

2014



# 2014 ANNUAL TOWN REPORT SUDBURY, MASSACHUSETTS

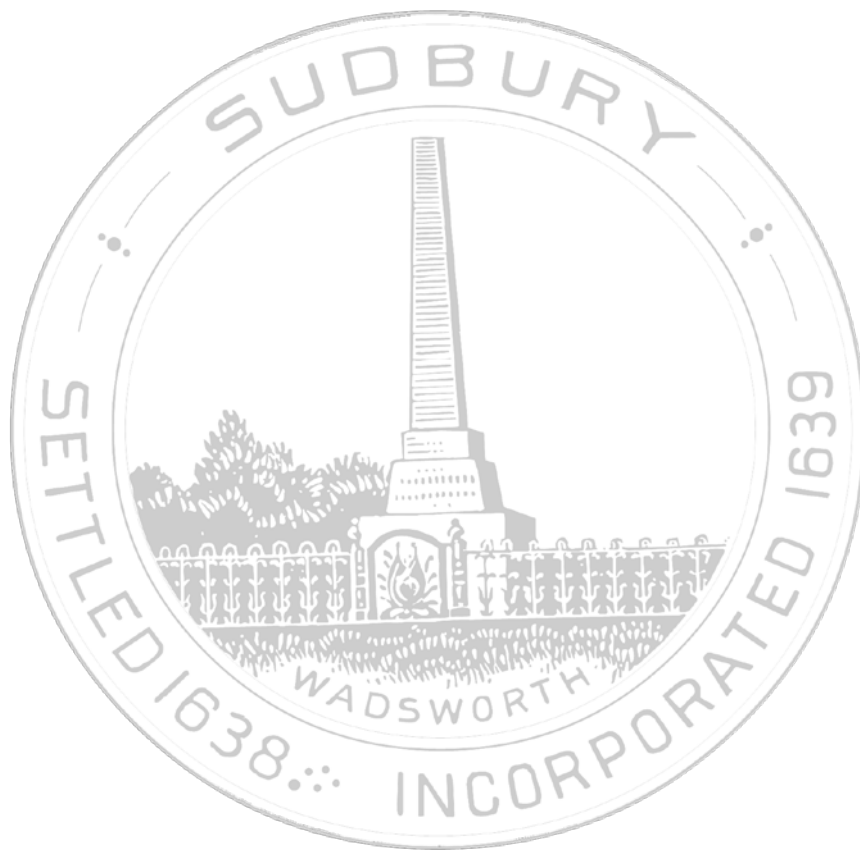
## Sudbury Town Offices/Departments

<u>Department</u>	<u>Location</u>	<u>Phone Number</u>
Accounting Office	Flynn Building	978-639-3309
Assessing Office	Flynn Building	978-639-3393
Assistant Town Mgr./HR Director	Flynn Building	978-639-3386
Board of Appeals	Flynn Building	978-639-3387
Building Department	DPW Building	978-440-5461
Conservation Office	DPW Building	978-440-5471
Council on Aging	Fairbank Community Center	978-443-3055
Design Review Board	Flynn Building	978-639-3387
Dog Officer	147 Parker St, Maynard, MA	978-639-3361
Engineering/DPW	DPW Building	978-440-5421
Finance Department	Flynn Building	978-639-3376
Fire Headquarters	77 Hudson Road	978-443-2239 (Business)
Goodnow Library	21 Concord Road	978-443-1035
Health Department	DPW Building	978-440-5479
Highway/DPW	275 Old Lancaster Road	978-440-5421
Historic Districts Commission	Flynn Building	978-639-3389
Human Resources/Personnel	Flynn Building	978-639-3348
Lincoln-Sudbury Regional H.S.	390 Lincoln Road	978-443-9961
Park and Recreation Department	Fairbank Community Center	978-639-3242
Atkinson Pool	Fairbank Community Center	978-639-3232
Planning & Community Development	Flynn Building	978-639-3387
Police Department	415 Boston Post Road	978-443-1042 (Business)
Selectmen's Office	Flynn Building	978-639-3381
Social Worker	Flynn Building	978-639-3358
Sudbury Housing Authority	55 Hudson Road	978-443-5112
Sudbury Public Schools	Fairbank Community Center	978-443-1058
Sudbury Water District	199 Raymond Road, P.O. Box 111	978-443-6602
Technology Administrator	Flynn Building	978-639-3307
Town Clerk	Town Hall	978-639-3351
Town Counsel	Flynn Building	978-639-3384
Town Manager	Flynn Building	978-639-3381
Treasurer/Tax Collector	Flynn Building	978-639-3376
Veterans Agent	Town Hall	978-639-3357
Youth Coordinator	Fairbank Community Center	978-639-3227

### **Addresses**

DPW Building	275 Old Lancaster Road
Fairbank Community Center	40 Fairbank Road
Flynn Building	278 Old Sudbury Road
Town Hall	322 Concord Road

# **375<sup>th</sup> Annual Report of the Official Boards**



**Sudbury, Massachusetts  
Year Ending December 31, 2014**

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## Sudbury at a Glance

SETTLED:	1638 - Incorporated 1639; 375 years old in 2014	
POPULATION:	18,133 Voters: 11,929	
AREA:	24.7 Square Miles	
FY2015 BUDGET:	Operating Budget:	\$80,643,255
	Debt Service:	\$ 3,749,276
	Other items to be raised:	<u>\$ 868,105</u>
	Total General Fund Budget:	\$85,260,636
TAX RATE:	FY2015: \$17.60 Residential; \$24.88 Commercial/Industrial/Personal Property FY2014: \$18.03 Residential; \$24.94 Commercial/Industrial/Personal Property FY2013: \$17.99 Residential; \$23.52 Commercial/Industrial/Personal Property	
GOVERNMENT:	Selectmen/Town Manager with open Town Meeting	
PUBLIC LIBRARY:	Goodnow Library, member of Minuteman Library Network	
SCHOOLS:	Four elementary schools, one middle school, Lincoln-Sudbury Regional High School and Minuteman Regional Vocational Technical High School	
PUBLIC SAFETY:	Full-time Fire Department (with three stations, EMT and paramedics) Full-time Police Department	
RECREATION:	Programs are offered year round by CAPRA-accredited Park & Recreation Dept. Facilities include the Atkinson Town Pool and Fairbank Community Center; Davis Field, Featherland Park, Feeley Field, Cutting Field, and Haskell Recreation Area; toddler playground, tennis courts, basketball courts, golf putting green, sand volleyball court, outdoor ice skating areas; and fields for: baseball, field hockey, lacrosse, softball, and soccer.	
HOSPITALS WITHIN 10 MILES:	Emerson Hospital, Concord MetroWest Medical Center/Framingham Union Hospital, Framingham UMASS Memorial Marlborough Hospital, Marlborough	
HEALTH/HOSPICE CARE SERVICES:	Parmenter Community Health Care Sudbury Pines Extended Care and Wingate Healthcare Facility Emerson Medical at Sudbury	
HOUSES OF WORSHIP:	Baptist, Catholic (2), Congregational, Episcopal, Jewish (2), Lutheran, Methodist, Presbyterian, and Unitarian Universalist.	
UTILITIES:	Electrical service:	NSTAR (now Eversource)
	Natural Gas service:	National Grid and NSTAR (now Eversource) Gas
	Water:	Sudbury Water District
	Telephone/cable service:	Verizon and Comcast

## Federal, State and County Officials

<b>Title/Position</b>	<b>Name</b>	<b>Phone</b>
President	Barack H. Obama	202-456-1414
Vice-President	Joseph R. Biden, Jr.	202-456-2326
Senators	Elizabeth A. Warren	617-565-3170
	Edward J. Markey	617-565-8519
Representative 3 <sup>rd</sup> Congressional District	Nicola S. Tsongas	978-459-0101
Representative 5 <sup>th</sup> Congressional District	Katherine Clark	781-396-2900
Governor	Deval Patrick	617-725-4000
Lt. Governor	Vacancy	617-725-4005
Secretary of State	William F. Galvin	617-727-7030
Registrar of Deeds Middlesex Southern District	Maria C. Curatone	617-679-6300
Treasurer and Receiver General	Steven Grossman	617-367-6900
Middlesex Retirement Board Chairman	Thomas F. Gibson	978-439-3006
Attorney General	Martha Coakley	617-727-2200
Auditor	Suzanne M. Bump	617-727-6200
Clerk Magistrate Middlesex Superior Court	Michael A. Sullivan	781-939-2700
Councillor 3 <sup>rd</sup> District	Marilyn Petitto Devaney	617-725-4015, x3
District Attorney Northern District	Marian T. Ryan	781-897-8300
Registry of Probate/Insolvency	Tara E. DeCristofaro	617-768-5800
Senators in General Court: 3 <sup>rd</sup> Middlesex District, Middlesex & Worcester	Michael J. Barrett (Pct 1, 4, 5) James B. Eldridge (Pct 2, 3)	617-722-1572 617-722-1120
Representative in General Court: 13 <sup>th</sup> Middlesex District	Thomas P. Conroy	617-722-2000
Middlesex County Sheriff	Peter J. Koutoujian	781-960-2800

## Elected Town Officials

Effective after Annual Town Election March 31, 2014

<b>Assessors, Board of</b>	<b><u>Term Expires</u></b>	<b>Planning Board</b>	<b><u>Term Expires</u></b>
Joshua M. Fox	2015	Peter Jon Abair	2016
Trevor A. Haydon	2016	Stephen R. Garvin (interim apptee.)	2015
Liam J. Vesely	2017	Craig C. Lizotte	2016
		Martin Joseph Long	2017
		Christopher Morely	2015
<b>Goodnow Library Trustees</b>			
Lily A. Gordon	2015		
Nancy Jane Hershfield	2015	<b>Selectmen, Board of</b>	
Carol Hull	2016	Patricia A. Brown	2017
Robert W. Iuliano	2017	Robert C. Haarde	2016
Barbara F. Pryor	2017	Lawrence W. O'Brien	2015
Sarah M. Sogigian	2016	Leonard A. Simon	2016
		Charles C. Woodard	2015
<b>Health, Board of</b>			
Carol J. Bradford	2016	<b>Sudbury Housing Authority</b>	
Linda Marie Huet-Clayton	2015	Sherrill P. Cline	2019
Susan R. Sama	2017	Judith Deutsch (State apptee.)	2014
		Kaffee Kang	2016
<b>Lincoln-Sudbury Regional School District Committee</b>		Lydia Pastuszek	2018
Radha Raman Gargeya	2016	Steven J. Swanger	2017
Elena M. Kleifges	2017		
Nancy F. Marshall (Lincoln)	2015	<b>Sudbury School Committee</b>	
Kevin J. Matthews	2016	Robert CG Armour	2015
Patricia M. Mostue (Lincoln)	2017	Christine A. Hogan	2017
Gerald E. Quirk	2015	Ellen Winer Joachim	2017
		Scott B. Nassa	2016
		Lucie Swigart St. George	2015
<b>Moderator</b>			
Myron J. Fox	2015	<b>Water District Commissioners</b>	
		Elizabeth D. Eggleston	2017
<b>Park and Recreation Commission</b>		Michael C. Fee	2015
Robert C. Beagan	2015	Robert H. Sheldon	2016
Michael T. Ensley	2017		
Paul Griffin	2016	<b>Water District Officers</b>	
James J. Marotta	2015	Craig E. Blake	2015
Richard C. Williamson	2016	Robert K. Coe	2015
		B. Clark Taylor	2015

# ADMINISTRATION



*Sudbury Town Hall flying the  
Sudbury Celebrates 375 banner.  
Photograph by Elin Neiterman.*



## Board of Selectmen and Town Manager

The Board of Selectmen, in conjunction with the Town Manager, hereby submits the reports of the elected and appointed Town officials, boards, and committees for the year 2014 giving a summary of their activities and financial transactions in accordance with Article III, Section 2 of the Town Bylaws. Our report follows.

2014 will be remembered as a time of significant change in the Town's leadership. In March, long time Selectman John Drobinski lost his seat in a close election to Pat Brown, a member of the Planning Board. John had been a Selectman for 27 years, and provided key leadership in projects that will shape Sudbury for many years in the future. He was dedicated particularly to land preservation efforts, including most recently working to preserve the Pantry Brook Farm on Concord Road and the Nobscot Boy Scout land. Even in his last months of office, he was part of the bargaining team that reached agreement to have the Town purchase the Johnson Farm property, saving it from development. And Selectman Larry O'Brien announced his decision not to seek re-election, after serving 15 years as a member of the Board. Larry contributed significantly to Sudbury's financial stability during his time on the Board, particularly in areas regarding labor negotiations and making changes in employee health care that ultimately saved the Town millions of dollars. In addition, Larry played a significant role in expanding both affordable and senior housing opportunities throughout Sudbury during his 20 years of elected service beginning with his election to the Planning Board.

In December, Town Counsel Paul Kenny retired after serving the Town for 38 years. Paul's advice and litigation skills were relied on by many Town boards and staff over the years. His groundbreaking work in a suit the Town brought in connection with planned sale of the Mahoney Farm established more clearly the rights of towns when a property is under agreement with a town through the 61A program.

At the beginning of 2015, Town Manager Maureen G. Valente notified the Board of her plans to accept an appointment from State Treasurer Deb Goldberg to become a Deputy Treasurer of the Commonwealth. Maureen was the second Town Manager since the charter change in 1996. She is leaving after serving as Town Manager for 15 years and Finance Director for three years before that. Under her leadership, the Town was upgraded from AA to AA+ to AAA credit rating, the highest possible credit rating. A number of major capital projects were approved by voters during her tenure, including the DPW building, the Police Station and the Town Center Intersection Project. And she developed a top notch senior management team that works together with the Board of Selectmen to achieve Board goals and provide excellence in Town services.

The Board of Selectmen will miss the institutional knowledge provided by these four individuals, and thanks them for all they have contributed to the Town. The Board reorganized following the 2014 Annual Town Meeting. Chuck Woodard was elected to serve as Chairman and Pat Brown to serve as Vice-Chairman. Following the retirement of Paul Kenny, the Board interviewed law firms who had applied to become Sudbury's next Town Counsel, and the firm of Petrini & Associates of Framingham was selected by the Board. Barbara Saint Andre of Petrini & Associates of Framingham will serve as Sudbury's new Town Counsel. Finally, Assistant Town Manager Maryanne Bilodeau was appointed to serve as Interim Town Manager as the Board began the process of engaging in a search for the next Town Manager for Sudbury. They hope to have a new Town Manager selected and hired by the fall of 2015.

2014 marked the 375th anniversary of the incorporation of Sudbury as a Town. A committee appointed by the Board of Selectmen developed a yearlong program of entertaining and educational events, culminating with the Olde Time Community Fair on August 23, 2014 and a

Field Day with Fireworks on September 6, 2014. All of Sudbury joined in to celebrate this historic milestone and the Board recognized and thanked all members of the Committee.

The Police Station project received all final necessary approvals and appropriations in September, and a ground breaking ceremony was held on October 31. As envisioned back in 1990, the Police Station is being built on land adjacent to the Fire Headquarters property on Hudson Road, and upon completion will create a Public Safety campus in Sudbury. The Board of Selectmen will be studying what to do with the old Police Station on Route 20, particularly to see if the land could have a municipal use in the future.

As noted earlier, the Selectmen successfully negotiated the purchase of the Johnson Farm property to conserve this ecologically sensitive parcel of land for conservation and passive recreation uses and stopping the land from development. Collaborating with the Sudbury Valley Trustees on this project, trails and a parking area will be constructed on the property, allowing residents to enjoy the property and the significant abutting open spaces.

Significant effort was put into furthering plans for Rail Trail development. Funds were voted at the Annual Town Meeting to begin engineering work on the segment of the Bruce Freeman Rail Trail in Sudbury, which runs from the Concord border to its current terminus at the intersection of the MBTA corridor at Union Avenue, along the abandoned railroad lines. The Town has hired an engineering firm to begin this work, which includes surveying, data collection and preliminary design, as well as several public hearings. Additionally, discussions began between Town staff and the state Department of Conservation and Recreation (DCR) over next steps in creating the Mass Central Rail Trail along the east-west rail lines that run through Sudbury. DCR has leased the rail lines from the MBTA and is looking to work with the towns of Weston, Wayland, Sudbury and Hudson on creation of a recreational rail trail.

Planning for the future of the Route 20 business corridor was underway with studies for potential zoning changes that would have coincided with the potential addition of a wastewater treatment system when the Board of Selectmen was notified by Raytheon of their intent to close their plant in Sudbury by the end of 2016. This has the potential to have a major impact on several Board goals and projects, and the Board looks forward to working with the Planning Board and staff on how best to influence Raytheon's decisions on the sale and future use of this property.

The Board of Selectmen had commissioned two strategic financial planning committees: one to study funding of capital projects for the future, chaired by selectman Woodard, and one to make recommendations on how to begin addressing the Town's Other Post-Employment Benefits (OPEB) unfunded liabilities, chaired by Selectman O'Brien. Both committees completed their work and made final reports to the Board, with recommendations to begin substantial and sustained funding of these two areas to protect the Town's AAA credit rating and its ability to protect and preserve the infrastructure needed to provide high quality and affordable educational and municipal services into the future.

The Board also commissioned a committee to study what direction Sudbury should go to continue providing excellence in vocational educational opportunities for Sudbury students. The Vocational Education Options Committee was chaired by Selectman Pat Brown and they addressed three key questions. First, should Sudbury's Town Meeting approve the new 16-town regional agreement for Minuteman Regional Vocational High School in May? The VEOC recommends that Sudbury approve the agreement, because it provides for a mechanism to leave the district, unlike the current agreement, where it is virtually impossible to leave the district. Second, the VEOC addressed the question: Which vocational high school in our immediate area would best meet Sudbury's academic and budgetary needs? VEOC determined that Assabet Valley Regional Technical High School in Marlborough would best meet those needs. The third question

addressed is: should Sudbury participate in a regional vocational school as a member community or on some other, non-member basis? The VEOC would like more information before answering directly. If Sudbury withdrew from the Minuteman district, it could send students to Minuteman based upon an inter-municipal agreement which would probably include a per-student capital fee, and would not give Sudbury a seat on the regional school Committee. The VEOC confirmed we could send Sudbury students to other districts (assuming we were no longer members of Minuteman) as tuition students, but did not investigate the process of becoming members of Assabet, Nashoba, or Keefe Technical.

Work continues on several fronts to improve the Town's historical Town Center as a place for safe travel, community gathering, and effective governance. The Town Center traffic reconfiguration design was finalized and the Public Works department began installing drainage structures and stone walls in the work area, including the property at 15 Hudson Road, purchased to increase park land adjacent to Grinnell Park as well as provide additional stormwater drainage needed for the intersection project. Next summer, paving and new intersection control devices will be installed at the intersection. A design team is working on the final design for the expanded park area, which will include a memorial for those Sudbury residents killed in Iraq, Afghanistan, as well as future conflicts. Finally, preliminary design work is being completed on the Sudbury Town Hall repair/renovation project. The building has many parts and systems that require substantial work, and the Permanent Building Committee, working with Facilities Director Jim Kelly, is looking at various options to make the building upgrades and improve the functionality of the Town Hall, which today is virtually unusable for municipal office space. The overall goal of all this work at Town Center is to maintain the historic appearance of the area while making it safer,

more productive and enjoyable for many years to come.

We are pleased to report the Senior Means tested tax exemption program, enacted just for Sudbury on a pilot basis through a Special Act of the legislature, passed its first two years of implementation with flying colors, thanks to the hard work of the Board of Assessor's Office. A Progress Report on Sudbury's Means Tested Senior Tax Exemption Program summarizing the outcome of the program after year one was written by Dave Levington and Ralph Tyler, the two authors of the original Town Meeting article and can be found on the Town's website. The Board of Selectmen voted to submit an article to the 2015 Annual Town Meeting petitioning the General Court (state legislature) to allow Sudbury to continue the program in the future. We also note that newly elected Representative Carmine Gentile plans to offer legislation making the program open to all communities through general legislation, as a number of towns have contacted Sudbury to advise they will be filing Special Acts seeking to copy Sudbury's program.

We close by thanking all Town employees for their work providing services to Town residents, and all residents who have offered to serve on the Town's many boards and committees. It is a pleasure and an honor to be the Board of Selectmen/Town Manager of such an engaged and energetic community.

Respectfully submitted,

BOARD OF SELECTMEN

*Charles C. Woodard, Chair*

*Patricia A. Brown, Vice Chair*

*Robert C. Haarde*

*Lawrence W. O'Brien*

*Leonard A. Simon*

TOWN MANAGER

*Maureen G. Valente*

## Town Clerk

As the Chief Election Official, the Town Clerk is responsible for compliance with Federal, State and Town laws and bylaws, while 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. Other duties of the Town Clerk's Office include updating procedural manuals, road files, traffic rules and regulations; receiving and processing DBA and raffle applications; posting meeting and other official notices and documenting filing of Open Meeting Law, Ethics and Conflict of Interest documents; creating, maintaining and issuing certified vital records as well as certifying decisions of public bodies, signatures of Town Officials and official votes of Town Meetings.

2014 was another busy year for elections and Town Meetings. In addition to the Annual Town Election and Annual Town Meeting this year, we had a two Special Town Meetings, the State Primary Election, the State Election and three Special Town Elections.

The Town Clerk's Office sent out 6,414 census forms, including those hand-delivered to the assisted living and nursing home facilities. Based upon the returns from the census, the official number of residents in Sudbury as of May 1<sup>st</sup> was 18,133 and the official number of registered voters was 11,947. Residents must return the census to the Town Clerk each year in a timely fashion, as required by Massachusetts General Law, to maintain a current and accurate voting list.

A dog license form is included in the census mailing, as a courtesy to residents, enabling them

to promptly return the completed form with payment prior to the licensing deadline. As a result, the majority of the dog registrations are received with the completed census forms. In 2014, 2,412 dogs were licensed in Sudbury. Dogs must be licensed no later than March 31<sup>st</sup> to avoid a \$25 late fee. The licensing fee is \$15 for spayed and neutered dogs, and \$20 for unaltered dogs.

Our Annual Town Election was held March 31<sup>st</sup>, followed by the Annual Town Meeting, which was held at Lincoln-Sudbury Regional High School on May 5<sup>th</sup>. There were 47 articles on the warrant and the meeting continued for two additional nights, May 6<sup>th</sup> and 7<sup>th</sup>. Special extended office hours for voter registration were held 20 days prior to each of the six elections and the Annual Town Meeting and 10 days prior to the Special Town Meetings. The Town Clerk's Office appreciates the diligence and hard work of the Election Workers as well as the assistance, consideration and accommodation extended by Town Departments who participate in the conduct of well-run elections.

The Town Clerk's Office utilized Community Preservation Funding to continue restoration, preservation and digitization for several additional volumes of ancient records and to provide expanded access to documents entrusted to our care. Our scanning of historic documents and transcription of these records continues and many of them are available on the departmental website: [sudbury.ma.us/departments/Clerk](http://sudbury.ma.us/departments/Clerk).

Town Meeting Proceedings, Historic Bylaws, as well as many other records and forms frequently requested by the public can be found on our site. The Town Clerk's Office strives to provide service and assistance to residents and visitors in a timely, courteous and professional manner.

**2014**  
**State Elections/Town Elections/Town Meetings**

<b>Date</b>	<b>Election</b>	<b>Turnout</b>	<b>Eligible Voters</b>
March 31	Annual Town Election	26%	11,929
June 24	Special Town Election	6.2%	11,932
September 9	State Primary Election	21%	11,951
September 9	Special Town Election	21%	11,951
November 4	State Election	63%	12,017
December 9	Special Town Election	13%	11,958

<b>Date</b>	<b>Town Meeting</b>	<b>Turnout</b>	<b>Eligible Voters</b>
May 5, 6, 7	Annual Town Meeting	5%	12,001
Sept. 4	Special Town Meeting	1.5%	11,945
Dec. 3	Special Town Meeting	4.1%	11,974

**Town Clerk Financial Report**

Town Clerk Fees	22,865
List of Persons	690
Extract on Disk	620
Bylaws (Zoning & General)	80
Maps	55
Copies	119
Other (Postage)	9
Miscellaneous (Non-dog Bylaw Violations)	2,300
Dog Licenses and Kennels	36,600
Dog Late Fees and Bylaw Violations	3,050
Replacement Dog Tags	12
Planning Board Rules and Regulations	0
<b>Total Revenue</b>	<b>66,215</b>

**Statistics**

Certified Vital Records and Burial Permits Issued	1,107
Business Certificates Issued	156
Generated and Delivered Yearly Census	6,414
Returned and Processed Census	97%
Number of Processed and New Registered Voters	654
Official Voter Population	11,947
Official Population	18,133
Licensed Dogs	2,412
Number of Absentee Ballots Processed	1,187
Notary Public Services Provided	189
Certificates of Residency	108

## **Summary of 2014 Town Meetings**

### **Annual Town Meeting May 5, 6 and 7**

The following is a summary of the actions taken by the Annual Town Meeting. A more detailed Town Meeting Proceedings appears in a separate document prepared by the Town Clerk.

#### **IN MEMORIAM RESOLUTION**

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: Doris L. Bergen, Amy Butler, Parker Coddington, Marianne D'Angelo, Winifred C. Grinnell, Richard Hawes, Thomas B. Hooper, Ethel Iannarelli, Joanne Kogan, Berthe L. Lessard, Mary-Lee Mahoney-Emerson, Earl D. Midgley, Derek O. Oram, Virginia Perkins, John S. Sklenak, William Waldsmith Jr., John W.P. Young Jr.

#### **Article 1. HEAR REPORTS**

Unanimously voted to accept the reports of the Town boards, commissions, officers, and committees as printed in the 2013 Town Report or as otherwise presented, subject to the correction of errors, if any, where found.

#### **Article 2. FY13 BUDGET ADJUSTMENTS**

Unanimously voted to amend the vote taken under Article 4, FY14 Budget, of the 2013 Annual Town Meeting by transfer from 900: Employee Benefits to 400: Public Works, \$235,000; 900: Employee Benefits to 300: Sudbury Public Schools, Net, \$253,165; 200: Public Safety to Ambulance Receipts Reserve for Appropriation Fund, \$40,000.

#### **Article 3. STABILIZATION FUND**

Unanimously voted to indefinitely postpone

#### **Article 4. FY14 BUDGET LIMITING**

Unanimously voted that the amount appropriated under the FY15 No Override budget not exceed the sum of \$85,083,102.

#### **Article 4. FY14 BUDGET**

Voted that the Town appropriate the following sums of money: from Ambulance Reserve for Appropriation Acct. to (200) Public Safety, \$830,072; the sum of \$5,704,418 set forth as Sudbury Public Schools Employee Benefits to be immediately transferred and added to item 900: Town Employee Benefits, so that the Employee Benefits total will be \$10,083,029, to be expended under the Town Manager; and to authorize the Town Manager to transfer \$1,069,290 of the funds from Item 900 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; and to authorize the purchase of equipment funded under this budget by entering into lease purchase agreements;

EXPENDITURES	FY14	FY15	FY15	Diff
	Appropriated	Warrant	Town Meeting	
300: Sudbury Public Schools: Net	31,920,098	32,688,171	32,816,882	128,711
300: SPS Employee Benefits (1)	5,661,658	5,704,418	5,704,418	-
Sub-total SPS Net	37,581,756	38,392,589	38,521,300	128,711
300: LS Operating Assessment: Net	19,791,903	20,726,735	20,726,735	-
300: LS Operating Debt Service Assessment	1,946,994	688,613	688,613	-
Sub-total LS Assessments Net	21,738,897	21,415,348	21,415,348	-
300: Minuteman Regional Assessment	444,837	549,340	549,340	-
<b>Total: Schools</b>	<b>59,765,490</b>	<b>60,357,278</b>	<b>60,485,989</b>	<b>128,711</b>
100: General Government	2,549,815	2,629,972	2,629,972	-
200: Public Safety (2)	6,948,250	7,125,079	7,125,079	-
400: Public Works	4,892,309	4,956,982	4,956,982	-
500: Human Services	598,570	656,715	656,715	-
600: Culture & Recreation	1,116,228	1,175,691	1,175,691	-
900: Town Employee Benefits	4,308,537	4,378,611	4,378,611	-
900: Town-wide Operating & Transfer	397,699	417,112	456,902	39,790
<b>Total: Town Departments</b>	<b>20,811,408</b>	<b>21,340,162</b>	<b>21,379,952</b>	<b>39,790</b>
700: Town Debt Service	3,143,019	3,060,663	3,060,663	-
<b>TOTAL: OPERATING BUDGET</b>	<b>83,719,917</b>	<b>84,758,102</b>	<b>84,926,603</b>	<b>168,501</b>

(not including Capital or Enterprise Funds)

#### Article 5. FY14 TRANSFER STATION ENTERPRISE FUND BUDGET

Unanimously voted to appropriate the sum of \$312,186 for the Transfer Station Enterprise Fund for FY15, and further to authorize use of an additional \$16,255 of Enterprise Fund receipts for indirect costs; such sums to be raised by \$328,441 in receipts of the Enterprise.

#### Article 6. FY14 POOL ENTERPRISE FUND BUDGET

Unanimously voted to appropriate the sum of \$547,891 for the Pool Enterprise Fund for FY15; such sum to be raised from \$525,000 in receipts of the Enterprise and use of retained earnings of \$22,891 of the Enterprise.

#### Article 7. FY14 RECREATION FIELD MAINTENANCE ENTERPRISE FUND AND BUDGET

Unanimously voted to appropriate the sum of \$221,128 for the Recreation Field Maintenance Enterprise Fund for FY15; and to authorize use of an additional \$20,879 of Enterprise Fund receipts for indirect costs; such sums to be raised from \$206,000 in receipts of the Enterprise and use of retained earnings of \$36,007 of the Enterprise.

#### Article 8. UNPAID BILLS

Indefinitely postponed.

#### Article 9. CHAPTER 90 HIGHWAY FUNDING

Unanimously voted 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 10. REAL ESTATE EXEMPTION

Unanimously voted pursuant to Chapter 73, Section 4, of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, to allow for an increase of up to 100% of the current exemption amounts under Clauses 17D (E), 22, 37A, and 41C (D) of Chapter 59, Section 5, for fiscal year 2015.

#### Article 11. TOWN/SCHOOL REVOLVING FUNDS

Unanimously voted to authorize for FY15 the use of revolving funds under M.G.L. c.44, s. 53E ½, by the following Departments of the Town in accordance with the description for each fund placed on file with the Town Clerk, said funds to be maintained as separate accounts set forth as follows:

<u>Fund</u>	<u>Department</u>	<u>Maximum Amount</u>
Plumbing & Gas Inspectional Services	Building Inspector	\$ 50,000
Portable Sign Administration & Inspectional Services	Building Inspector	\$ 10,000
Conservation (Trail Maintenance)	Conservation Commission	\$ 5,000
Conservation (Wetlands)	Conservation Commission	\$ 35,000
Council on Aging Activities	Council on Aging	\$ 35,000
Council on Aging Van Transportation (MWRTA)	Council on Aging	\$ 100,000
Cemetery Revolving Fund	DPW Director	\$ 20,000
Fire Department Permits	Fire Chief	\$ 45,000
Goodnow Library Meeting Rooms	Goodnow Library	\$ 10,500
Recreation Programs	Park and Recreation Commission	\$ 542,000
Teen Center	Park and Recreation Commission	\$ 20,000
Youth Programs	Park and Recreation	\$ 110,000
Bus	Sudbury Schools	\$ 450,000
Instrumental Music	Sudbury Schools	\$ 100,000
Cable Television	Town Manager	\$ 30,000
Regional Housing Services	Town Manager	\$ 5,000
Rental Property	Town Manager	\$ 40,000
Dog	Treasurer/Collector	\$ 60,000
Zoning Board of Appeals	Zoning Board of Appeals	\$ 25,000

<u>Fund</u>	<u>Department</u>	<u>Maximum Amount</u>
Plumbing & Gas Inspectional Services	Building Inspector	\$ 50,000
Portable Sign Administration & Inspectional Services	Building Inspector	\$ 10,000
Conservation (Trail Maintenance)	Conservation Commission	\$ 5,000
Conservation (Wetlands)	Conservation Commission	\$ 35,000
Council on Aging Activities	Council on Aging	\$ 35,000
Council on Aging Van Transportation (MWRTA)	Council on Aging	\$ 100,000
Cemetery Revolving Fund	DPW Director	\$ 20,000
Fire Department Permits	Fire Chief	\$ 45,000
Goodnow Library Meeting Rooms	Goodnow Library	\$ 10,500
Recreation Programs	Park and Recreation Commission	\$ 542,000
Teen Center	Park and Recreation Commission	\$ 20,000
Youth Programs	Park and Recreation	\$ 110,000
Bus	Sudbury Schools	\$ 450,000
Instrumental Music	Sudbury Schools	\$ 100,000
Cable Television	Town Manager	\$ 30,000
Regional Housing Services	Town Manager	\$ 5,000
Rental Property	Town Manager	\$ 40,000
Dog	Treasurer/Collector	\$ 60,000
Zoning Board of Appeals	Zoning Board of Appeals	\$ 25,000

and to confirm that said funds have been established in accordance with M.G.L. c.44 s. 53E ½;

#### Article 12. RECIND/AMEND BORROWINGS

Unanimously voted to amend (reduce) the votes authorizing borrowings taken under various Annual and Special Town Meetings under the following articles:

1. Article 33 of the 2008 Annual Town Meeting, by reducing the amount authorized thereunder by the sum of \$500,000

Article 34 of the 2008 Annual Town Meeting, by reducing the amount authorized thereunder by the sum of \$10,000

Article 1 of the 2001 Special Town Meeting, by reducing the amount authorized thereunder by the sum of \$1,060,000

Article 1 of the 2012 Special Town Meeting, by reducing the amount authorized thereunder by the sum of \$378,000



**Article 13. FY14 CAPITAL BUDGET**

Unanimously voted to appropriate the sum of \$296,000 for the purchase or acquisition of capital items including but not limited to capital equipment, lease-purchases, construction, engineering, design and renovation to buildings; said sum to be raised by taxation; to allow the purchase of equipment hereunder by entering into lease-purchase agreements; and to authorize the Town Manager to allocate funds between the underlying departments as needed.

<u>Fund</u>	<u>Department</u>	<u>Maximum Amount</u>
Plumbing & Gas Inspectional Services	Building Inspector	\$ 50,000
Portable Sign Administration & Inspectional Services	Building Inspector	\$ 10,000
Conservation (Trail Maintenance)	Conservation Commission	\$ 5,000
Conservation (Wetlands)	Conservation Commission	\$ 35,000
Council on Aging Activities	Council on Aging	\$ 35,000
Council on Aging Van Transportation (MWRTA)	Council on Aging	\$ 100,000
Cemetery Revolving Fund	DPW Director	\$ 20,000
Fire Department Permits	Fire Chief	\$ 45,000
Goodnow Library Meeting Rooms	Goodnow Library	\$ 10,500
Recreation Programs	Park and Recreation Commission	\$ 542,000
Teen Center	Park and Recreation Commission	\$ 20,000
Youth Programs	Park and Recreation	\$ 110,000
Bus	Sudbury Schools	\$ 450,000
Instrumental Music	Sudbury Schools	\$ 100,000
Cable Television	Town Manager	\$ 30,000
Regional Housing Services	Town Manager	\$ 5,000
Rental Property	Town Manager	\$ 40,000
Dog	Treasurer/Collector	\$ 60,000
Zoning Board of Appeals	Zoning Board of Appeals	\$ 25,000

**Article 14. CONSTRUCT POLICE HEADQUARTERS**

Voted by more than two-thirds to appropriate the sum of \$7,200,000, to be expended under the direction of the Permanent Building Committee for the purpose of constructing a new Police Department Headquarters and appurtenant structures on Town-owned land adjacent to the existing Fire Headquarters, site development, purchasing additional equipment, technology, furniture, landscaping, and all expenses connected therewith, including professional, engineering, and architectural services and preparation of plans, specifications and bidding documents, supervision of work, relocation and borrowing costs including bond and note issue expense, and to raise this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow \$7,200,000 under G.L. c.44 § 7.

**Article 15. PURCHASE OF FIRE DEPARTMENT AMBULANCE AND FIRE ENGINE-FY15 CAPITAL EXCLUSION**

Unanimously voted to appropriate the sum of \$685,000 for the Fiscal Year 2015 purchase or acquisition of a Type I or III Ambulance or equivalent and associated equipment and the purchase or acquisition of one Fire Engine and associated equipment; said sum to be raised by taxation; all appropriations hereunder to be contingent upon the approval of a Proposition 2 ½ Capital Expenditure Exclusion for FY15 in accordance with G.L. c.59, §.21C(i1/2).

**Article 16. DPW ROLLING STOCK REPLACEMENT**

Voted to appropriate the sum of \$558,300 for purchase of rolling stock/vehicles/equipment for the Department of Public Works; said sum to be raised by transfer from Free Cash.

Article 17. TECHNOLOGY INFRASTRUCTURE IMPROVEMENT -LINCOLN-SUDBURY REGIONAL HIGH SCHOOL

Voted to appropriate the sum of \$620,000 to be expended under the direction of the Lincoln-Sudbury Regional District's School Committee, for the purpose of purchasing technology infrastructure equipment, installing, constructing, reconstructing, or making extraordinary repairs to the facility for the purposes of installation and all expenses therewith including professional and engineering, the preparation of plans, specification and bidding documents, supervision of work; said sum to be raised by transfer from Free Cash.

Article 18. PURCHASE OF NEW PHONE SYSTEM - ISRAEL LORING ELEMENTARY SCHOOL

Voted to appropriate the sum of \$40,000 to be expended under the direction of the Sudbury Public Schools School Committee for the purchase of a new phone system and any expenses in connection therewith for the Israel Loring Elementary School, said sum to be raised by transfer from Free Cash.

Article 19. SCHOOL DRIVEWAYS PARKING LOT AND SIDEWALKS IMPROVEMENTS

Voted to appropriate the sum of \$330,000, to be expended under the direction of the Facilities Director, for the purpose of construction, reconstructing, or making extraordinary repairs to the Sudbury Public Schools driveways, parking lots and sidewalks and any expenses in connection therewith; said sum to be raised by transfer from Free Cash.

Article 20. PURCHASE OF TECHNOLOGY DEVICES – EPHRAIM CURTIS MIDDLE SCHOOL

Voted to appropriate the sum of \$70,000 to be expended under the direction of the Sudbury Public Schools School Committee for the purchase of technology devices, Google *Chromebook* laptops, and any expenses in connection therewith for the sixth and seventh grade students at the Ephraim Curtis Middle School, said sum to be raised by transfer from Free Cash.

