmé Green, Library Director

Park and Recreation Department

Sudbury Park & Recreation Proudly Present: Sudbury Halloween 5K & 1-Mile Fun Run

Date: Sunday, October 27, 2013

5K Time: 11:00 AM **Cost:** \$25.00

Fun Run: 12:00 PM **Cost:** \$10.00

T-shirts: Register by October 7th to be guaranteed a t-shirt!

Join us for our second annual Halloween 5K & Fun Run! This is a great event for the whole family - run, walk, cheer, or volunteer! The 5K will be a timed event starting at 11:00 AM followed by a 1-Mile Fun Run around our paved Haskell Field loop. Please note that registered 5K participants are welcome to join the Fun Run as well at no additional charge. Free refreshments available for participants. Costumes are encouraged, so get in the spirit! Volunteers of all ages needed! High school community service hours are available.

Sudbury Park & Recreation/Atkinson Pool Winter Program Brochure will arrive in mailboxes by Thanksgiving. Recreation registration will begin at 9:00am on Wednesday, December 4th. Pool registration for members will begin at 9:00am on Tuesday, December 10th. Pool registration for non-members will begin at 9:00am on Thursday, December 12th. Winter programs will begin after the New Year.

Sudbury Park and Recreation Department Earns National Accreditation in Parks and Recreation

Mark of distinction recognizes commitment to highest level of service to the community

[Sudbury, MA. October 7, 2013] – Today, Sudbury Park and Recreation joins the ranks of the elite park and recreation agencies and departments across the country by earning accreditation through the Commission for Accreditation of Park and Recreation Agencies (CAPRA) and the National Recreation and Park Association (NRPA). This distinguished accomplishment was awarded during the 2013 NRPA Congress and Exposition in Houston, TX.

CAPRA accreditation is the only national accreditation for park and recreation agencies, and is a measure of an agency's overall quality of operation, management and service to the community. This mark of distinction indicates that an agency has met rigorous standards related to the management and administration of lands, facilities, resources, programs, safety and services.

As part of the accreditation process, Sudbury Park and Recreation had to demonstrate compliance with 144 recognized standards and document all policies and procedures. Often the process helps identify efficiencies and heighten areas of accountability, all of which translate into higher quality service and operation to benefit the community.

“I am so proud of all the staff at the Sudbury Park and Recreation Department who worked tirelessly during this three year effort to gain accreditation. As a director I am thrilled to showcase for the community our commitment to providing the best programs around and holding ourselves to the highest standards for our residents.” Says Park and Recreation Director Nancy McShea.

The process for accreditation involves self-assessments, a formal application, a site visit by a team of trained visitors that results in a written report, and a hearing with the commission to grant accreditation. Once accredited, the agency must uphold the standards and is reviewed again in five years.

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

For more information about CAPRA accreditation, visit www.nrpa.org/CAPRA.

The Sudbury Park and Recreation Department consists of the following full time staff who worked to accomplish this amazing achievement: Tim Goulding, Aquatics Facility Director; John Barrett, Aquatics Supervisor; Chery Finley, Aquatics Supervisor; Pat Haberstroh, Office Manager; Jessica Bendel, Youth Coordinator; Amber Comeau, Program Coordinator; Anna Wood, Adaptive Sports and Recreation Director; Nancy McShea, Park and Recreation Director. Sudbury becomes the 1st agency in Massachusetts to earn accreditation and joins only 118 other communities nationwide.

The National Recreation and Park Association is a national not-for-profit organization dedicated to advancing park, recreation and conservation efforts that enhance quality of life for all people. Through its network of 40,000 recreation and park professionals and citizens, NRPA encourages the promotion of healthy and active lifestyles, conservation initiatives and equitable access to parks and public space. For more information, visit www.NRPA.org. For digital access to NRPA’s flagship publication, Parks & Recreation, visit www.parksandrecreation.org.

Submitted by: Nancy McShea, Park and Recreation Director



Public Safety

Fire Department

A lot of our efforts over the past few weeks here at the Sudbury Fire Department have been directed toward the launch of our Advanced Life Support Service. Two new special positions have been created to help administer the ALS program. Firefighter/Paramedic Shane Medeiros has been appointed as our Emergency Services Coordinator, and Firefighter/Paramedic Michael Matros has been named the Equipment/Supply/Recertification Coordinator. Both of them have enthusiastically embraced their new roles. Shane has been busy conducting required and optional Paramedic training to make sure all of our personnel are ready to respond in a highly competent manner. In addition to properly preparing our records and ordering necessary supplies, Mike has completely remodeled and restocked our medical supply room from floor to ceiling. The State Ambulance Inspector was quite pleased with all of our progress during his successful inspection to upgrade our ambulance license to the Advanced Life Support level.

With the help of outside professional instructors, Shane arranged training for our ten Paramedics in the areas of Pediatric Advanced Life Support, Electro Cardiogram Competency, and Massachusetts State Protocol Review. In addition, the Paramedics conducted an Advanced Life Support/Basic Life Support Interface Class throughout the entire department to enable our Emergency Medical Technicians to work smoothly alongside our Paramedics at medical incidents.

