

TOWN OF SUDBURY

Town Manager Newsletter

October 2016

Message from the Town Manager

Dear Resident,

It was an exciting October here in Sudbury, with a Town Meeting, 5K run, Eversource presentation, the commencement of early voting, and Public Safety Day. I had a chance to interact with many residents and get to hear more about your concerns and interests. Thank you for your participation in all of these important events and thank you to the various town employees who work to make these events possible.

I'm proud to announce the hiring of Dan Nason, our new Director of Public Works. Dan is joining the Town after working as the DPW Director in Northborough. He comes highly recommended and is well known in his field for being progressive and hard-working, while paying particular attention to constituent concerns and safety. Dan started October 17 and many of you were able to meet him at Town Meeting. He has already begun to make an impact on operations, and I look forward to working with him on new initiatives and ways to improve current services.

In the coming months, much of our time in town offices will be spent on finances. We will be preparing to set the tax rate, preparing next fiscal year's budget and working on our capital programming. We work toward maintaining or improving services while being respectful and mindful of the taxpayers. I look forward to discussing my proposed budget with you in the coming months.

My next [office hours](#) will be on November 10 at 10 AM at the Flynn Building. I hope to see you there.

Best,

Melissa Murphy Rodrigues, Esq., Town Manager



Selectmen Brown and Simon designating priorities during the September 29 Goal Setting meeting.



From the Selectmen's Office

September 26

The Board met jointly with the Park & Recreation Commission and appointed Mara Huston as an interim Park & Recreation commissioner.

September 29

The Board met to discuss their prioritization of goals for Fiscal Year 2017 and received input from Town staff and residents.

October 4

The Board granted an alcoholic beverages license to Da Vinci Bistro, an Italian restaurant that will be located in the former Friendly's building. They also voted to issue a revised request for proposals for sale of the former police station property. Town Manager Rodrigues provided an update on steps being taken to increase availability of parking spaces at the Goodnow Library.

October 5

The Board met in Executive Session to discuss issues pertaining to the Frost Farm house as well as the [Eversource transmission line project](#).

October 17

Special Town Meeting voted to accept Trevor Way as a Town street, to replace some DPW equipment, to update security and access controls on Town and school buildings, to upgrade the security system and replace artificial turf at LSRHS, and to conduct a study on

restriction and removal of poles, overhead wires and structures.

October 18

The Board discussed FY17 goals, a Town Manager Evaluation Subcommittee (which they voted to form), the Town Forum scheduled for January 2017 and the October 26 meeting with Eversource regarding the proposed transmission line project.

October 19

The Board met in Executive Session to discuss issues pertaining to the [Village at Sudbury Station](#) comprehensive permit application.

October 26

Morning Meeting- The Board met in Executive Session to discuss issues pertaining to the Frost Farm house as well as the Eversource transmission line project.

Evening Meeting- Residents gathered in the high school auditorium to ask representatives from Eversource questions about the proposed project, following a [project update presentation](#) from Eversource.

Please note: The above description reflects some of the agenda items discussed at recent Board meetings. They are not meant to be exhaustive of materials received by the Board or all comments on agenda items. For further meeting details, please go to [SudburyTV.org](#) to replay the meeting or view the Board of Selectmen meeting minutes, found at: <https://sudbury.ma.us/boardofselectmen/meetings/>

EARLY VOTING

Dates: Monday, October 24 through Friday, November 4

Location: Town Hall, 322 Concord Road

Hours:

Monday, Wednesday and Thursday – 8:30 AM until 4:30 PM

Tuesday – 8:30 AM until 7:00 PM

Friday – 8:30 AM until 12:30 PM

Saturday – 8:30 AM until 12:30 PM





Building Department

We would like to extend a warm welcome to the Buildings Department's newest employee, Ms. Sheila Cuttell. She brings a wealth of experience to the department, having worked in inspectional services for several years.

We continue to be busy with permit applications as fall begins and winter approaches.

A few large solar projects are in the works. 71 Union Avenue has a permit to install solar panels on their rooftop, and 655 Boston Post Road is in the planning stages of a solar canopy over a parking lot.

Whole Foods has started their foundation work (*shown above right*) while the second half of the Raytheon building prepares for demo this winter.

With the colder temperatures approaching, it is a good time to remind everyone to have your chimneys checked and cleaned and your heating



equipment tuned up and inspected by a qualified technician. Also check all smoke and carbon monoxide detectors.

Gutter Safety Tip

When cleaning gutters, keep all ladders and other tools clear of overhead wires attached to the house.

Submitted by: Mark Herweck, Building Inspector

Department of Conservation

In the month of September, the Conservation Commission had a productive pre-construction meeting with National Development regarding



Demolition of a former Raytheon building.