Article 21. FAIRBANK COMMUNITY CENTER ROOF PROJECT

Voted to appropriate the sum of \$100,000 to be expended for the purpose of making repairs to selected portions of the flat roof areas labeled 3, 4 and 6 on the Russo Barr Roof Plan at the Fairbank Community Center and all expenses connected therewith including professional and engineering, the preparation of plans, specifications and bidding documents; said sum to be raised by transfer of \$100,000 from Article 18 of the 2012 Annual Town Meeting.

Article 22. ENERGY SERVICES COMPANY ENERGY IMPROVEMENT PROGRAM

Voted by more than two-thirds to authorize the amount of \$1,093,073 for the purpose of energy conservation and energy related improvements to public buildings owned by the Town of Sudbury; and further, the Town Manager with the approval of the Board of Selectmen is authorized to enter into a lease financing agreement with respect to such improvements with a principal amount of \$1,093,073, said funding to be expended under the direction of the Town Manager; and further to authorize a so-called performance based energy contract pursuant to M.G.L. c. 25A, s.11C for a term of not more than 15 years for the purpose of making said energy conservation and energy related improvements and guaranteeing the projected financial savings from those improvements and upon such other terms and conditions as the Town Manager with the approval of the Board of Selectmen may determine; payments under the lease financing will be made from energy savings from individual budgets.

Article 23. NIXON SCHOOL – PARTIAL ROOF, WINDOW AND DOOR REPLACEMENTS

Unanimously voted to indefinitely postpone

Article 24. DPW ROLLING STOCK STABILIZATION FUND

Voted by more than two-thirds to appropriate the sum of \$100 to be placed in a special Stabilization Fund established under this article for the purpose of replacing or adding to existing Department of Public

Works' rolling stock equipment; towards the purchase, lease or debt service payments for said items classified as such; said sum to be raised by transfer from Free Cash.

**Article 25. ENERGY SAVING PROGRAMS STABILIZATION FUND**

Voted by more than two-thirds to appropriate the sum of \$20,000 to be placed in a special Stabilization Fund established under this article for the purpose of acquiring, installing or otherwise implementing energy saving capital projects; towards the purchase, lease or debt service payments for said items or programs classified as such; said sum to be raised by transfer from Article 4, FY14 Budget 300: Sudbury Public Schools: Net \$10,000 and from Article 4, FY14 Budget 400: Public Works, \$10,000.

**Article 26. CONDUCT FEASIBILITY STUDY FOR WASTEWATER DISPOSAL OPTIONS FOR RTE. 20 BUSINESS DISTRICT**

Unanimously voted to indefinitely postpone

**Article 27. AMENDMENTS TO THE DISTRICT AGREEMENT OF THE MINUTEMAN REGIONAL VOCATIONAL SCHOOL DISTRICT**

Unanimously voted to indefinitely postpone

**Article 28. CHAPTER 110, SECTION 110 of the Acts of 1993, DISABLED VETERANS' EXEMPTION RESIDENCY REQUIREMENT**

Unanimously voted, pursuant to Chapter 110 Section 110 of the Acts of 1993, to accept the following paragraph inserted after Clause 22E Section 5 of Chapter 59 of the Massachusetts General Laws:

Notwithstanding the provisions of this section, in any city or town which accepts the provisions of this paragraph, said exemptions available under clauses twenty-second, twenty-second A, twenty-second B, twenty-second C, twenty-second D and twenty-second E may be granted to otherwise eligible persons who have resided in the commonwealth for one year prior to the date of filing for exemptions under the applicable clause.

**Article 29. COMMUNITY PRESERVATION FUND – TOWN-WIDE WALKWAYS**

Unanimously voted to appropriate \$50,000 from the Community Preservation Act funds, as recommended by the Community Preservation Committee, for the purpose of constructing new walkways within the Town, such design and construction to be guided by the spirit and intent of the Town of Sudbury 2001 Master Plan, the February 2000 Report of the Walkway Committee, the July 2005 Sudbury Board of Selectmen directive regarding public works projects on Scenic Roads, and by recommendation of the Town of Sudbury Planning Board, the Director of Planning and Community Development, and the Director of the Department of Public Works. All appropriations will be allocated to the Recreation category and funded from FY15 Revenue.

**Article 30. COMMUNITY PRESERVATION FUND – SUDBURY HOUSING TRUST 10% ALLOCATION**

Voted to appropriate \$100,000 of Community Preservation Act Funds from FY15 Revenue, as recommended by the Community Preservation Committee, for the purpose of providing funds to the Sudbury Housing Trust in support of its efforts to provide for the preservation and creation of affordable housing. All appropriations will be allocated to the Community Housing category and funded from FY15 Revenue.

**Article 31. COMMUNITY PRESERVATION FUND – HISTORIC PROJECTS**

Voted to appropriate \$162,500 from the Community Preservation Act Funds, as recommended by the Community Preservation Committee, for the purpose of completing the following projects as proposed and recommended by the Sudbury Historical Commission: restoration of approximately 150 gravestones

in Sudbury cemeteries and restoration and preservation of the historic war monuments in Sudbury. All appropriations will be allocated to the Historic category and funded from Historic Reserves or FY15 Revenue.

**Article 32. COMMUNITY PRESERVATION FUND – BRUCE FREEMAN RAIL TRAIL DESIGN**  
Voted to appropriate the sum of \$150,000 of Community Preservation Act funds from FY15 Revenue, as recommended by the Community Preservation Committee, for the purpose of preparing the 25% design plan for the full 4.4 mile Bruce Freeman Rail Trail in Sudbury to MA DOT standards, and to redirect remaining funds in the amount of \$27,684.65 from Article 24 of the 2007 Annual Town Meeting (BFRT Base Map) and \$24,807.50 from Article 27 of the 2009 Annual Town Meeting (BFRT Concept Plan) to be used for this purpose. All appropriations will be allocated to the Recreation category.

**Article 33. COMMUNITY PRESERVATION FUND – MELONE PROPERTY ENGINEERING**  
Voted to appropriate \$150,000 of Community Preservation Act funds from FY15 Revenue, as recommended by the Community Preservation Committee, to complete a Master Plan for the Melone property for development of rental housing which counts towards the Town’s 10% affordable housing goal, as well as complementary and/or accessory open space and recreation uses. All appropriations will be allocated to the Community Housing category and funded from FY15 Revenue.

**Article 34. COMMUNITY PRESERVATION FUND – SHA PRESERVATION PROJECT**  
Unanimously voted to appropriate \$200,000 of Community Preservation Act funds from FY15 Revenue, as recommended by the Community Preservation Committee, for the purpose of replacing the ceramic tile tub surrounds in 62 units of housing at Musketahquid Village which is necessary to preserve the structural integrity of the building. All appropriations will be allocated to the Community Housing category and funded from FY15 Revenue.

**Article 35. COMMUNITY PRESERVATION FUND – AMEND ARTICLE 43 OF THE 2006 ANNUAL TOWN MEETING, SUDBURY HOUSING AUTHORITY UNIT BUY-DOWN**  
Unanimously voted to amend Article 43 of the 2006 Annual Town Meeting by removing the deadline for completion of the project, as recommended by the Community Preservation Committee.

**Article 36. COMMUNITY PRESERVATION FUND – REVERSION OF FUNDS**  
Unanimously voted to return the unused balances from prior article authorizations voted at prior Town Meetings, which projects have been completed, or otherwise, into the CPA unrestricted reserves account:

2006 ATM Article 41	Hearse House Relocation and Restoration	\$ 2,213.57
2008 ATM Article 27	Hosmer Painting Appraisal	\$ 2,800.00
2008 ATM Article 34	Nobscot Preservation Phase 2	\$ 3,224.83
2009 ATM Article 22	Land Preservation, 79 Lincoln Lane	\$25,000.00
2009 ATM Article 25	Historic Preservation Projects	\$ 390.00
2010 ATM Article 30	Tomb Door Restoration	<u>\$21,125.00</u>
		\$54,753.40

**Article 37. COMMUNITY PRESERVATION FUND – GENERAL BUDGET AND APPROPRIATIONS**

Unanimously voted to appropriate the sums as recommended by the Community Preservation Committee, in the following Community Preservation budget for FY15 Community Preservation Surtaxes:

\$ 80,000 Administrative and Operating Cost  
\$1,217,635 Debt Service

and further to reserve the following funds:

§ 115,408 for Historic Reserves

Article 38. AMEND ZONING BYLAW, ARTICLE IX – MEDICAL MARIJUANA TREATMENT CENTERS

Voted by more than two-thirds to amend Article IX (the Zoning Bylaw), as follows:

To amend the Zoning Bylaw by repealing the “Section 8000. Temporary Moratorium on Medical Marijuana Treatment Centers” adopted at the 2013 Annual Town Meeting.

Amend Zoning Bylaw Section 7000, Definitions, to add the following new definition:

“Medical Marijuana Treatment Center” shall mean a “not-for-profit entity, as defined by Massachusetts law only, registered by the MA Department of Public Health, that acquires, cultivates, possesses, processes (including development of related products such as food, tinctures, aerosols, oils or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing marijuana, related supplies, or educational materials to qualifying patients or their personal caregivers.”

Amend the Zoning Bylaw Section 2230, Table of Principal Use Regulations as follows:

Add a new use in C. Commercial, Medical Marijuana Treatment Center, which is allowed in the following zoning districts

Principal Use	A-Res	C-Res	WI	BD	LBD	VBD	ID	LID	IP	RD
Medical Marijuana Treatment Center	N	N	N	N	N	N	SP*	SP*	N	N

\*Medical Marijuana Treatment Centers shall only be allowed in ID-2, ID-4, ID-6 and LID-1.

Amend the Zoning Bylaw by adding the following new section 4600, Medical Marijuana Treatment Centers:

4600. Medical Marijuana Treatment Centers.

4610. Purpose: To provide for the placement of Medical Marijuana Treatment Centers, in accordance with the Humanitarian Medical Use of Marijuana Act, G.L. c.94C, App. §1-1, et seq., in locations suitable for lawful medical marijuana facilities and to minimize adverse impacts of Medical Marijuana Treatment Centers on adjacent properties, residential neighborhoods, schools, playgrounds and other locations where minors congregate by regulating the siting, design, placement, security, and removal of Medical Marijuana Treatment Centers.

4620. General Regulations: Medical Marijuana Treatment Centers may be permitted in the Industrial District 2 (ID-2), Industrial District 4 (ID-4), Industrial District 6 (ID-6) and Limited Industrial District 1 (LID-1) pursuant to a Special Permit issued by the Planning Board.

4621. Location: Medical Marijuana Treatment Centers may not be located within 500 feet of the following protected uses which are lawfully existing at the time of application for a Special Permit under this section 4600:

schools, including a public or private elementary, vocational, or secondary school or a public or private college, junior college, or university;

licensed child care facilities;

public libraries;

public playgrounds and public parks;

public or private youth centers, recreational fields or recreational facilities;

public swimming pools; or

similar facilities which provide services exclusively or predominantly to minors (dance studio, tutoring establishments, etc.), but not including restaurants, retail establishments or other commercial uses which are frequented by the general public, as identified by the Planning Board.

4622. The distance under this section is measured in a straight line from the nearest point of the property line of the protected uses identified in this section to the nearest point of the property line of the proposed Medical Marijuana Treatment Center.

4623. Location waiver: The distance requirement may be reduced by up to twenty-five percent (25%), but only if:

The applicant demonstrates that the Medical Marijuana Treatment Center would otherwise be effectively prohibited within the municipality;

The applicant demonstrates that the Medical Marijuana Treatment Center will employ adequate security measures to prevent diversion of medical marijuana to minors who are not qualifying patients pursuant to 105 CMR 725.004.

4624. Other restrictions:

No Medical Marijuana Treatment Center may remain open for business past 9:00 P.M.

There shall be no use of products or sampling of products at a Medical Marijuana Treatment Center.

No marijuana or marijuana-based product shall be made, sold, grown or cultivated, interior or exterior, of a residential dwelling unit. Sale, processing, growing and related cultivation activities shall occur only in districts as permitted in this Bylaw, except as allowed under Massachusetts law.

4630. Procedure:

4631. Application: In submitting an application to the Planning Board, the applicant shall include:

A copy of its registration as a Medical Marijuana Treatment Center from the Massachusetts Department of Public Health (DPH);

Detailed floor plan of the premises of the proposed Medical Marijuana Treatment Center that identifies the square footage available and describes the functional areas of the Medical Marijuana Treatment Center, including areas for cultivating, any preparation or processing of products and retail sales area;

Detailed site plans that include the following information:

Compliance with the requirements for parking and loading spaces calculated separately for each area of use identified in the floor plans

Compliance with all dimensional requirements of section 2600, and all other provisions of this Bylaw;

Design and appearance of proposed buildings, structures, signs, screening and landscaping; and

Compliance with the Special Permit Criteria set forth in section 6220 of the Zoning Bylaw.

A description of the security measures, including employee security policies, approved by DPH for the Medical Marijuana Treatment Center;

A copy of the emergency procedures approved by DPH for the Medical Marijuana Treatment Center;

A copy of the policies and procedures for patient or personal caregiver home-delivery approved by DPH for the Medical Marijuana Treatment Center;

A copy of the policies and procedures for the transfer, acquisition, or sale of marijuana between Medical Marijuana Treatment Centers approved by DPH;

A copy of proposed waste disposal procedures; and

A description of any waivers from DPH regulations issued for the Medical Marijuana Treatment Center.

4632. The Planning Board shall refer copies of the application to the Board of Selectmen, Town Counsel, Building Department, Fire Department, Police Department, Board of Health, Conservation Commission, Town Engineer and any other boards, departments or committees as it may deem necessary or appropriate. The boards/departments shall review the application and shall submit their written recommendations. Failure to make recommendations within 35 days of referral of the application shall be deemed lack of opposition.

4633. After notice and public hearing and consideration of application materials, consultant reviews, public comments, and the recommendations of other town boards and departments, the Planning Board may act upon such a permit.

4640. Special Permit Conditions on Medical Marijuana Treatment Centers: The Planning Board shall impose conditions reasonably appropriate to improve site design, traffic flow, protect ground and surface water quality, air quality, and significant environmental resources, ensure public safety and otherwise serve the purpose of this section. In addition to any specific conditions applicable to the applicant's Medical Marijuana Treatment Center, the Planning Board shall include the following conditions in any special permit granted under this Bylaw:

4641. Hours of Operation, including dispatch of home deliveries;

4642. The permit holder shall file a copy of any Incident Report required under 105 CMR 725.110(F) with the Zoning Enforcement Officer and the Sudbury Police Department within 24 hours of creation by the Medical Marijuana Treatment Center. Such reports may be redacted as necessary to comply with any applicable state or federal laws and regulations;

4643. The permit holder shall file a copy of any summary cease and desist order, cease and desist order, quarantine order, summary suspension order, order limiting sales, notice of a hearing, or final action issued by DPH or the Division of Administrative Law Appeals, as applicable, regarding the Medical

Marijuana Treatment Center with the Zoning Enforcement Officer and Sudbury Police Department within 48 hours of receipt by the Medical Marijuana Treatment Center.

4644. The permit holder shall provide to the Zoning Enforcement Officer and Sudbury Police Department, the name, telephone number and electronic mail address of a contact person in the event that such person needs to be contacted after regular business hours to address an urgent issue. Such contact information shall be kept updated by the permit holder.

4645. The special permit shall terminate within five years of its issuance. If the permit holder wishes to renew the special permit, an application to renew the special permit must be submitted at least 120 days prior to the expiration of the special permit.

4646. The special permit shall be limited to the current applicant and shall lapse if the permit holder ceases operating the Medical Marijuana Treatment Center.

4647. The special permit shall lapse upon the expiration or termination of the applicant's registration by DPH.

4648. The permit holder shall notify the Zoning Enforcement Officer and Planning Board in writing within 48 hours of the cessation of operation of the Medical Marijuana Treatment Center or the expiration or termination of the permit holder's registration with DPH.

4650. Exemption from Medical Marijuana Treatment Center Special Permit Requirement: Medical Marijuana Treatment Centers that demonstrate that they are protected pursuant to the agricultural exemption under G.L. c.40A Section 3 are not required to obtain a special permit, but shall obtain Site Plan Approval pursuant to Section 6300 of the Zoning Bylaw.

4660. Prohibition Against Nuisances: No Medical Marijuana Treatment Center shall be permitted to create a nuisance to abutters or to the surrounding area, or create any hazard, including but not limited to fire, explosion, fumes, gas, smoke, odors, obnoxious dust, vapors, offensive noise or vibration, flashes, glare, objectionable effluent or electrical interference, which may impair the normal use and peaceful enjoyment of any property, structure or dwelling in the area.

4670. Severability: The provisions of this Bylaw are severable. If any provision, paragraph, sentence, or clause of this Bylaw or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this Bylaw;

Article 39. AMEND ZONING BYLAW, ARTICLE IX, SECTION 2326, ACCESSORY STRUCTURES Voted by more than two-thirds to amend Article IX (the Zoning Bylaw), as follows:

Amend Section 2326 to replace the words "12 feet in length on any side, or with a maximum gross floor area of one hundred twenty square feet, whichever is less" with the words "16 feet in length on any side, or with a maximum gross floor area of two hundred (200) square feet, whichever is less".

Article 40. AMEND ZONING BYLAW, ARTICLE IX, SECTION 4100, FLOOD PLAIN OVERLAY DISTRICT

Voted by more than two-thirds to amend Article IX (the Zoning Bylaw), section 4100 (Flood Plain Overlay District) as follows:

Delete section 4130 and replace with the following:



4130. Location. The Flood Plain Overlay District shall consist of the several areas shown as flood plains on the following described maps or as otherwise described:

Flood Plain Boundaries

The Flood Plain District is herein established as an overlay district. The District includes all “special flood hazard areas inundated by 100-year flood” within the Town of Sudbury designated as Zones A and AE and “floodway areas in Zone AE” on the Middlesex County Flood Insurance Rate Map (FIRM), issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Middlesex County FIRM that are wholly or partially within the Town of Sudbury are panel numbers 25017C0362F, 25017C0363F, 25017C0364F, 25017C0366F, 25017C0367F, 25017C0368F, 25017C0369F, 25017C0386F, 25017C0388F, 25017C0501F, 25017C0502F, 25017C0506F, 25017C0507F, 25017C0508F and 25017C0509F dated July 7, 2014. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Flood Insurance Study booklet dated July 7, 2014. The FIRM and Flood Insurance Study booklet are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Official, Conservation Commission and Engineering Department.

Floodway Data

In Zones A and AE along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

The areas in the Flood Plain Overlay District are hereby deemed to be subject to seasonal or periodic flooding, and the use of land in any such area is hereby declared to be dangerous to the health and safety of occupancy thereof, and each said area shall be known as a Flood Plan.

Delete section 4143 and replace with the following:

4143. Encroachments, including fill, new construction, substantial improvements and other development within any floodway shown on the Middlesex County Flood Insurance Rate Map for the Town of Sudbury Community No. 250217, dated July 7, 2014, prepared by the Federal Emergency Management Agency under the National Flood Insurance Program (on file with the Town Clerk and incorporated herein by reference), which would result in any increase in the 100- year flood level are prohibited, and no special permit shall be issued to allow such encroachments.

Delete section 4181 and 4183 and replace with the following:

4181. Massachusetts State Building Code as to floodplain and coastal high hazard areas (currently 780 CMR);

4183. Inland Wetlands Restriction, DEP (currently 310 CMR 13.00);

Article 41. AMEND ZONING BYLAW, ARTICLE IX, SECTION 4500 (WASTEWATER FACILITIES BYLAW) TO DELETE THIS BYLAW IN IN ITS ENTIRETY

Voted by more than two-thirds to amend Article IX (the Zoning Bylaw) as follows: Delete section 4500 in its entirety.

Article 42. SALE OF LAND – LAFAYETTE DRIVE  
Defeated

Article 43. RESOLUTION: ADOPT CHAPTER 61 LANDS POLICY  
Defeated

Article 44. RESOLUTION ON FOSSIL FUEL DIVESTMENT

Voted to request the Board of Selectmen to endorse proposed state legislation requiring divestment of statewide retirement funds (Pension Reserve Investment Trust (PRIT)) from fossil fuel companies as set forth in the following Resolution.

Article 45. UTILIZE A PORTION OF CURRENT CPA FUNDS TO FUND THE CONSERVATION FUND

Moderator declared article invalid.

Article 46. WETLANDS ADMINISTRATIVE BYLAWS: PROJECTS FUNDED WITH COMMUNITY PRESERVATION FUNDS

Defeated

Article 47. AMEND TOWN BYLAWS, ART. IV, FINANCE COMMITTEE, SECTION 5 – EXPANDED REPORTING

Defeated

**Special Town Meeting  
September 4**

Article 1. CONSTRUCTION OF POLICE HEADQUARTERS – SUPPLEMENTARY PROJECT FUNDING

Voted by more than two-thirds to appropriate the sum of \$280,800, to be expended under the direction of the Permanent Building Committee for the purpose of augmenting the appropriation for construction of a new Police Department Headquarters and appurtenant structures on Town-owned land adjacent to the existing Fire Headquarters, as voted under Article 14 of the 2014 Annual Town Meeting and approved previously in the debt exclusion question voted at the 2014 Annual Town Election, and to raise this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow \$280,800 under G.L. c.44 § 7; notwithstanding a ballot vote for the augmenting amount raised under this article, this sum shall be appropriated and borrowed within the levy limit and added to the sum previously appropriated and approved as exempt from the levy limit.

Article 2. RESOLUTION (Non-binding): RAIL TRAIL FROM WAYLAND TOWN LINE TO HUDSON TOWN LINE

Voted to advise the Board of Selectmen to create a recreational rail trail more or less in the rail right-of-way known as the Mass Central Rail Trail (MCRT).

Article 3. RESOLUTION (Non-binding): MA CENTRAL RAIL TRAIL (MCRT) FROM DUTTON ROAD TO UNION AVENUE

Voted to advise the Board of Selectmen to move forward with the design and construction of a greenway style rail trail in the rail right-of-way known as the Mass Central Rail Trail (MCRT) between Dutton Road and Union Avenue as the first phase of the development of the MCRT in Sudbury.

**Special Town Meeting  
December 3**

**Article 1. NIXON SCHOOL – PARTIAL ROOF, WINDOW AND DOOR REPLACEMENTS, ENVELOPE REPAIR PROJECT**

Voted by more than two-thirds to appropriate the amount of one million one hundred and twenty-one thousand dollars (\$1,121,000) for the purpose of paying costs of partial roof replacement, window and door replacement and envelope repair at the General John Nixon Elementary School, 472 Concord Road, including the payment of all costs incidental or related thereto (the “Project”) 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 the Town of Sudbury has applied for a grant from the Massachusetts School Building Authority (“MSBA”), said amount to be expended under the direction of the Permanent Building Committee/School Building Committee.

To meet this appropriation the Treasurer is authorized to borrow said amount under M.G.L. Chapter 44, or pursuant to any other enabling authority. The Town of Sudbury acknowledges that the MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA , and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town of Sudbury; provided further that any grant that the Town of Sudbury may receive from the MSBA for the Project shall not exceed the lesser of (1) 36.89 percent (%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; provided that any appropriation hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. c.59, s.21C (Proposition 2 ½); and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town of Sudbury and the MSBA.

**Article 2. PURCHASE JOHNSON FARM PROPERTY, 189 LANDHAM ROAD**

Voted by more than two-thirds to appropriate the sum of \$2,900,000 for the acquisition in fee simple up to 37 +/- acres being a portion of the land commonly known as the Johnson Farm property, located at 189 Landham Road, Sudbury, MA, for conservation and passive recreation purposes, and all expenses in connection therewith, inclusive of bond and note issuance expense; and to raise this appropriation, the Treasurer, with the approval of the Board of Selectmen is authorized to borrow a total of \$2,900,000 under G.L. c.44, s.7 with the sum of \$1,900,000 contingent upon the approval of a Proposition 2 ½ Debt Exclusion in accordance with G.L. c.59. s.21C, and with the sum of \$1,000,000 of Community Preservation Act funds with the borrowing authorization as set forth in G.L. c.44, s. 7; and further to authorize the Board of Selectmen to grant a Conservation Restriction pursuant to M.G.L. c.184, s. 31-32 on said property.

**Article 3. MASS CENTRAL RAIL TRAIL, PHASE 1, ENGINEERING**

Unanimously voted to Indefinitely Postpone

**Article 4. MASS CENTRAL RAIL TRAIL, NON-BINDING RESOLUTION**

Voted to advise the Board of Selectmen to support a paved travel surface on the Mass Central Rail Trail.

## **Summary of 2014 Town Elections**

### **ANNUAL TOWN ELECTION March 31, 2014**

The Annual Town Election was held at two locations. Precincts 1, 1A, 2 & 5 voted at the Fairbank Community Center, 40 Fairbank Road, and Precincts 3 & 4 voted at the Town Hall, 322 Concord Road. The polls were open from 7:00 AM to 8:00 PM. There were 3,148 votes cast, representing 26% of the town's 11,929 registered voters. The final tabulation was done at the Town Hall.

<b>BOARD OF SELECTMEN - FOR THREE YEARS</b>						
Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Total
BLANKS	13	17	18	20	43	111
JOHN C. DROBINSKI, 94 WOODSIDE ROAD (CANDIDATE FOR RE-ELECTION)	252	294	284	337	306	1473
PATRICIA A BROWN, 34 WHISPERING PINE ROAD	303	325	360	251	323	1562
WRITE-INS	0	0	1	0	1	2
Totals for Office	568	636	663	608	673	3148

<b>BOARD OF ASSESSORS - FOR THREE YEARS</b>						
Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Total
BLANKS	201	228	228	188	247	1092
LIAM J. VESELY, 10 POKONOKET AVENUE (CANDIDATE FOR RE-ELECTION)	366	406	433	419	424	2048
WRITE-INS	1	2	2	1	2	8
Totals for Office	568	636	663	608	673	3148

<b>GOODNOW LIBRARY TRUSTEE (2) - FOR THREE YEARS</b>						
Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Total
BLANKS	373	442	437	387	519	2158
ROBERT WILLIAM IULIANO, 22 JASON DRIVE (CANDIDATE FOR RE-ELECTION)	379	406	430	415	400	2030
BARBARA F. PRYOR, 221 NOBSCOT ROAD (CANDIDATE FOR RE-ELECTION)	383	422	457	414	426	2102
WRITE-INS	1	2	2	0	1	6
Totals for Office	1136	1272	1326	1216	1346	6296

<b>GOODNOW LIBRARY TRUSTEE - FOR ONE YEAR</b>						
Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Total
BLANKS	185	220	206	188	252	1051
NANCY JANE HERSHFIELD, 88 BUTLER ROAD	381	413	457	420	420	2091
WRITE-INS	2	3	0	0	1	6
Totals for Office	568	636	663	608	673	3148

<b>BOARD OF HEALTH - FOR THREE YEARS</b>						
Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Total
BLANKS	204	216	229	192	245	1086
SUSAN R. SAMA, 247 HUDSON ROAD	363	418	432	415	426	2054
WRITE-INS	1	2	2	1	2	8
Totals for Office	568	636	663	608	673	3148

<b>SUDBURY HOUSING AUTHORITY - FOR FIVE YEARS</b>						
Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Total
BLANKS	217	223	245	196	259	1140
SHERRILL P. CLINE, 84 CONCORD ROAD (CANDIDATE FOR RE-ELECTION)	350	408	418	409	412	1997
WRITE-INS	1	5	0	3	2	11
Totals for Office	568	636	663	608	673	3148

<b>PARK AND RECREATION COMMISSIONER - FOR THREE YEARS</b>						
Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Total
BLANKS	191	210	234	194	242	1071
MICHAEL T. ENSLEY, 598 PEAKHAM ROAD	376	423	428	414	429	2070
WRITE-INS	1	3	1	0	2	7
Totals for Office	568	636	663	608	673	3148

<b>PLANNING BOARD - FOR THREE YEARS</b>						
Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Total
BLANKS	206	225	241	199	256	1127
MARTIN JOSEPH LONG, 26 PENNYMEADOW ROAD	362	410	422	409	416	2019
WRITE-INS	0	1	0	0	1	2
Totals for Office	568	636	663	608	673	3148

<b>SUDBURY SCHOOL COMMITTEE (2) - FOR THREE YEARS</b>						
Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Total
BLANKS	114	132	193	170	218	827
ELLEN WINER JOACHIM, 6 CRAIG LANE (CANDIDATE FOR RE-ELECTION)	267	256	285	315	299	1422
RICHARD J. ROBISON, 17 HOMESTEAD STREET (CANDIDATE FOR RE-ELECTION)	239	226	226	254	235	1180
CHRISTINE A. HOGAN, 49 BLUEBERRY HILL LANE	278	346	338	264	351	1577
LISA V. KOUCHAKDJIAN, 30 MEADOWBROOK CIRCLE	238	312	284	213	243	1290
WRITE-INS	0	0	0	0	0	0
Totals for Office	1136	1272	1326	1216	1346	6296

<b>LINCOLN-SUDBURY REGIONAL DISTRICT SCHOOL COMMITTEE (2) - FOR THREE YEARS</b>						
Candidate Name	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Total
BLANKS	321	352	435	336	469	1913
ELENA M. KLEIFGES, 14 SPRUCE LANE (CANDIDATE FOR RE-ELECTION)	348	382	369	367	376	1842
PATRICIA M. MOSTUE, 53 BEDFORD ROAD (LINCOLN) (CANDIDATE FOR RE- ELECTION)	261	279	284	310	281	1415
SOFYA L. GRUMAN-REZNIK, 52 TANBARK ROAD	205	257	238	203	218	1121
WRITE-INS	1	2	0	0	2	5
Totals for Office	1136	1272	1326	1216	1346	6296

Note: Members of Lincoln-Sudbury Regional District School Committee were elected on an at large basis pursuant to the vote of the Special Town Meeting of October 26, 1970, under Article 1, and subsequent passage by the General Court of Chapter 20 of the Acts of 1971. The votes recorded above are those cast in Sudbury only.

<b>BALLOT QUESTION 1</b>						
Shall the Town of Sudbury be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bonds issued in order to construct a new Police Department Headquarters and appurtenant structures on Town-owned land adjacent to the existing Fire Headquarters, for site development, purchasing additional equipment, technology, furniture, landscaping, and all expenses connected therewith, including professional, engineering, and architectural services and preparation of plans, specifications and bidding documents, supervision of work, relocation, and borrowing costs and expenses?						
Ballot Question 1, Results	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Totals
Yes	308	351	334	342	341	1676
No	225	251	283	232	294	1285
Blanks	35	34	46	34	38	187
Totals	568	636	663	608	673	3148

**SPECIAL TOWN ELECTION**  
**June 24, 2014**

The Special Town Election was held at two locations. Precincts 1, 1A, 2 & 5 voted at the Fairbank Community Center, 40 Fairbank Road, and Precincts 3 & 4 voted at the Town Hall, 322 Concord Road. The polls were open from 7:00 AM to 8:00 PM. There were 738 votes cast, representing 6.2% of the Town's 11,932 registered voters. Precinct 1 and Subprecinct 1A are counted together for this election as Precinct 1. The final tabulation was done at the Town Hall.

<b>BALLOT QUESTION 1</b>						
Shall the Town of Sudbury be allowed to assess an additional \$685,000 in real estate and personal property taxes for the purpose of purchasing an ambulance and a fire engine including the payment of all costs incidental or related thereto for the fiscal year beginning July first 2014?						
Ballot Question 1, Results	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Totals
Yes	89	88	103	110	83	473
No	38	46	60	48	73	265
Blanks	0	0	0	0	0	0
Totals	127	134	163	158	156	738

**SPECIAL TOWN ELECTION**  
**September 9, 2014**

The Special Town Election was held at two locations. Precincts 1, 1A, 2 & 5 voted at the Fairbank Community Center, 40 Fairbank Road, and Precincts 3 & 4 voted at the Town Hall, 322 Concord Road. The polls were open from 7:00 AM to 8:00 PM. There were 2529 votes cast, representing 21% of the town's 11,951 registered voters. The final tabulation was done at the Town Hall.

<b>BALLOT QUESTION 1</b>							
Shall the Town of Sudbury be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to provide additional funding to construct a new Police Department Headquarters and appurtenant structures on Town-owned land adjacent to the existing Fire Headquarters including borrowing costs and expenses?							
Ballot Question 1, Results	Precinct 1	Precinct 1A	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Totals
Yes	222	58	305	296	305	266	1452
No	130	64	213	232	191	228	1058
Blanks	2	2	5	4	3	3	19
Totals	354	124	523	532	499	497	2529

**SPECIAL TOWN ELECTION  
December 9, 2014**

The Special Town Election was held at two locations. Precincts 1, 1A, 2 & 5 voted at the Fairbank Community Center, 40 Fairbank Road, and Precincts 3 & 4 voted at the Town Hall, 322 Concord Road. The polls were open from 7:00 AM to 8:00 PM. There were 1,621 votes cast, representing 13.5% of the Town's 11,958 registered voters. Precinct 1 and Subprecinct 1A are counted together for this election as Precinct 1. The final tabulation was done at the Town Hall.

<b>BALLOT QUESTION 1</b>						
Shall the Town of Sudbury be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bonds issued in order to remodel, reconstruct, or make extraordinary repairs consisting of partial roof replacement, window and door replacement, and envelope repair at the General John Nixon Elementary School at 472 Concord Road, including the payment of all costs incidental or related thereto?						
Ballot Question 1, Results	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Totals
Yes	142	190	568	256	201	1357
No	30	50	76	48	46	250
Blanks	0	2	10	0	2	14
Totals	172	242	654	304	249	1621

<b>BALLOT QUESTION 2</b>						
Shall the Town of Sudbury be allowed to exempt from the provisions of Proposition two-and-on-half, so called, the amounts required to pay the bonds issued in order to purchase in fee simple, including the payment of all cost incidental or related thereto, a portion of the land known as the Johnson Farm located at 189 Landham Road, containing 33 acres more or less, for conservation and passive recreation purposes.						
Ballot Question 2, Results	Precinct 1	Precinct 2	Precinct 3	Precinct 4	Precinct 5	Totals
Yes	124	185	585	242	176	1312
No	47	57	68	62	73	307
Blanks	1	0	1	0	0	2
Totals	172	242	654	304	249	1621





## Town Counsel

Town Counsel's Office had an unusually busy year in 2014. Daily requests for opinions and solutions were processed and resolved on the date received or shortly thereafter. As usual, through the continuing open door policy, personal contact was maintained with town officials and departments facilitating understanding and resolution of problems, in many cases solving them before they arose.

The office was involved with continuous requests for procurement advice and review, approval and drafting of requests for proposals, bidding and contract documents. Additionally, substantial time and input was required in connection with the police headquarters construction project, requiring numerous hours in review and drafting

of bidding and contract documents. Also, new attention was required for complex energy contracts as Sudbury implemented green projects.

The year saw numerous land use issues involving zoning, land acquisition and conservation matters relating to MGL chapter 40B affordable housing.

In July, I announced my retirement effective December 31, 2014. I would like to take this opportunity to thank all my friends, co-workers and public officials with whom I have worked or met. They have made the last thirty-eight years a rewarding and memorable experience.

Respectfully submitted,  
*Paul L. Kenny, Town Counsel*



*Accompanied by some of his grandchildren, Town Counsel Paul Kenny is shown speaking at his retirement reception at Grange Hall.*

## Town Moderator

In my eleventh and final year as Sudbury's Moderator, I was privileged to preside at this year's Annual Town Meeting which began its review of 47 warrant articles over almost nine hours on May 5, 2014 and continued on May 6th and May 7th. We had a total of 1,092 voters attend, which is 41% greater than the three-night, 43 warrant articles 2013 Annual Town Meeting.

At the beginning of the 2014 Annual Town Meeting we were led in the pledge to the flag by outstanding L-S student, Scott Cargill. Then, the honor of reading Article 1 was bestowed on Ronald "Rocky" Conrado, a 40 year police officer in Sudbury who has served many years as our DARE officer and was voted the Police Officer of the Year for seven years in the Town Crier's Reader's Poll.

We were reminded at the beginning of the 2014 Annual Town Meeting of the words spoken at the Annual Town Meeting several years ago by then Captain Dennis Ford, a Sudbury resident and a veteran of the Iraq and Afghanistan wars:

"There are still many places in the world that you cannot debate openly and participate in the democratic process. Although we as a society may not all agree on every issue, we do have the freedom to debate openly and participate in democracy. My fellow Sudbury residents, you are

the legislative body that will help shape the future here in Sudbury. Let me remind you to be civil in your debates and fair minded in your votes, as well as cherish the tradition of freedom we all share here in the United States."

We also had two one-night fall Special Town Meetings on September 4, 2014 and December 3, 2014.

After evaluating different methods used by various moderators to foster fair debate among voters, I am pleased to inform you that Sudbury's long standing open town meeting has successfully stood the test of time, back to Colonial Days.

I wish to thank the many people who contribute to the efficient running of the world's purest form of democracy, particularly those voters who attend Town Meeting and exercise their right to legislate. I invite those of you who did not attend to try it. It's still government by the people at its best, even 375 years after its beginning.

I have been proud to be your Moderator for over a decade and preside at Sudbury's Town Meeting.

Respectfully submitted,  
*Myron J. Fox, Town Moderator*



*Town Moderator Myron Fox at Paul Kenny's retirement reception, December 17, 2014.*

# EDUCATION



*This group of a Capella singers from Lincoln Sudbury Regional High School performed on Main Street at the September 6, 2014 Field Day. Photograph by Mary Hardwick.*

# Sudbury Public Schools

## Superintendent's Report

For the 2014-2015 school year, SPS continues our focus on the instructional core (interaction between student, teacher, and curriculum) through implementation of our Vision, Theory of Action, and Strategic Objectives. Our resources, financial and human, are focused on meeting the diverse needs of all students and supporting all educators to meet identified student needs. The SPS School Committee adopted the Strategic Objectives detailed below on June 25, 2014. Along with our Vision and Theory of action, the Strategic Objectives and Initiatives guide the work of the district and help us to remain focused on working together to provide a high quality educational experience for all students in a safe and caring environment.

## 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 Common Core 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 Strategic Objectives and Initiatives 2014-2015

Ensure that all students have access to high quality, research-based, differentiated content and high quality instructional practices in a safe environment.