In the area of fire based instruction, Training Officer Captain Timothy Choate has been continuing his efforts with RIT training. RIT, the acronym for Rapid Intervention Team, concentrates on the methods and techniques for removing a trapped or disabled firefighter from inside a structure during an incident. RIT teams are typically comprised of three or four firefighters, staged near the entrance, who are equipped and ready to intervene in the event of an emergency inside a building. Training took place in three phases: classroom, light gear, and finally with full firefighter gear which includes black out masks, breathing apparatus, and necessary ropes and hand tools.

Captain Choate also integrated our new RIT packs into his classes, which are a portable supply of air that can be connected into a downed firefighter's air supply to effect a rescue. As part of the equipment we will purchase with our FEMA Grant for new self-contained breathing apparatus, we will be receiving three of these extremely valuable RIT packs.

Rapid Intervention Training is a statewide initiative that has received much attention in the wake of studies of recent firefighter fatalities. Captain Choate is working to make this training available on a regional basis, having just conducted RIT training classes for the Concord Fire Department. All of the towns in this area are mutually dependent during incidents, so working together on procedures of this nature is imperative.

I recently attended the annual dinner sponsored by The Hundred Club of Massachusetts on October 9, 2013, at the Boston Park Plaza Hotel. The Hundred Club was founded in 1959 by philanthropist Norman Knight to provide relief for the families of fallen public safety personnel. Attorney General Martha Coakley presented awards to leaders of local, state, and federal public safety agencies who responded to the Boston Marathon terrorist attack of April 15, 2013. The speakers included MIT Police Chief John

DiFava, who gave a heartfelt tribute to slain Officer Sean Collier, and MBTA Police Chief Paul MacMillan, who presented an award to wounded Officer Richard Donohue. It was a moving evening, and provided me with a reminder that we all need to continue to strive for excellence in Public Safety here in the Town of Sudbury.

Submitted by: Bill Miles, Fire Chief

Police Department

With the increasing violence in both the school setting and the workplace, I believe we all feel that improving our safety protocols is an important venture. To that end, I have contracted with Response Options Institute to provide a period of instruction relative to the A.L.I.C.E. philosophy (Alert/Lockdown/Inform/Counter/Evacuate). This training is a new evolution of progressive procedures and options that can be applied to school, town or corporate settings; providing an increased chance of survivability in the event a violent circumstance arises.

Lincoln-Sudbury is graciously hosting the training for us on November 19th from 8:00 AM to 4:00 PM. The initial part of the curriculum will be held in the lecture hall with the remaining scenarios being conducted in several classrooms. I am in the process of completing a grant application through our insurance underwriter, MIIA, to hopefully cover \$5000 of the total \$6000 cost. Multiple disciplines have been invited to attend, including Lincoln-Sudbury staff, Sudbury Public School staff, Sudbury Town staff (including police and fire personnel), Lincoln Police and School staff and possibly other entities such as Raytheon, if there is availability.

Having provided the school safety training for the last eight years, I feel this is an incredible opportunity to progress in our ability to protect students and staff alike. Unfortunately, we have experienced a homicide in our high school back in 2007 as well as other circumstances that further demonstrate that we are not immune to such tragedies. Below is information provided by Response Options for your review. If you have further questions or concerns please let me know.



Get ALICE trained. It can save lives.

ALICE – Alert, Lockdown, Inform Counter Evacuate – is a set of proactive strategies that increase chances of survival during a violent intruder event. The ALICE Training Institute provides hands-on training, research based curriculum, and the knowledge of survival strategies for both staff and students.

ALICE is a comprehensive response approach using communication technology, infrastructure design, and the often underused strategies of human action. Content includes - Policy and procedures review, infrastructure and room layout, proactive use of technology, community resource assistance, rapid mass evacuation plans, tactics for countering directed violence, trauma first aid, practical scenario training and lesson preparation.

ALICE is supported by law enforcement and in line with recommendations from the Department of Homeland Security (DHS) and Federal Emergency Management Agency (FEMA).

ALICE - Common sense that isn't common knowledge.

ALICE in EDUCATION

- Delivering violent intruder training to schools for 13 years
- Nationally recognized program
- Co-developed by 30 yr. educator
- 30+ States and Canada ALICE trained
- 500+ K-16 institutions incorporating ALICE in their strategic plans
- 1.7 Million ALICE Trained students
- 1,500 ALICE instructors nationwide

The Sudbury Police Department looks forward to meeting the needs of, and keeping, our community safe and prepared.

Submitted by: Scott Nix, Police Chief

Planning and Community Development

On October 23, 2013, the Planning Board opened and continued public hearings regarding the development of the 7 parcels of land in the Willis Hill subdivision. The properties are located on Maynard Road and Widow Rites Lane. The proposals seek approval to construct 7 single family dwellings at these locations. The hearings have been continued to November 13, 2013 beginning at 8:00 pm. On the same night, the Planning Board also adopted Procedures and amendments to the Stormwater Management Bylaw Regulations, Regulations Governing the Subdivision of Land, Rules and Regulations for Senior Residential Communities, Rules and Regulations for Incentive Senior Developments, and Rules and Regulations for Special Permits in the Water Resource Protection Districts. Copies of the final wording of the Procedures are available in the Planning and Community Development Office and will be available shortly on the Town's website.