Whole Foods. That project is ready to begin. The demo for this phase is almost completed.

The Commission reports that the Wetland Delineation along the proposed Bruce Freeman Rail Trail is wrapping up and expected to be completed in early November.

The Commission is busy with many site inspections at homes that have wetland jurisdiction on the properties, as well as assisting homeowners with questions about tree removal, plantings, vernal pools, and subsequent filings if necessary.



The Commission continues to monitor all jurisdictional issues, including Stormwater drainage. Although we have had some rain, a drought advisory is still in effect. Our Conservation Lands remain dry, which affects the ecosystems in the area.

Shown right: Commissioner Dave Henkels monitors a Beaver Dam in north Sudbury.



Submitted by: Kirsten Roopenian, Conservation Department

Information Systems

Town-Wide Wireless Network Upgrade Completed

The Town's wireless infrastructure began twelve years ago with the addition of Cisco wireless access points at the Goodnow Library. Eight years ago, we continued expanding our capabilities with the introduction of a Cisco wireless management controller at the Flynn Building, which established our town wide-managed wireless infrastructure. Adding new wireless access points to the new Police Station necessitated that we evaluate our current wireless infrastructure. Our Cisco wireless system was not compatible with the new Cisco wireless technology. Any new wireless access points at the Police station would require the purchase of a Cisco Controller capable of running the newer access points. Our older access points in the other Town buildings were not compatible with the new controller, so these access points would have to be replaced. We



decided that, since our entire wireless infrastructure would have to be changed, it would be a good time to evaluate the current wireless hardware available from other vendors. We solicited proposals from five vendors and quickly found out that the Cisco wireless system was by far the costliest to upgrade. We decided on the Aerohive wireless system based on its

simple cloud-based wireless access point management system called Aerohive HiveManager NG, ease of deployment, cost, and the ability to prioritize and rate limit Layer 7 applications running on the wireless network. The ability to see the applications automatically identified has given us the power to limit the

bandwidth allocated to streaming applications such as YouTube, Netflix, and Hulu, giving our wireless users a consistent wireless experience. The Aerohive system does not require a network wireless management appliance; instead all access points are managed in the cloud. The access points will continue to work even if they



lose connectivity to the cloud-based management system.

During the summer of 2015 we added Aerohive access points to the Goodnow Library and DPW, replacing the existing Cisco access points. We also added twenty (20) Aerohive access points to the new Police Station including an outdoor wireless access point. The outdoor access point allows police cruisers to connect to the network and download data without having to bring their cruiser laptop into the building. We will also be able to use this access point to download Police Officer body-camera footage when that technology gets deployed.

Recently, we completed the new Town Wireless Network upgrade by replacing the remaining Cisco access points in the Flynn Building, Town Hall, Fire Stations (Main, Rte 117, Rte 20) and the Fairbank Community Center with new Aerohive access points. We also added

additional access points at the Flynn, Main Fire Station and Town Hall buildings which increased the wireless footprint within those buildings.

The next step is to create wireless coverage heat maps for the Town buildings to determine whether more access points are needed in order to achieve full building wireless coverage.

The addition of Aerohive wireless technology gives us robust traffic shaping and policy capabilities increasing the overall intelligence and performance of our wireless network infrastructure for now and into the future.

Submitted by: Mark Thompson, Technology Administrator

Board of Health

Fall is here and as we begin to notice a chill in the air, we know that fuel assistance time is right around the corner!

What is fuel assistance?

The Fuel Assistance Program, also known as Low Income Home Energy Assistance Program (LIHEAP) provides low-income renters and homeowners with financial support to pay their home heating bills from November 1-April 30. It is run out of SMOC in Framingham, but people across the state are trained in helping residents to apply.

Who is eligible?

Homeowners and renters are eligible if they make 60% or less of the estimated state median income, even if heat is included in their rent. Please see the chart below and visit

<http://www.mass.gov/hed/docs/dhcd/cd/liheap/liheapbenefit.pdf> for additional household sizes and details. Please note, individuals/families who spend less than 32% of their household income on rent are not eligible for this program. One must also be a U.S. citizen or permanent legal resident to apply.

Household Size	Annual Income Limit
1	\$34,001
2	\$44,463
3	\$54,925
4	\$65,387
5	\$75,849
6	\$86,311

How does one apply?