- Articulate a system-wide definition of inclusive education to enhance opportunities for all learners

- Expand strategies to address proficiency gaps, focus on SWD and LI subgroups
- Develop a system-wide Tiered System of Support (social/emotional/behavioral needs)
- Implement 1:1 technology devices at ECMS and increase access to technology at elementary schools

Align district curriculum to content Standards, to enhance coherence and rigor.

- Embed a focus on inclusive educational practices and meeting diverse student needs within all professional development work
- Identify learning opportunities to challenge students who master content within the ELA and Math curriculum
- Provide professional development through enhanced coaching model for instructional technology integration

Analyze student-learning data consistently to inform instruction and improve student achievement.

- Convene district-wide team to examine data and identify areas of social/emotional/behavioral need impacting school safety or access to education
- Implement curriculum aligned common assessments for efficiency and effectiveness/report progress
- Identify and implement District Determined Measures (DDMs)

Align resources to Instructional Core needs in a manner that sustains excellence and enhances the effective and efficient use of resources.

- Develop Budget reflecting Instructional Core Needs
- Identify mental health resources within the school district and the community
- Convene a district-wide team to review available data and identify key data points to communicate to school community and community at large

- Provide for Technology support and Infrastructure in Budget
- Research and determine need for Data Analyst position

As we pursue our strategic objectives we also, like every organization and family in the Commonwealth, continue to work through the challenges caused by several years of difficult economic times. In addition, this has been another year of increasing demands on resources and staff due to the continued implementation of unfunded State and Federal mandates (ie: Common Core Curriculum, new Educator Evaluation System). 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. During 2014-2015 and the years prior, actions to control labor costs, restructure our schools and programs, actively pursue grants, and implementing sound business practices have mitigated the impact on our budget.

The budget for FY15 is \$38,521,299, which is 1.84% greater than the prior year (FY14) budget of \$37,824,921. In FY15, SPS employs 414.03 fulltime-equivalent (FTE) employees; this compares with 396.18 FTE in FY14. Much of the increase in staffing is related to in-district programming for special education and reclassification of certain contracted services staff to employee status. We are thrilled to have our students in district schools with caring Sudbury educators and their peers and we also realize overall cost savings as a result.

Interest in our fee-based, full-day kindergarten program has continued to grow and FY15 will be the last year with a half-day program option. In its first year, 55% of the kindergarten students enrolled in the full-day program; for 2014-2015, approximately 96% of our K students attend the full-day program. Based on the popularity of the full-day program we have one half-day program at only one of our four elementary schools in 2014-2015. Those opting for the full-day program pay fees to cover the cost of the extended day. The program is cost neutral to the operating

budget for FY15. The School Committee has voted to offer only full-day K programs at all elementary schools for FY16.

Despite economic challenges, 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](http://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 Dr. Anne S. Wilson, Superintendent at 978-639-3211.

### **Student Enrollment**

As of January 1, 2015, SPS enrollment in grades pre-K to 8 was 2,872. This is a decrease in enrollment from 2,936 students in the 2013-2014 school year and from our highest enrollment of 3,302 students in 2007. Based on an enrollment and demography study completed during the 2012-2013 school year (and updated in the fall of 2013 and the fall of 2014), enrollment projections indicate a continued slight decline of our enrollment over the next few years, however, based on recent enrollment experience the previous projections have been adjusted upward, reducing the expected enrollment decline. The redistricting plan implemented in the 2010-2011 school year has served to reduce the enrollment gap between elementary schools. For the 2014-2015 school year (as of January 1, 2015) Haynes served 21.85% of the elementary (PK-5)

enrollment, Loring served 24.85%, Nixon served 20.67% and Noyes served 32.62%.

### **Early Childhood Education**

#### **Preschool**

The Sudbury Public Schools is home to an Integrated Preschool program with three classrooms housed 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 an integrated preschool application, you may download a copy from the website [www.sudbury.k12.ma.us](http://www.sudbury.k12.ma.us) under Early Childhood Department pull-down menu or call the Early Childhood Office (978) 639-3204.

#### **Kindergarten**

The Sudbury Public Schools will provide full-day kindergarten to all students free of charge beginning in September 2015. Kindergarten registration begins in November for children who turn age five on or before October 1st (of the following year) with a pre-registration packet mailed to families listed on the Sudbury census. A more comprehensive registration packet is available after the pre-registration forms are returned and residency is established.

#### **Required Documentation for Registration**

Both preschool and kindergarten registration processes require a child’s birth certificate, proof of residency and current immunological record. Further questions may be directed to [Linda.Karpeichik@sudbury.k12.ma.us](mailto:Linda.Karpeichik@sudbury.k12.ma.us), Early Childhood Director.

#### **Teaching and Learning/Curriculum**

District curriculum is aligned with the Massachusetts Curriculum Frameworks. The Mathematics and English Language Arts frameworks were revised to include Common Core Standards for College and Career Readiness and reissued in 2011. The District has begun the process of aligning existing science, technology and engineering curriculum with the revised Massachusetts Science, Technology and Engineering standards that are slated for statewide adoption in the fall of 2016. 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 curriculum tab. Families can anticipate additional information in early spring with the establishment of an ELA site for parents and guardians. At the elementary school level, progress reports have been revised to include standards based reporting in Mathematics and English Language Arts. The learning objectives detailed by the grade level progress reports reflect end-of-year benchmarks aligned to key state standards.

**English Language Arts:** The elementary English Language Arts curriculum is organized as a series of genre units in which students receive important, common instruction in different genres, as well as in the writing types and styles that match each genre. Reading and writing instruction follows the workshop model. Students receive direct instruction on key skills, strategies and understandings during a mini-lesson. Guided practice in the form of small group instruction, independent or partner work or centers is structured to meet individuals specific literacy needs. 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 has been initiated in our schools, which periodically assesses student’s literacy skills. An early literacy program that moves between school and home supports students who arrive in kindergarten without pre-reading skills. Literacy support for older elementary students is provided using a research-based program (LLI). Materials for this program were purchased through a grant from the Sudbury Educational Resource Fund (SERF).

**Mathematics:** *Investigations*, is our core K-5 Mathematics program. However, recognizing the need for greater alignment, cohesion, and rigor for all students we are supplementing the K-2 curriculum with instructional routines and materials from Kathy Richardson’s *Math Perspectives* curriculum. Additionally, we are piloting *Math in Focus* in selected fourth and fifth grade classrooms. The middle school math

program, *Big Ideas* includes the use of online texts. Differentiating instruction to meet the needs of all students, from struggling to advanced, remains a priority and an ongoing challenge. Additionally, Data Teams and Professional Learning Communities (PLCs) offer teachers opportunities to collaborate and use data to inform instruction. Math Clubs at each elementary school, and a Math Team at the middle school, offer students further opportunities for math enrichment. Our third annual district-wide *Family Math Night* will be held in March of 2015.

**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. In 2008-09, The Sudbury Foundation funded a grant involving the Sudbury Public Schools and the Sudbury Historical Society on Colonial Sudbury. Using authentic maps and historical documents, students tour various sites throughout the town and participate in re-enactments and other activities at each location. In middle school social studies this year, our focus has been on building a core set of common experiences and assessments that all students will have exposure to, ensuring rigor and coherence across grade levels and teams.

**Science, Technology and Engineering [STEM]:** The Sudbury Public Schools Science and Technology/Engineering curriculum provides students in grades K-8 the valuable opportunity to investigate science with a hands-on, inquiry approach. The State Frameworks for Science provide teachers with information regarding what students should know and be able to do at each of the grade levels and within our local units of study. Topics are covered within the three domains of science: earth and space, physical, and life, while encouraging students to apply their science content knowledge to the application of technology/engineering design scenarios. In the upcoming months, a group of Sudbury educators will review the new Massachusetts Science standards and make recommendations to support continuous improvement in all of our STEM programs and to ensure alignment with state standards.

**Technology:** Technology continues to be integrated at increasing levels in all of our schools. Portions of our professional development opportunities this year have been focused on the integration of technology. During our August 2014 professional day, SPS teachers and administrators facilitated offerings for their colleagues, demonstrating an incredible reservoir of talent in the system. The 1:1 Technology program at the middle school has been expanded to include the entire sixth and seventh grades. In a 1:1 program, each student is assigned a technology device (in Sudbury we are using the Chromebook) that travels between home and school with the student. Devices are used by students to produce work, collaborate with others, and support workflow. Teachers in 1:1 models also use the same technology to support instruction and deliver content. Professional development at the middle school has included teacher as well as student modeling and embedded coaching. Two curriculum showcases were held to familiarize families with features of the Chromebook, commonly used technology tools, and our on-line learning management system, Schoology. Home school communication has been enhanced at the middle school by the use of on-line assignment calendars and grade books that can be accessed by students and families outside of the school day. We are currently engaged in a study of our middle school technology curriculum as well. Taking the opportunity presented by 1:1 programs to embed more of the technology communication and presentation skills in the regular classroom, our technology team is revising curricula to include possibilities for coding and other creative work.

**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.

**Coordinated Health Program:** The Coordinated School Health Program is designed to help students learn concepts and develop skills that support healthful lifestyles through wellness education that occurs across the curriculum. Wellness education is organized into four major areas: personal health, mental and social health, personal safety, and community and environmental health. Within the District, an Anti-Bullying Program has been implemented that endeavors to prevent negative behaviors among students. The aim of the program is to provide a structure for intervening in negative peer-to-peer behaviors and to foster a welcoming and inclusive school climate. In addition, the School Wellness Policy and Guidelines serve to inform decisions surrounding the food services program, curricular activities and celebrations that incorporate food. The 2014-15 school year brought an enhanced partnership between the Sudbury Public Schools and the Sudbury Police Department. Officer Alan Hutchinson was named as full-time School Resource Officer (SRO) for the Sudbury Public Schools. His work with SPS will focus on assisting with safety measures and messaging to students, and assisting with health education at both the elementary and middle schools. Officer Hutchinson will work with fifth grade students as a part of the newly developed STARS program (Student Thinking and Acting Responsibly in Sudbury).

### **Student Assessment**

As part of the Education Reform Act of 1993, the State Board of Education has instituted a system of student assessments which culminates in a must pass assessment in Grade 10 in order to graduate from high school. The MCAS (Massachusetts Comprehensive Assessment System) will be used through the graduating class of 2019 to make a Competency Determination (CD) for high school graduation. The Department of Elementary and Secondary Education is in the second year of a field test of the PARCC (Partnership for Assessment of Readiness for College and Careers) and will make a determination in the fall of 2015 whether to adopt the PARCC as the state's official competency assessment. During the 2014-15 school year, districts have the option to use the PARCC assessment or continue with the MCAS in E/LA

and Mathematics. Sudbury Public School students will take the paper and pencil version of the PARCC assessment. Sudbury students in grades 3-8 will take the PARCC (Partnership for Assessment of Readiness for College and Careers) in English language arts and mathematics. Additionally, students in grades 5 and 8 will take the Science, Technology and Engineering MCAS assessment. Eligible students will continue to be assessed using the MCAS ALT (Alternate Assessment).

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 improvement efforts. In 2012, the state introduced new reporting systems as part of Massachusetts' waiver from some elements of the *No Child Left Behind* legislation. This reporting system includes traditional measures of proficiency, as well as measures related to growth, closing of proficiency gaps, and comparisons of similar schools across the state. Based upon the spring 2014 MCAS administration, three Sudbury schools received a School Percentile score (which summarizes the performance of the school as a whole compared with schools with similar grade spans) above the 95<sup>th</sup> percentile with the two other receiving a School Percentile score in the high 80s. State assessment results are thoroughly analyzed and grade levels and/or schools that receive results lower than expectations in any area are provided extensive information upon which to develop improvement strategies. Students who are identified as being in need of improvement typically have either an Individual Student Success Plan (ISSP) or an Individual Education Plan (IEP) to guide support services. Other ways in which students are assessed include teacher-created assessments, projects, and students' in-class work products. There are extensive local assessments in literacy skills (reading, writing, speaking, and listening) at all elementary grades. Data gathered on literacy skills at several key points during the school year enable teachers working together in school-based data teams to better design instruction to meet individual student's needs. In addition, work to develop common assessments across the district



in all disciplines to support collaboration and coherence is in its second year.

**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.

Each year, the administration and PTO leadership at each school welcome School Committee members and the public to their schools for a *State of the School* address. The *State of the School* presentations include school site specific information on the following topics: School Improvement Goals; Overview of Student Data (including academic assessment data and student connectedness data); Professional Development; Practices and Protocols to Support and Challenge Students; Parent Involvement; and Individual School Highlights.

SCHOOL	Grades Served	Enrollment (01/01/15)	Administration
Ephraim Curtis	6-8	1005	Mr. Stephen Lambert, Principal Mr. William Grubb, Mr. David Jurewicz, and Ms. Angela Menke, House Administrators
Josiah Haynes	K-5	408	Ms. Sharon MacDonald, Principal Ms. Jennifer LaMontagne, Assistant Principal
Israel Loring	K-5	464	Mr. Stephen Wiltshire, Principal Ms. Sara Zawadzkas, Assistant Principal
General John Nixon	PK-5	386	Mr. Timothy McGillicuddy, Interim Principal Ms. Jennifer LaMontagne, Assistant Principal
Peter Noyes	PK-5	609	Ms. Annette Doyle, Principal Ms. Kristin Moffat, Assistant Principal

**The Sudbury Education Resource Fund (SERF)**

The Sudbury Education Resource Fund (SERF) is a non-profit, tax-exempt, organization that awards education-related grants three times yearly 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. Since its establishment in 1991, SERF has granted over \$700,000 to Sudbury’s schools. Current grants support the elementary school libraries, literacy initiatives, music and social studies curricula, and technology. 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](mailto:info@serfsudbury.org).

### **METCO Program**

The Metropolitan Council for Educational Opportunity (METCO) was created 44 years ago by urban and suburban educational collaborators who believed that all children should have access to quality education in suburban school districts. In this program, students in large urban districts receive placements in participating suburban districts, supported by state grant funding. The Sudbury K-8 system enrolled its first students in the METCO program on January 27, 1975, when forty students were placed in the five Sudbury elementary schools. Currently, this grant-funded program supports up to 70 students annually. Students completing grade 8, and any other student(s) leaving the Sudbury METCO Program, are replaced with the number of new elementary students needed to maintain enrollment for the next fiscal year.

The position of K-12 METCO Director, in partnership with Lincoln-Sudbury Regional High School, was established in the summer of 2010. Steve Desrosiers is the current Interim Director, beginning his tenure in August 2014. Academic Advisors at each of the schools provide direct services to students from Boston during the school day.

Sudbury students who reside in Boston participate in the variety of activities of the Sudbury Public Schools. Middle school students take advantage of the scheduled after school program held twice weekly at ECMS. Sudbury METCO parent meetings are held in Boston several times per year and provide parents from Boston with an opportunity to discuss issues that are relevant to their children's academic progress and social well-being. During the summer, SPS holds a two-week academic support program for approximately twenty-five students in the METCO program. The program provides an opportunity for our new students to get a head start on the coming year, and for current students to engage in valuable skill development.

### **Special Education**

The Sudbury Public Schools has continued its focus on inclusionary practices to allow every student with a disability to have access to and progress in the general curriculum and school community. Although inclusion is not a term found in state or federal special education regulations, the law does require placement in the Least Restrictive Environment (LRE) which means that, to the maximum extent appropriate, school districts must educate students with disabilities in the regular classroom with appropriate aids and supports, referred to as "supplementary aids and services," along with their nondisabled peers in the school they would attend if not disabled, unless a student's individualized education program (IEP) requires some other arrangement. One of the district goals is to articulate a system-wide definition of inclusive education and determine necessary resources to enhance opportunities for all learners. As such, a district-wide team of educators and other interested persons has formed to meet this goal.

Another district goal focuses on the development of a district-wide tiered system of support to meet the social, emotional, and behavioral needs of all students. The district has convened a district-wide team, including consulting experts, to examine data and identify areas of social, emotional, behavioral need impacting school safety or access to education. 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.

In 2014, the Department of Elementary and Secondary Education (DESE) conducted a mid-cycle special education compliance review as part of the Coordinated Program Review (CPR) process. Of the 52 criteria originally reviewed, Sudbury was found to have 50 criteria in full compliance. The two areas found to be "partially implemented" were addressed, corrected and approved by DESE and found the district to be in full compliance with all requirements.

Based on the most recent official DESE headcount on October 1, 2014, 409 children in grades preschool through eight were receiving some form of special education. This represents an increase of 13 students from the previous year's headcount. Of the 409 students in special education, 37 are between the ages of three and five and receive services in the Integrated Preschool or kindergarten program. An additional 25 students were placed in out-of-district programs because of the unique nature of their disability and needs.

The total number of students receiving services on an IEP is 434. The breakdown of primary disabilities served is as follows:

129 (30%) are identified with Specific Learning Disabilities,

82 (19%) are identified with Communication Disabilities,

71 (16%) are identified with Developmental Disabilities

50 (12%) are identified with a Health Disability (which includes ADD/ADHD)

33 (8%) are identified with Emotional Disabilities

35 (8%) are identified with Autism

Other disability categories (Intellectual, Hearing, Vision, Multiple Disabilities, Physical and Neurological) are represented by less than 1% identified in each area.

### **Professional Development**

The Sudbury Public Schools embody a culture that is highly supportive of 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 professional learning communities (PLCs) are some of the strategies used in growing the capacity of SPS educators. New teachers to Sudbury schools participate in a multi-day 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 Empowering Multicultural Initiatives (EMI), a program that explores racial identity development and promotes international vision within our curriculum.

The Sudbury Public Schools implement 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. This year's professional development has three main focuses: embedding a focus on inclusive educational practices and meeting diverse student needs within all professional development work; building master of technology skills and fostering a culture of tinkering with technology to best support teacher needs and student learning; and continuing to focus on Common Core standards, allowing SPS educators time to reflect, revise and practice with learning from previous years' professional development. In designing professional development we seek to maximize opportunities for cross-district collaboration, horizontally and vertically align elementary curriculum to maximize the coherence of content and skills taught and learned, and provide opportunities for new learning while also enabling focused work on district initiatives.

### **Personnel**

**Retirees:** The following SPS team members along with their years of service in Sudbury retired during the past year – Joseph Cileno, 30 years; Ann Eppling, 30 years; Mary Kate Gentile, 27 years; Patricia Hartvigsen, 26 years; Janet Hammonds, 24 years; Alan Catrina, 23 years; Sandra Holicker, 20 years; Toby Kopman, 20 years; Deborah Larsen, 19 years; Kathleen Kimball, 14 years; Martha McDermott, 14 years; Claudette Chmura, 11 years; and Rose Calareso, 7 years.

**Years of Service Awards:** On Opening Day in August of 2014 we had the honor and pleasure to acknowledge the following SPS team members: Florence Aldrich-Bennett began her 51<sup>st</sup> year as an educator; Eileen Berkel, Janelle Landrigan,

Mary Alice Buono and Karen Libby completed 20 years of service; and Suzanne Foley, Christine Flagg, Beth Renner, Eileen Sullivan and Michael O'Brien completed their 10<sup>th</sup> year of service to the students and families in the schools of Sudbury. In addition, during a dinner celebration in December 2014, Joanne Holton and Betsy Allen were honored for their 25 years of service in the field of education.

Respectfully submitted,  
*Dr. Anne S. Wilson, Superintendent*

Sudbury School Committee  
*Ellen Winer Joachim, Chairman*  
*Robert Armour, Vice-Chairman*  
*Lucie St. George*  
*Scott Nassa*  
*Christine Hogan*



# Lincoln-Sudbury Regional High School

## 2014 Superintendent's Report

The High School's core values 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 develop engaging courses, foster strong connections with students, and produce well-rounded graduates who are prepared for the best colleges and other post-graduate endeavors.

2014 brought new leadership opportunities to the school with Bella Wong transitioning from interim to permanent Superintendent/Principal, Patrick Collins hired as Interim Business Administrator, Peter Elenbaas becoming the permanent Athletic & Activities Director, and Steve Desrosiers appointed as Interim METCO Director along with the hiring of 13 new faculty members. The School Committee views the change in leadership and teaching staff as an opportunity for new ideas and fresh approaches.

Our October 1, 2014 enrollment totaled 1,676 students overall with 1,616 enrolled in-school and 60 students in out-of-district placements. Included in this total are 91 students from Boston attending via the METCO Program. Class size medians range from 23-25 for "core-academic" classes, which means a sizable majority of our students are in classes over the size of 24.

With the support of both Lincoln and Sudbury, a sum of \$724,722 was raised at annual town meetings to support the upgrade of our school's technology infrastructure. A new wireless network was installed with over 100 Wi-Fi ports strategically located throughout the school. In addition, new network servers support and manage the network services. This investment has significantly expanded and improved network access by faculty, students, and other staff and will bolster the delivery of multi-media curricula.

The school district entered into a contract with SunEdison Spring 2014 and the Solar Canopy Project broke ground in August 2014. When completed we expect 1.5 Megawatts of power to be generated with monetary credits to our school from a 20-year Power Purchase Agreement. Construction of the canopies met several unexpected delays causing the project completion date to shift from Fall to the Spring. We deeply appreciate the community's patience for the immediate parking and traffic inconvenience as we build a project with long-term financial for the district and local environmental benefits.

Two additional energy conservation projects were completed with incentives from NSTAR and a \$50,000 Massachusetts Department of Energy Resources grant. First, a new building/energy management system was installed over the summer and included new computer controlled mechanical equipment for heating and cooling. New software and room thermostats allow us to greatly enhance our controls and monitoring of air temperature and quality as well. Secondly, all the metal halide exterior lamps on campus were replaced with L.E.D. technology significantly reducing energy consumption and maintenance costs.

Along with our two "feeder" districts, the Lincoln and Sudbury Public Schools, the High School continues to receive students from Boston. The Metropolitan Council for Educational Opportunity, Inc. (METCO) program was established to provide the opportunity for children from racially-imbalanced schools in Boston and children from relatively isolated suburban schools to learn together in an integrated public school setting. We share a METCO Director with Sudbury Public Schools.

The School Committee entered into negotiations with the Teachers Association for a contract to commence July 1, 2015. At this writing a settlement has not yet been reached. The school participates in Minuteman Nashoba Health Group, a coalition of Massachusetts towns and

school districts that have joined together to more affordably purchase health benefits. Due in large part to this positive experience and membership in the most recent OPEB evaluation performed by KMS Actuaries, LLC, Lincoln Sudbury's projected accrued OPEB liability decreased from \$46,124,163 to \$27,234,223 effective July 1, 2013. The OPEB liability valuation takes place every two years. This also marked the first year all LS teachers are participating in the newly reformed Educator Evaluation System.

Of special note was the student demonstration that occurred in December that mirrored the race relations tensions playing out across our nation. The school administration, faculty, and students subsequently initiated a series of meaningful discussions on race relations that we hope will lead students to further constructive and civil dialogue on this critically important topic.

We appreciate continued support of the Towns of Lincoln and Sudbury of our annual operating

costs. We also appreciate the supplemental supports of FELS and SERF that provide mini grants to fund teacher initiated projects to benefit teaching and learning in the school. We could also not provide service at the current level of excellence without the financial support and hard work of our many parent organization groups.

Thank you.

Respectfully Submitted,  
*Bella Wong, Superintendent of  
 Schools/Principal*

Lincoln-Sudbury Regional High School  
 Committee  
*Radha Gargeya, Chair  
 Elena Kleifges  
 Nancy Marshall  
 Kevin Matthews  
 Patricia Mostue  
 Gerald Quirk*

**Distribution of Pupils Attending High School as of October 1**

	2010	2011	2012	2013	2014
Lincoln	212	216	198	213	226
Sudbury	1292	1278	1273	1321	1279
METCO	91	92	91	91	91
Other Tuition/Tuition Waived	14	14	13	15	20
<b>Total</b>	<b>1609</b>	<b>1600</b>	<b>1575</b>	<b>1640</b>	<b>1616</b>
Boys	813	815	783	790	777
Girls	796	785	792	850	839
<b>Total</b>	<b>1609</b>	<b>1600</b>	<b>1575</b>	<b>1640</b>	<b>1616</b>
9th Grade	406	391	399	452	399
10th Grade	417	400	390	403	449
11th Grade	409	402	393	389	383
12th Grade	377	407	393	393	383
SP (Special Ed > Grade 12)				3	2
<b>Total</b>	<b>1609</b>	<b>1600</b>	<b>1575</b>	<b>1640</b>	<b>1616</b>
<b>Tuition Pupils Attending Other</b>	<b>39</b>	<b>50</b>	<b>51</b>	<b>60</b>	<b>60</b>
<b>Total Enrollment</b>	<b>1648</b>	<b>1650</b>	<b>1626</b>	<b>1700</b>	<b>1676</b>

### L-SRHS Placement of Graduating Classes

	Class of 2010		Class of 2011		Class of 2012		Class of 2013		Class of 2014	
Four Year College	348	90%	328	87.7%	385	94%	356	90.8%	366	92.70%
Two Year College	11	3%	16	4.2%	10	2.4%	14	3.6%	9	2.30%
Other Post-Secondary Educ.	7	1.8%	4	1.1%	2	0.5%	6	1.5%	2	0.50%
<b>Total Post-Secondary</b>	<b>366</b>	<b>94.8%</b>	<b>348</b>	<b>93%</b>	<b>397</b>	<b>96.9%</b>	<b>376</b>	<b>95.9%</b>	<b>377</b>	<b>95.50%</b>
Work	11	2.9%	13	3.5%	8	1.9%	11	2.8%	10	2.50%
Military	1	0.2%	1	0.3%	2	0.5%	1	0.3%	4	1%
Other	8	2.1%	12	3.2%	3	0.7%	4	1%	4	1%
<b>Total Non-Post-Secondary</b>	<b>20</b>	<b>5.2%</b>	<b>26</b>	<b>7%</b>	<b>13</b>	<b>3.1%</b>	<b>16</b>	<b>4.1%</b>	<b>18</b>	<b>4.50%</b>
<b>Total Graduates</b>	<b>386</b>	<b>100%</b>	<b>374</b>	<b>100%</b>	<b>410</b>	<b>100%</b>	<b>392</b>	<b>100%</b>	<b>395</b>	<b>100%</b>

### Lincoln Sudbury Regional High School Class of 2014

Dalia Abraham  
 Avery Donald Alden  
 \*Lucia Lynde Alexander  
 Eugenia Almandoz  
 Aubriana U. Johniken-Alves  
 \*Jacob Bentley Andersen  
 \*Timothy Stephen Antonellis  
 Yuki Jennifer Asada  
 \*Marianna Carmen Athanassiou  
 \*Jennifer Elizabeth Ayer  
 \*Michael Lewis Bader  
 Emily Elizabeth Baer  
 Ian Ulysse Baize  
 Cynthia Keenan Baldwin  
 Katherine Emily Baldwin  
 Molly Margaret Bankuti  
 Daniel James Fitzpatrick Banta  
 \*Spyridon Nicholas Bardjis  
 Matthew Tomlin Barker  
 \*Tyler William Barnes  
 Austin Michael Barta  
 Courtney Jean Bassinger  
 \*Christopher Jack Bauer  
 Owen Augustus Bautze  
 Elizabeth Erica Bayard  
 Daniel Nils Peter Beckham  
 Evan Joseph Berkowitz  
 Zachary Alex Berlan  
 John Douglas Bigelow  
 \*Brianna Cecile Bisson  
 \*Jane Emily Blicher  
 Rachael Lynn Boland  
 Nube Brambila  
 Alexandra Nicole Brindisi  
 Austin Richard Brown  
 \*Elena Laura Busch

John Joseph Butler Jr  
 Clifford Byrd  
 Kevin Brooks Cadogan  
 Amanda Marie Caffarella  
 \*Margaret Mary Cahill  
 Amani Schilo Calixte  
 Thomas Sheridan Calligas  
 Kristin Marie Caloiero  
 Daniel Martin Canella  
 Jacqueline Nicole Cantow  
 \*Jonathan Estes Carbutt  
 Liam Sullivan Carbutt  
 Scott Douglas Cargill  
 Timothy Hunt Carlough  
 Samuel Elliot Casey  
 Matthew David Caso  
 Joshua Philip Cavallaro  
 Nicholas Robert Cen  
 Mark Daniel Charsky  
 Shreya Rajendran Chary  
 \*Remington Lee Chin  
 \*Olivia Jean Cicalis  
 Joshua Alexander Cinicola  
 Benjamin James Colello  
 \*Samuel Joseph Colello  
 Alicia Brigid Collura  
 Fletcher Francis Comrie  
 Jonathan Michael Connors  
 Mary Elizabeth Connors  
 Brandi LaRay Cooley  
 Patricia Elise Cordischi  
 Amanda Arleen Cormier  
 Rebecca Evelyn Cormier  
 John Thomas Costello  
 Benjamin Isaac Hoffman Craig  
 \*Erin Michele Cromwell

Kelly Elizabeth Cronin  
 Nicole Marie Cummings  
 Robert William Mohr Curtis  
 Matthew James D'Isidoro  
 Collin Vincent Dailey  
 William Wickliffe Darley  
 Danielle Marie Darveau  
 Elisabeth Sterling Day  
 Jordan Alan Day  
 Aimee Nicole DeArias  
 Chandler Wray DeFronzo  
 Thiago Felipe Matos DeSousa  
 Elizabeth Armstrong Dewey  
 Nico Daniel Dionisotti  
 Joseph Ferrante DiStefano  
 Thomas James Doyle  
 Monica Elena Driscoll  
 Meghan Joanne Duffy  
 William Newton Dunphy  
 Benton Davis Edwards Jr  
 Thomas Benoit Edwards  
 James Francis Michael Emery  
 Jeremiah J. E. English-Grant  
 \*Rebecca Shawna Epstein  
 \*Robert Heydar Familiar  
 Fadson Fanfan  
 Fallonne Fanfan  
 Amanda Glenna Fasciano  
 Gabriel Liam Faucher  
 \*Lauren Michelle Fay  
 Jennifer Marie Fedas  
 \*Isaac James Feldberg  
 Moira McKenna Feldman  
 Joseph Richard Ferrelli  
 Bonny Lee Filker  
 Emily Hale Fiske

Casey Darwin Flaherty  
 Sabrina Marie Fletcher  
 Margaret Rose Flynn  
 \*Sophie-Louise Forest  
 Samuel Jacob Forman  
 \*Anthony Patrick Foscolos  
 Eric Michael Fox  
 Adam Samuel Frank  
 Lianna Joy Frazier  
 Shelbi Ayana Leigh Freeman  
 Anna Stern Friedman  
 \*Jamie Seth Fuhrman  
 \*Kristina Teresa Fushi  
 Taylor Lynn Galland  
 William Anthony Smith Gallup  
 \*Ruiyi Gao  
 Erin Lacey Garvin  
 Sydney Rose Generoso  
 Jennifer Mary Genovese  
 Benjamin Yonas Getachew  
 Adam James Gigliotti  
 Michael Thomas Giorgio  
 Gregory Ryan Giovannetti  
 \*Caroline Evans Glass  
 John Michael Gleason  
 Sara Rose Glick  
 Alexandra Elsa Globerson  
 Danielle Victoria-Ann Godwin  
 Abigail Grace Gogan  
 Zachary Robert Golab  
 \*Jacob Lewis Goldman  
 \*Sara Ann Goldstein-Weiss  
 \*Eric Louis Goodman  
 \*Benjamin Gilbert Gorman  
 \*Kevin John Gorman  
 Diana Sundari Goswami  
 Alison Hayley Green  
 Allison Leigh S. Greenberg  
 Evan Daniel Griesing  
 \*Megan Marie Gross  
 \*Eliza Bayard Guild  
 Peter Ernest Guillet  
 Jasmyrn Rose Guzzetti  
 \*Brett Halperin  
 Olivia Jane Hamill  
 Jamil Lemedicus Hamilton  
 Thomas McFarland Hamilton  
 Mikaela Kimbie Happs  
 Mathew Lynch Harris  
 Michala Marie Harris  
 \*Whitney Gabrielle Hartstone  
 Nicholas Joseph Hause  
 \*Rachel Suzanne Hausmann  
 Garrett Thomas Haydon  
 Emily Reed Hebble  
 Colin Engel Henderson

Jody Sherry Sothern Henkels  
 Verlinciea Annalyshia Heraldo  
 Hayley Nicole Herzog  
 Daniel Francis Hession III  
 Jan Christian Hilgen  
 Linnea Elaine Hjerpe  
 Grace Currier Holbrook  
 Laura Cathryn Holdman  
 John Conor Meehan Holway  
 Ryan Dean Honens  
 Douglas Martin Hornstein  
 Carolyn Sara Houle  
 Bradford Stephen Howard  
 \*Emily Katherine Huang  
 Andrew James Hubbard  
 Caitlin Condo Hullinger  
 Caroline Marie Hultin  
 William Stauss Hutchinson  
 \*Consuelo Karen Hylton  
 \*Norma Kimberlea Hylton  
 Michelle Jenny Iskandar  
 Sophie Clare James  
 \*Tessa Margaret James  
 Linda Michelle Jencyowski  
 Zachary Andrew Joachim  
 Kelsie McCreary Johnson  
 Kyra Justine Jones  
 Ryan Stephen Jones  
 Alison Sarah Joseph  
 Robert William Katz  
 \*Abigail Mary Kawola  
 Ava Simone Kaye  
 Justin Michael Keane  
 Conor Patrick Kelleher  
 Brendan Patrick Kelly  
 Miles Edward Kelly  
 Joshua Albert Kerber  
 Wasim Khoury  
 \*Rebecca Dory Kline  
 Hannah Courcy Knaul  
 Ryan Hans Koenig  
 Daniel Alexander Korogodsky  
 Alec Stepan Kotikian  
 Justin Joseph Koulalis  
 Harris Daniel Koumjian  
 Elizabeth Seton Krumsiek  
 \*Yuliya Yurievna Kulyomina  
 Michael Christopher LaScaleia  
 Matthew Joseph Lawhorn  
 \*April Lee  
 Avis Lee  
 Kathleen Anne Lee  
 \*Giuseppe John Leonelli  
 Michael James Leu  
 \*Connor Douglas Levesque  
 Chase Ian Levitt

Brian Matthew Lewis  
 \*Emily Liang  
 \*Ashley Xinrong Liu  
 Jacqueline Chamberlain Logan  
 Patrick Lawrence Longo  
 Rayelle Madrona Lopes  
 \*Jennie Lytel-Sternberg  
 Benjamin Hugh Macdonald  
 Erika Dee Mandt  
 John Patrick Mannherz  
 Garrett Edward Maron  
 \*Brandon Pappas Marrow  
 Lea Michelle Marsland  
 Eric Anthony Mattia  
 Geneva Mariah Maxey  
 Layla Gao Mays  
 Ross Thomas Donahue McCann  
 Frederick Byron McCluskey  
 Jack Henry McCready  
 Leah Natalie McCullough  
 \*Molly Ilise McGavick  
 Devon Jaclynn McGinty  
 Sydney Shade McGrath  
 Amy Yue Di McLellan  
 Mahquest Devante McNeil  
 Grace Elizabeth McNulty  
 Benjamin Edward McSheehy  
 Alec Reed Melamut  
 Katherine Amal Miano  
 Jacob Bernard Mickey  
 \*Bryn Catrin Miller  
 Charlotte Emily Milton  
 Alexander Munir Mobassaleh  
 \*Helen Reid Montie  
 \*Joseph Malcolm Mooney  
 Claire Noelle Morse  
 Adam Michael Motyka  
 Amanda Brooke Motyka  
 Megan Elizabeth Mullin  
 Katrina Clare Murphy  
 Matthew Theodore T. Murphy  
 \*Meredith Shannon Murray  
 Edward Lionel Nardi  
 Madison Lea Nash  
 Daniel Arthur Nathan  
 David Philip Noyes  
 Maeve Ellen O'Beirne  
 Joshua Conor O'Brien  
 \*Clare Eileen Orie  
 Chantel Janay Erica Osborne  
 \*Sarah Domar Ostrow  
 Julia Elizabeth Palmerino  
 Emma Olivia Palumbo  
 Vincent Frank Panetta  
 Amanda S. Park  
 Kenneth Andrew Pastel



Anthony James Pellegrino  
Tiani Rae Perkins  
Kevin Wayne Perrington-Turner  
Gabrielle Mari-Alyssa Picarella  
Mackenzie Nicole Porter  
Keith Chickering Prince  
Lauren Brooke Proctor  
Justin Raymond Provencher  
Sarah Collins Provost  
\*Alison Grace Quinn  
Jonah Rader-Gale  
Matthew Joseph Radulski  
Elise Marie Regensburger  
Audrey Milla Reilly  
Javier Andres Reyes  
Nelson Alexander Reyes  
\*Courtney Christina Rice  
\*Faith Marie Richard  
Deneysa Lillian Riley  
Thomas Peter Roach  
Alison Rais Roberts  
Alexia Julianne Robinson  
Randell Scot Roby  
\*Gregory James Roder  
Nicholi Vladimir Rogatkin  
Emily Lally Roman  
Natalie Ann Roosa  
Andrew Roberts Rosenblatt  
Richard Kenney Rourke  
Frederick John Rust  
Rosemary Bridget Rust  
Maria Christine Ryan  
Gregory Steven Sachs  
Michael Andrew Sadowsky  
Gulitz R. Sajisevi-Dosabhoy  
MaryJo Ashley Samojla  
Adam Sanderson  
Thomas Raymond Scarlata  
William Sinclair Schau  
Iris Juliane Schedlbauer

Benjamin Natan Scheff  
Molly Elizabeth Schineller  
Leah Elsa Schwartz  
\*Phoebe Dana Seltzer  
Zachary Cole Semple  
John Bradley Sexton  
Scott Arthur Shallow  
\*Max Joseph Shashoua  
Clara Rose Shealy  
Leah Meyer Shorb  
\*Lauren Anna Shron  
Peter Tutino Sidari  
Ana Flavia Silva  
Robert Benjamin Simons  
Erica Michelle Singer  
Jacob Maxwell Singer  
Jon Odin Skramstad  
\*Alexander Marinaro Smith  
Samuel David Smith-Boyle  
Grant Thomas Sorbo  
\*Payton Lee Spencer  
Katherine McCarthy Spiegel  
Constantine Spyrou  
Lydia Jane Stahl  
Melissa Anne Steinberg  
Peter Jacob Steinberg  
Robert John Stevens  
\*Amy Elizabeth Stoddard  
\*Sarah Elias Stone  
\*Dara Judyth Storer  
Kadeja Monte Straw  
Natalia Ray Surin  
Ariel Lyn Sussman  
Jennifer Ellen Sutherland  
\*Leonora Jane Telford  
Samantha Rachel Termine  
Jacob Alexander Terren  
Chloe Elizabeth Thomas  
Nathaniel Jean Thomas  
Benjamin Ralph Tiberio

Alireza Rahim Abadi Tolouei  
Emily Elizabeth Topping  
Marissa Rose Tuler  
Jeremy Dobrow Vale  
Alan Roswell VanDijk  
John Robert Veneziano  
Gillian Leigh Vesely  
Lenna Ann Von Alt  
Hayden Perry Waggener  
Robert Donald Wakefield  
\*Jack Keenan Walker  
Rebecca Lynn Walls  
Ruby Ann Walls  
Michael James Walsh  
Sidney Noah Warrenbrand  
Nicholas Lyman Miller Watts  
Johnathon Montez Weathers  
Vincent Xavier Weaver  
\*Paula Faye Weiman  
Daniel Micah Weinstein  
Suzanne Metzger Weisberg  
Christina Ann Welsch  
Alexander Slater Wieland  
Clayton Williams  
\*Thomas Alden Winschel  
\*Benjamin Keech Wittenberg  
Jamie Tyler Wolfe DeShaun  
Tyrell Wood-Smith  
\*Lingmeng Wu  
Andrew Tyler Wurm  
Troy Yuan-Shin Yang  
Michael Maurice Yenke  
Ashley Marie Young  
Ryan Christopher Young  
Zoe Rosalie Lopez Young  
\*Ivy Zhang  
Valerie Zhao  
Anna Zolnikov

\* *Cum Laude*



**LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT  
TREASURER'S REPORT (UNAUDITED)  
JULY 1ST, 2013 - JUNE 30TH, 2014**

Prepared by:  
David Leary  
District Treasurer

**DISTRICT CASH BALANCE**

CASH BALANCE DISTRICT FUND ON JUNE 30TH, 2014	\$ 1,529,261.46
STUDENT ACTIVITY FUND BALANCE ON JUNE 30TH, 2014	\$ 285,035.32
CASH BALANCE REVOLVING, TRUST, & GRANT ACCOUNTS ON JUNE 30TH, 2014	\$ 1,232,341.74
	<u>\$ 3,046,638.52</u>

**OUTSTANDING DEBT**

School Bond (10 year TIC: 3.930263)	Principal Outstanding	\$ -
	Interest Paid FY 2014	\$ 56,000.00
School Bond (20 year TIC: 3.954145)	Principal Outstanding	\$ 6,600,000.00
	Interest Paid FY 2014	\$ 277,612.50

**EXCESS & DEFICIENCY FUND**

Balance July 1st, 2013 (FY 2014) Per Massachusetts Department of Revenue	\$ 391,667.00
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**STABILIZATION FUND**

Voted Establishment Spring Town Meeting 1992	FY 14
Cash Balance July 1st, 2013	\$ 310,988.82
Interest Income	\$ 568.69
Disbursements	\$ -
Cash Balance June 30th, 2014	<u>\$ 311,557.51</u>

**MISCELLANEOUS INCOME**

Interest Income	\$ 4,582.00
Misc. Receipts	\$ -
	<u>\$ 4,582.00</u>

**ESTIMATED RECEIPTS**

Athletic Gate Receipts	\$ -
Cafeteria	\$ 5,000.00
Medicaid Receipts	\$ 35,000.00
Transcript Receipts	\$ 10,000.00
	<u>\$ 50,000.00</u>

Prepared by: David Leary  
 FY 2014 District Treasurer

**LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT  
 FY 2014 COMBINING BALANCE SHEET (UNAUDITED)**

	<b>General Fund</b>	<b>Special Revenue</b>	<b>Long-Term Debt</b>	<b>Trust Funds</b>	<b>Agency Fund</b>	<b>Total</b>
<b>ASSETS</b>						
Cash and Cash Equivalents	\$1,529,261	\$920,784		\$311,558	\$285,035	\$3,046,639
A/R - FY13 Grant Pymts Due						\$ -
Amounts to be Provided for Debt Payments			\$6,600,000			\$6,600,000
Other Assets						\$ -
<b>TOTAL ASSETS</b>	<b>\$1,529,261</b>	<b>\$920,784</b>	<b>\$6,600,000</b>	<b>\$311,558</b>	<b>\$285,035</b>	<b>\$9,646,639</b>
<b>LIABILITIES AND FUND BALANCES</b>						
<b>Liabilities</b>						
Withholdings Payable	\$ 656,718					
Tailings	\$ 3,921					
Diability Insurance	\$ 14,264					
Equity Balance						
Bonds Payable			\$6,600,000			
<b>Total Liabilities</b>	<b>\$ 674,903</b>	<b>\$ -</b>	<b>\$6,600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$7,274,903</b>
<b>Fund Balances</b>						
Fund Balance Reserved for Encumbrance	\$ 306,207					\$ 306,207
Fund Balance Reserved for Expenditures	\$ -					\$ -
Undesignated Fund Balance	\$ 548,151	\$920,784	\$ -	\$311,558	\$285,035	\$2,065,528
<b>Total Fund Balances</b>	<b>\$ 854,358</b>	<b>\$920,784</b>	<b>\$ -</b>	<b>\$311,558</b>	<b>\$285,035</b>	<b>\$2,371,735</b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$1,529,261</b>	<b>\$920,784</b>	<b>\$6,600,000</b>	<b>\$311,558</b>	<b>\$285,035</b>	<b>\$9,646,638</b>
Variance	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ 0

Trust fund is Stabilization  
 Agency fund is student activities

## Minuteman High School

Minuteman High School is a four-year, public high school in Lexington, Massachusetts, founded in the Career and Technical Education tradition. Minuteman serves the member towns of Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston, and teaches more than 700 diverse young men and women from local communities across eastern Massachusetts. Minuteman is a revolution in learning, preparing every student

for success in college, industry and life.