On November 13, 2013 at 7:30 pm, the Planning Board will also discuss a Stormwater Management Permit application for the construction of a single family dwelling on Newbridge Road.

The Community Preservation Committee (CPC) is soliciting proposals for projects that may qualify for Community Preservation Act funding to be presented at the May 2014 Annual Town Meeting. Proposals can be submitted under any of the four topic areas of: 1) acquisition, creation and preservation of open space; 2) acquisition, preservation, rehabilitation and restoration of historic resources; 3) acquisition, creation, preservation, rehabilitation and restoration of land for recreational use; and 4) acquisition, creation, preservation and support of community housing. The [FY15 Project Form](#) can be found on the town's website. Applications are due no later than Friday, November 1, 2013. Public hearings about the proposals will be held during the late fall of 2013.

The Planning and Community Development Department continues their work on affordable housing, both through the Sudbury Housing Trust and the Regional Housing Services Office. Town staff and our consultants have been involved in the resale of affordable units in Sudbury, Lincoln, Concord and Acton, over the last several months, as well as the initial sale of units in the Landham Crossing development in Sudbury. Continued efforts in these areas ensure that our stock of affordable housing is serving the appropriate population and that no units are dropped from our inventory.

The Town's Subsidized Housing Inventory has recently been amended to include the Coolidge at Sudbury units, and according to Dept. of Housing and Community Development statistics, Sudbury currently has 407 affordable units, totaling 6.87% of our 2010 Census year round housing stock.

The Planning and Community Development Department has also been working closely with the DPW Department in finalizing the design plans for the Town Center Intersection Improvement project. We anticipate delivery of the final plans sometime over the winter, with a spring date to bid the project. It is also anticipated that the landscaping phase of the project, funded with 2013 CPA funds, will commence before the end of the calendar year. That phase will include public comment on landscape design of the entire project area, including the new park at 15 Hudson Road.

Submitted by: Jody Kablack, Director of Planning and Community Development

Treasurer/Collector's Office

We've just marked our 5th year of processing passport applications. Since being designated an application agency for U.S. Department of State on June 12, 2008, we have processed 2,515 passport applications to date! This convenience service is provided to the public by certain members of the Finance Department during regular hours of operation. The Town of Sudbury has earned a total of \$62,875 in processing fees. The \$12,000-\$14,000 in fees that we receive annually go into a revolving fund to offset program and departmental expenditures.

FACTOID: The 2014 Winter Olympic and Paralympic Games will be held in Sochi, Russia! All US Citizens wishing to travel to Russia are required to have a visa. To obtain a visa in Russia your Passport must be valid for at least 6 months after your departure date from Russia.

Are you planning a trip to abroad this winter?! If you need a new passport, why not make your first stop to our office for quick and convenient passport application processing? We offer onsite photos and families are welcome! Call us at 978-639-3376 to make an appointment or contact us at treasurer@sudbury.ma.us for further information.

*All passports are *issued* by the U.S. Department of State – A Bureau of Consular Affairs. Issuance of all new passports and renewals is currently running 4-6 weeks. Expedite service for an additional fee of \$65 is running 2-3 weeks. If you need to travel internationally within 2 weeks, you may call the Hotline 24/7 at 1-877-487-2778 to make an appointment at the nearest Federal Passport Agency or Center. You will also need to produce proof of eminent travel at the time of your appointment.

Submitted by: Andrea Terkelsen, Finance Director

Town Clerk

Special State Primary:

On Tuesday, October 15, voters from precincts 1A, 2, 3, 4, & 5 came to the polls to select two candidates to advance to the December 10 Special State Election to fill the vacancy caused by Edward J. Markey's resignation as the 5th Congressional District Representative. There were 1267 votes cast, representing 12% of the Town's 10,209 registered voters from the precincts that were eligible to vote in the election. For detailed results, please see [Special State Primary Results October 15, 2013](#).

Special State Election: Tuesday, December 10

Polls open on Election Day at 7:00 a.m. and close at 8:00 p.m.

Applications for Absentee Ballots must be received by noon on Monday, December 9. For more information, please see [Absentee Ballot Applications](#).

As a reminder, voters from precinct 1 are in the 3rd Congressional District, which is currently represented by Nicola S. Tsongas, and, therefore, are unable to participate in this election.

Voter Registration: Office open until 8PM on Wednesday, November 20

In order to vote in an upcoming election, qualified voters must register 20 days prior to the election. The Town Clerk's office will offer extended hours (9:00 a.m.-8:00 p.m.) on the last days to register to vote in time for each election.

2013 SCHEDULED SPECIAL ELECTION:

Primary/Election	Election Date	Voter Registration Deadline
Special State Election	12/10/2013	11/20/2013

Submitted by: Veronica W. Craven, Asst. Town Clerk