Minuteman is governed by a 16-member School Committee which sets policy for the district. Each town has one representative on the committee. Sudbury’s representative is David Manjarrez.

### Sudbury Enrollment

As of October 1, 2014, 24 high school students and one (1) post-graduate student from Sudbury were enrolled at Minuteman.

2014 Sudbury Graduates and Awards		
Name	Program	Awards
Hunter Germaine	Graphic Communications	John & Abigail Adams Scholarship Award, President’s Education Award Outstanding Academic Achievement
Derek McGuire	Heating, Ventilation, and Air Conditioning (HVAC)	President’s Education Award for Outstanding Academic Excellence, Academic Achievement Award (Science), Paul Alphen Science Award, New England Plumbing, Gas & Mechanical Inspectors Association Award
Amber Savoy	Early Education and Care	Vocational Technical Excellence Certificate from the Massachusetts Vocational Association (MVA), John and Abigail Adams Scholarship Award, President’s Education Award for Outstanding Academic Excellence, Career Program Award

### Minuteman Half-Day Program

Minuteman offers a unique program allowing juniors and seniors who have passed the MCAS to enroll on a half day-every day basis in a career major. This allows a student to graduate from another high school within the Minuteman district and receive a competency certificate from Minuteman.

### Career and Technical Offerings

Minuteman currently offers 19 career majors categorized into three clusters: Bio-Science/Engineering, Human & Commercial Services, and Trades & Transportation.

The District School Committee endorsed a new

Educational Program Plan for the school which identified two potential new programs: Multi-Media Engineering and Advanced Manufacturing.

### Academic Program Offerings

Minuteman offers Advanced Placement courses in English Literature and Composition. During 2014, the school added Calculus A-B. Due to the career and technical emphasis in their program, Minuteman students also have enjoyed success on Advanced Placement tests in Environmental Technology.

### Capital Project

Minuteman has received an extension to continue

the work of the Feasibility Study as authorized in June 2010. In conducting this study, the professional team, including SKANSKA, as the Owner's Project Manager, and Kaestle Boos Associates, as the Designer, have been working closely with the School Building Committee and the Massachusetts School Building Authority (MSBA). Through this process the Minuteman School Committee has approved a target design enrollment of 628 students and approved a new Educational Program Plan that will embrace an academy concept housing two career academies. These academies will aim to integrate career and technical education with academic subjects to create a truly cohesive learning experience for Minuteman students. Under the current Feasibility Study agreement, Minuteman plans to bring a proposed building project before area Town Meetings in 2016 for approval.

### **Regional Agreement**

The revised Regional Agreement has currently been approved by 10 member communities. The article will be on the Town Meeting warrant of the remaining six towns in the spring.

### **Minuteman in the Community**

Students and staff from Minuteman work on public service projects in the community. As examples, the school is working with Habitat for Humanity in Wayland and with LexHab in Lexington to create more affordable housing.

The school also offers a wide variety of services, including hairdressing and auto repairs, to residents of the district. Our restaurant is also open to the public.

### **SkillsUSA**

SkillsUSA, in partnership with business and industry, provides opportunities for members to develop individually and improve teamwork, leadership and professional skills through education, training, service, and competition. SkillsUSA Massachusetts programs include local and state competitions in which students demonstrate occupational and leadership skills.

### **Student Access, Participation and Support**

An Executive Function initiative was launched in 2010. Study skills, pre-reading strategies, and time management training help students to develop habits and techniques to improve their planning and organization skills.

Minuteman continues to support a full-time Reading Specialist who consults with academic and CTE teachers to implement a school-wide reading program.

The Special Education Department provides services so that all students succeed. The department successfully implemented the Student Learning Center (SLC), which allows students to understand their disability, develop skills and techniques to minimize the impact of that disability, and promote independence and personal responsibility. The SLC also supports the transition to post-secondary education, by following a model of service delivery that is popular among colleges and universities.

Respectfully submitted,  
*Edward A. Bouquillon, Ph.D.,*  
*Superintendent-Director*



# FINANCE



*Over 85 organizations had booths on Main Street at the September 6, 2014 Field Day. Photograph by Mary Hardwick.*

## Town Accountant

In accordance with the provisions of Chapter 41, Section 60 and 61 of the General Laws of the Commonwealth, the following is the statement of all financial transactions during Fiscal Year July 1, 2013 to June 30, 2014. Included in this report are receipts, fund accounts, the balance sheet, and appropriations and expenditures.

**FY14**

### **SCHEDULE OF REVENUES FY14**

<b>GENERAL FUND</b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>	<b>Variances Favorable <u>(Unfavorable)</u></b>
<b>Real Estate and Personal Property Taxes, Net of Reserves for Abatement</b>	72,358,042	72,268,911	(89,131)
<b>Excise Taxes</b>	3,135,000	3,479,052	344,052
<b>Intergovernmental</b>	7,387,241	7,516,910	129,669
<b>Departmental and Other</b>	1,255,000	1,544,915	289,915
<b>Investment Income</b>	20,000	15,942	(4,058)
<b>TOTAL REVENUES</b>	<u>84,155,283</u>	<u>84,825,730</u>	<u>670,447</u>

### **ENTERPRISE FUNDS**

#### **Atkinson Pool**

<b>Revenues</b>	<u>515,000</u>	<u>492,533</u>	<u>(22,467)</u>
<b>Total Revenues Atkinson Pool Enterprise</b>	<u>515,000</u>	<u>492,533</u>	<u>(22,467)</u>

#### **Transfer Station**

<b>Revenues</b>	<u>325,000</u>	<u>339,208</u>	<u>14,208</u>
<b>Total Revenues Transfer Station Enterprise</b>	<u>325,000</u>	<u>339,208</u>	<u>14,208</u>

#### **Recreation Field Maintenance**

<b>Revenues</b>	<u>190,000</u>	<u>202,269</u>	<u>12,269</u>
<b>Total Revenues Field Maintenance Enterprise</b>	<u>190,000</u>	<u>202,269</u>	<u>12,269</u>

COMBINED BALANCE SHEET JUNE 30, 2014

<u>ASSETS</u>	<u>General Fund</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Enterprise Funds</u>	<u>Trust &amp; Agency</u>	<u>Long Term Debt</u>	<u>Total</u>
Cash and Investments	12,540,895	9,204,819	1,116,025	846,827	12,262,844		35,971,410
Receivables:							
Real Estate & Personal Property Taxes	565,935	9,998					575,933
Tax Liens	905,679						905,679
Tax Deferrals	2,478,351						2,478,351
Tax Foreclosures	287,008						287,008
Excise Taxes	351,132						351,132
Intergovernmental		23,943					23,943
Other Receivable		412,202		8,500	125,588		546,290
Long Term Obligations						28,350,000	28,350,000
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>17,129,000</b>	<b>9,650,962</b>	<b>1,116,025</b>	<b>855,327</b>	<b>12,388,432</b>	<b>28,350,000</b>	<b>69,489,746</b>
<b><u>LIABILITIES AND FUND EQUITY</u></b>							
<b>LIABILITIES:</b>							
Warrants Payable	677,468			50,224			727,692
Other Liabilities	838,854						838,854
Amount Due Depositors					620,796		620,796
Reserve for Abatements	1,472,258						1,472,258
Deferred Revenue	3,115,846	531,920		140,315	125,588		3,913,669
Bonds & Notes Payable			627,000			28,350,000	28,977,000
<b>TOTAL LIABILITIES</b>	<b>6,104,426</b>	<b>531,920</b>	<b>627,000</b>	<b>190,539</b>	<b>746,384</b>	<b>28,350,000</b>	<b>36,550,269</b>
<b><u>FUND EQUITY:</u></b>							
Retained Earnings							0
Contributed Capital							0
Reserved for:							0
Encumbrances and Continuing Appropriations	4,593,567			950			4,594,517
Expenditures and Special Purpose Reserves	1,618,400	945,156		181,821			2,745,377
Nonexpendable Trust							0
Designated for:							0
Snow & Ice Appropriation Deficit							0
Unreserved	4,812,607	8,173,886	489,025	482,017	11,642,048		25,599,583
<b>TOTAL FUND EQUITY</b>	<b>11,024,574</b>	<b>9,119,042</b>	<b>489,025</b>	<b>664,788</b>	<b>11,642,048</b>	<b>0</b>	<b>32,939,477</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>17,129,000</b>	<b>9,650,962</b>	<b>1,116,025</b>	<b>855,327</b>	<b>12,388,432</b>	<b>28,350,000</b>	<b>69,489,746</b>



**SCHEDULE OF APPROPRIATIONS & EXPENDITURES FY14**

<b>Account Number</b>	<b>Title</b>	<b>Appropriation FY14</b>	<b>Transfers FY14</b>	<b>Expenditures FY14</b>	<b>Ending Balance</b>
<b>1220</b>	<b>Selectmen</b>				
	Salaries	339,967.00		331,531.62	8,435.38
	Expenses	14,080.00	500.00	12,357.98	2,222.02
	Expenses C/F	4,030.99		4,019.82	11.17
	Prior Year Articles	6,227.16			6,227.16
<b>1310</b>	<b>Human Resources</b>				
	Salaries	157,986.00	(1,234.00)	156,726.18	25.82
	Expenses	6,740.00	9,534.00	5,741.91	10,532.09
	Expenses C/F	245.14		245.14	0.00
<b>1320</b>	<b>Accounting</b>				
	Salaries	262,892.00		261,819.78	1,072.22
	Expenses	43,178.00	(17.88)	39,180.90	3,979.22
	Expenses C/F				
<b>1330</b>	<b>Finance Committee</b>				
	Salaries	2,169.00		1,775.57	393.43
	Expenses				0.00
	Expenses C/F				0.00
<b>1370</b>	<b>Assessors</b>				
	Salaries	255,428.00	(48,300.00)	173,659.65	33,468.35
	Expenses	29,250.00	40,000.00	54,099.69	15,150.31
	Expenses C/F				0.00
<b>1380</b>	<b>Treasurer/Collector</b>				
	Salaries	297,113.00	(3,013.42)	293,961.84	137.74
	Expenses	27,050.00	2,513.42	26,321.37	3,242.05
	Expenses C/F	30.00		15.00	15.00
<b>1390</b>	<b>Information Systems</b>				
	Salaries	182,108.00	3,018.17	185,126.17	0.00
	Expenses	194,010.00	(3,000.29)	191,009.71	0.00
	Expenses C/F				0.00
<b>1510</b>	<b>Law</b>				
	Salaries	92,449.00	(9,825.00)	77,851.47	4,772.53
	Expenses	79,659.00	10,288.00	84,704.79	5,242.21
	Expenses C/F	375.69		375.69	0.00

<b>Account Number</b>	<b>Title</b>	<b>Appropriation FY14</b>	<b>Transfers FY14</b>	<b>Expenditures FY14</b>	<b>Ending Balance</b>
<b>1580</b>	<b>PBC</b>				
	Salaries				
	Expenses				
	Expenses C/F	10,000.00		22.99	9,977.01
<b>1610</b>	<b>Town Clerk</b>				
	Salaries	230,972.00		226,503.09	4,468.91
	Expenses	22,170.00		22,136.68	33.32
	Expenses C/F	1,460.00		1,460.00	0.00
<b>1710</b>	<b>Conservation</b>				
	Salaries	115,988.00	(3,600.00)	95,869.86	16,518.14
	Expenses	3,550.00	3,600.00	1,195.15	5,954.85
	Expenses C/F	2,003.99		50.00	1,953.99
<b>1720</b>	<b>Planning Board</b>				
	Salaries	188,811.00		188,129.47	681.53
	Expenses	4,245.00	24,500.00	3,064.06	25,680.94
	Expenses C/F				
<b>2100</b>	<b>Police Department</b>				
	Salaries	2,422,705.00	(165,833.66)	2,157,729.61	99,141.73
	Expenses	243,268.00	125,633.29	303,743.81	65,157.48
	Capital Expense	135,000.00	14,565.00	149,565.00	0.00
	Expense C/F	25,080.36		22,761.79	2,318.57
<b>2200</b>	<b>Fire Department</b>				
	Salaries	2,940,866.00	(85,000.00)	2,811,361.37	44,504.63
	Expenses	456,199.00	85,000.00	506,360.22	34,838.78
	Expenses C/F	73,633.87		71,007.23	2,626.64
	Current Year Article	20,000.00		20,000.00	0.00
	Prior Year Articles	3,079.67		369.15	2,710.52
<b>2300</b>	<b>Dispatch Combined</b>				
	Salaries	516,031.00	9,833.84	525,774.64	90.20
	Expenses	6,825.00		5,714.61	1,110.39
<b>2510</b>	<b>Building Department</b>				
	Salaries	212,086.00		190,632.67	21,453.33
	Expenses	15,270.00		14,601.49	668.51
	Expenses C/F	15,786.98		9,584.63	6,202.35
	Current Year Article				
	Prior Year Articles				

<b>Account Number</b>	<b>Title</b>	<b>Appropriation FY14</b>	<b>Transfers FY14</b>	<b>Expenditures FY14</b>	<b>Ending Balance</b>
<b>3000</b>	<b>Sudbury Schools</b>				
	<b>Total Appropriation</b>	31,920,098.00	243,165.00	28,310,171.11	3,853,091.89
	<b>Carried Forward</b>	3,540,716.11		3,415,266.36	125,449.75
	<b>Current Year Article</b>				
<b>3010</b>	<b>Lincoln/Sud Reg HS</b>	21,738,897.00		21,737,897.00	1,000.00
<b>3020</b>	<b>Minuteman Tech</b>	444,837.00		444,837.00	0.00
<b>3025</b>	<b>Other Regional</b>				0.00
<b>4100</b>	<b>Engineering</b>				
	<b>Salaries</b>	444,488.00	(35,000.00)	329,737.39	79,750.61
	<b>Expenses</b>	62,925.00	5,000.00	30,655.30	37,269.70
	<b>Expenses C/F</b>	28,705.00		25,080.00	3,625.00
<b>4200</b>	<b>Streets &amp; Roads</b>				
	<b>Salaries</b>	972,275.00	(35,000.00)	926,814.09	10,460.91
	<b>Expenses</b>	1,160,400.00	100,801.53	1,191,015.27	70,186.26
	<b>Expenses C/F</b>	36,680.72		32,450.43	4,230.29
	<b>Capital</b>	270,367.00		257,815.99	12,551.01
	<b>Current Year Article</b>	50,000.00		49,983.00	17.00
	<b>Prior Year Articles</b>	22,369.94		0.00	22,369.94
<b>4210</b>	<b>Snow &amp; Ice</b>				
	<b>Salaries</b>	120,750.00	118,858.31	239,608.31	0.00
	<b>Expenses</b>	304,000.00	284,301.60	588,301.60	0.00
<b>4300</b>	<b>Transfer Station</b>				
	<b>Salaries</b>	126,407.00		125,612.89	794.11
	<b>Expenses</b>	177,950.00	21,567.00	125,612.89	73,904.11
	<b>Capital</b>	122,000.00		0.00	122,000.00
	<b>Expenses C/F</b>	17,893.54		17,068.54	825.00
<b>4400</b>	<b>Trees &amp; Cemeteries</b>				
	<b>Salaries</b>	300,192.00	(9,500.00)	267,275.87	23,416.13
	<b>Expenses</b>	92,960.00	9,500.00	76,844.08	25,615.92
	<b>Expenses C/F</b>	5,400.00		5,400.00	0.00
<b>4500</b>	<b>Parks &amp; Grounds</b>				
	<b>Salaries</b>	171,045.00	(20,000.00)	148,669.65	2,375.35
	<b>Expenses</b>	68,700.00		67,686.94	1,013.06
	<b>Expenses C/F</b>				0.00

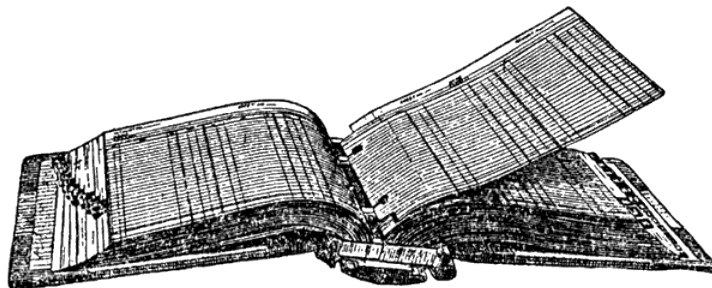
<b>Account Number</b>	<b>Title</b>	<b>Appropriation FY14</b>	<b>Transfers FY14</b>	<b>Expenditures FY14</b>	<b>Ending Balance</b>
<b>4800</b>	<b>Combined Facilities</b>				
	Salaries	240,443.00	2,700.00	241,929.20	1,213.80
	Expenses	587,857.00	(7,460.00)	521,961.60	58,435.40
	Expenses C/F				0.00
	Current Year Article	264,062.00		156,760.38	107,301.62
	Prior Year Articles	152,750.04		43,595.84	109,154.20
<b>5100</b>	<b>Board Of Health</b>				
	Salaries	227,889.00		212,014.42	15,874.58
	Expenses	163,825.00		154,304.68	9,520.32
	Expenses C/F	430.00		80.00	350.00
<b>5410</b>	<b>Council On Aging</b>				
	Salaries	144,390.00	2,745.60	145,841.09	1,294.51
	Expenses	8,000.00		8,000.00	0.00
	Expenses C/F				
<b>5430</b>	<b>Veterans Services</b>				
	Salaries	19,056.00	(8,064.00)	9,197.90	1,794.10
	Expenses	35,410.00	5,318.40	27,414.25	13,314.15
<b>6100</b>	<b>Library</b>				
	Salaries	716,988.00	7,600.00	724,530.66	57.34
	Expenses	340,840.00	(2,845.00)	337,995.00	0.00
	Expenses C/F				0.00
<b>6200</b>	<b>Recreation</b>				
	Salaries	83,524.00		79,758.64	3,765.36
	Expenses	49,515.00		44,930.46	4,584.54
	Expenses C/F				0.00
	Prior Year Article	18,107.03		0.00	18,107.03
<b>6210</b>	<b>Atkinson Pool</b>				
	Salaries	367,808.00	(8,840.00)	323,473.34	35,494.66
	Expenses	172,000.00	6,445.00	177,355.81	1,089.19
	Capital				0.00
	Expenses C/F				0.00
<b>6220</b>	<b>Field Maintenance</b>				
	Salaries	88,161.00		70,456.32	17,704.68
	Expenses	115,000.00	22,500.00	134,029.71	3,470.29
	Capital Expense	4,561.00		4,560.15	0.85
	Expenses C/F	835.62		0.00	835.62

<b>Account Number</b>	<b>Title</b>	<b>Appropriation FY14</b>	<b>Transfers FY14</b>	<b>Expenditures FY14</b>	<b>Ending Balance</b>
<b>6500</b>	<b>Historical Comm</b>				
	Expenses	5,500.00		4,304.09	1,195.91
	Expenses C/F				0.00
<b>6510</b>	<b>Historic Districts Comm</b>				
	Salaries	2,575.00		2,091.68	483.32
	Expenses	286.00		281.93	4.07
	Expenses C/F	38.72		24.20	14.52
<b>7100</b>	<b>Debt Service</b>				
	Expenses	3,143,019.00		3,127,893.75	15,125.25
	Expenses C/F				0.00
<b>8200</b>	<b>State Assessment</b>	180,968.00		157,416.00	23,552.00
<b>9000</b>	<b>Employee Benefits</b>				
	Expenses	9,650,800.00	(1,465,067.65)	8,045,491.15	140,241.20
	Expenses C/F	16,725.00		1,669.76	15,055.24
<b>9045</b>	<b>Property/Liab Ins</b>				
	Expenses	319,395.00		238,000.05	81,394.95
<b>9250</b>	<b>Operations Expense</b>				
	Expenses	147,699.00		134,702.15	12,996.85
	Expenses C/F	1,111.50		1,029.79	81.71
<b>9500</b>	<b>Transfer Accounts</b>				
	Reserve Fund	240,000.00	(193,122.91)		46,877.09
	Salary Contingency	10,000.00	(7,600.00)		2,400.00
<b>9900</b>	<b>Interfund Transfers</b>	3,807,953.65		3,807,953.65	

**Schedule of Unexpended Appropriation Balances Carried Forward To 2015**

<b>Accounting</b>	240.09
<b>Assessors</b>	15,150.31
<b>Building</b>	653.76
<b>Conservation</b>	5,209.00
<b>DPW</b>	131,170.78
<b>Facilities</b>	58,425.60
<b>Fire</b>	34,838.78
<b>Health</b>	126.00
<b>Historic Commission</b>	860.00
<b>Human Resources</b>	10,315.00
<b>Law</b>	2,436.61
<b>Lincoln Sudbury Regional H.S.</b>	1,000.00
<b>Planning</b>	24,500.00
<b>Police</b>	65,384.21
<b>Sudbury Public Schools</b>	3,850,204.83
<b>Treasurer</b>	66.00
<b>Unclassified Operations</b>	17,041.93
<b>Unclassified Employee Benefits</b>	100,079.40
<b>Gen. Fund Continuing Articles</b>	<u>275,864.48</u>
<b>Total General Fund C/F</b>	<u><u>4,593,566.78</u></u>
<b>Transfer Station</b>	<u>950.00</u>
<b>Total Enterprise Fund C/F</b>	<u><u>950.00</u></u>

Respectfully submitted,  
*Christine Nihan, Town Accountant*



## Board of Assessors

The Board of Assessors consists of three members elected by the Town's registered voters. Liam Vesely, Joshua Fox and Trevor Haydon continued to serve as members of the Board of Assessors during 2014.

The Assessors are charged with valuing property in Sudbury fairly and equitably. Each year the Sudbury Board of Assessors assigns a "full and fair cash value" to every parcel of real estate in the town.

Sudbury operates on a fiscal year which runs from July 1 to June 30. Property assessments are determinations of the full and fair cash value of each property on January 1 prior to the beginning of the fiscal year. The data used to establish those values are compiled from sales of the preceding calendar year. Only "arm's-length" sales are used (i.e., sales involving a willing buyer and a willing seller unrelated to each other and free from compulsion to buy or sell).

FY 2015 was a year of interim valuation for the Town of Sudbury. In accordance with the requirements set forth by the Massachusetts Department of Revenue, the Town of Sudbury was required to update all property assessments to comply with the Commonwealth's full and fair cash value assessment mandate. The assessment date for all property types (commercial, industrial and residential real property, and personal property) is the first day of January prior to the fiscal tax year. The assessment date for FY 2015 was January 1, 2014. Consequently, property assessments for the fiscal year 2015 reflect the fair market values on January 1, 2014.

For FY 2015, the average single family residential home assessment is \$659,000.

The Assessors' office processed the following exemptions in FY 2015 through December 31, 2014: 217 Community Preservation Surcharge exemptions in the aggregate amount of \$29,085; 49 Senior Work abatements in the aggregate amount of \$35,766; 28 Senior Tax Deferrals processed in excess of \$144,700; 49 Disabled

Veteran exemptions in the aggregate amount of \$43,204.61 8 Surviving Spouse exemptions in the aggregate amount of \$3,192; 22 Clause 41C Senior exemptions in the aggregate amount of \$29,690; and 3 Blind Person exemptions in the aggregate amount of \$3,000. The Sudbury Means Tested Senior exemption program resulted in 124 applications being approved for FY 2015 in the aggregate amount of \$330,400.62.

The Board acted on 41 applications for abatement of real estate taxes and approved 28 applications and denied the remainder. Those approved resulted in abatements totaling \$34,621.

Voters at the 2014 Annual Town Meeting voted in favor of continuing the "Local Option" additional exemption as sponsored by the Board, which vote doubled the exemption amount for eligible tax payers for certain exemptions.

Voters at the 2014 Annual Town Meeting approved easing the residency requirement for certain disabled veteran exemption eligibility. CHAPTER 110, SECTION 110 of the Acts of 1993 authorizes cities and towns to lessen the amount of time the veteran or surviving spouse must be domiciled in the state prior to becoming eligible for exemption.

Year two of the three year senior tax relief experiment known as "Sudbury's Means Tested Senior Exemption Program" continued in high gear during 2014. Fiscal year 2015 program filing materials became available May 1st. From late spring through the end of August considerable focus was devoted to public awareness of this recent program. Application packets were mailed and otherwise distributed, a workshop was held at Senior Center, appointments were scheduled with any senior requesting program assistance, or seeking answers to questions relating to the program. Following the close of the application cycle in late August, qualification screening commenced and continued into late October. The tax bills issued in December reflect the FY 2015 program benefit to qualifying applicants.

We welcome all real property owners to view their assessments on the Town Website [www.sudbury.ma.us](http://www.sudbury.ma.us) or, by visiting us on the first floor of the Flynn Building.

Respectfully submitted,  
*Cynthia Gerry, Director of Assessing*  
*Trevor Haydon, Chairman*  
*Joshua Fox*  
*Liam Vesely*

## Capital Improvement Advisory Committee

The Capital Improvement Advisory Committee (CIAC) has worked for the past six months to evaluate capital projects within the financial framework established by a unanimous vote of the Strategic Financial Planning Committee for Capital Funding. The CIAC and FinCom as well as all other relevant committees were represented on that strategic planning committee.

The CIAC doesn't believe that we should deviate from this framework created by a collaborative process. The framework was designed to meet long-deferred and essential capital needs in Sudbury in a responsible manner. The CIAC has already provided a prioritized list from among the FY15 capital project requests identified in the Town's Long-term Capital plan. Our recommendations reflect 70% of rolling stock requests (including trucks which had already been deferred for several years) and 46.3 % of small project requests. In total, we recommended for funding only 53.3% of all FY15 projects identified in the Long term Capital plan.

All projects were carefully vetted with due diligence meetings of CIAC members and town staff. We considered safety, health, need, expense

reduction, as well as costs, including those associated costs which will result with not funding the project (e.g. cost of maintenance of older trucks). The projects approved by CIAC were presented to the FinCom as part of budget hearings in February. Jim Kelly, Bill Place, Jamie Gossels and I are happy to answer any additional questions that you might have about any of these projects.

CIAC strongly supports ALL projects it recommended. CIAC voted at its meeting on April 17 to recommend funding for each capital project by a capital exclusion if free cash is not available.

Respectfully submitted,  
*Eric Greece – Chairman*  
*Susan Abrams*  
*Susan Asbedian-Ciaffi*  
*Robert Desaulniers*  
*Jamie Gossels*  
*Michael Lane*  
*Thomas S. Travers*  
*James Kelly*





## Finance Committee

The nine-member Finance Committee is appointed by the Town Moderator, each member serving for a three-year term. After completion of the Annual Town Meeting (“ATM”) in May, the terms of three existing members expire and they are either re-appointed or replaced. The Committee’s charter is to make recommendations to Sudbury residents at the Annual Town Meeting for a balanced non-override operating budget and to consider and make recommendations to ATM or Special Town Meeting on all other matters that have direct or indirect financial implications for Sudbury. The Committee operates with liaisons to each of the Town’s major department, the Sudbury Public School, Lincoln-Sudbury Regional High School, as well as the Capital Improvement Advisory Committee, Community Preservation Committee, and Minuteman Regional Vocational Technical High School.

The Finance Committee recommended a No Override operating budget including debt service for FY15 of \$85,054,102. The ATM voted to restore Finance Committee cuts to the Town budget of \$39,790 and the SPS budget of \$128,711, resulting in a No Override Budget of \$85,222,603. The resulting budget is an increase of \$1,502,686 or 1.79% from the FY14 appropriated budget.

Over the last decade, the Town’s fiscal situation has been severely constrained by increases in the cost of wages and benefits, which have risen much faster than the rate of inflation, together with a revenue structure that is heavily dependent upon property taxes. On the revenue side, non-property taxes (i.e. local receipts) amount to approximately 5% of Sudbury’s total tax revenues, whereas property taxes comprise over 85% of the total. Fortunately in FY15, State Aid, excluding debt service reimbursement, is projected to increase by over 2% from the level originally appropriated in FY14. This marks the third consecutive year Sudbury has seen similar increases in State Aid of more than 2%.

However, the level of taxes is heavily driven by the large number of school age children in

Sudbury. With one of the highest levels of school age children per household in the State, we have much higher school budgets per household and therefore a much higher total budget per household each year. While spending on schools and services measured on a per student basis is in line with that of our peers, the absolute dollar amount is higher given that we have more children to educate for a similar number of households.

The rate of growth in taxes, on the other hand, is driven by our cost structure. Wages and benefits account for roughly 80% of our Town’s operating expense budget and prior to FY10, were growing at rates above 3.5%. As a result, it was impossible to keep expenses within the limit of Proposition 2 ½ without making changes to our current cost structures. It is this dilemma that was often referred to as our structural deficit. The pressure has been mitigated over the past three years by the savings in the move to the GIC by the Town and SPS, the negotiation of low COLAs by LSRHS, and by adjustments to the LSRHS health insurance plans to lower costs.

In November 2011, the Board of Selectmen voted to accept the provisions of sections 21-23 of Chapter 32B of the General Laws. After following the prescribed process (an assessment of our health care costs and comparison to benchmark plans provided by the Group Insurance Commission “GIC”), the outcome for the Town and SPS was a decision to join the GIC. The year-over-year savings generated by joining the GIC in FY13 were estimated at approximately \$1.2 million as compared to FY12 budget levels with approximately \$0.8 million and \$0.4 million attributed to SPS and the Town, respectively. Healthcare costs were flat from FY13 to FY14, and rose by 1% from FY14 to FY15.

Similarly, the LSRHS School Committee embarked on a process to determine what changes to make to their health insurance coverage. The outcome of this process was for the School Committee to choose the second option outlined by Chapter 32B: to drive savings by

making changes to the local plans offered by their current purchasing coalition, Minuteman Nashoba Health Group. By making these changes, year-over-year savings (in the form of cost avoidance) were \$339,000 in FY13. They were estimated at approximately \$255,000 for FY14 and the health care costs are expected to be flat in FY15. The Finance Committee commends the actions taken by the Town, SPS, and the LSRHS to implement these healthcare changes.

We encourage the Selectmen and School committees to continue their efforts to reduce our structural costs, and applaud their efforts to date: implementing several initiatives including reduction in the rate of growth in wages, reductions in the cost of employee health insurance, enhancing cooperation among school administrations, achieving clean energy benefits through the Green Ribbon Energy and Sustainability Committee, and sharing staff with neighboring communities. Moreover, we continue to support the Selectmen's on-going efforts to sustain and grow our commercial sector so that we might diversify our tax base and secure revenue opportunities beyond the traditional residential property tax.

The Finance Committee also applauds the work undertaken by staff from the Town, SPS, and LSRHS that resulted in the 2013 Strategic Financial Planning Report. This report gives the Town an overall financial framework for shaping a plan to address the Town's OPEB unfunded liability, for developing a multiyear capital plan, and ensuring the necessary funding of reserves. As a result of this report, the 2013 ATM voted to place \$2,091,051 of Free Cash in the Stabilization Fund. The 2014 ATM chose to use \$1,618,400 in Free Cast for capital expenditures including beginning to address the backlog of rolling stock needs. Looking ahead, we anticipate the need to begin addressing the Town's (Town, SPS, and LSRHS) OPEB unfunded liability in FY16 which will result in additional pressures on the budget.

Respectfully submitted,  
*Jeffrey Atwater*  
*Jeffrey Barker*  
*Susan Berry*  
*Joan Carlton*  
*Adrian Davies*  
*Fred Floru*  
*Jose Garcia-Meitin*  
*William Kneeland, Jr.*  
*Mark Minassian*



## Finance Department

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: Andrea Terkelsen (Finance Director/Treasurer-Collector), Christine Nihan (Town Accountant), Cynthia Gerry (Director of Assessing) and Mark Thompson (Technology Administrator).

### **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. This office also routinely offers Notary services to the public.

**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 \$32.4 million as of June 30, 2013.

**Investment Management.** In FY13, the Town reported unrestricted investment income of \$86,337 as compared to \$68,908 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

includes any interest, dividends and net market value adjustment on all positions (balances) for the general fund, stabilization fund 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 two purposes only: 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, 2014 the Town had general fund BAN's outstanding of \$627,000 for the Police Station Building project.

**Long-term Debt.** Sudbury maintains an 'AAA' bond rating from the Standard & Poor 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 \$5,390,000 on August 1, 2013 for major repairs at Nixon Elementary school and Pantry Brook Farm land preservation. Also, as part of this issued, the Town conducted one one debt refunding for a net savings of \$138,825. General fund debt service payments for principal and interest for FY2014 totaled \$3,127,894. The following is a schedule of general fund debt outstanding as of June 30, 2014.

**Town of Sudbury  
Treasurer's Debt Schedule excluding CPF  
As of June 30, 2014**

Town of Sudbury

Issue Types	Schools	Municipal	Pre-CPA*	Total	Annual Debt Service	Principal Balance
Prior Principal Bal.	15,650,000	-	2,450,000			18,100,000
FY14 Principal	2,025,000	-	455,000	2,480,000		
FY14 Interest	579,556	-	68,338	647,894	3,127,894	16,005,000
FY15 Principal	2,055,000	-	455,000	2,510,000		
FY15 Interest	512,013	-	38,650	550,663	3,060,663	13,495,000
FY16 Principal	1,935,000	-	450,000	2,385,000		
FY16 Interest	437,313	-	29,600	466,913	2,851,913	11,110,000
FY17 Principal	1,855,000	-	435,000	2,290,000		
FY17 Interest	366,325	-	20,750	387,075	2,677,075	8,820,000
FY18 Principal	1,850,000	-	420,000	2,270,000		
FY18 Interest	294,400	-	10,100	304,500	2,574,500	6,550,000
FY19 Principal	1,825,000	-	190,000	2,015,000		
FY19 Interest	227,125	-	1,900	229,025	2,244,025	4,535,000
FY20 Principal	2,100,000	-	-	2,100,000		
FY20 Interest	161,425	-	-	161,425	2,261,425	2,435,000
FY21 Principal	2,160,000	-	-	2,160,000		
FY21 Interest	54,163	-	-	54,163	2,214,163	275,000
FY22 Principal	195,000	-	-	195,000		
FY22 Interest	4,744	-	-	4,744	199,744	80,000
FY23 Principal	40,000	-	-	40,000		
FY23 Interest	1,800	-	-	1,800	41,800	40,000
FY24 Principal	40,000	-	-	40,000		
FY24 Interest	600	-	-	600	40,600	-
Remaining Debt Service	18,719,463	-	2,574,338	21,293,800	21,293,800	

\*Includes new issues/refundings during current fiscal year

**Town of Sudbury**

**Treasurer's Debt Schedule for CPA funds  
As of June 30, 2014**

CPA

Issues	Nobscot I & II	Cutting/ Dickson	Libby	Pantry Brook	Total	Annual Debt Service	Principal Balance
Prior Principal Bal.	5,825,000	2,750,000	1,590,000	-			10,165,000
FY14 Principal	355,000	30,000	445,000	-	830,000		
FY14 Interest	177,494	46,800	42,363	47,974	314,630	1,144,630	12,345,000
FY15 Principal	355,000	265,000	145,000	115,000	880,000		
FY15 Interest	169,075	46,200	27,563	94,798	337,635	1,217,635	11,465,000
FY16 Principal	355,000	260,000	145,000	115,000	875,000		
FY16 Interest	160,678	40,900	24,663	92,498	318,738	1,193,738	10,590,000
FY17 Principal	355,000	260,000	145,000	120,000	880,000		
FY17 Interest	152,463	35,700	21,763	90,148	300,073	1,180,073	9,710,000
FY18 Principal	355,000	255,000	135,000	120,000	865,000		
FY18 Interest	143,644	30,500	18,863	87,148	280,154	1,145,154	8,845,000
FY19 Principal	350,000	245,000	135,000	125,000	855,000		
FY19 Interest	134,013	25,400	16,163	84,098	259,673	1,114,673	7,990,000
FY20 Principal	350,000	240,000	130,000	125,000	845,000		
FY20 Interest	123,888	20,500	13,463	80,973	238,823	1,083,823	7,145,000
FY21 Principal	350,000	235,000	125,000	130,000	840,000		
FY21 Interest	113,513	15,700	10,863	77,148	217,223	1,057,223	6,305,000
FY22 Principal	350,000	230,000	125,000	135,000	840,000		
FY22 Interest	102,700	12,175	8,988	73,173	197,035	1,037,035	5,465,000
FY23 Principal	350,000	220,000	120,000	140,000	830,000		
FY23 Interest	91,475	8,150	6,800	69,048	175,473	1,005,473	4,635,000
FY24 Principal	350,000	215,000	120,000	145,000	830,000		
FY24 Interest	79,844	4,300	4,700	64,773	153,616	983,616	3,805,000
FY25 Principal	350,000	-	115,000	150,000	615,000		
FY25 Interest	67,750	-	2,300	60,348	130,398	745,398	3,190,000
FY26 Principal	350,000	-	-	155,000	505,000		
FY26 Interest	55,219	-	-	55,773	110,991	615,991	2,685,000
FY27 Principal	350,000	-	-	155,000	505,000		
FY27 Interest	42,250	-	-	50,929	93,179	598,179	2,180,000
FY28 Principal	350,000	-	-	165,000	515,000		
FY28 Interest	28,844	-	-	45,729	74,573	589,573	1,665,000
FY29 Principal	350,000	-	-	170,000	520,000		
FY29 Interest	15,000	-	-	40,030	55,030	575,030	1,145,000
FY30 Principal	100,000	-	-	175,000	275,000		
FY30 Interest	6,000	-	-	33,906	39,906	314,906	870,000
FY31 Principal	100,000	-	-	180,000	280,000		
FY31 Interest	2,000	-	-	27,200	29,200	309,200	590,000
FY32 Principal	-	-	-	190,000	190,000		
FY32 Interest	-	-	-	19,800	19,800	209,800	400,000
FY33 Principal	-	-	-	195,000	195,000		
FY33 Interest	-	-	-	12,100	12,100	207,100	205,000
FY34 Principal	-	-	-	205,000	205,000		
FY34 Interest	-	-	-	4,100	4,100	209,100	-
Remaining Debt Service	7,490,847	2,741,325	2,083,488	4,221,688	16,537,347	16,537,347	

**Collections Management.** The total property tax levy for FY14 was \$72,951,707. As of June 30, 2014 the Town collected \$71,687,443 or 98.27% 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.

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
2005	\$ 49,961,616	\$ 49,067,952	98.21%	\$ 293,582	\$ 49,361,534	98.80%
2006	55,432,935	54,468,106	98.26%	358,262	54,826,367	98.91%
2007	57,246,758	56,037,401	97.89%	472,666	56,510,067	98.71%
2008	60,539,786	59,381,429	98.09%	352,052	59,733,481	98.67%
2009	63,263,124	62,126,272	98.20%	144,303	62,270,575	98.43%
2010	65,529,153	63,936,979	97.57%	432,712	64,369,691	98.23%
2011	67,418,506	65,823,252	97.63%	557,272	66,380,524	98.46%
2012	69,007,532	67,608,625	97.97%	320,887	67,929,512	98.44%
2013	71,026,410	69,641,532	98.05%	416,153	70,057,685	98.64%
2014	72,951,707	71,687,443	98.27%	-	71,687,443	98.27%
Source: Department of the Treasurer/Collector						
(1) Does <u>not</u> include taxes moved to and collected from Tax Title and Tax Deferral accounts						

**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 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 Board of Selectmen, plus the Treasurer. A 3-member Investment Advisory Group consisting of, David Pettit, Fred Pryor and Daniel Flanagan, 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, 2014 was \$1,962,709.

**Tax Administration Fees.** Non-tax department fees collected for recent fiscal years are as follows:

	<u>FY2014</u>	<u>FY2013</u>	<u>FY2012</u>	<u>FY2011</u>	<u>FY2010</u>
Passport Processing*	-	15,169	14,181	14,216	16,085
Municipal Lien Certificates	13,275	26,225	26,450	24,200	19,425
Other Administrative	1,339	888	987	1,012	7,554
	<u>14,614</u>	<u>42,282</u>	<u>41,619</u>	<u>39,428</u>	<u>43,064</u>

\*The Tax Office suspended passport processing in FY2014 due to staffing requirements.

## TOWN REVOLVING FUNDS

**Revolving Funds:** 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 1/2*, require annual spending limit authorization at Town Meeting. Each fund is accounted for separately from all other monies in the Town.

### Fund Descriptions:

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

Conservation – application fees collected are used to fund administration of the Sudbury Wetlands Bylaw;

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

Fire Department – 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 – fees from non-Town agency use of Library meeting rooms are used for maintenance and utility charges for those rooms;

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 – 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;

Regional Housing Services – membership fees of other towns and other external sources collected by the Regional Housing Services Office are used to fund all Regional Housing Services Office costs, inclusive of salaries, administrative expenses and other staffing costs;

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;

Treasurer/Collector – processing fees for passport applications are used to fund salaries, benefits and expenses therefor;

Zoning Board of Appeals – application fees collected are used to fund consultants and part-time employee salaries

		Beginning Balance	Revenue	Expenditures	Ending Balance
1103	BUS FEES	\$524,465.05	309,026.00	434,876.39	\$398,614.66
1111	MUSIC LESSONS REVOLVING FUND	\$ 4,037.03	77,640.00	81,677.03	-
1151	REC PROGRAMS REVOLVING 53E1/2	\$475,085.87	471,786.44	462,664.42	\$484,207.89
1153	TEEN CENTER	\$ 4,035.03	13,419.47	16,224.89	\$ 1,229.61
1162	LIB MULTI PURP REVOLVING	\$ 33,887.79	7,020.00	3,530.34	\$ 37,377.45
1163	CABLE TELEVISION REVOLVING FND	\$ 17,577.92	-	-	\$ 17,577.92
1166	DOG LICENSES-CLERK	\$100,390.12	39,458.00	34,954.62	\$104,893.50
1170	FIRE PERMITS REVOLVING	\$ 10,719.95	33,110.00	21,809.87	\$ 22,020.08
1171	COA REVOLVING	\$ 8,968.77	35,397.35	27,930.00	\$ 16,436.12
1173	MWRTA REVOLVING-COA	\$ 17,763.82	79,092.73	70,000.00	\$ 26,856.55
1174	CONSERVATION TRAIL MAINT REVO	\$ 2,991.60	-	-	\$ 2,991.60
1175	CEMETERY MAINTENANCE REVOLV	\$ 9,539.82	18,278.50	19,682.40	\$ 8,135.92
1176	REGIONAL HOUSING SERV REVOLV	\$ 18,126.44	108,702.20	111,193.68	\$ 15,634.96
1184	TOWN-WETLANDS BYLAW REVOLVING	\$ 12,595.11	16,983.50	23,773.33	\$ 5,805.28
1185	YOUTH COMMISSION REVOLVING FND	\$131,557.80	101,637.00	69,067.30	\$164,127.50
1189	GAS AND PLUMBING INSP	\$ 58,206.71	59,394.00	44,263.02	\$ 73,337.69
1190	RENTAL PROP REVOLVING FUND	\$ 34,469.30	16,540.00	4,748.28	\$ 46,261.02
1191	ZONING APPEALS REVOLVING FUND	\$ 2,541.00	-	-	\$ 2,541.00
1192	TEMPORARY SIGNS BLDG REVOLVING	\$ 26,291.73	7,375.00	1,633.59	\$ 32,033.14
1193	PASSPORT REVOLVING-TREASURER	\$ 20,884.33	11,587.29	32,471.62	-
		1,514,135.19	1,406,447.48	1,460,500.78	1,460,081.89

Respectfully submitted,  
*Andrea L. Terkelsen, Finance Director/Treasurer-Collector*



## Information Systems

The goal of the Information Systems Department is to increase productivity, by streamlining the flow of information and providing technical support and training to all Town offices. We have been working with Town departments so that information generated from one can be utilized by many.

Thirteen new desktop computers, eight LED's and six printers were purchased and distributed to Town departments. Twelve new laptops were purchased for department supervisors and staff. This allows them to connect the laptop to a docking station in their offices, and to allow remote access as needed.

Sixteen Apple iPads were purchased and distributed to supervisors. The low cost, portability and long battery life make these devices invaluable tools for meetings and presentations. The older iPads used by the supervisors

will be redistributed to the Board of Selectmen and their Recording Secretary. Selectmen's iPads will be used for meeting

agendas and the accompanying documentation. This meeting material will be organized and presented by a new web base meeting management software called MinuteTraq by IQM2. The software will present the Selectmen's agenda in an outline format which will allow the Selectmen to select agenda items and the supporting documentation through an iPad App. The App also allows the Selectmen to add notes as the Agenda items are presented. The software is currently being piloted by the Selectmen's Office and we hope to add the Selectmen to the process by the Fall of 2015. The Park and Recreation Department purchased an additional six iPads to use with their many program

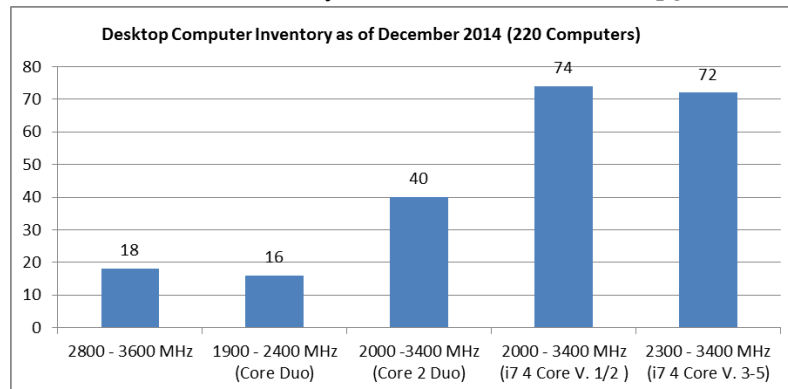
offerings. A new Android tablet has been purchased for use by the Engineering Department. We will be adding Engineering into our work order system currently being used by the Highway, Drainage, Park and Grounds, and the Trees and Cemeteries departments. In response to the distribution of Chromebooks to every six grade student, the Library has added two Chromebooks to the second floor reference area for student and adult use. They have also added six Chromebooks with touchscreens to the Children's Library.

We have upgraded the memory on each of our three virtual hosts to 128GB and increased our network storage capacity to 13TB, giving us the resources necessary to add new virtual servers to the network. The advent of virtualization has helped reduce the setup time and cost of server upgrades. We are able to create a new virtual server and upgrade the software to the new

platform within the virtual environment. We have upgraded our Internet Authentication Service (IAS) servers with new Network Policy and Access Services (NPAS) servers running on Windows 2008. The Microsoft

Exchange 2010 email server was upgraded to enterprise. In conjunction with the upgrade centralized archive databases were added. We are in the process of migrating employee email archives stored on their network drive to the new archive databases on the enterprise Exchange server.

A new virtual host server running VMWare 5.5 was established at the Police Department. The existing physical CAD (Computer Aided Dispatch) server was virtualized and placed into this environment. This virtual host also allow us to create a new server to house the latest version of the Police CAD software. The system was built



and tested, and the databases from the old server were migrated into the new system. The old CAD system was then decommissioned.

Our future plans include establishing a network disaster recovery site at the new Police station. This will require an upgrade to our three virtual hosts and network storage at the Flynn Building. The older hosts and storage would then be redeployed to the new Police Station creating a virtual presence capable of supporting our virtual infrastructure. The dual virtual centers enable us to load balance our servers between the two environments. We would also be able to set up site replication so that the virtual servers at Flynn will be replicated to the Police Station's virtual network in a passive state. All virtual servers running at the Police Station will also be replicated over to the Flynn Building. The establishment of virtual site replication will ensure server redundancy in the event of a disaster.

We continue to improve the performance, reliability and security of our Town Wide-Area Network. A new core 10GB capable 48 port, power over Ethernet (PoE) core switch and a secondary 48 port PoE switch were added to the Fairbank Community Center network. We also replaced the Fairbank network rack with an open rack with angle patch panels and vertical wire management. The addition of the switches allowed us to establish 10GB connectivity to Fairbank from Flynn.. We were then able to retire three outdated 3Com 100MB switches. The addition of the new rack greatly improved the cable management in the server room. The Fire station's 48 port core switch was replaced with a new 48 port PoE switch. The replaced switch was then redeployed at the Fairbank Community Center's network. We added a new 48 port PoE switch to the Police station replacing an outdated 3Com switch. The addition of the new PoE switches at the Police and Fire Stations will be used when the Police and Fire telephone systems are upgraded to VoIP when the new Police Station opens in November of 2015. The upgrade of the switching at the Fairbank Community Center allowed us to redeploy two Cisco PoE switches to the Goodnow Library adding an additional 72 ports to the network. We were also

able to retire all of the 3Com switches on that network. A Cisco 48 port PoE switch was added to the Flynn building to increase network port availability.

The additional switching at the Police, Library and Flynn buildings was needed in order to support the implementation of a new IP Camera security system at the Police, Library and Flynn buildings. This centralized surveillance system offers the public safety dispatchers the ability to access any of the IP cameras through a web based central controller interface. If a violent situation arises in a town building equipped with this technology the Police will be able to determine the best course of action based on the surveillance video coming from the building. In conjunction with the IP Camera system, a new centralized access control system was also added to the Flynn and Library buildings. The system uses access badges which are encoded with an ID. The web based software allows us to establish access rights for the Employee badge which is then distributed to the employee at the Library or Flynn buildings. ID's were also given to Police and Fire personnel and to committee chairmen who have night meetings at the Flynn Building. The Town hopes to deploy these technologies to all town buildings and schools in the near future.

The Information Systems Department continues to improve the Town's telephone network. The InformaCast paging module was added to our VoIP telephone system. We established seven paging zones which included the Flynn Building, Library, Town Hall, DPW Building, School Administration Offices, Park and Recreation/Atkinson Pool, and the Senior Center. Staff can access a paging zone by pressing the proper code on the VoIP phone. They are then able to broadcast a message to the zone through the speakers on the VoIP phones. This can be used for announcements as well as building wide alerts. When the Police Station upgrades to the VoIP system, they will be able to use a phone to broadcast warnings to employees if a violent situation occurs.

The Town has two-way extension dialing between all town buildings utilizing our network

for calling between buildings and eliminating the need for external telephone lines. The Town's IT Department has worked with the School Department to establish extension dialing from the Town's Cisco and BCM phone systems to the new phone systems at the Nixon, Loring and Curtis schools. Calling by extension utilizes the Town and School networks thus removing the need for a Verizon phone line. This frees up our Verizon lines for calls that are outside of our telephony network.

We have made significant strides in consolidating our telephony services into one unified system thus allowing our buildings to share telephony services. This will result in annual telecommunication cost savings and help streamline the management and functionality of the Town's telecommunications network.

The Town of Sudbury's website was developed in 1998. The website was designed so that every department/committee was given responsibility for posting and updating their information. By giving web responsibilities to all departments/committees we provided the public with comprehensive and timely information without taxing the resources of one person or department.

When the Town's website was created there was no web Content Management Systems (CMS) available. The IT Department created a home-grown CMS which has worked well for the Town over the past 17 years. Today a number of web Content Management Systems have been develop

and millions of businesses are using these systems for their websites.


After extensive research we determined that the WordPress CMS would provide the functionality we needed and would be able to mimic the structure we currently have in place. During the summer of 2013 a new WordPress beta site was established. Our web developer, Edward Hurtig, has been working on mimicking the functionality of our current site by adding a number of WordPress modules to the site. During the summer of 2014 Edward worked tirelessly to have the new website ready for a September 2014 launch. We contracted with a premier WordPress development company, 10Up to review our code and advise us on the best practices when developing our web modules.

Two years after starting the project we were able to migrate the data into the new website. The new website was launched at the end of August 2014. A staff training was held at the Flynn Building for all departments. Edward added a web editing module which mimicked the design of the old website interface. This helped with the transition from the old site to the new one.

From September through the present day, we have been working on improving the functionality and addressing any software bugs that have been discovered after our launch. Edward has also been working on improving speed and adding a more robust searching functionality. An introduction to the Town website's new search capabilities follows:

*As part of the upgrade to the Town website, we have expanded search capabilities with the hope that residents will have an easier time finding the content they need.*

*The front page of the website now has the ability to search "All News," "All Documents" and "All FAQs" through a search filter.*



The screenshot shows a website header with a navigation menu. On the left, there is a section titled "Recent News". To its right is a horizontal menu with four items: "All News", "All Documents", "All FAQs", and "All Meetings". The "All News" item is highlighted with a red rectangular border. Below the navigation bar, there is a news header for an article titled "Fifteen Positions Available for Annual Town Election March 30, 2015". The text of the article begins with "Nomination papers and packets for Town offices will be available on Monday, January 5th." followed by a blue link labeled "More".

For example the “All Documents” link will take you to a list of all current documents. These are documents have not yet been archived and are still actively displayed on our website. The listing has a search box which will filter the list based on the keywords you type in the box. In the example below I’ve typed the words “Town Forum,” which resulted in a listing of all active documents that have the word Town Forum in either the Title, Committee/Department or the Category fields.

**All Documents**

Town Forum X Filter

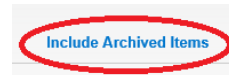
[Click This Link to Include All Archived Documents... Please Be Patient](#)

**All Current Documents** [Download Excel CSV](#)

Title	Department/Committee	Categories
<a href="#">2014_Town_Forum_2014Oct23_Minuteman_Regional_Info</a>	Board of Selectmen	
<a href="#">2014 Town Forum - Affordable Housing</a>	Board of Selectmen	Meeting Documents/Meeting Documents, Presentation/Presentation
<a href="#">2014 Town Forum - Land Acquisition 2</a>	Board of Selectmen	Meeting Documents/Meeting Documents, Presentation/Presentation
<a href="#">2014 Town Forum - Operating and Capital Budget Presentation</a>	Board of Selectmen	Meeting Documents/Meeting Documents, Presentation/Presentation
<a href="#">Town Forum 2014 Flyer</a>	Board of Selectmen	
<a href="#">Town Forum Presentation 7-31-12</a>	Human Resources / Assistant Town Manager	Assistant Town Manager/Assistant Town Manager

Clicking on “Download Excel CSV” link will create a list of current documents in an Excel file.

If you are looking for a document that may have been archived or would like to see all of the documents including the archived documents click on the “Include All Archive Items”. This will display all documents posted on the website including archived documents.



The front page of the Town’s website also includes a Google search bar. The Google custom search will only return results from the Town of Sudbury website. Google search also has the ability to index the contents of most common file types such as Adobe Acrobat and Microsoft Office files.

**Search the entire Sudbury site**



If you use Google search on our website, it will return all pages and files on our website where the

keywords exists, including any archived material.

The same listing and filtering capabilities have been extended into each Department’s document postings.

We hope that the introduction of these search capabilities will help residents find the information they are looking for in a quick and efficient manner.

Because of the record breaking snowfall in Sudbury this past winter, a new interactive Adopt a Hydrant map was created to assist residents with locating hydrants near their properties. The process of adopting a hydrant allows residents to be responsible for keeping

their chosen hydrant clear throughout the winter season.

A new Town Meeting section (<http://sudbury.ma.us/townmeeting>) has been added to the website. This includes all present

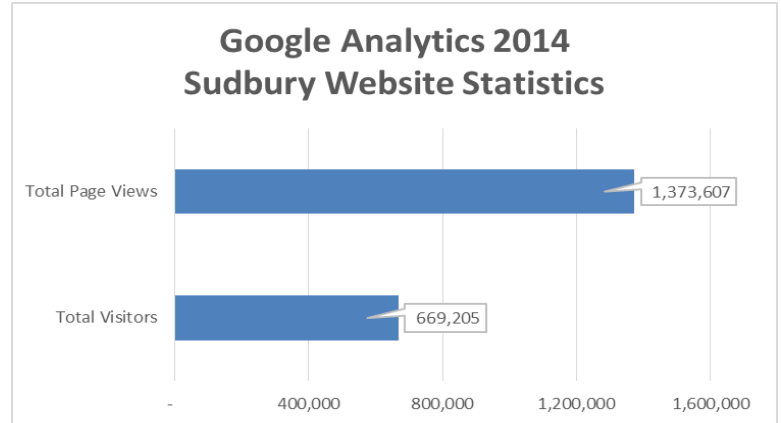
and past information about Town Meetings held in Sudbury. We wanted to create an area where residents could go to easily find the latest information about 2015 Town Meeting Articles in development, as well as articles that were voted on in the past. The Town Meeting website offers navigational sections designed to be user friendly.

The introduction of Constant Contact has been a tremendous success. Constant Contact greatly improves the process of subscribing and unsubscribing to our email groups and has eliminated spam bounces from Internet Service Providers. A convenient “Subscribe” button was created on the top right-hand corner of the Town’s website. By clicking the “Subscribe” button, users may choose from multiple email groups. You will be given the option of unsubscribing from one or more email groups at any time. Our email subscriptions to all of our groups now is at 4,840 subscribers.

In July of 2012 we introduced Google Analytics Tracking as the website’s primary statistical reporting tool. In order to implement this statistical tool, the Google tracking code was inserted into the various sections of our website.

Approximately 99 percent our web traffic is now being captured by Google Analytics.

This year’s statistics represent a full year of Google Analytics reporting.



The Town of Sudbury continues to update and improve our Geographical Information Systems (GIS). The MapsOnline electronic mapping site has been upgraded to the latest version. The new mapping site offers an easy to use interface for residents. The MapsOnline Navigation Bar provides several tools for manipulating the map, interacting with map features, and executing tasks. We also received a day of MapsOnline administration training showing us the new map administrative features that were added to the software.

The Information Systems Department continues to upgrade and add new technology to further the goal of ensuring that the Town serves citizens in a timely and efficient manner.

Respectfully submitted,  
*Mark Thompson, Technology Administrator*



# HUMAN SERVICES



*Sudbury 375 Committee Co-chairs Joe Bausk and Hal Cutler planning the celebration and showing “375” souvenirs. Photograph by Elin Neiterman.*

## Cable Advisor

In 2014, the Cable Advisor helped residents resolve cable-related issues. He also 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](mailto:cableadvisor@sudbury.ma.us). Residents are encouraged to use this process to get help with cable-provider-related problems they cannot resolve through normal channels.

SudburyTV (a non-profit organization led by Sudbury residents) continued to provide Public, Governmental, and Educational Access programming on COMCAST Channels 8 & 9, Verizon Channels 31 & 32, and via their website <http://sudburytv.org> (video-on-demand, and 24/7 live stream).

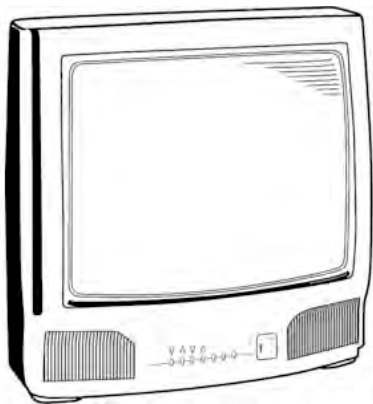
SudburyTV programming included coverage of the Sudbury 375th Anniversary community events, the Olde Time Community Fair, and the Field Day and Pops Concert held in late summer and early fall. The channel also continued its live coverage of Selectmen's meetings and Town Meeting, began live cablecast of SPS School Committee and L/S School Committee meetings, and continued to cablecast other committee meetings including Finance Committee and Park and Recreation Commission meetings. SudburyTV continued to cablecast community programs from the Sudbury Historical Society

and Sudbury League of Women Voters, as well as L/S Music Programs, L/S Sports, the Sudbury Summer Concert Series, Holiday Parades, and the 13th Annual HOPEsudbury Telethon.

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. The Town Hall main meeting room, and the Silva Room in the Flynn Building, are both configured so that a single volunteer can record meetings with multiple cameras.

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](mailto: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*



## Council on Aging

The Sudbury Council on Aging (COA) is a nine member board whose members help to guide the planning and policy making of the Sudbury Senior Center and who advocate for the needs of Sudbury residents who are 60 years of age and older. The Sudbury COA is cognizant of the fact that the number of residents in that age group has been growing for many years and will continue to grow as a proportion of the general population of Sudbury. The latest Town Census report indicates that there are 3,609 residents who are 60 years of age and older representing 20% of the total population of Sudbury.

### 2014 COA Strategic Plan

In December 2014, the Sudbury Council on Aging reviewed and updated the COA strategic plan initially drafted in 2012 (also updated in 2013). The results of the session are in a report entitled: Sudbury COA Strategic Plan FY2015.

The COA Strategic Plan's six objectives are as follows:

1. Get a permanent means-tested senior tax exemption approved by the state legislature before expiration of the current pilot legislation.
2. Continue and expand transportation services for Sudbury seniors and residents with disabilities while conducting a needs assessment and develop a long-term (5 – 10 yr.) action plan.
3. Maintain an active role in advocating for the space needs of seniors in the next 3-5 years, and for design and construction of a multi-generational Community Center.
4. Create a plan of action to improve the online and social media face of the Senior Center, Friends, and the Council on Aging and present the plan to the Friends of Sudbury Seniors group.
5. Continue to maintain strong working relationships with all relevant town boards to ensure COA input where appropriate.

6. Continue to advocate for affordable senior housing in Sudbury.

### Town/COA Award

The Town of Sudbury and the Sudbury COA, along with the leadership of former COA Chair David Levington and Sudbury resident Ralph Tyler, were recognized by the Massachusetts Municipal Association and Mass. Council on Aging Association for the Sudbury Means-Tested Senior Tax Exemption pilot legislation that offers older residents who pay a large proportion of their income in property taxes to receive a property tax exemption.

### The Sudbury Senior Center

With the policy guidance of the Council on Aging, the Sudbury Senior Center serves the social, recreational, health and educational needs of people aged 60 and older in the community. This is accomplished through a variety of programs, activities and services. In FY 2014 (fiscal year), approximately 1,900 individuals 60 and over and 156 people younger than age 60 participated in a Senior Center program, activity or service.

While programs and activities are most visible at the Senior Center, many services are delivered in other settings. The wheelchair-accessible "Sudbury COA Connection" van provides door-to-door service to residents over 60 and younger residents with disabilities. Our Information Specialist provides information, assistance and consultation to seniors and their families. Hot meals are delivered Monday through Friday to seniors who are eligible. Our Volunteer Coordinator oversees a number of programs that help people in their homes including: the Fix-it program, Friendly Visitor program, Grocery Shopping program, Medical Equipment Loan Closet, Sand Bucket delivery, the Lawn Cleanup program, the Mercury Recovery program, the Lockbox and Space Heater programs and the FISH (Friends in Service Helping) volunteer medical transportation program.



The Property Tax Work-off Program matches seniors and veterans with a needed skill with Town Departments who need help, thereby providing the seniors and veterans with a property tax credit.

### ***Special Focus Activities***

**Property tax relief:** The Council on Aging continues to advocate for property tax relief measures to ensure that Sudbury remains affordable for older residents.

This year the COA continued to help to educate seniors about the new Means-Tested Senior Tax Exemption, which was approved by the Town electorate in December 2012. Cynthia Gerry, Town Assessor, provided a presentation on the means-tested Senior Tax Exemption in June 2014 at the Senior Center. COA members volunteered to provide assistance to seniors wishing to complete the application, along with two volunteers from the Senior Center's AARP Tax Assistance team.

**Transportation:** The Senior Center Director continues to serve as Sudbury's representative to the MetroWest Regional Transportation Authority (MWRTA), with the aim of improving public transportation for seniors and other Sudbury residents. The MWRTA assumes the costs of running the "COA Connection" van, including the van drivers' salaries, benefits, van insurance, and other expenses, while maintaining the van service for seniors and people with disabilities. In FY 2014, the van provided 2,107 one-way rides to 44 ambulatory and non-ambulatory residents aged 65 and over and 1,892 one-way rides to 15 residents under 65 with a disability.

The MWRTA continued to fund two Van Drivers, one is full-time and the other is a part-time Van Driver.

### **Healthy Living Programs:**

The Senior Center continues to offer the valuable Stanford University researched "Healthy Aging" programs that are proven to improve health outcomes. We offered a "Powerful Tools for Caregivers" workshop in March and April 2014. Our Information Specialist, Anne Manning was

instrumental in not only getting this workshop off the ground but also acting a co-leader for the workshop. BayPath Elder Services Healthy Aging Program Manager Silvia Bodie also helped to launch the workshop and co-lead it. 14 people participated in the workshop. The evaluations included many positive comments. As a follow-up to this workshop, Anne also planned a Caregiver's Luncheon with Pleasantries Adult Day Care which drew in 16 caregivers who received a nourishing lunch and a chance to share information and relieve stress.

The Senior Center was also fortunate to utilize the State Formula Grant to subsidize our "Tai Chi for Healthy Living" classes which are based on some of the principles of the Stanford "Healthy Aging" workshops. Twenty-six different individuals participated in this class over the year.

### ***Space Limitations***

Having enough appropriate space to offer all of our programs continues to be a challenge at the Senior Center. Many of our programs and services rely on shared space with the Park and Recreation Department. At times, Park and Recreation programs are running during the day and our programs need to move to less appropriate space and/or if not, we sometimes have to cancel. We have been fortunate to occasionally move some of our fitness programming to local church space. However, it can be challenging to move the legal clinic, or a meeting to other space. For the most part, we manage but do curtail some of our programming in order to keep space conflicts to a minimum.

### ***Highlights of Activities and Programs for 2014***

**Veterans:** The Senior Center, in collaboration with the Sudbury Military Support Network, hosted the fourth annual Veterans' Appreciation luncheon on Wednesday, November 5, 2014. The Senior Center was honored to have the Reverend Father Erikson, Brigadier General, U. S. Navy, of the Our Lady of Fatima Church, as our guest speaker. Longfellow's Wayside Inn sponsored the luncheon with a delicious hot meal. Ninety-five people attended this year's Veterans' luncheon.



Figure 1 - Veterans assemble for the 2014 Veterans Luncheon at the Fairbank Gym.

**Lifelong learning classes:** One of the greatest strengths of the Sudbury Senior Center is its focus on continued intellectual development throughout the life span. Two hundred (200) individuals took part in various lifelong learning classes, including: Alexander the Great series, America and Iraq, Global Civilizations, Music Appreciation and more.

**Intergenerational Activities:**

The Senior Center seeks to foster relationships between younger and older generations as they each have much to offer each other. The successful “Teen Tech” program continued this year: twice each month, volunteer students from Lincoln-Sudbury High School (LSRHS) visited the Senior Center to provide technical assistance to seniors with their technical devices (cell phones, ipads, laptops). Forty-five older adults took advantage of our local high school students’ expertise with tech gadgets, cell phones, laptops and social networking during the year.

In addition, the COA collaboration with teacher James Raffel at LSRHS continued in spring, when three retired Sudbury entrepreneurs from the Senior Center shared their personal business stories and provided feedback for L-S students in history teacher James Raffel’s Economics & Finance class during May and June.

The award winning Bridges Together intergenerational program has been ongoing in each 4<sup>th</sup> grade classroom in Sudbury for over 20 years. This program brings older adult volunteers from the community into the classrooms to collaborate with children, forming friendships and increasing understanding while working on a curriculum that fits into the Mass. school

standards. This program engaged approximately 132 older adults with approximately 384 4<sup>th</sup> grade students in 2014.

**Health and Safety information and screenings:**

The Senior Center has a special focus on information and programs to maintain the health of Sudbury seniors and give them the tools they need to maintain their well being as they move into their later years.

A sampling of the health and safety talks this year includes: Memory Screening, Tick Talk, Stroke Awareness, All about Rehab, Healthy Snacking, Happy Feet, Ask the Pharmacist and more. 162 seniors took part in Health and Safety informational programming. In addition, 132 individuals took advantage of free blood pressure and diabetes screenings, offered weekly at the Senior Center.

The Senior Center also collaborates with the SHINE (Serving the Health Information Needs of Elders) volunteer counseling program to offer assistance to seniors who would like help in assessing their Medicare health insurance choices. 108 individuals visited our SHINE Counselors for health insurance and Medicare counseling this year.

**Physical Activity:** In recognition of the important role physical fitness plays in successful aging, the Senior Center offered several opportunities for seniors to exercise. The Fit for the Future aerobics class continued to be offered 3 times each week, the Yoga class meets twice each week, while the Tap Dancers, the Better Bones strength class, and a new Zumba aerobics/dance class meet once each week. In addition, during the fall and spring the Board of Health Nurse supervises a Walking club. Combined, 284 individuals participated in Fitness programs this year.

**Socialization/Recreation:** To provide seniors with a chance to meet others and socialize, the Senior Center hosts card games, including bridge and bridge lessons, canasta and cribbage; and offers bingo, movies and special luncheons and entertainments, often in conjunction with holidays such as Christmas, Independence Day, and St. Patrick’s Day. With the assistance of two special volunteer chefs, the Senior Center is also

able to offer a Men's Breakfast, twice a year. Forty-nine men attended the Men's Breakfasts this year.

Other events that offer a chance to socialize and enjoy the arts were: pianist Jeffrey Moore, Guitar and Song with Peg Espinola, and Flutist Mana Washio. Altogether, approximately 543 individual seniors participated in recreational/entertainment programs.

**Outreach and Information and Referral services:** The Senior Center Information Specialist provided information, referral and consultation to approximately 245 individuals 60 and over, as well as 46 individuals under 60 years of age. Many of the people that seek out Anne's assistance are caregivers for spouses, parents, other family members or adult children.

**Volunteer and Support services:** Through the efforts of our Volunteer Coordinator, (funded by the Sudbury Foundation), the Senior Center was able to coordinate the services of 220 volunteers to provide services such as FISH medical transportation, in-home fix-it, sand bucket delivery, space heater swap, friendly visiting, grocery shopping and more.

In addition to the services provided by volunteers listed above, the Volunteer Coordinator oversees volunteers to assist the Senior Center in holding luncheons, picking up donated baked goods, and delivering home delivered meals. Taking into account all volunteer services, we estimate that more than 5,059 hours were donated in 2014 with an estimated equivalent value of \$66,295.

**Property Tax Work-off:** The Senior Center administers the Tax Work-off program for the Town. The Tax Work-off was expanded to include veterans in 2014. This program offers participants an opportunity to work for a Town Department and earn a tax abatement the following year up to 100 hours times the minimum wage. Under the able leadership of the Senior Property Tax Work-off Coordinator Marianne Büttner, the program matched the skills of 51 participants with 50 Town jobs (some workers did not work the full 100 hours). In

addition, the Veterans Tax Work-off Coordinator placed 2 veterans into 2 Town jobs. The Tax Work-off participants provided 18 Town departments about 500 hours of valuable service in the past year.

### ***Senior Center Staffing***

The Senior Center operations are funded through a combination of Town funds as well as grants along with over 200 volunteers who provide approximately 5,095 hours of service. In addition, we work closely with BayPath Elder Services which funds and staffs the lunch and home delivered meals program. Through the Tax Work-off program, the Senior Center is fortunate to have six 100-hour workers to provide services such as office reception and data entry.

In 2014, the Administrative Assistant reached a 16 year milestone with the Senior Center. We congratulate and thank Claire Wigandt for her strong work ethic, sense of humor, excellent skills and many years of service!

We also acknowledge 23 years of service by our volunteer Trips Coordinator, Carmel O'Connell, who we sadly lost this year due to cancer. Carmel was an enthusiastic, energetic and accomplished Trips Coordinator who took care of everything! She will be greatly missed by all.

### **Council on Aging Accounts with the Town of Sudbury FY14**

The Town of Sudbury financially supports the Senior Center by funding salaries of the Director, Administrative Assistant, Program Coordinator, and part-time Information and Referral Specialist, and providing 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 reported in the Town budget because the revenue sources are not from the Town, but are nevertheless administered through the Accounting Office. The account activities for FY 2013 are listed in the table on the following page.

<u>Account Number</u>	<u>Title</u>	<u>Beginning Balance FY14</u>	<u>Revenue FY14</u>	<u>Expenditures FY14</u>	<u>Ending Balance</u>
1171	COA Revolving - Activities <sup>1</sup>	\$8,969	\$35,397	\$27,930	\$16,436
1172	Transportation <sup>6</sup>	\$1,223	\$0	\$73	\$1,150
1173	MWRTA Revolving <sup>2</sup>	\$17,764	\$79,092	\$70,000	\$26,857
1323	State Aid/Formula Grant <sup>3</sup>	\$5,149	\$19,907	\$22,386	\$2,670
1411	COA – Federal Title III-BayPath Grant <sup>6</sup>	\$489	\$600	\$666	\$423
1412	Camcorder Grant <sup>7</sup>	\$160	\$0	\$0	\$160
1413	Volunteer Coordinator Grant <sup>4</sup>	\$10,263	\$18,000	\$17,629	\$10,634
1951	Friends' Gift Account <sup>5</sup>	\$2,558	\$0	\$0	\$2,558
1969	LEPC/VIP Gift <sup>6</sup>	\$31	\$0	\$0	\$31

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 van.

3 Annual Formula Grant Funds from the Executive Office of Elder Affairs: Helps to fund the Receptionist, the Sudbury Senior Community Work Program Coordinator, Bridges Coordinators, and FISH Coordinators.

4 Grant from the Sudbury Foundation for the part-time Volunteer Coordinator position.

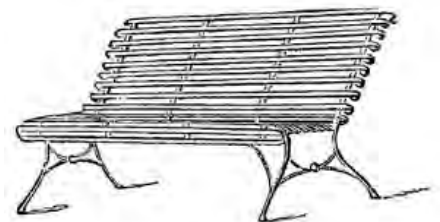
5 Friends' of Sudbury Seniors gift account, utilized when State Aid grant is distributed late in the year.

6 Account utilized to pay for programs when State Aid grant is distributed late in the year.

7 Dormant accounts.

Respectfully submitted,  
*Debra Galloway, COA Director*

*John Ryan, Chairman*  
*Barry David*  
*Robert May*  
*Robert Diefenbacher*  
*Phyllis Bially*  
*Carmine Gentile*  
*Elizabeth Ingersoll*  
*Alice Sapienza*  
*Patricia Tabloski*



## Report of The East Middlesex Mosquito Control Project

The East Middlesex Mosquito Control Project conducts a program consisting of mosquito surveillance, adult and larval mosquito control and public education.

The adult mosquito surveillance program monitored mosquitoes from 24 Sudbury trap collections. Average spring rains resulted in moderate mosquito activity in late May and early June. Mosquitoes reached their highest levels during the annual emergence of a cattail marsh mosquito species from mid June through July and the emergence of floodwater species following rains during the first half of July. Populations declined due to dry conditions during August and September. The Massachusetts Dept. of Public Health determined that there was a low West Nile Virus (WNV) risk and a low EEE risk in Sudbury during the 2014 season. There were 6 residents within the metropolitan Boston area who contracted WNV in 2014.

The larval mosquito control program relied on the larvicides *Bacillus thuringiensis var. israelensis* (Bti) and *Bacillus sphaericus*, which are each classified by the EPA as relatively non-toxic. In April a helicopter was used to apply Bti granules to 509 wetland acres to control spring floodwater mosquitoes. Field crews using portable sprayers applied Bti in the spring and summer to 7.5 wetland acres when high densities of mosquito larvae were found in stagnant water. Larvicides

containing *Bacillus sphaericus* were applied to 1,794 catchbasins to control *Culex* mosquito larvae in July and August. *Culex* mosquito larvae are considered the primary WNV vectors.

The adult mosquito control program assigned 6 crews to apply Sumithrin to 5,045 acres at night using truck-mounted aerosol sprayers, when survey traps collected high mosquito populations. The EPA classifies Sumithrin as slightly toxic. Advance notification of the spray program was done through notices on the Town website.

The Project'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.

On behalf of the Project, I'd like to acknowledge the valuable contributions that Bob Leupold, made during his 25-year tenure as Sudbury's representative to the East Middlesex Mosquito Control Commission.

Respectfully submitted,  
*David Henley, Superintendent*



## Goodnow Library

The library launched its first-ever in-house website in January. Some new features include an online calendar of events, meeting room booking, and reading recommendations. We have had over 75,000 visits to the site, with a 58% return user rate and over 146,000 page views, with the most popular being museum pass information, room bookings and children's programming. 30% of visitors use a phone or tablet to access the site. As a result, we have prioritized the development of a mobile-friendly site in 2015.

Also in January, we held a wildly successful Open House ("Kids Day Out at Goodnow") that was jointly hosted by the Goodnow Library Foundation and Friends of the Library, and run by the staff, Friends and Foundation. Over 400 people attended. We received generous donations of prizes to raffle off a Dustin Pedroia signed baseball and a set of 4 BU Hockey tickets. Among things to do for kids was a scavenger hunt designed to show off all of the new additions to the room, Animal Adventures program, and free ice cream from Friendly's.

In May, coffee came to the library. For a dollar a pod, patrons began enjoying a "cuppa joe" with their visit. As one patron declared one, "This library is officially the best library in the world!"

In 2014, we wrapped up our fifth and sixth Teen Study Weeks, where the library stayed open late three nights during finals, served pizza, coffee and candy to all the hard working high school students. Over 300 kids chose the library as the place to be as they prepared for exams. Our tireless Young Adult Librarian, Megan Statza arranged a variety of study breaks around the library, including coloring and "selfie mustache" stations.

This was also an exciting year for e-books. We increased our spending on titles available through the catalog, and began loaning Kindles, pre-loaded with a variety of books, including Fiction, Mystery, Teen and Kids titles.

In September, we celebrated the paving of the path between the library and Dunkin Donuts. We hosted a StoryWalk™—a path marked by the pages of a story book, while Dunkin Donuts offered a decorate-your-own-donut station. Over 300 people attended the 2 hour event, and many people remarked how much more convenient and safe it was to traverse the path once it was cleared up.



*Figure 1: Enthusiastic patrons make the virgin journey on the new path between the library and Dunkin Donuts*

September is Library Card Sign up month, and we celebrated with a "Get Carded!" campaign, when just by showing your library card to certain local businesses, patrons received a special discount or freebie. This resulted in a 15% increase in new library card holders over the previous year, and lots of people using our self-checkout system, with their card or a barcode app. That's right, we upgraded our scanners to ones able to read smart phone apps such as CardStar or Key Ring.

In October, we unveiled a new service called hoopla whereby you can borrow free video, music, and audiobooks with your library card. It's easy and you can stream it all from your PC, tablet or phone.

And finally, winding down the year, we hosted a Holiday Technology Petting Zoo. In two sessions during December, we set up an array of e-readers, tablets, gaming and TV devices for you to test drive. Families, older adults and curious patrons came to check out the latest in tech, including Chromebooks, Apple TV, Wii and Kindle.

### **Children's Services**

In 2014, the Children's Department ran 494 programs that had 18,207 people in attendance, and accumulated 561 volunteer hours from high school and senior volunteers.

This year, the Children's department implemented the parent education initiative developed by the American Library Association called "Every Child Ready to Read" (ECRR), which stresses that early

literacy begins with the primary adults in a child's life. Through the adoption of this initiative, our children's librarians are empowered to assume an essential role in supporting early literacy within our community, and to pass this knowledge on to caregivers of young children. Each of the three weekly story times is structured around one of the ECRRs five key practices: reading, writing, talking, playing and singing.

Springtime was a busy time for the department with the February and April school vacation weeks. In just those two weeks the department hosted 22 programs that were attended by 902 patrons! Awareness of these and other programs was increased through the launch of our new website. Additional partnerships this year also increased our marketing reach to new and existing patrons. A partnership with the local elementary school librarians to market our events directly to students and families, the Park & Recreation Department's willingness to post events, the MetroWest Town Planners website and calendar posting of our events and the new website "GetLocal MA" publicizing on our behalf all contributed to more patrons visiting the library and attending programs.

Summer is historically the busiest time for the Children's Department and this year was no exception. It was a record breaking year as 441 children (8% more than the previous year) read over 1,800 books (20% more than the previous year)! The department hosted 145 programs (89% more programs than the previous year) that were attended by 5,948 people (57% more than the previous year)! This summer instead of raffling off prizes to participants, we partnered with the Discovery Museum in Acton to host the families of all of our summer readers to an ice cream party and open admission to the two museums. Our patrons were thrilled at this wonderful family experience and reward for all of the amazing reading our kids did over the summer.

Other highlights this year include our ever-expanding and hugely popular weekly Monday Music Maker's program which regularly exceeds 100 patrons in attendance; a partnership with the Bridges Together nonprofit organization to host a series of programs enabling children and seniors to work together; participation in the town's 375th Birthday event series in which the department hosted our first-ever talent show; annual school

outreach in Read-Across-America participation and school visits; a first ever (and now annual) art reception celebrating the talented kids of the Sudbury public schools; building an inflatable library to bring Goodnow out to the community; the resumption of a Read-to-a-Dog program; the introduction of a regular yoga classes for children; and a monthly bilingual French Preschool story time.



*Figure 2: A young fan shares a moment with the famous red dog*

### **Circulation Services**

This past year, the Circulation department has reviewed loan rules and meeting room policies. We have begun use of Library Insight's room booking software, taken steps to participate in the acquisitions feature currently used by our library consortium, the Minuteman Library Network, and addressed the known security-compliance issue which affects credit card transactions at our self-checkout stations.

Extensive weeding of underused portions of the collection by library staff has preceded the painting of the entryway and new materials area, the replacement of half of the downstairs carpeting, and renovation of the new materials area itself.

### **Reference & Information Services**

As always, we have tried to make the library as useful to our patrons as possible. This year, we began interfiling non-fiction DVDs with non-fiction books in order to put all the material on a given subject together. With the reconfiguration on the

new-books area, the audiobook collection moved upstairs as well, bringing together the entire AV collection.

Technology continues to play a major role in what we do. Through the generosity of the Goodnow Library Foundation, we added iPads, iMacs and Chromebooks this year, bringing new breadth to our technology offerings. We have also replaced an outdated and almost unusable microfilm reader with a state of the art model which will allow our patrons to make use of our historical newspapers and other microfilm. It will also help us to serve those who reach out to us from all over the world for historical and genealogical assistance.

### Friends

The Friends of the Goodnow Library had a very busy and productive year. A few highlights include our \$40,000 donation to the Goodnow Foundation for the new Community Gathering Space; our first annual Teamwork Trivia Night; our celebration of Sudbury's 375th with an author series, Local Luminaries; and the co-sponsoring with the Foundation of an open house in January to celebrate the refurbished Children's room.



Figure 3: View of the renovated new book area and gathering space

We also continued our yearly support of the library to fund such things as children's programs, museum passes, and the library copy machines. The Friends Sunday Afternoons at the Goodnow cultural series was as popular as ever. Pianist Wanda Paik performed for us and we were fortunate to have the author Maryanne O'Hara come and speak about her book *Cascade*. This book was chosen as the Boston Globe's Book Club inaugural pick. The garden to the entrance of the library was beautiful thanks to the planting and ongoing care provided by the Friends.

In addition to the Teamwork Trivia Night, the Friends raised funds with annual memberships as well as our two yearly book sales.

### Foundation

In 2014 the Goodnow Library Foundation (GLF) continued to focus on its mission to improve and enhance the library experience for the thousands of patrons who walk through the library doors each month, and to raise funds towards an endowment that will insure the library will remain the vibrant, cultural center of Sudbury for decades to come.

The Foundation received a number of major donor gifts this year, and benefited from a grant from the Sudbury Foundation that paid for our two staff members. We converted all our donor information to a professional database, which allows us to keep track of donations and pledges, and to improve relationships with our contributors. Thanks to the new Library website, the Foundation can now receive donations on-line.

Major events this year included a "What's It Worth" antique appraisal day in May, featuring Skinner's auction house and Treffler's furniture restoration. Patrons brought treasures from home to have them appraised by experts. In June, the GLF sponsored the first Community Art Show, featuring works by Sudbury students, preschool through high school. Hundreds of proud family members and friends attended to see the art displayed all over the building.



Figure 4: Members of the Foundation board at the 3rd annual gala

In October, the GLF held the third annual gala fundraising event at the library, "Black, White and



Read All Over.” This year the focus was on creating a new community gathering space in the first floor lobby, complete with comfortable seating areas, a charging bar for electronics, a coffee machine and new book displays. Thanks to a generous gift from The Friends of the Library, we were able to complete the new area. The Town of Sudbury also contributed new paint and carpeting. The event drew over 275 patrons and volunteers, and included an extensive selection of raffle baskets, food displays by Peppers Catering and many local musical groups.

The GLF continues to upgrade the library’s technology offerings. This year two iMac desktop computers were purchased, as well as two Chromebook laptops. A flat screen TV with “Apple TV” capability was mounted on a rolling stand, and is available for use throughout the library.

In December, the Foundation launched our first annual fund appeal, sparked by a \$30,000 challenge from a generous patron. A town-wide mailing brought in close to that amount in donations, with 180 residents contributing. Ultimately, the Foundation added close to \$160,000 to its assets this year.

Major Goals for the upcoming year:

- Continue to raise funds towards the endowment.
- With community input, plan ongoing improvements to library work, study and gathering spaces
- Engage the Sudbury community in innovative events and programs for all ages.
- Ensure that library technology is updated regularly.



<b>Statistical Report</b>			
<b>FY14 (July 1, 2013-June 30, 2014)</b>			
	<i>FY2013</i>	<i>FY2014</i>	<i>% Change</i>
<b>Total Circulation</b>	428,484	437,469	2%
<b>Circulation of e-book &amp; e-audio</b>	7,674	14,337	87%
<b>Number of Children's Programs</b>	316	494	56%
<b>Attendance of Children's Programs</b>	10,136	18,207	80%
<b>Self-checkout</b>	77%	80%	4%
<b>Foot traffic</b>	176,736	176,935	.1%

<b>Financial Report</b>		
<b>FY14 (July 1, 2013-June 30, 2014)</b>		
	<i>Revenue</i>	<i>Expended</i>
<b>Lost books</b>	\$5,281.36	\$552.22
<b>Meeting Room Revolving Fund</b>	\$7,020.00	\$3,530.34
<b>MEG</b>	\$3,249.14	\$61.45
<b>LIG</b>	\$8,402.45	\$5,928.98
<b>Non-Res</b>	\$11,183.94	\$1,607.97
<b>Fines*</b>	\$22,787.11	

\*returned to the General Fund

Senior Library Staff

*Esmé Green, Director*

*Karen Tobin, Assistant Director*

*Michael Briody, Head of Circulation*

*Elizabeth Rose, Head of Technical Services*

*Kathryn Liddle, Head of Children’s Services*

Board of Trustees

*Nancy Hershfield, Chair*

*Sarah Sogigian*

*Lily Ann Gordon*

*Carol Hull*

*Robert Iuliano*

*Barbara Pryor*

## Board of Health

The Board of Health is responsible for addressing the health needs of the community. Traditional duties include site evaluation for subsurface sewage disposal, permit/licensing and inspections of food service establishments, summer camps, public swimming pools, stables, septic installers and haulers, septic systems, potable water and irrigation well installations, community-based nursing and mental healthcare services, 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 Parmenter Health Services on behalf of the Board of Health. Mental health-care services are provided through the health department Community Social Workers. The Board of Health continues to update and disseminate the most current information on public health concerns and issues through the use of the town website, brochures, cable tv and local newspapers.

### **Subsurface Disposal of Sewage**

To ensure that individual septic systems will not have an adverse impact on the environment and public health, thorough 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 new construction and proposed additions to existing buildings. Under the State Environmental Code, Title 5, governing septic systems, the Board of Health is required to review septic system inspection reports prior to property transfers. The Board of Health is also actively involved in the evaluation of a proposed Route 20 wastewater sewer project.

### **Community Social Worker**

Services continued to be provided for residents of all ages by our Community Social Workers. These included: case management, information and referral, advocacy and support. Crisis intervention and on-call availability were provided as well. Collaboration with other Town departments including police/fire, school, and

C.O.A. occurred regularly. Community outreach activities were conducted throughout the year. Several projects targeting residents in need came to fruition with the assistance of school classrooms, church/citizen groups and local businesses. Intake services were provided for the state fuel assistance program and residents were assisted with the application process for food stamps, housing, and health care. The HOPE FUND (operating as part of HOPE Sudbury) provided financial assistance to 71 Sudbury families. Outpatient services previously provided by contractual agreements transitioned to two town employed part-time social workers. This will ensure that all residents are able to receive services regardless of income/insurance coverage. It will also ensure continued services for frail and “at risk” seniors.

### **Nursing Services**

The Board of Health Nurse, employed by Parmenter, offered services to the town of Sudbury to support the community and maintain and foster public health. The nurse facilitated the Department of Public Health’s protocol for the Maven System, a tracking system for communicable diseases in the town of Sudbury. Massachusetts Immunization Information System (MIIS) was updated and Sudbury BOH nurse followed state protocols for Immunization registry. The Vaccine for Children Program (VFC) was also continued for state vaccine allocation.

Weekly blood pressure and glucose screening for all town residents regardless of age was offered at the Sudbury Senior Center. Monthly Blood Pressure screenings were also offered at housing authority sites and town buildings. The Sudbury BOH nurse organized and administered Flu immunization clinics for the Town of Sudbury employees, teachers, police, and first responders. Flu Clinics were also held at the Sudbury Senior Center and housing authority sites. Throughout the year, the nurse coordinated public health educational seminars monthly on a variety of health topics depending on community needs and interest. The nurse attended emergency preparedness seminars and planned a mock clinic at the Sudbury Senior Center in the fall. Home visits to at-risk populations were also provided throughout the year.

Services Supported by the Sudbury Board of Health - Attendance

Communicable Disease Follow-up Contacts - 135  
Immunization/TB Testing - 516

Community Screening Clinics - 1,451

Health Topic/Seminars - 188

### **Mosquito Control**

To avoid an outbreak of Eastern Equine Encephalitis and control nuisance mosquitoes, the Board of Health continued to provide licensed mosquito control via the East Middlesex Mosquito Control Project. Mosquitoes were submitted to the Massachusetts Department of Public Health for Eastern Equine Encephalitis (EEE) testing in Sudbury this year. Control of West Nile Virus, carried by mosquitoes, has required catch basin treatments throughout Sudbury.

### **Hazardous Waste**

The Board of Health participates in the review of all environmental assessments and remediation plans for hazardous waste sites in Sudbury, as confirmed by the Department of Environmental Protection. The Minuteman Hazardous Product Facility in Lexington processed hazardous waste for Sudbury residents from April to November for a fee. Residents disposed of waste oil in the storage tank located at the transfer station. Latex paint was collected at the Sudbury transfer station.

### **Animal/Rabies Control**

Jennifer Condon, Animal Control Inspector/Officer, reported 850 calls during 2014 regarding complaints, lost dogs and cats, wildlife concerns, and miscellaneous questions. Thirty six (36) animals were picked up and returned to owners, surrendered to humane shelters, or quarantined. Forty eight (48) animals were quarantined due to bites or scratches to humans or other animals. Ninety two (92) citations were issued for violations licensing, leash law, or other offense. Barn inspections verified there are 1041 reportable farm animals in Sudbury.

An animal rabies clinic was conducted in January 2014 for the Board of Health by Paula Adelson, Animal Inspector, at the Sudbury Animal Hospital. Nineteen (19) dogs and cats were vaccinated. State law requires all cats and dogs be vaccinated. Rabies in Massachusetts from wild animals (but not limited to) raccoons, skunks, woodchucks,

foxes and bats, continues to pose a threat to humans and domestic animals. Potentially rabid animals that have had contact with pets or humans are submitted for testing by the State Laboratory. Flooding caused by beaver impoundments continue to occur throughout Sudbury. State law requires a permit from the Board of Health for trapping, breaching or removing a dam and installation of water level control devices. The removal of road kill animals along public roadways is contracted by the Board of Health.

### **Tobacco Control**

The revised Board of Health tobacco regulations went into effect January 1, 2014. Sudbury was approved with 9 other MetroWest Towns to establish a regional Tobacco Control Program funded for three years by the MetroWest Health Foundation. A tobacco control coordinator was hired to enforce local regulations and conduct compliance checks at tobacco retailers. All nine tobacco permit holders did not sell tobacco products to minors during an unannounced compliance check.

### **Complaint Investigation/Surveillance**

The Board continued its program of complaint investigation and surveillance which detected, monitored, and investigated conditions which contribute to illness and/or cause a nuisance condition.

### **Restaurant and Food Service**

Forty five (45) licensed food service establishments were inspected bi-annually to assure compliance with the State Sanitary Code.

### **Emergency Preparedness**

The Board of Health participates as a member of the Massachusetts Department of Public Health's Region 4A which has been established to promote local and regional emergency preparedness for Boards of Health. Emergency dispensing of vaccines, site planning, and coordination of the local Medical Reserve Corps has been the primary focus of the Board of Health's local emergency preparedness program. Medical and non-medical volunteers are needed and greatly appreciated to assist the town in conducting functions such as assisting with the emergency medical dispensing site or facilitating a town emergency shelter.

Board Members and Personnel

**Board Membership**

Brian McNamara did not seek re-election after serving 12 years. Susan Sama was elected to a three-year term and Carol Bradford and Linda Huet-Clayton continued to serve as board members. Carol Bradford was elected Chairman. William Murphy began serving as the new Health Director in September and Michele Korman has continued to serve as Health Coordinator for the department. Martha Lynn and Mitch Sanborn shared the Community Social Worker responsibilities. Paula Adelson retired as Animal Inspector on September 1, 2014 and Jennifer Condon was appointed as the new Animal Inspector.

**Robert C. Leupold Retirement**

Robert C. Leupold retired as the town’s Health Director. He brought a strong scientific background, solid work ethic, and a diplomatic approach to his position. His technical expertise in soil science was instrumental in evaluating and regulating land development during his tenure, which included a period of significant town growth. He was well respected by his staff, town personnel, private contractors, engineers, and the general public. He served the Sudbury community with distinction for 26 years. We wish him well in retirement.

Respectfully submitted,  
*Bill Murphy, Board of Health Director*  
*Carol Bradford, Chairman*  
*Linda Huet-Clayton*  
*Susan Sama*

**Board of Health**

**Financial Report: July 1, 2013-June 30, 2014**

**Receipts:**

<u>Sewerage Permits</u>	\$16,495.00
<u>Funeral Home</u>	\$0.00
<u>Installer Permits</u>	\$3,425.00
<u>Hauler Permits</u>	\$1,450.00
<u>Food Service Permits</u>	\$9,245.00
<u>Milk &amp; Cream Permits</u>	\$20.00
<u>Stable Permits</u>	\$80.00
<u>Site fees</u>	\$500.00
<u>Well Permits</u>	\$1,200.00
<u>Permit Renewals</u>	\$1,600.00
<u>Massage Permits</u>	\$0.00
<u>Camp Permits</u>	\$850.00
<u>Pool/Pond Permits</u>	\$140.00
<u>Copies</u>	\$140.50
<u>BOH Trench</u>	\$1,100.00
<b>Total</b>	<b>\$36,245.50</b>



*Retired Board of Health Director, Bob Leupold*

## 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 elderly/disabled housing and 28 units of family housing, the latter of which is scattered throughout the town. The Sudbury Housing Authority currently has 148 Sudbury residents as tenants.

The twenty-eight units of SHA-owned family housing consist of both single-family homes and duplexes. In order to qualify for this housing, income must be under \$54,200 for a family of two. Limits range upward in approximately \$6,000 increments, depending on family size. Rent is 27% of income and tenants are responsible for the cost of utilities. This year we had two vacancies in our family housing.

At Musketahquid Village, residency is limited to elderly and disabled people with incomes under \$47,450 for one person and \$54,200 for two people. Rent is 30% of income and includes the cost of utilities. Homeownership at the time of application does not disqualify an applicant. Nine vacancies and one transfer occurred in 2014.

The SHA's operating budget is funded entirely by tenant rents. Routine maintenance is performed by housing authority staff.

Among the highlights in 2014 was a productive and successful audit of the SHA conducted by the Office of the State Auditor, initiated in February. The SHA also purchased a single-family home in February and welcomed a new tenant, a long-time Sudbury resident, shortly thereafter. The down-payment for the purchase was funded by Community Preservation Act funds awarded at ATM 2006. The SHA elected to make use of a local bank—Marlborough Savings—for its mortgage. The SHA successfully applied to the state to have this 3-bedroom rental unit counted on Sudbury's Subsidized Housing Inventory. This marked the first such 'unit buy-down' by the SHA utilizing CPA funds.

In March, our highly regarded 18-year veteran maintenance man, Jim Plourde, retired—just six months after the retirement of long-standing Executive Director Jo-Ann Howe. The SHA is deeply indebted to both Jim and Jo-Ann for their leadership and dedication.

Community Preservation Act funds were awarded at ATM 2014 to replace tub surrounds and repair water damage to the supporting infrastructure at Musketahquid Village. The CPA funds were coupled with capital funding from the State in order to ensure that all necessary work, which is in the design phase, will be completed.

Two energy-saving initiatives that started in late 2013 at Musketahquid Village were highly successful. The SHA was awarded a grant from the Department of Energy for a heat pump demonstration pilot, designed to determine if such installations could reduce the costs for heating and cooling in each of the 64 one-bedroom units. A cost savings of approximately 60% was realized. As a result, the SHA was awarded a second grant to fund the installation of two additional heat pumps, currently in the bidding phase.

The second initiative, the NSTAR-funded purchase and installation of heat pump water heaters in each of the Village's 16 residential buildings, yielded an approximate cost savings of 40%.

On the State level, an Act relating to housing authority governance was signed into law in August. The Department of Housing and Community Development is in the process of creating guidance documents for the various tenets of the new law, including those for the creation of regional capital planning teams to assist local authorities, new guidelines for executive director contracts, the development of performance metrics, and a provision to reserve one seat on the Board of Commissioners for a state housing tenant. One of the most exciting State-level changes is the development of a centralized waiting list, which will streamline the

application and tenant selection processes for both applicants and local authorities. The SHA elected to participate in the development phase of the initiative and looks forward to its unveiling in Spring 2015.

The five-member Board of Commissioners of the SHA meets at 7:30 p.m. at Musketahquid Village, 55 Hudson Road, generally on the second Tuesday of each month. Visitors are always welcome. Please call Sheila Cusolito at 978-443-

5112 if you are interested in volunteering time, either as a member of the Board or to work on a special project.

Respectfully submitted,  
*Lydia M. Pastuszek, Chairman*  
*Sherrill P. Cline*  
*Judith Deutsch*  
*Kaffee Kang*  
*Steven J. Swanger*



## Park and Recreation Commission

The mission of the Park and Recreation Commission is to provide recreation activities, leisure services, facilities and general amenities to the public. 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 Park and Recreation Commission is a five-member elected board with each member serving a three-year term. The Commission oversees recreation facilities and programs, which are managed by the Park, Recreation, and Aquatic Director. The Park and Recreation Commission generally meets once a month at the Fairbank Community Center. The public is always welcome.

Park and Recreation facilities include the Atkinson Pool and the Fairbank Community Center, as well as six major field areas that host recreational programs. Featherland Park has a softball field, Little League baseball fields, public tennis courts, and an area for public ice-skating in the winter months, weather permitting. Feeley Park is host to baseball, softball, and tennis. Davis Field has been the site for soccer, lacrosse, and the Charles River Radio Controllers for the flying of model airplanes. The Haskell Recreation Area, adjacent to the Fairbank Community Center provides fields for soccer, boys and girls lacrosse, Haskell Playground, and a full-size baseball diamond. Ti-Sales Field is used for Ultimate Frisbee teams. Lastly, Cutting Field, with its state-of-the art synthetic turf, sees many community groups using it daily for soccer and lacrosse. School fields are made available to the Park and Recreation Department during non-school hours and provide a further valuable recreational resource. We continue to work with the School Department to upgrade those fields whenever possible. The L-S Community synthetic turf field is in full use by both the LSRHS and community youth sport groups.

As usage demands increase, the Commission is still looking to find resources to build fields. The Town of Sudbury has identified those costs directly related to field maintenance which should be charged directly to Park and Recreation

rather than the general tax levy. User fees correlate to the use and are incorporated into the Field Maintenance Enterprise Fund. This year the Park and Recreation Commission completed a study of usage at all existing facilities and determined needs of our community for the next several years. From this study information was put together to develop a 10-year capital master plan that address our field needs for the foreseeable future. From this study the top two needs have been identified and are currently being pursued by the Commission, Davis Field development and athletic field lighting at Cutting Field.

The Fairbank Community Center is the home of the Park and Recreation Department, the Atkinson Pool, Teen Center, Youth Coordinator, our Adaptive Sports and Recreation Program, indoor and outdoor basketball courts, an outdoor sand volleyball court, and a newly added outdoor ice skating rink weather permitting. Use of this facility is primarily for Park and Recreation adult and youth programs. The pool is a year-round, indoor aquatics facility with an eight-lane pool and separate diving well. The pool offers a variety of aquatics programs which are open to the public (both residents and non-residents and members and non-members) and is handicapped-accessible.

The Park and Recreation Department continues to develop new and diverse adult and youth programs that are offered throughout the year. Over the last year, we have offered 70 new programs, including one day workshops, run by Park and Recreation staff, these have been extremely popular. Our summer day camp programs continue to sell out on the first day of registration along with our pre-school half-day camp. We offer fun and exercise to over 1000 children every summer through our wide variety of summer camps and clinics. Our successful Summer Concert Series once again brought some great events to the residents of Sudbury and surrounding communities, including a family fun night with over 800 in attendance.

The Park and Recreation Department welcomed two new staff this year, Brian Sullivan joined us as the new Youth Coordinator/Teen Center Director and Alyssa Papia as the new Program Coordinator. Both have been great additions to an already strong staff.

The pool is open 96 hours a week year-round, during the winter months the pool is home to 6 competitive teams, Lincoln Sudbury, Sudbury Swim Team, Nashoba Swim Team, Bromfield, ZAP Diving, and Dolphin Diving. We offer swim lessons each season of the year and also offer specific training programs during the spring and fall for adults. During the summer months the pool hosts the Sudbury Summer Camp where we offer lessons and free swim to the campers.

We look forward to continuing to provide new and exciting recreational opportunities to the residents of Sudbury.

Sudbury Park and Recreation, Atkinson Pool  
"Something for everyone!"

Respectfully submitted,  
*Nancy McShea,*  
*Park, Recreation, & Aquatic Director*

Park and Recreation Commission  
*Jim Marotta, Chair*  
*Bobby Beagan*  
*Paul Griffin*  
*Michael Ensley*  
*Dick Williamson*





# OUR HERITAGE



*Sack races were among the many children's games played at the Community Fair.  
Photograph by Mary Hardwick.*

# Historic Districts Commission

## Cases reviewed

- Twenty-seven requests for certificates of approval were considered and voted on during the year. They included approval of new construction, additions to existing structures, window replacements, fences, signs, stonewall alterations, demolition, and installation of solar panels.
- In a lengthy case, the Commission gave approval to the Sudbury Valley Trustees to partially demolish the remaining glass and metal greenhouse at Wolbach Farm. The demolition is necessary to remove asbestos and lead paint and make the area safe. All members recognized this to be an important historic structure, one of the very few remaining greenhouses in Sudbury, but also agreed that reconstruction at this time would be cost prohibitive. Working with SVT, the Commission approved a plan that will restore the greenhouse's stone foundation and potting shed and make the grounds safe. The plan will allow for possible public use of the shed and grounds—a permanent display of existing relics and photographs highlighting the history of Wolbach Farm was discussed—as well as reconstruction of the greenhouse at a later time.
- After several meetings, the Commission approved a design for the new police station that will complement the nearby fire station on Concord Road.

## Other

- The Commission participated in the 375th celebration on September 6 providing information about the role of HDC in our community.
- The Commission continued its work on improving and updating information used on the Town website. Members wrote a list of general guidelines used in making decisions. Plans for this year include revising specific guidelines and possibly adding to some of the information on the website.
- Recognizing that there are many isolated historic structures in Sudbury that are not part of any historic district and are therefore not protected, the Commission has begun to consider the process of adding some individual structure districts. Members have discussed inviting owners of these properties to become a single house/structure district on a volunteer basis.
- After 10 years as Chair of HDC, Linda Hawes stepped down in October. She accepted the position of vice chair and Fred Taylor was elected the new chair.

Respectfully submitted,  
*Frederick E. Taylor, Chairman*  
*Linda G. Hawes*  
*William S. Andreas*  
*Frank W. Riepe*  
*Lee F. Swanson*



## Historical Commission

The year twenty fourteen saw many projects completed by more than 889 volunteer hours of our commission members. The seven members appointed by the Selectman serve a three year term and work within the guidelines of the Massachusetts Historical Commission. The following projects were the main thrust of this year's accomplishments:

**Cemeteries:** The SHC is in the process of restoring Sudbury's six cemeteries. Many gravestones that were broken have been repaired and reset. Revolutionary, Mt. Pleasant, Old Town and New Town are under contract. This spring North Cemetery will have many gravestones dug up and reset. This has been made possible by using CPC funding.

**Boy Scouts:** Troop 60 put in a brick retaining wall on the gardens at the back of Hosmer House. This was an Eagle Scout project that also rebuilt the stone patio at the rear of the house. The Sudbury Methodist Church volunteered man hours to rebuild the stonewall on the property line to Heritage Park.

**Students:** Peter Noyes fifth graders used the house to produce a film of history which they wrote and produced. This took many days of rehearsal using the Hosmer House.

**Victorian Kitchen Garden:** Many authentic plantings were placed in a garden made at the rear of the house after a large tree had been taken down. This garden has herbs and vegetables that would have been planted in 1890. The girl scouts continue to work on the Faerie Garden along with their dedicated leaders.

**Painting Restoration:** Miss Florence Hosmer painted in oils some of the pottery that she made.

One painting is on display in the storeroom and has been hung in tribute to Adolf Bahlkow who served on the SHC for 16 years. The other painting is of a Lady in Pink which now hangs in the ballroom in a new frame.

**Holidays:** The tribute on Memorial Day took place in the parlor of the Hosmer House with deceased town employees and volunteers pictures and information on display. The Sudbury VFW Post 8771 displayed memorabilia in the ballroom. Fourth of July a book and pie sale was held with the storeroom selling historical items. Joan Meenan displayed her watercolors in the ballroom and Mary Ainsworth displayed her art work in the parlor. The 375<sup>th</sup> used the house for a celebration with a blue grass band playing on the patio. In September the SHC had a booth at the Minuteman Fair at the Wayside Inn where many books of Sudbury history were sold. In December over 1,000 people came to see all eleven rooms decorated with the theme "Holidays through the Eyes of a Child". This event takes the cooperation of many organizations and individuals which the SHC truly appreciates. It takes 50 docents to volunteer their time during the year to open the Hosmer House.

We look forward to 2015 being another productive year in letting students and the public enjoy "The Crown Jewel of Sudbury."

Respectfully submitted,  
*Lyn MacLean, Chairman/Secretary*  
*Jim Hill*  
*Liz Radoski*  
*Barbara Bahlkow*  
*Diana Cebra*  
*Bill Johnson*  
*Fred Bautze*



## Memorial Day Committee

The Parade and ceremonies honor veterans of all wars that involved Sudbury residents starting with King Philip's War in 1676 thru today's conflicts in Operation Iraqi Freedom and Operation Enduring Freedom. Sudbury's Memorial Day was a delightful combination of festive and somber respect. There were activities, great enthusiasm from Sudbury youth organizations; the Daisy and Tiger scouts, Girl and Boy Scout troops. The veterans marched proudly and the 1060<sup>th</sup> Transportation Battalion, 151 Regional Support Group, Massachusetts Army National Guard Ceremonies began early in the morning with commemorative ceremonies at the Old and New North Cemeteries and with a salute by the Sudbury Minute and Militia at the Minuteman statue in the New Town Cemetery overlooking the Town Common. The Parade started at Rugged Bear Plaza led by the American Legion Color Guard. The 2014 Memorial Day Parade Grand Marshal was 1LT Joshua Tuxbury, USA, an Iraqi War veteran and LSHS graduate who continues to serve on active duty as Infantry Officer.

Under the Command of Colonel James Wiegel USA., the Parade left the Rugged Bear parking lot headed east along Route 20, a wreath provided by the Sudbury Garden Club was thrown into Hop Brook to commemorate personnel that died at sea. The Parade proceeded up Concord Road to the Goodnow Library; Civil War re-enactors of the 12<sup>th</sup> Georgia Infantry Regiment honored the veterans of that conflict both North and South. At Wadsworth Cemetery the Parade moved to the King Phillip conflict monument where a Ceremony for Peace was performed by members of the Native American Council. This was a very moving and inspiring ceremony. At the conclusion of this ceremony the Parade moved to the front of Wadsworth Cemetery to honor the veterans of WWII, Korea and Vietnam. The Daisy/Brownies and Tiger/Cub Scouts joined in the Parade at Our Lady of Fatima Church, and proceeded to Grinnell Park. At Grinnell Park, a Gold Star flag was hoisted to signify that Sudbury has lost two sons in our nation's current conflicts. The Parade continued to Heritage Park and ceremonies were held at the 911 Memorial to commemorate the current Iraq and Afghanistan Campaigns. This concluded the Memorial Day Parade.

Ceremonies began at Heritage Park, Colonel James Wiegler acting as Master of Ceremonies, with prayers and a greeting from Selectman Robert Hardee, reading of the names of veterans who had passed on since last Memorial Day. Grand Marshal 1LT Joshua Tuxbury reflected on his service and the Sudbury Community. The Ceremony for Peace was again graciously performed by members of the Native American Council. This was the first opportunity to have the young scouts see this ceremony. Robert Coe also played taps for the crowd. In an effort to add to the excitement of the 375<sup>th</sup> Anniversary, this year's Memorial Day activities included displays of the local service groups that support Sudbury's veterans, a static display of a Union Civil War Sergeant's tent, a World War II Gun Jeep and Cargo Truck along with an Armored HUMVEE from the National Guard. There was also a "Battle Drill" program put on by the 12<sup>th</sup> GA Infantry and Dills performed by the Minute and Militia and Sudbury Fife and Drum.

The Sudbury Historical Commission and Hosmer House sponsored an eclectic show of militaria centered on a collection of photos featuring Sudbury's war monuments taken by Rachel Goodrich. The Town's relic 1670's King Philips War era sword was prominently displayed. There was a station for children to try on various military helmets from around the world as well as military displays.

Thank you to the supporters of the event: the Sudbury school buses, The Wayside Inn, Sudbury Farms, LTC Philip Peck, USAR, Sudbury American Legion Post 191 and the Lt Scott Milley VFW Post 8771.

As always, the best way to see this Parade is to be in the Parade. Please come join us next year.

Respectfully submitted,  
*Laura B. Abrams*  
*Spencer R. Goldstein*  
*Peter R. Harvell*  
*Kenneth W. Hiltz*  
*James A. Wiegel*

## September 11<sup>th</sup> Memorial Garden Oversight Committee

September 11, 2014 marked the 13th anniversary of the terrorist attacks that took the lives of Sudbury residents Geoffrey Cloud, Cora Hidalgo Holland, and Peter Morgan Goodrich. The Committee organized a modest commemoration, which included the tolling of bells at First Parish of Sudbury, the raising of the flag by a Color Guard of Sudbury police and fire personnel, and the placement of a wreath and flowers at the Memorial Garden.

The Committee wishes to thank the members of the Sudbury Police and Fire Departments who participated in the ceremony, as well as Town residents and others who attended.

In the weeks before the ceremony, the Committee oversaw the replacement of the flagpole adjacent to the Garden. The Committee wishes to thank the Sudbury Department of Public Works and Sudbury Police Chief Scott Nix for their assistance with this project.

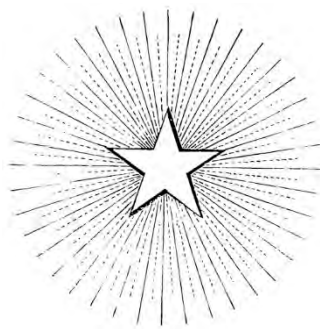
Throughout 2014, Committee members focused on maintenance of the Garden, including caring for existing plantings, installing new plantings, weeding, mulching, and arranging for seasonal leaf and snow removal. Of particular concern was the condition of the boxwood hedge, which was

damaged by fungal blight and spider mites common to the species. With care and watering, the hedge seemed to rebound by the end of the summer.

Plans for 2014 include planting a small garden around the new flagpole and determining next steps for the boxwood hedge (replacement or continued care).

The Oversight Committee was proud to be of service in 2014 and looks forward to continuing to maintain the September 11th Memorial Garden in Heritage Park as a magnificent and meaningful Town resource for many years to come.

Respectfully submitted,  
*Beth V. Farrell, Chairman*  
*Lawrence W. O'Brien*  
*I. William Place*  
*Barbara Clifton*  
*Bette E. Cloud*  
*Rachel W. Goodrich*  
*Deborah B. Kruskal*  
*Kathy E. Newman*  
*Kirsten Roopenian*



## Sudbury 375 Committee

The Committee's objective for the year-long celebration was to raise awareness of Sudbury history as well as awareness of the great town that Sudbury is today. We believe we met this objective through the work of the Committee itself as well as through involvement of local civic organizations, Town Departments and the business community.

The Committee itself sponsored an Olde Time Family Community Fair on August 23 in the Town Center to celebrate the agricultural history of Sudbury. A beautiful summer day brought over two thousand attendees to the Town Center to enjoy musical programs for young and old, square dancing, children's games, a combined quilt making and flower arranging exhibit, a cooking competition and tours of Hosmer House.

The second major Committee sponsored event was a Field Day with fireworks held on Saturday afternoon, September 6. The event included field day activities and musical performances by community groups, a pops-style concert followed and a spectacular fireworks display. The "Main Street" booth area features nearly 90 informational and entertaining displays by civic organizations, Town Departments and the business community.

An important part of the two activities was the contributions by volunteers to assist in the staging of the events. We had over 100 volunteers helping out at the Aug 23rd Fair and September 6 Field Day events. Of those 100 Volunteers, 80 were LS students and about 60 were from local Boy and Girl Scout organizations. The scouts combined contribution was more than 300 hours of community service.

Multiple town, civic and religious organizations sponsored events and activities that help to maintain the year-long momentum of the Celebration including the Sudbury Historical Society, the League of Women Voters.

The members of the business community that directly supported the Committee's efforts included Steve Pickford of the Wayside Inn, The Graphic Connection, Bartlett's Family Garden and Market, Sudbury Coffee Works, Duck Soup, The Learning Center, Twisted Yogurt, Duck Soup, The Learning Center, Sudbury Farms and Sudbury Wine and Spirits. We received generous financial support of the business community who may be recognized by their advertisements in the Committee's program booklet for the Community Fair and the Field Day.

Finally, we thank the many Town departments and Lincoln-Sudbury Regional School District that contributed resources and equipment to the events sponsored by the Committee.

Respectfully submitted,  
*Hal Cutler, Chairman*  
*Lisa Barth*  
*Elin Neiterman*  
*Lee F. Swanson*  
*Kirsten Roopenian*  
*Joseph Bausk*  
*Jacqueline Bausk*  
*Marilyn Ellsworth*  
*Nancy S. Hamill*  
*Sally Hild*  
*Venk Gopal*  
*Jane Kline*  
*George L. Connor*



## Town Historian

The co-Chair of the Sudbury Celebrates 375th Committee Hal Cutler & his wife Betsey rest at the Grange on the 'Old Time Family Community Fair Day' back on Aug. 23rd, 2014. It was just one of many Events celebrated in 2014. I served on the Committee, and they created fun events, and souvenirs. The biggest was the Field Day on September 6th with Fireworks for the first time in 40 years, and proceeded by an entire day's events at the LSRHS field with interesting local displays, music, & food vendors. The weather held off until late in the afternoon and almost cancelled the Fireworks, but the rain did force the LS Civic Orchestra to perform in the High School before the Fireworks. Overall the events worked together to bring you back in Time to an old fashioned Sudbury, when everybody knew and cared for each other.

With my dual hats of Town Historian, and Curator & Archivist for the Sudbury Historical Society, Inc., I meet a lot of nice people, and am asked no end of questions about the history of Sudbury.

The Historical Society is slowly waking up to its true potential with new members and trustees. I

have helped it along since 1986, when I was President of the SHS, first in asking permission for the use of the 2nd floor of the Sudbury Town Hall, as it was empty after the Goodnow Library had moved back to its newly enlarged building in 1999. We moved our Collection from a large bedroom in the Loring Parsonage to the former Auditorium for the Town, now 16 years later, the SHS is considering moving into the Loring Parsonage, and building an attached barn. 'Everything that comes around goes around!'

You can reach me at [historian@sudbury.ma.us](mailto:historian@sudbury.ma.us) as local Geo-cache people have, to ask about historic sites and the hiding of their little boxes. It does get people outside, and enjoying the environment.

I have been asked by the Sudbury Town Crier to write weekly short stories about objects, buildings, etc. that are on public view, and have interesting stories. Watch for them, and support your local newspaper.

Respectfully submitted,  
*Lee Swanson*



# PLANNING & COMMUNITY DEVELOPMENT



*The Sudbury 375 Committee members repairing and repainting the Rt. 20 Sudbury sign. Stewart Hoover, George Connor, Hal Cutler and Elin Neiterman.*



## Community Preservation Committee

The Community Preservation Committee (CPC) is in its 13th year of reviewing proposals for funding under the Community Preservation Act (CPA or Act, MGL Chapter 44B). 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 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, Board of Selectmen, and two at-large citizen members appointed by the Board of Selectmen. The CPC is supported by the Department of Planning and Community Development.

The CPA funds raised in FY14 through the local tax surcharge equaled \$1,646,001. The Town also received a revenue match from the state CPA trust fund totaling \$895,751, and interest earnings of \$25,744, bringing total FY14 revenues to \$2,567,744. The CPC continues to forecast conservatively and reserve funds for large projects, and strives to approve a balanced project budget each year in the absence of large and/or compelling projects that require the use of reserve funds.

CPC projects approved at the 2014 Annual Town Meeting were presented once again in all the eligible CPA areas, including historic preservation (gravestone and monument restoration), open space and recreation opportunities (Bruce Freeman Rail Trail design funds, walkway construction), and affordable housing (funding for the Sudbury Housing Trust, Melone property engineering funds, Sudbury Housing Authority preservation project). The

total face value cost of all projects approved at the 2014 Town Meeting was \$812,500. In addition, debt service expenses of \$1,217,635 for prior land acquisition projects and \$80,000 for administrative and operational needs of the CPC for FY15 were appropriated, bringing the total anticipated expenditures for FY15 to \$2,110,135. Any excess administrative funds not spent in the fiscal year are returned to the Community Preservation General Fund.

A Special Town Meeting in December 2014 also approved \$1 million of CPA funds for the acquisition of the Johnson Farm for conservation purposes, which supplemented \$1,834,000 in Town funds and \$66,000 in private fundraising collected and donated by the Sudbury Valley Trustees to complete this project.

Sudbury again benefitted from the state budget surplus in FY14, and received additional funds in November 2014, which equated to a 34% match. These funds are considered FY15 CPA revenue.

Many CPA funded projects are underway or have recently been completed, including preliminary design of the Bruce Freeman Rail Trail, construction of the Dudley Road walkway, gravestone restoration, harvesting of invasive weeds in the Carding Mill and Stearns Mill ponds, and landscape design of the Town Center project. When there are projects happening, look for our signs noting "Sudbury Community Preservation Funds at Work."

Respectfully submitted,  
*Christopher Morely, Chair*  
*Seamus O'Kelly*  
*Bobby Beagan*  
*Patricia Brown*  
*Sherrill P. Cline*  
*Thomas Friedlander*  
*James A. Hill*  
*William Kneeland*  
*Lynne H. Remington*

## Conservation Commission

The Sudbury Conservation Commission was established in 1962 to protect local natural resources and features and to act as stewards of the town's conservation properties and is composed of seven commissioners who are appointed by the Town Manager and approved by the Board of Selectmen.

One of the Conservation Commission's most important responsibilities is protecting the ecological integrity of Sudbury's wetlands and the surrounding landscape. The Commission is responsible for implementing and enforcing the Massachusetts Wetlands Protection Act and the Sudbury Wetlands Administration Bylaw. The Commission usually meets every two weeks at the Department of Public Works Building. The agenda for these public hearings and the minutes following each are posted on the Commission's website.

Because many properties in Sudbury abut or include some forms of wetland, the Commission spends much of its time reviewing and approving permits for work within these areas. In addition, the Commission is responsible for approximately 1200 acres of town land as well as the management of certain open parcels that are leased out.

During calendar 2014, the Commission met twenty-two times and spent over 49 hours working with town residents and municipal officials address wetland issues. These included:

1. Heard and voted on 27 Requests for Determination Applicability (in which the Commission uses available data to help the property owner decide if there are actual wetland issues that need to be addressed.)
2. Heard and acted on 22 Notices of Intent (which are essentially requests for permits to undertake work within an area that abuts wetlands) as well as spending

time of 19 continuations to allow property owners more time to gather and present information.

3. Held two Executive Sessions regarding issues related to the permitting of affordable housing on the old Johnson Farm Property.
4. Issued 25 Certificates of Compliance for the satisfactory completion of projects.
5. Issued five changes in Orders of Conditions.
6. Voted on three notices of Resource Delineation.
7. Issued two emergency certifications for municipal repairs.
8. Issued five duplicate Orders of Conditions and Certificates of Compliance
9. Sent out five notices of violations for having performed work within the jurisdictional areas without proper permits.
10. Publically discussed fifty topics including warrant articles and informal requests to review local items.
11. Approved 22 sets of meeting notes.

The Sudbury Conservation Commission also has undertaken an effort to better inform the Town on wetland issues and town property. To support the town's celebration, we had a booth at the Celebrate 375 event at the High School where our theme was that the Sudbury Conservation Commission is your wetland partner and we had maps of wetland areas and other information for visitors. We also have re-published our Homeowner's Brochure and have undertaken an effort to develop stewardship plans for our town properties. We leased out land for farming, voted to continue bow hunting on properties and had

informal meetings with applicants. Several major projects took more time than others including the Nstar substation, the Johnson Farm, the Sudbury Police Station and Town Center reconfiguration, particularly as it impacts storm water management.

The Commission went out to bid for agricultural use on three fields within conservation lands. Bids were awarded to Cavicchio Greenhouses, Inc. for continued use of the south Lincoln Meadow field; Siena Farms CSA for use of the Barton and Poor Farm Meadow fields; and to Bartlett's Greenhouses for the use of the Dutton Road field at Carding Mill Pond. Rental receipts from these fields go into a dedicated funds for the stewardship of all Sudbury conservation land for the enhancement of public use.

The Conservation Commission is also the manager of the Community Gardens on Lincoln Road. The Community Gardens now has a limited number of perennial garden plots available for use in addition to the plots available on an annual basis. Plots are plowed, composted manure is available, and a hand pump for water, unless it is a very dry summer, is on site.

While not offered in 2014, the Conservation Commission is pleased to again offer the Spring Walk series in 2015. These walks cover a different conservation land each week for six weeks and discuss a different ecological theme on

each outing. The walks have been very well attended with participants learning about native and invasive plants, wildlife, geology, agriculture, water quality, and history, all while enjoying the outdoors, fresh air and exercise.

Other activities included supporting the efforts of volunteers who have done much to enhance our forests and trails. These include Eagle Scout projects to build kiosks and bridges and Sudbury Weed Education and Eradication Team (SWEET) which has been busy on the trails removing invasive plants to open up the historic stone walls and replanting native plants with high wildlife value.

Finally, the Sudbury Conservation Commission mourned the loss of our longtime friend, environmentalist, resident and Commissioner, Parker Coddington, who passed away during the year. His hours of commitment will be greatly missed and we thank him for his contributions.

Respectfully submitted,  
*Deborah Dineen, Conservation Coordinator*  
*Thomas Friedlander, Chairman*  
*Robert Elkind*  
*David Henkels*  
*Bruce Porter*  
*Charles Russo*  
*Mark Sevier*  
*Elizabeth Armstrong*



## Design Review Board

The Design Review Board, a subcommittee of the Planning Board, in cooperation with various other Boards, the Building Inspector and business owners, advocates architectural, graphic, landscape and environmental design quality in the public and commercial sectors of Sudbury.

This year we reviewed sixteen (16) sign applications, two (2) building design applications and landscape designs. Our recommendations are directed to the applicants, the Building Inspector,

the Town Manager, the Zoning Board of Appeals, the Planning Board and the Selectmen. We appreciate the cooperation we have received from all participants.

Respectfully submitted,  
*Dan Martin, Chairman*  
*Paula Hyde*  
*Jennifer Koffel*  
*Deborah Kruskal*  
*Juan Cruz Molina*



## Earth Removal Board

The Earth Removal Board is appointed by the Board of Selectmen for a term of one year. It is this Board's responsibility to hear petitions for 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 Bylaws.

Two additional members joined the ERB in the fall, John D. Riordan and William Ray, thus all five seats on the Board are now filled.

The ERB met only once in 2014 to discuss an extension of time for Earth Removal Permit 13-1 to allow Northern Bank and Trust Company

additional time to build its commercial banking facility at 430 Boston Post Road. The extension of time was approved.

Respectfully submitted,  
*Jonathan W. Patch, Chair*  
*Nancy G. Rubenstein*  
*Stephen A. Garanin*  
*John D. Riordan*  
*William Ray*  
*Benjamin D. Stevenson*  
*Jonathan F.X. O'Brien*  
*Jonathan G. Gossels*  
*Jeffrey P. Klofft*  
*Nicholas B. Palmer*

## Permanent Building Committee

The Permanent Building Committee began the year working with the Architect, The Carell Group, on finalization of permitting and final design to facilitate preparation of bid documents and specifications for construction of the Police Headquarters on land adjacent to the Fire Headquarters. The ballot question exempting the debt for such construction passed at the March Annual Town Election and was followed by an appropriation vote at the May Annual Town Meeting. Estimates, however, had indicated that an increase in funding might be required and this indication was verified at the bid opening. Additional funds appropriated at a Special Town Meeting in September enabled award of contract to Hutter Construction Corporation with commencement of construction in November. The construction has proceeded just ahead of schedule and on budget since commencement.

With the execution of a Statement of Interest submitted to the Massachusetts School Building Authority (MSBA) for a window, roof, door, and envelope repair project at the Nixon School and subsequent MSBA invitation to participate in its Accelerated Repair Program, the Committee worked with the MSBA assigned Owner's Project Manager Skanska and Architect Baker Wohl to prepare a schematic design and cost estimate. These received the approval from the MSBA in November the project received funding approval at the December 3 Special Town Meeting with a debt exemption by ballot shortly

thereafter. Final design work was ongoing through the end of the year with an anticipated bid date for construction in early 2015.

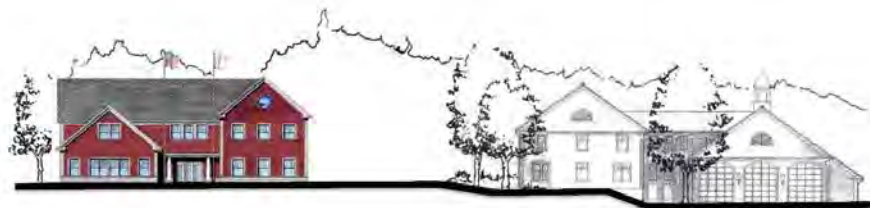
The Committee has also been working with the Fairbank Roof Task Force and BH+A Architects toward completion of the Fairbank Community Center Master Plan. As the several options developed, it became clear that the flat roof portions of the building, including the wing occupied by the Sudbury Public Schools Administration, should continue to be repaired instead of replaced until such time as the Fairbank Community Center becomes a reality.

The designation of Mr. Melnick and Mr. Blake as PBC Liaisons/Project Managers for the Police Headquarters and the Nixon MSBA projects respectively, with Mr. Braun as the Secondary Liaison/Project Manager, has facilitated timely progress on both projects. The PBC has worked in close cooperation with Facilities Director Jim Kelly whose assistance on the various projects has been invaluable.

Respectfully Submitted,  
*Michael E. Melnick, Co-Chair*  
*Elaine L. Jones, Co-Chair*  
*Craig E. Blake*  
*William G. Braun*  
*Thomas Joyner*  
*W. Gifford Perry*  
*John Porter*

PROPOSED SUDBURY POLICE HEADQUARTERS  
SUDBURY, MASSACHUSETTS

STREETSCAPE  
The Carell Group, Inc.



## Planning Board

The Sudbury Planning Board exists under Section 81A of Chapter 41 of the Massachusetts General Laws. Its five 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 the Sudbury Town Meeting, including long term planning studies, traffic circulation plans and bylaw codification.

Development activity remained fairly constant in 2014. The Board approved 3 definitive subdivision applications in 2014, 10 applications for Stormwater Management Permits; 3 Approval Not Required plans; 2 Site Plan applications; 1 Water Resource Special Permit; and 2 Scenic Road applications. Several developments under construction continue to be monitored for compliance with all approvals, including Dudley Brook Preserve SRC, North Ridge Farm, 82 Maynard Road, Olde Bostonian Estates, Maple Meadows SRC, Mahoney Farms SRC, Arboretum, and Pine Grove. With funding approved by the Annual Town Meeting, the construction of a walkway on Dudley Road was completed, and significant progress on a walkway on Powdermill Road was made (with developer mitigation payments), with that walkway anticipated to be completed in spring 2015. The Board proposed 4 zoning bylaw amendments in 2014 which were adopted at the Annual Town Meeting: (1) minor revisions for setbacks for sheds and small residential structures; (2) deletion of the Wastewater Treatment Facilities Bylaw; (3) regulation of Medical Marijuana Treatment Centers in Sudbury; and (4) changes to the Flood Plain Overlay District bylaw. The Board continued its work on Route 20 zoning and engaged the services of the Cecil Group to study potential zoning changes and translate those potential changes into visual renderings that are easily understood by the public. A final report is due in early 2015. The Board also revised the Regulations Governing the Subdivision of Land and distributed them to engineering firms who do business in Sudbury.

Planning Board members continue to be active on various town committees dealing with land use and planning. Christopher Morely continued to serve as the Planning Board representative to and Chair of the Community Preservation Committee (CPC), and is also a member of the Land Acquisition Review Committee. Peter Abair continued his work as the Planning Board representative to the Route 20 Sewer Steering Committee, and is also a member of the Sudbury Housing Trust.

The Planning Board is supported by the Planning and Community Development (PCD) Department. The Department is staffed with a part-time secretary, part-time Planning and Zoning Coordinator, full time Assistant Planner and full time Director. All the activities of the department, including all major residential and commercial development, community housing initiatives, zoning, and special projects follow the Master Plan goals and recommendations. The PCD Department spends considerable time working with various Town boards, including the Selectmen, Zoning Board, Community Preservation Committee, Historical Commission, Historic Districts Commission, Design Review Board and Sudbury Housing Trust, as well as project specific committees. The PCD Department was involved in the 2014 initiative to purchase and preserve Johnson Farm, which passed at a Special Town Meeting held on December 3 and a Special Town Election on December 9, 2014, and will continue working with the Sudbury Valley Trustees on creating public access and trails through that property. One of the Board's major goals for FY15 focuses on progress towards meeting the Town's 40B requirement, and studying appropriate parcels for that purpose, as well as promoting the other identified goals in the Housing Production Plan to complete the Town's obligation of 10% affordable housing. The second major goal of the Planning Board is to complete the zoning study for the Route 20 business area, develop economic development guidelines and engage business owners and the Chamber of Commerce in enhancing the Route 20 commercial corridor.

The following table sets forth those developments under construction (or within the authority of the Planning Board) in 2014:

DEVELOPMENT NAME	DATE APPROVED	LOTS/UNITS APPROVED	LOTS/UNITS DEVELOPED	PROTECTED OPEN SPACE	FT. OF WALKWAYS
Fairbank Farm	1999	3	0		
Whitehall Est. II	2001	3	1		400
Endicott Woods	2004	2	0		
Maple Meadows SRC	2004	28	28	8.2 acres	1500
Zingale	2004	1	0		
The Arboretum	2004	10	3	7 acres	1600
Mahoney Farms SRC	2005	33	33	12.2 acres	1300
Maillet Estates	2006	4	3		400
Olde Bostonian Est.	2007	3	2		
Pine Grove	2011	5	3	1.8 acres	550
Peter's Way Extension	2012	1	0		
Dudley Brook Preserve	2013	26	11	11 acres	(contribution)
82 Maynard Road	2014	2	2		(contribution)
Livermore Estates	2014	2	0		(contribution)
North Ridge Farm	2014	6	0		600

The Board reorganized after the 2014 annual election, at which Martin Long was elected to his first full 3 year term. A vacancy on the Board occurred due to the election of Patricia Brown to the Board of Selectmen, and a joint appointment of the Planning Board and Board of Selectmen was offered to Stephen Garvin. The Planning Board also interviewed several candidates for the Board's Associate Member and appointed Dylan Remley. The Board thanks and recognizes the efforts of Michael Hunter for his 14 years of service on the Planning Board. The Board is organized as follows:

Craig C. Lizotte, Chair  
 Peter J. Abair, Vice-Chair  
 Christopher Morely, Clerk  
 Martin J. Long  
 Stephen R. Garvin  
 Dylan K. Remley, Associate Member

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 remains committed to working on these issues as implementation of the strategies in the Master Plan continues over the next decade. The Board continues to solicit citizen input regarding planning and development issues affecting the Town, and encourages participation in meetings and special projects.

Respectfully submitted,  
*Craig C. Lizotte, Chairman*  
*Peter J. Abair*  
*Stephen R. Garvin*  
*Martin J. Long*  
*Christopher Morely*  
*Dylan K. Remley*

## Ponds and Waterways Committee

### Committee membership

The PWC has five members and has been actively seeking new members by posting vacancy notices at events and online.

### Connections to other organizations

Our full members are associated with a number of related organizations in the area including:

- Assabet River National Wildlife Refuge
- Hop Brook Protection Association (HBPA)
- Massachusetts Audubon Society
- Mass. Congress of Lakes and Ponds (COLAP)
- Organization for the Assabet River (OARS)
- River Stewardship Council (RSC)
- Sudbury Valley Trustees (SVT)

### Hop Brook Watershed

The PWC continues to monitor activities of the Town of Marlborough, the USEPA, and the Town of Sudbury regarding the Marlborough Easterly Sewage Treatment Plant and its discharge into the Hop Brook watershed. The majority of this information comes as reports from the efforts of the HBPA. The HBPA harvested Carding Mill and Stearns Mill Ponds for water chestnuts, and the association anticipates needing to harvest Grist Mill Pond next year.

### Education/Outreach

The PWC developed a pamphlet describing access point(s) and types of recreation at public waterbodies in Sudbury. The PWC participated in RiverFest again this year helping the HBPA with the rubber ducky race at the Grist Mill and the pull-a-thon. The PWC also helped out with the Audubon Turtle Release at Great Meadows with the Curtis Middle School 7th grade. The PWC took photographs of the water chestnut harvesting for the upcoming photo exhibit, scheduled for September 2015, at Goodnow Library. The exhibit's objective is to raise awareness and show the community the benefits that harvesting water chestnuts has on local ponds. We plan to develop a fact sheet on invasive species found in our local waterbodies and will make it available during the exhibit and on our website.

Respectfully submitted,  
*Anne M. Slugg, Chairman*  
*Mary L. Addonizio*  
*Elizabeth Armstrong*  
*Francis T. Lyons*  
*Diane Muffitt*



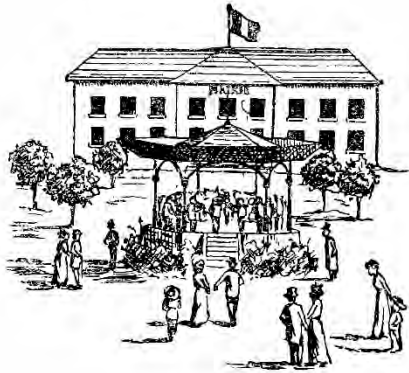


## Sudbury Centre Improvement Advisory Committee

The Sudbury Center Improvement Advisory Committee (SCIAC) completed its review of the final engineering design plans for the intersection at Concord, Hudson and Old Sudbury Roads, including the recommendation to install several traffic signals on an overhead mast arm. This design change was necessitated by several factors and challenges in the existing field conditions, most importantly a desire to narrow the pavement width in the intersection and simplify the intersection. The SCIAC successfully worked with the Town's consulting engineers, VHB, and the Director of Public Works to bid the project and award the contract to E.T. & L. from Stow, MA in the fall of 2014. Due to the timing of the contract completion, construction was delayed until spring 2015. The SCIAC began the

landscaping and historic restoration phase of the project with the assistance of the firm Sudbury Design Group, and is developing the landscape plan for the project area. A funding request to the Community Preservation Committee has been submitted for additional funds to complete the landscaping and historic restoration, including street lighting, once the construction is completed.

Respectfully submitted,  
*Lawrence W. O'Brien*  
*Frank Riepe*  
*Richard H. Davison*  
*Joseph Sziabowski*  
*W. James Hodder*  
*Deborah Kruskal*



## Sudbury Housing Trust

The Sudbury Housing Trust was formed by the April 2006 Town Meeting accepting the MGL chapter 44, s.55C. The Trust was formed specifically to focus on affordable homeownership opportunities and to show performance against the 10% minimum 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. The Trust was formed to address that issue. The Trust has directly created 10 units of homeownership housing and assisted the creation of another 70 rental units since it was chartered.

The Trust charter was developed with the Town's interests in mind. The charter allows a range of powers though requires Selectmen approval for certain transactions. The Town Treasurer is the custodian of the funds. 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. The Trust has taken a number of positive steps toward those goals and plans on building on those successes.

In this 2014 calendar year, the Trust added another home to the Town's subsidized housing inventory under the successful Home Preservation Program. In this program, smaller, less expensive homes are purchased and sold, subject to a permanent deed restriction, to eligible first-time homeowners selected from a lottery. In this way, homes are converted to affordable housing, preserving existing housing stock. The Housing Trust is able to work 'real time' to put offers on the property and use trust funds for required health and safety repairs. One additional home is planned for the 2015 calendar year, and a lottery to produce a list of potential buyers is planned for the spring of 2015.

The Trust continues to sponsor the Small Grants Program to help seniors and other moderate income homeowners fund health and safety repairs in their homes. So far the Program has

awarded 39 grants for over \$102,000, and 74% of the grantees are senior households. The Trust has two grant cycles per year (March and September) and the easy-to-submit application can be found on the Town's website.

The Trust continues its efforts to develop three units of housing at Maynard Road consistent with the terms of the Comprehensive Permit. The project made progress in 2014 by selecting a developer who plans to construct zero net energy homes consistent with the original budget set by the Trust in 2010. Groundbreaking is planned for the spring and final occupancy in the fall of 2015.

The Sudbury Housing Trust performs lottery, resale and monitoring agent services for Sudbury and other neighboring communities, providing local opportunities for eligible buyers with connections to Sudbury and others looking for affordable housing in our area, as well as generating a revenue stream for the Sudbury Housing Trust. In FY14, the Trust received \$49,000 in fee revenue.

Through the Trust's activities and unique expertise, the Regional Housing Services Office (RHSO) was formed. This Regional Housing Services Office (RHSO) was implemented in July 2011 through an Inter-Municipal Agreement between the member towns. The current membership includes of Acton, Bedford, Burlington, Concord, Lexington, Sudbury, and Weston. The RHSO was awarded the Massachusetts Municipal Association Kenneth Pickard Municipal Innovation Award for 2011, and was asked to participate as a Showcase entity at the National League of Cities annual convention in November 2012. In 2014, after three years, the RHSO transitioned to the Town of Concord from Sudbury.

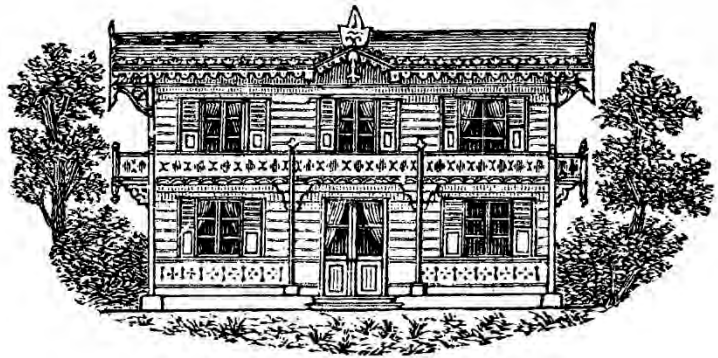
The Trust ended the Fiscal Year on June 30, 2014 with a balance of approximately \$646,000 and one acre parcel of land at 278 Maynard Road, valued at \$310,000. The FY14 fiscal year started with a carryover balance of \$796,000, and collected fee revenue of \$49,500 which was used

directly to support housing programs such as Small Grants, CPA appropriation of \$343,000 and interest of \$4,000. The expenses for the fiscal year were \$544,000, including a grant to Coolidge enabling 64 units of senior affordable housing, and a Home Preservation unit. Other expenses include the Small Grants Program, lottery advertising expenses, salaries and administration. Details can be found on the Sudbury Housing Trust web page.

The Board is currently organized with Lydia Pastuszek as Chair, Amy Lepak as Vice-Chair, Larry O'Brien as Selectman representative and at-large Trustees Peter Abair, Michael

Buoniconti, Kelley Cronin, Andrew Kaye, and Robert Morrison. The Trust is supported by Jody Kablack, Director of Planning and Community Development.

Respectfully submitted,  
*Lydia Pastuszek, Chair*  
*Amy Lepak,*  
*Peter Abair*  
*Michael Buoniconti*  
*Kelley Cronin*  
*Andrew Kaye*  
*Robert Morrison*  
*Larry O'Brien*



## Zoning Board of Appeals

The ZBA is comprised of five members appointed by the Board of Selectmen for five-year terms. Associate members, appointed to one-year terms, serve in place of the regular members as necessary and also serve as full members of Sudbury's Earth Removal Board. In 2014 members of the ZBA included Benjamin D. Stevenson (Chair), Jonathan F.X. O'Brien (Clerk), Jonathan G. Gossels, Jeffrey P. Klofft, and Nicholas B. Palmer. Associate members were Jonathan W. Patch, Nancy G. Rubenstein, Stephen A. Garanin, John D. Riordan, and William Ray.

The ZBA derives its authority and jurisdiction from Massachusetts General Law (MGL) c.40A, as well as from Sudbury's own 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 Board also hears applications for comprehensive permits for proposed housing developments under MGL c.40B, and considers requests for relief from the Town's Zoning Bylaws when applicants believe that 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 2014 Board 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 Board in 2014 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. The list that follows identifies matters considered by the Board in 2014. A denial 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 enables an applicant to reapply if desired. An asterisk indicates that a variance or special permit has been granted subject to conditions, which in the Board's judgment were necessary to safeguard the public good.

Thirty-six new cases were filed during 2014 with action on new and pending cases as follows:

31 requests were approved

5 requests were withdrawn without prejudice

14-1 LYNN GREEN, 558 Dutton Road

Special Permit to operate a kennel on the premises for dog grooming. APPROVED\*

14-2 PETER VELOUTSOS, 47 Great Road

Special Permit to construct an attached garage on a nonconforming lot that would result in front and side yard setback deficiencies. WITHDRAWN WITHOUT PREJUDICE

14-3 METHODS MACHINE TOOLS, INC., 65 Union Avenue

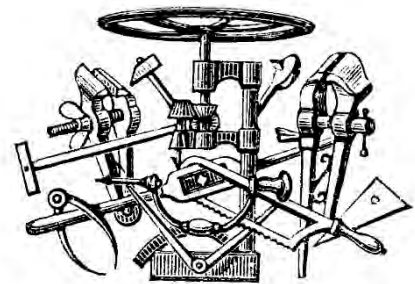
- Special Permit to allow new signage which exceeds the maximum allowance for the property. APPROVED\*
- 14-4 ROBERT HAWORTH, 71 Concord Avenue  
Special Permit to construct an attached garage on a nonconforming lot that would result in a side yard setback deficiency. APPROVED\*
- 14-5 BENJAMIN AND EMILY MAY, 68 Pine Street  
Special Permit to construct an attached garage and mudroom on a nonconforming lot that would result in a side yard setback deficiency. APPROVED\*
- 14-6 JOHN AND LAURA PORTER, 2 Woodland Road  
Special Permit to construct an addition on a nonconforming lot that would result in a side yard setback deficiency. APPROVED\*
- 14-7 SUDBURY-FAIRFIELD INN, 738 Boston Post Road  
Modification to a Special Permit to allow two new guest rooms to replace the previously approved spa on the premises. APPROVED\*
- 14-8 HOSSEIN MOBTAKER, 35 Longfellow Road  
Special Permit to reconstruct an existing two-story residence on a nonconforming lot that would exceed the area of the original structure. APPROVED\*
- 14-9 RICK AND MAGGIE WATSON, 71 Concord Avenue  
Modification to a Special Permit to construct an attached garage on a nonconforming lot that would result in a setback deficiency. APPROVED\*
- 14-10 YELENA MELAMED, 8 Dawson Drive  
Special Permit to reconstruct an existing residence on a nonconforming lot that would exceed the area of the original structure and which would result in a front yard setback deficiency. APPROVED\*
- 14-11 KATHLEEN AND ARLIN ROGERS, 3 Stonebrook Road  
Special Permit to raise hens on the premises. APPROVED\*
- 14-12 PETER VELOUTSOS, 47 Great Road  
Special Permit to construct an attached two-story addition on a nonconforming lot that would result in front and side yard setback deficiencies. APPROVED\*
- 14-13 PET NANNIES AT STONE TAVERN FARM, 554 Boston Post Road  
Modification of Special Permit to allow rental of the fenced play facilities at Pet Nannies at Stone Tavern Farm by other pet professionals. WITHDRAWN WITHOUT PREJUDICE
- 14-14 TERESE FRASCA, GABRIEL FRASCA, AND AMANDA LYDON, 233 Concord Road  
Special Permit for an accessory dwelling unit. APPROVED\*
- 14-15 NORMAN FREEMAN, 10 Dudley Road  
Renewal of Special Permit to conduct a Home Business hairdressing studio. APPROVED\*
- 14-16 KEVIN MARKVENAS, 145 Horse Pond Road

Special Permit to install an accessory structure that would result in a side yard setback deficiency.  
WITHDRAWN WITHOUT PREJUDICE

- 14-17 BACK BAY SIGN FOR GRAVESTAR, 523 Boston Post Road  
Special Permit to allow a freestanding sign to replace an existing sign on a lot having less frontage than the bylaw allows. APPROVED\*
- 14-18 JIN MA, 26 Alta Road  
Renewal of Special Permit to raise hens on the premises. APPROVED\*
- 14-19 PADRAIG O'BEIRNE, 631 Boston Post Road  
Special Permit to allow a freestanding sign to replace an existing sign on a lot having less frontage than the bylaw allows. APPROVED\*
- 14-20 JOAKIM MOUSTAD, 563 Hudson Road  
Special Permit to raise hens on the premises. APPROVED\*
- 14-21 THE SIGN CENTER FOR FRIENDLY'S ICE CREAM LLC, 457 Boston Post Road  
Special Permit to allow three wall signs which when combined equal an amount of signage greater than the bylaw allows. APPROVED\*
- 14-22 SUDBURY HOUSING TRUST, 278 Maynard Road  
Modification to Comprehensive Permit #10-8. APPROVED\*
- 14-23 LOUIS B. STEPHAN/BERKSHIRE HATHAWAY STEPHAN REAL ESTATE, 400 Boston Post Road  
Special Permit to allow a freestanding sign to replace an existing sign on a lot having less frontage than the bylaw allows and in a location that would create a front yard setback deficiency. APPROVED\*
- 14-24 LYNN GREEN, 558 Dutton Road  
Special Permit to operate a kennel on the premises for dog grooming and dog daycare boarding. APPROVED\*
- 14-25 NORTHERN BANK AND TRUST COMPANY, 430 Boston Post Road  
Extension of Time by six months for which site work is to commence under the terms of Variances 13-21, 13-22, and 13023. Special Permit to allow a freestanding pylon sign on a lot having less frontage than the bylaw allows. APPROVED\*
- 14-26 DAVID HORNSTEIN AND JOANIE SCHAFFNER, 22 Candy Hill Lane  
Special Permit for an accessory dwelling unit. APPROVED\*
- 14-27 FIRST COLONY NORTHWOOD LLC, 10-20 North Road  
To reopen the hearings related to ZBA decisions under Cases 10-30 and 12-10 in accordance with the Land Court's decision and remand dated July 8, 2014. APPROVED\*
- 14-28 MARCEL MAILLET L.P./MAILLET AND SON, 46 Greenwood Road  
Special Permit to demolish an existing residence and construct a new single-family residence on a nonconforming lot. APPROVED\*
- 14-29 DAVID BUSH, POST ROAD CLOTHIERS, 8 Concord Road

- Special Permit to allow a freestanding business sign. APPROVED\*
- 14-30 NEIL AND ROSALIE BIFULCO, 15 Lillian Avenue  
Special Permit to construct a porch on a nonconforming lot which will result in a rear yard setback deficiency. APPROVED\*
- 14-31 AMY HEIDKE, 51 Powder Mill Road  
Renewal of Special Permit for an accessory dwelling unit. APPROVED\*
- 14-32 IGOR BILY AND JAN HANZL, 26 Eddy Street  
Special Permit to construct a porch on a nonconforming lot which will result in a front yard setback deficiency. APPROVED\*
- 14-33 DAVID NOYES, 29 Elsbeth Road  
Special Permit to enlarge an existing residence on a nonconforming lot which would result in a front yard setback deficiency. WITHDRAWN WITHOUT PREJUDICE
- 14-34 JASON FALENDER, 219 Water Row  
Special Permit for an accessory dwelling unit. APPROVED\*
- 14-35 MATTHEW AND BARBARA GOGAN, 27 Concord Road  
Special Permit for an Accessory Dwelling Unit. APPROVED\*
- 14-36 DAVID NOYES, 29 Elsbeth Road  
Special Permit to enlarge an existing residence on a nonconforming lot which would result in a front yard setback deficiency. WITHDRAWN WITHOUT PREJUDICE

Respectfully submitted,  
*Benjamin D. Stevenson, Chair*  
*Jonathan F.X. O'Brien*  
*Jonathan G. Gossels*  
*Jeffrey P. Klofft*  
*Nicholas B. Palmer*  
*Jonathan W. Patch*  
*Stephen A. Garanin*  
*Nancy G. Rubenstein*  
*John D. Riordan*  
*William Ray*



# PUBLIC SAFETY



*Sudbury's 375 Old Time Family Fair at Heritage Park held on August 23, 2014. Photograph by Elin Neiterman.*



# Building Department

## Building Permits

Type of Permit	Number of Permits	Fees Collected	Construction Cost
Express: Roofing, Siding, Windows	213	\$32,780.00	\$3,128,464.00
Remodel, Alteration, Repair	310	\$153,200.00	\$12,764,767.30
Addition (incl. with Remodel)	63	\$70,802.00	\$7,075,280.00
Express: Solid Fuel Appliance	19	\$830.00	\$62,528.00
New: Accessory Building	12	\$31,650.00	\$2,179,500.00
Pool	10	\$3,500.00	\$346,300.00
Express: Temporary Tent	26	\$1,375.00	\$67,780.00
Sign, Awning, Canopy	12	\$670.00	\$34,350.00
Deck, Porch	22	\$2,940.00	\$284,976.00
Other	11	\$1,790.00	\$170,101.00
New: Primary Building	29	\$129,956.00	\$17,702,405.00
Foundation Only	5	\$770.00	\$75,000.00
Solar	12	\$18,790.00	\$1,344,451.00
Demolition: Primary Building	5	\$280.00	\$28,000.00
	749	\$449,333.00	\$45,263,902.30

## Electrical Permits

Electrical Permits Issued	Fees Collected
718	\$109,634.50

## Gas Permits

Gas Permits Issued	Fees Collected
431	\$22,341.00

## Mechanical Permits

Mechanical Permits Issued	Fees Collected
73	\$23,528.00

## Plumbing Permits

Plumbing Permits Issued	Fees Collected
433	\$29,080.00

Total Revenue: **\$633,916.50**



## Community Emergency Response Team

CERT was established in 2007 by former Fire Chief Ken MacLean. Since then, CERT made major progress in helping train Town residents to better respond to emergency situations in their community. Should a major emergency unfold, such as a pandemic flu, earthquake, tornado, hurricane, etc., members can provide critical support to our first responders and provide assistance to victims. CERT members can also help with non-emergency projects that help improve the safety of the community.

Sudbury's CERT operates as part of the Massachusetts Emergency Management Agency (MEMA) and also under the umbrella of Citizen Corps. CERT is only deployed upon request by Sudbury's Emergency Management Director, Fire Chief Bill Miles. Volunteers are provided specialized training, free of charge, by the Massachusetts Emergency Management Agency (MEMA) and Federal mandates. Today CERT has about 22 members.

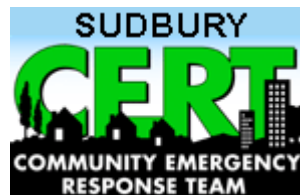
CERT's accomplishments are significant in the areas of Education and Outreach to the Community and building our Deployable CERT Teams as follows:

- The Shelter Team is trained and has conducted training drills at the Fairbank Community Center. We are ready to help in an actual Emergency—and have responded to several shelter opening requests in the past few years.

- The Medical Team supports shelter operations and is coordinated with Sudbury's Medical Reserve Corps (MRC).
- Informed the public on "Personal Emergency Preparedness" via many presentations to community groups.
- Introduced the "72 Hour Go-Bag" program in coordination with the Senior Center.
- Communicated our mission and accomplishments through many news and informational articles in the Sudbury Town Crier and other news sources.
- Conducted a special Emergency Preparedness Fair in conjunction with the police and fire departments as well as others supporting emergencies.
- Completed a survey of overflow shelter sites in addition to the Fairbank Community Center.
- Equipped our CERT members using a MEMA Grant and a generous donation from the Sudbury Permanent Fire Fighters Association, Local 2023. CERT continues to update shelter and other critical supplies through grants and other funds.

Additional volunteers are needed to join Sudbury CERT to increase our ability to achieve our mission. For more information, visit our website <http://cert.sudbury.ma.us> or email us at [cert@sudbury.ma.us](mailto:cert@sudbury.ma.us). You may also call Sudbury Fire Department Headquarters at 978-443-2239.

Respectfully submitted,  
*Marie Royea, Co-chair, Sudbury CERT*  
*William L. Miles, Fire Chief*



## Dog Officer

TOTAL NUMBER CALLS HANDLED	850
# Complaint Calls	62
# Lost Dog Calls	49
# Lost Cat Calls	13
# Other Cat related calls	4
# Animal / Wildlife Calls	44
# Miscellaneous Calls	431
TOTAL # ANIMALS PICKED UP	36
Total # not licensed	1-TURKEY
Total # dogs not claimed	17
# still in dog officer custody	(3 - OUT OF TOWN)
#surrendered to Humane Shelter	
# other	3
TOTAL # HUMAN BITE CALLS	23
TOTAL # ANIMAL ->ANIMAL BITE CALLS	(INCLUDES 2 CATS; 2 UNIDENTIFIED OWNER, 2 OUT OF TOWN OWNER)
10 Day Quarantine Order -Human Bite	3
10 Day Quarantine Order -Animal->Animal Bite	Issued = 21    Released = 20
45 Day/6 Month Quarantine Orders	Issued = 3    Released = 4
	Issued = 24    Released = 18
TOTAL # CITATIONS ISSUED	92
# No license citations	90
# Leash Law/Dog not under owner control	2
# Other Offense	
# Court summons processed	

As of 12/31/2014, there were 2,412 DOGS LICENSED

BARN INSPECTIONS for 2015 were completed and submitted to the state;

TOTAL ANIMAL COUNT = 1,041

RABIES CLINIC was held in 2014 with 19 PARTICIPANTS



Respectfully submitted,  
*Jennifer Condon, Dog Officer/Animal Control*

## Energy & 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 Department of Energy Resources (DOER) grants, identify energy and cost saving opportunities in buildings, review energy data, recommend best practices for energy procurement, and provide energy efficiency consulting to town committees, schools and the regional high school. The Energy Committee had an active and productive 2014, with several large projects comprising the bulk of the committee's work.

**Sudbury Solar One** – This was a long term project implementing a Power Purchase Agreement (PPA) for the installation of a large-scale solar array on Sudbury's closed and capped landfill that came to fruition late in 2013 and we have just recorded its first full year of operation. In one year the 6,048 photovoltaic (PV) panels have generated over 1.9 million kWh of electricity. At the average annual usage of 8,064 kWh per Mass household the array has generated enough electricity to supply over 235 households! Also, this solar generation has offset over 1.37 million pounds of carbon dioxide (CO<sub>2</sub>) thus lowering our carbon footprint. The landfill PPA was installed and is operated at no cost to the town. In the first year of operation this facility has saved Sudbury over \$150,000 in electricity costs, and has provided \$12,500 as a Payment In Lieu Of Taxes, all while utilizing a previously unused land parcel.

**Energy Savings Performance Contract** – In collaboration with the Metropolitan Area Planning Council (MAPC) and the MA DOER, Sudbury has participated in a regional ESC (Energy Services Contracting) agreement to identify needed capital improvements with energy, operational and maintenance savings potential.

Investment grade audits have been conducted at thirteen town and school buildings and the selected list of energy savings measures are estimated to reduce Sudbury's energy expense by approximately \$130,000 per year.

At town meeting Sudbury voters chose to go forward with this and these measures will be implemented as a performance contract in accordance with MGL Chapter 25A, which requires that project be self-funding, i.e. the value of the energy reductions must meet or exceed the cost of the contract, and be guaranteed by the Energy Services Company, so there would be no increase in the tax rate to pay for this project.

The Energy Committee devoted considerable effort in 2014 working with all aspects of the Performance Contract, this included obtaining approval from the voters at town meeting, reviewing the detailed energy audits for the municipal buildings and schools, reviewing the detailed list of Energy Conservation Measures (ECM's) along with working with town personnel on multi-faceted contract details.

It is expected significant work on Sudbury's buildings will occur in 2015 and Sudbury will soon start saving energy and seeing operational improvements from these.

**Energy Stabilization Fund** – voters at the town meeting approved the formation of a town wide energy stabilization fund.

The function of the Energy Savings Special Purpose Stabilization Fund is to allow for savings from energy related projects developed by the Town's Energy and Sustainability Committee to be captured so they can be the funding source for additional energy related projects, thus allowing these projects to be undertaken without the need for funds from any Town or School operational budget.

The stabilization fund makes the savings visible, and allows them to be used in a deliberate and strategic way via the voter's approval at Town Meeting.

**Green Communities Grants** – Building on Sudbury's previous successes in utilizing Green Community Grants an application was developed

and submitted for the 2014 competitive Green Community Grants. Mass DOER awarded Sudbury \$250,000 for this round of competitive Green Communities grants, they funded all four projects submitted with the maximum award.

The funded projects are:

- 1) LED parking lot and outdoor building lights for LSRHS
- 2) LED Streetlights town wide for Sudbury
- 3) Goodnow Library retro-commissioning
- 4) Replacement of the Fairbank Community Center gym roof top HVAC unit with an energy recovery unit

These projects will reduce Sudbury's energy consumption while providing the town and LSRHS upgraded lighting, improved environment control at the library and will replace an aging and inefficient HVAC unit for the Fairbank multi-purpose room.

To date, the Energy Committee has been instrumental in obtaining grants/awards/rebates totaling over \$1,000,000.

**New Police Station Design** – the Energy Committee worked with the PBC to review energy efficiency aspects of the design of the Police station. The energy committee strongly supported a highly efficient building and is pleased it was designed utilizing advanced buildings design standards.

The committee will continue to work with the PBC to provide input on cost effective energy design / construction measures along with assistance with any applicable utility rebates.

**Residential Energy Aggregation** – the Energy Committee spent considerable time in 2014 evaluating aggregation of residential electricity supply accounts.

Aggregation of electrical accounts and bulk electricity purchase has long been common for municipalities and larger business clients; however it is just starting to become more widely available for residential customers and small businesses. By purchasing electricity in bulk and

having flexibility with the procurement cycle aggregators can offer a fixed long term electricity supply rate (one, two or three years) generally with a lower cost than individuals can get thru their local utility.

Aggregators also offer access to renewable energy so a community can select to purchase a percentage of their electricity from renewable sources.

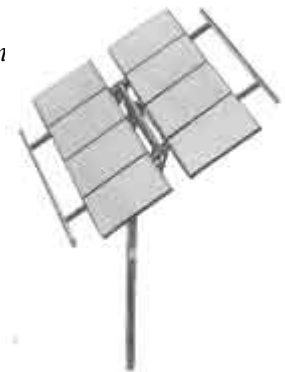
The Energy Committee expects to spend a considerable amount of time in 2015 determining what role, if any, the committee should have in recommending / spearheading the effort to offer Sudbury residents the option of participating in a bulk aggregation electrical purchase.

Municipal / Community Choice Aggregation would have to be approved by the voters at town meeting, residents could continue to purchase from NSTAR or any of the other energy companies offering electric supply in Sudbury, and if they did sign up they could opt out of the program at any time at no cost.

In addition to thanking the Energy Committee volunteers for their hard work the Committee also wishes to acknowledge and thank the town staff who have provided significant help and in particular Jim Kelly, Sudbury Facilities Director, who provides coordination between the committee and the town as well as project support.

The Energy Committee meets monthly in the DPW Building conference room. The meetings are posted on the Town website in advance and are open to the public. Visitors are always welcome.

Respectfully submitted,  
*William Braun, Chairman*  
*Rami Alwan*  
*Jim Cummings*  
*Edward Lewis*  
*Joe Martino*  
*Robert Morrison*  
*Kurt Reiss*  
*Mark Sevier*



## Facilities Department

The Facilities Department is responsible for the facility planning of all town owned buildings including the K-8 schools. The Department works with Town and School Departments to implement preventive maintenance programs, schedule and monitor renovations and repairs, and to apply energy conservation measures in all buildings. In addition, the Department assists with the planning for new construction and development projects that will enhance the town's ability to support the needs of the community. The Facilities Department works closely with the Capital Improvement Advisory Committee (CIAC), the Energy Committee, the Fairbank Community Center Task Force, and the Permanent Building Committee (PBC). During the calendar year of 2014, the Facilities Department projects included the following:

### **New Police Station**

The 2014 Annual Town Meeting, as well as the Fall Special Town Meeting appropriated approximately \$7.5 million to construct the new Sudbury Police Station. The Facilities Department has worked closely with the PBC and the Police Chief and provided assistance in the dissemination of information and the presentation of the project at the Town Meetings. Currently, the Facilities Department is participating in the day-to-day oversight of the construction and is anticipating the new building will be opened in 2015.

### **Old Police Station**

The Department has presented options to the Selectmen as to the future use of the existing police station located on Boston Post Road. The department has met with local realtors and engaged an appraiser to gather the options of the Town in regards to the current property. During 2015, the Town will make decisions on whether to sell, lease, rent or continue to own the existing station.

### **School Flooring and Tile Replacement Project**

The 2014 Annual Town Meeting appropriated \$75,000 for the replacement of existing carpet and cracked floor tiles in selected rooms in the

Sudbury schools. The existing carpet was worn and needed to be replaced. The carpet was removed and replaced with vinyl composition tile, as carpet is not a good choice for a classroom and is difficult to keep clean. There were eight classrooms and the kitchen at the Peter Noyes School and four classrooms at the Nixon School included in this project. The Facilities Department is requesting more funding and it is expected that the replacement program will continue in the summer of 2015 with additional rooms to be completed.

### **Fairbank Center Roof**

At the 2014 Annual Town Meeting, Sudbury residents approved \$100,000 to repair the failing roof at the Fairbank Center. The repairs were bid through the state procurement process and the contract was awarded in the summer. In the fall and winter, the repairs were made to selected portions of the approximately 20,000 square foot area. These roofs are 24 years old and need constant attention to prevent water intrusion into the building.

### **School Driveways, Parking Lots and Sidewalk Improvements**

At the 2014 Annual Town Meeting, voters approved \$330,000 to be expended under the direction of the Facilities Director, for the purpose of reconstructing the Nixon School parking lot and make repairs and improvements at the Curtis School as well. The driveways, sidewalks and curbs have deteriorated and lack proper drainage, did not meet ADA regulations and were becoming unsafe. In the summer, this work was completed at Nixon and will be completed at Curtis this summer by the Sudbury Department of Public Works. The Facilities Department is requesting more funding at the 2015 Town Meeting to continue the significant maintenance necessary at the schools and town's parking areas.

### **Purchase of New Phone System – Loring School**

The aging phone system at the Loring School was in need of being upgraded so the Facilities

Director requested Town meeting approval of \$40,000 to purchase a new system. The system was over 14 years old, however the systems technology was more than 20 years old. The phones had reached the end of their serviceable life, and the new system will insure effective communication for the next decade.

### **Nixon School Roof, Windows and Doors Replacement**

The December 3, 2014 Special Town Meeting appropriated approximately \$1,000,000 for the design and replacement of the cafetorium roof, 1960 vintage windows, and several exterior door assemblies at the Nixon School. This project will receive 36.89% reimbursement from the state and is to be completed in the summer of 2015.

### **Green Community Grant of \$250,000**

Building on Sudbury's previous successes in utilizing Green Community Grants, an application was developed and submitted for the 2014 competitive Green Community Grants. Mass DOER awarded Sudbury \$250,000 for this round of competitive Green Communities Grants and they funded all four projects submitted with the maximum award. The funded projects are: LED parking lot and outdoor building lights for LSRHS; town wide LED streetlights; Goodnow Library retro-commissioning; replacement of the Fairbank Community Center gym roof top HVAC unit with an energy recovery unit. These projects will reduce Sudbury's energy consumption while providing the town and

LSRHS upgraded lighting, improved environment control at the library and will replace an aging and inefficient HVAC unit for the Fairbank multi-purpose room.

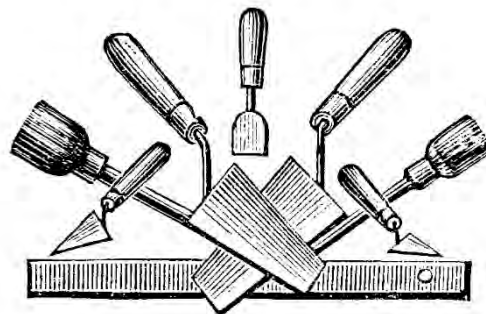
### **ESCO Project**

In collaboration with the Metropolitan Area Planning Council (MAPC) and the MA DOER, Sudbury has participated in a regional ESCO (Energy Services Contracting) agreement to identify needed capital improvements with energy, providing operational and maintenance savings potential. At the 2014 Town Meeting, Sudbury voters voted to go forward with this project and these measures will be implemented as a performance contract in accordance with MGL Chapter 25A. This process requires that the project be self-funding, i.e. the value of the energy reductions must meet or exceed the cost of the contract. The Facilities Department continues to support the work and goals of the Sudbury Energy Committee.

### **Solar Array at the Landfill**

The Facilities Department is responsible for the monitoring of the energy flow through the solar array located at the closed landfill. The system produced over \$150,000 worth of electricity that will be available for future energy savings capital projects.

Respectfully submitted,  
*James Kelly, Combined Facilities Director*



## Fire Department

The Sudbury Fire Department responded to a total of 2,025 calls for assistance during the year, an increase of 78 over the previous year. Of those calls, 57 per cent were classified as medical in nature, including ambulance transports for chest pain, cardiac arrests, difficulty breathing, injuries as a result of motor vehicle accidents, and other illnesses. The ambulance also responded for a number of well-being checks and lift assists. The remaining 43 per cent of calls were fire related and included responses to building and motor vehicle fires, commercial and residential alarms, fire sprinkler activations, carbon monoxide detector investigations, storm assistance and downed utility lines, false alarms and other service related incidents. Major incidents included fires in two homes and an auto dealership.

As many of you of you saw on the television news, the Sudbury Fire Department responded to a call for multiple cars on fire at the Herb Chambers Jaguar/Land Rover dealership in the early morning hours of September 22, 2014. Under the direction of Captain Stephen Glidden, arriving fire crews did an excellent job of getting the apparatus hooked into a hydrant and extinguishing the stubborn fire in the rear of the dealership parking lot. Although many in the news media directed their questions toward a suspicious cause, the subsequent investigation headed by the office of State Fire Marshal Stephen Coan did not find any evidence to support that theory. By contrast, the investigation focused on an electrical or mechanical malfunction in a single Jaguar at the dealership for repairs. Due to the severe damage to that vehicle, making an exact determination was quite difficult. The cause was officially listed as undetermined.

We received a call for a house fire at 106 Ruddock Road on the afternoon of Saturday, August 30, 2014. Engine 3 from North Sudbury Station 3 arrived quickly to find a fire that started in a second floor bathroom and had extended into the attic. The narrow and steep driveway not only made access difficult for the Engine, it prohibited

the use of our Ladder Truck. Because of those challenges, mutual aid was called from area towns for additional help at the scene and to cover our three stations. Firefighters did a great job of getting water on the fire quickly and limiting damage. There were no injuries.

We responded to a report of a house fire on Thursday, November 20, 2014, at 589 Boston Post Road. Crews arrived under the direction of Assistant Fire Chief John Whalen to find a fire in a second floor bedroom. The roof was ventilated to clear smoke from the dwelling and firefighters did a good job of getting the fire extinguished quickly. There were no injuries.

Fire Prevention Officer Kevin Cutler helped organize the Annual Public Safety Open House hosted by the Sudbury Police and Fire Departments at Fire Headquarters on October 4, 2014. Visitors were able to tour the firehouse, look at fire apparatus, and ask questions of firefighters and police officers. Sudbury Firefighters also demonstrated vehicle extrication techniques with the “Jaws of Life” tool.

The Senior SAFE Program was recently created by the Legislature, and builds on the successful 19 years of the school based Student Awareness of Fire Education initiative. Since inception, the existing SAFE program has reduced average annual child fire deaths in Massachusetts by 72 per cent. The fire service hopes to have similar results by educating older adults about the fire and burn risks associated with cooking, smoking, home oxygen, and electrical and heating dangers. Home safety visits were scheduled by Lieutenant Kevin Cutler through the Sudbury Senior Center that included the installation of smoke and carbon monoxide detectors, testing and replacing batteries in these devices, and other interventions to help reduce hazards in the home.

2014 became the first year that we noticed a severe increase in the number of opiate drug overdoses in Town. To respond to these life threatening situations, we began to carry Nasal Narcan, an easily administered reversal drug. In addition to the intravenous supply of Narcan that



we carry on our Paramedic Ambulance, the nasally administered variation has been used a few times during the year.

We introduced our Advanced Life Support Program in November of 2013, so 2014 marked our first full year of responding in the ambulance with our own Paramedics. This program launched as a result of a lot of hard work and has been well worth the effort. Services offered by our Paramedics include advanced airway management such as intubation, intravenous drug therapy, and cardiac monitoring. Rather than relying on a myriad of outside vendors to provide these lifesaving treatments, residents should feel quite confident about the abilities and response of the Sudbury Fire Department Paramedics.

We recently started a Twitter account here at the Sudbury Fire Department. In conjunction with the Sudbury Police, we will be posting information on department activities and significant incidents such as motor vehicle accidents, house fires, road closures, and storm related information. Follow us on Twitter [@Sudbury\\_Fire](https://twitter.com/Sudbury_Fire)

Permit Funds Received were based on the Following numbers of permits issued in calendar year 2014:

703	Open Burning
308	Smoke Detector
85	Fire Alarm
37	Commercial Fire Alarm
34	Tank Removal
51	Oil Burner
37	LPG

A total of \$ 34,870 was collected in 2014 in permit fees.

This Department has one or more active revolving funds established under M.G.L. c. 44, s 53 E ½. Please refer to the Finance Department section for more information on these funds.

After the approval of a new fire engine at the May, 2014 Town Meeting. Assistant Fire Chief John Whalen and I spent quite a bit of time

working on the specifications. At the end of August, we traveled to the Kovatch Mobile Equipment (KME) factory in Nesquehoning, Pennsylvania. KME always recommends spending at least one day at their factory going over the specifications in detail before the build order is placed. Every detail, large and small, was discussed during these meetings. We expect delivery of the new fire truck around July of 2015.

Funds were also approved for the purchase of a new ambulance that will replace our 2003 Ford ambulance. The 2015 Ford chassis is being built and will be shipped to the Horton Emergency Vehicle Factory in Grove City, Ohio for addition of the ambulance body. When it arrives in early 2015, we will place our 2008 ambulance into reserve service.

A new Fire Chief's car was also approved at the 2014 Town Meeting. The Chief's car was passed to the Assistant Fire Chief, and his vehicle was passed along to the Engineering Department for continued service.

In November we hired Firefighter/Paramedic Nicholas Navarrett to fill the vacancy created by the resignation of Firefighter/Paramedic Matthew MacDonald.

Training Officer Captain Timothy Choate continued his extensive programs focused on subjects to help enhance firefighter safety. These topics included areas of intervention that may be needed to rescue a resident, or trapped or downed firefighters. The classes covered subjects such as Rapid Intervention Team deployment, Commanding the May Day exercises, and an innovative transitional fire attack method developed by the New York City Fire Department. In addition, Captain Choate devised and implemented training to refresh our personnel in the area of ice and water rescue tactics when we purchased new ice rescue suits to update our older models.

In January, Assistant Fire Chief John Whalen became a Credentialed Fire Chief. This program is administered by the Massachusetts Fire Service Commission and sets forth the goals needed for

Fire Chiefs to enhance their knowledge, skills, and administrative abilities.

Throughout this report, you have read about new equipment, extensive training, and the good work of our personnel. It is our always our goal to make a positive impact on the lives of those who call us for assistance. To accomplish this goal, we rely on the cooperation of many Town boards and committees and continue to be grateful for the moral and financial support given to us by the residents and businesses of Sudbury.

Respectfully submitted,  
*William L. Miles, Fire Chief*

**Assistant Fire Chief**  
John M. Whalen

**Captains**  
Timothy E. Choate  
Stephen E. Glidden  
Brian M. Lewis  
Douglas R. Stone

**Lieutenants**  
Kevin P. Cutler  
Dana J. Foster  
Kevin J. Moreau  
David J. Ziehler

**Firefighters/EMT**  
Gary O. Bardsley  
Robert J. Beer  
Robert E. Boyd, Jr.  
Michael R. Desjardins  
Timothy Devoll  
Kyle R. Gordon  
Michael D. Hamill  
Nicholas J. Howarth  
Gary F. Isaacs  
Joshua S. McLeod  
Michael J. Murphy  
Russell P. Place  
John E. Salmi  
Daniel K. Wells

**Firefighters/ Paramedic**  
Luis A. Forte  
William J. Francis  
Alex C. Gardner  
Michael P. Kilgallen  
Jason D. Lucier  
Michael A. Matros  
Shane R. Medeiros  
Daniel R. Mulgrew  
Nicholas R. Navarrett  
Daniel J. Stanton

**Call Firefighter**  
Harold R. Cutler



## Police Department

During 2014 the Sudbury Police Department logged 16,459 incidents and received 3,098 911 calls between January 1<sup>st</sup> and December 31<sup>st</sup>. We continue to track the number of people coming into the station for assistance using an electronic counter. During 2014 we had 9,052 visitors, some of whom are reflected in the incidents logged. During this 12 month period 133 individuals were taken into custody for various violations of state and local laws, to include 26 arrests for operating a motor vehicle under the influence of alcohol and/or drugs. As well, 259 criminal complaints for various violations of state and local laws were filed with the Framingham District Court. Officers investigated 41 larcenies, 27 breaking and entering incidents into dwellings, 11 breaking and entering into motor vehicles, 11 assaults, 758 alarms, 816 medical aids, 14 juvenile matters, and 9 sexual assaults of varying severity. The department also investigated 540 motor vehicle accidents; 384 property damage accidents, 29 involving personal injury and 127 where officers may have been dispatched to assist but accident reports were not required.

Detective John Perodeau was promoted to Sergeant. Sergeant Perodeau had been assigned to the Detective Bureau where he gained valuable experience for use in his new supervisory role. Officer Ronald Conrado retired after 41 years of service with the Sudbury Police Department and a total of 44 years in law enforcement. We thank him for his commitment to the town. Steve Milley, Owen Boyle and Kevin Ravesi are our newest additions to the department having completed their student officer training at the Reading Police Academy. All three officers are from the Sudbury area and have completed their field training. They are great additions to the department.

In terms of motor vehicle enforcement, our officers issued a total of 3,623 traffic citations, of which 548 were issued for civil violations, 282 were issued for criminal/arrestable motor vehicle violations, and 2,793 were written warnings. We continually receive numerous complaints from residents regarding their safety concerns relative

to vehicular traffic. Additional efforts have been made to address these complaints whether by enforcement, awareness or education. The Traffic Safety Committee is another avenue for residents to express their concerns with whom we work with closely.

For the first time in several years the legislature has funded mandated in-service training alleviating some of the financial burden place on our department in maintaining the professional standards of our officers. This training is essential in keeping officers knowledge current in numerous areas such as legal updates, CPR/First Responder curriculums, defensive tactics and community relations. As such, this will allow for further training for in many areas. I believe better trained personnel provide better service for our residents.

For the first time in the history of the Sudbury Police Department an officer has been assigned fulltime to the Sudbury Public School District. Officer Hutchinson assumed his role as the School Resource Officer in September hitting the ground running. A positive relationship between the schools, students, parents and police department is invaluable. Our youth is our future and with this new initiative I hope we can make that future a little better. Officer Hutchinson has been working diligently with the Sudbury Public School Curriculum Coordinator, Betsy Grams, in creating an enhancement of what was previously the DARE program. The new program, STARS – Students Thinking and Acting Responsibly in Sudbury, will commence in January of 2015. Many of the principles contained in the DARE program will continue while enhancing/expanding other issues facing our children. As we move forward the program will be reassessed to determine what is best.

Alternate funding methods via grant opportunities are a continuing initiative for us. The State 911 Department, once again, offers two grants we utilized in 2014. One is relative to the Emergency Medical Dispatch requirements implemented in 2012. This provides funding for

dispatch personnel to stay current with mandated training. A separate grant offer allows us to offset dispatcher salaries lessening the impact on the budget bottom line.

We would like to thank residents for supporting the construction of a new police station. Construction was begun in the fall of 2014 with a formal ground breaking ceremony taking place on October 31st. The Permanent Building Committee, Jim Kelly (Facilities Director), the architect (The Carell Group), the contractor (Hutter Construction) and others are working together to ensure a quality building is constructed. We are very much looking forward to the completion of the project on or about November 1, 2015.

The Police Department collected the following fees and fines during FY 14:

Traffic and court fines	\$ 39,738
Licensing fees	\$ 4,345
Paid detail admin fees	\$ 25,951
Copier fees	\$ 2,426
Total	<hr/> \$ 72,460

I don't know where this past year went. I am grateful for the efforts of many in making this a better year than last. We hope to continue the progression of the relationships with the students, schools, residents and business community.

Respectfully submitted,  
*Scott Nix, Chief of Police*  
*Robert F. Grady, Lieutenant*

**Police Sergeants**

Todd Eadie  
James Espinosa  
Nathan Hagglund  
Stephanie Howe  
Richard MacLean  
John Perodeau

**Police Officers**

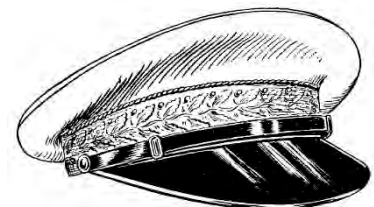
Owen Boyle  
Erin Corey  
Owen Griffin  
Kenneth Hanchett  
Alan Hutchinson  
Paul Johnston  
Ethan Karol  
Kenneth Loyer  
Michael Lucas  
Neil McGilvray  
Steven Milley  
Michael Pope  
Kevin Ravesi  
Michael Rochette  
Wayne Shurling  
Paul Wigmore

**Police Matrons**

Deborah Griffin  
Carol Greenwood  
Trish Longo

**Special Police Officers**

William B. Carroll  
Ronald B. Conrado  
Anthony M. Deldon  
Noel Evers  
Jeffrey F. Gogan  
John Harris  
Francis J. Hines, Jr.  
Christopher Kelly  
John A. Longo  
Trish Longo  
Thomas Miller  
Bruce C. Noah  
Charles R. Quinn  
Wayne M. Shurling  
George W. Taylor  
David J. Whooley  
Brian Willard



# PUBLIC WORKS



*The new Sudbury sign along Rt. 20.  
Many thanks to Jim Kelly, Bill Place  
and the Sudbury DPW department.  
Photograph by Elin Neiterman.*

## **Engineering Division**

- Staked out Drainage Easement on Whitherell Drive for open ditch maintenance
- Staked Street line for Town Center Reconstruction project
- Completed Topographic and Detail survey of Powdermill Road, North Road Intersection
- Set line and Grade for Bent Road Drainage Reconstruction
- Completed As-built Survey of Landham Road Culverts over Hop Brook for Army Corp of Engineers
- Completed As-built survey and construction layout of Nixon School for reconstruction of front entrance and south parking lot
- Completed As-built plan of Curtis Middle School for reconstruction of drainage, side entrance driveway and Rear Parking Lot
- Provided construction layout Canterbury Drive Drainage system
- Provided construction layout Old Lancaster Road Drainage from Winsor Road to Pokonoket Avenue
- Provided construction layout and construction supervision of the Detention Basin located west of Grinnell Park
- Provided construction layout for Culvert under Horsepond Road south of Noyes Lane

## **Highway Division**

- \$113,338.00 in Winter Rapid Recovery Road Program Funds were used to pave .96 miles of Roads: Elderberry Circle, Flintlock Lane, Musket Lane, Starview Drive and Woodmere Drive
- Constructed 2,450 ft. of walkway along Dudley Road from Nobscot Road to Adams Road
- Constructed 1,702 ft. of walkway along Powdermill Road from North Road to Singing Hill Road
- Removed house at 11 August Road
- Prepared Nixon School site for reconstruction, removed concrete curb, removed sidewalks, loamed and seeded all disturbed areas
- Prepared Curtis Middle school site for reconstruction by removing trees, excavated area for new parking spaces and installed new drainage
- Installed walkway from Goodnow Library to Dunkin Donuts at 378 Boston Post Road.

## **Drainage Division**

- Installed Methane Wells along the westerly side of Sand Hill Sanitary Landfill located at 20 Boston Post Road
- Removed 2,145 yards of water chestnuts from Carding Mill Pond and Stearns Mill Pond
- Installed Drainage system Old Lancaster Road from Winsor Road to Pokonoket Road
- Replaced two-36" corrugated metal pipe Culverts with one 3' x6' concrete Box Culvert under Horsepond Road south of Noyes Lane
- Installed four Catch Basins and four Leach Pits at Nixon School
- Constructed Detention Basin west of Grinnell Park
- Installed 276 feet of 12" reinforced concrete pipe Haynes Road
- Repaired Stearns Mill Dam on Dutton Road
- Repaired 15 Catch Basins

## **Trees & Cemetery Division**

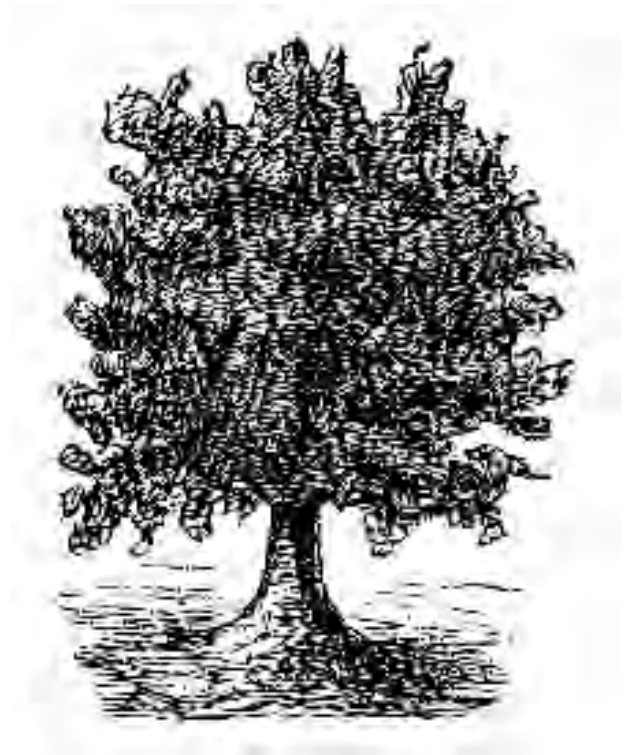
- 135 Trees were removed from the Town's Right of Way
- There were 37 interments, 20 cremations and 9 Veterans performed by the Cemetery Department
- 153 Trees removed by Town Tree Contractor
- 23 Trees removed by NSTAR

## **Parks & Grounds Division**

- Installed Tennis Backstop at Feeley Field Tennis Courts
- Repaired Batting Cage, Dugouts and Warning Track at 90' Diamond at Feeley Field
- Installed Bleachers at Feeley Field
- Installed new Dock at Willis Lake

Respectfully submitted,

*I. William Place, P.E., Director of Public Works/Town Engineer*



## **In Memoriam**

### **PARKER CODDINGTON (1922-2014)**

Sudbury Resident: 1976-2014  
Conservation Commission: 1993-2014  
Land Use Priorities Committee: 1999-2004  
Sewer Assessment Technical Advisory Committee: 1999-2014  
Strategic Planning Committee: 1996-2002

### **EDNA GEARY (1925-2014)**

Elementary & Middle School Music Educator: 1966-1988

### **MYRNA HOFFMAN (1937-2014)**

Elementary School Special Education Teacher: 1974-1981

### **WILLIAM A. KING (1931-2014)**

Lincoln Sudbury Regional High School Committee: 1980-1986

### **EARL D. MIDGLEY (1931-2014)**

Sudbury Resident: 1963-2014  
Deputy Building Inspector: 1970-2014  
Deputy Zoning Enforcement Agent: 1987-2014  
Special Constable: 1979-2014

### **MARJORIE R. WALLACE (1940-2014)**

Finance Committee: 1979-1986 and 1990-1996  
Negotiating Advisory Committee: 1992-2001  
St. Anselm's Task Force: 2004-2005  
Town Meeting Procedures Committee: 1987-1988









“The Old Girl”

The Hosmer House as Photographed by Sudbury Resident Timothy Coyne