For those who received fuel assistance through SMOC last year, SMOC will send out an

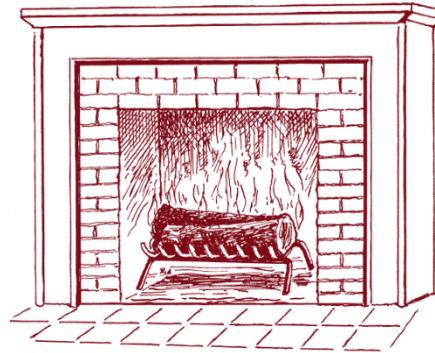


information packet with a list of needed information to update the application. Information should be gathered and sent in to SMOC. For those who have never applied, or did not apply during the last benefit year, a full application must be submitted. If an individual or family in Sudbury needs an application or support completing an application, please contact one of the following people:

Seniors, contact Anne Manning at the Sudbury Senior Center: 978-639-3268

All others, contact Bethany Hadvab, Town Social Worker: 978-440-5476

The application process requires a great deal of paperwork and documentation. To ensure that all in need can get assistance, please call in advance to set up an appointment. When setting up an appointment, individuals will be informed what documentation should be brought to the appointment and what paperwork needs to be completed in advance. It is critical to bring all required information to the appointment. If you have any questions, please do not hesitate to call the appropriate number above.



What types of documentation are needed?

In addition to an application and supplementary forms, some of the other required documentation includes:

- Evidence of income for the past 30 days (wages, Social security benefits- SSA/SSDI/SSI/SSP, DTA/TANF, EAEDC, SNAP, Self-employment, Pensions, Interest/Dividend, Odd jobs, Rental income, Child support, Unemployment, Worker's compensation, IRA, Veteran's benefits, etc.)
- Housing expenses (mortgage statement, real estate tax bill, home owner's insurance, condo fee, current lease, tenant profile from housing authority)
- Current copy of heating bill and 2-sided electric bill
- Photo ID for head of household
- Social security cards/proof of citizenship for all household members

Together, we will make this another successful fuel assistance season!

Submitted by: Bethany Hadvab, Social Worker

Planning & Community Development

Office of Planning & Community Development

The Office of Community Development works like a well-oiled machine. Everyone communicates with each other, kindly assists others and works through any tough planning problems that arise. PCD is a quintessential team. That machine had a wrench thrown in it when the long-time director, Jody Kablack retired in June, leaving the team to press forward through some of the toughest moments in

Sudbury planning history. Thank goodness interim director Glenn Garber was there to lead the team through the daily goings-on and big-ticket items. Fast forward to August when the new Director, Meagen Donoghue and Environmental Planner, Beth Suedmeyer came on board; making the department complete once again. Please bear with the department as both Meagen and Beth learn to understand the local bylaws and systems, while seeking to work with all aspects of the community. The Office of



Community Development has always had an open-door policy and will continue, even with the new changes to the department.

The Community Preservation Commission seeks proposals for FY18 Projects

The Community Preservation Committee (CPC) is now soliciting proposals for projects that may qualify for Community Preservation Act funding to be presented at the May 2017 Annual Town Meeting. Proposals can be submitted under any of the four topic areas of: 1) acquisition, creation and preservation of open space; 2) acquisition, preservation, rehabilitation and restoration of historic resources; 3) acquisition, creation, preservation, rehabilitation and restoration of land for recreational use; and 4) acquisition, creation, preservation and support of community housing.

Applications should be submitted to the CPC as soon as possible, and no later than

Monday, November 7, 2016. Submissions can be mailed to or dropped off at the Planning and Community Development Office, Flynn Building, 278 Old Sudbury Road.

Public hearings about the proposals will be held during the late fall of 2016.

To find out more information about the CPA in Sudbury, check out the CPC website at: <https://sudbury.ma.us/cpc/>. A brochure is also available describing the program along with a list of past projects funded by the CPA. Should you have questions about your project proposal please contact Meagen Donoghue, Director of Planning and Community Development at 978-639-3387 or by e-mail: donoghume@sudbury.ma.us.

Submitted by: Meagen Donoghue, Director of Planning and Community Development

Come to the Sudbury, MA Household HAZARDOUS WASTE Collection Day

What Do I Bring??

From the Workbench

- ✓ Oil Based Paints (NO LATEX)
- ✓ Stains & Varnishes
- ✓ Wood Preservatives
- ✓ Paint Strippers/Thinners
- ✓ Solvent Adhesives
- ✓ Lighter Fluid
- ✓ Fiberglass Resins

From the Garage

- ✓ Fuels/Gasoline/Kerosene
- ✓ Motor Oil
- ✓ Antifreeze
- ✓ Engine Degreaser
- ✓ Brake Fluid/Carburetor Cleaner
- ✓ Transmission Fluid
- ✓ Car Wax, Polishes
- ✓ Driveway Sealer
- ✓ Roofing Tar
- ✓ Swimming Pool Chemicals
- ✓ Car Batteries

From the Yard

- ✓ Poisons, Insecticides, Fungicides
- ✓ Chemical Fertilizers
- ✓ Weed Killers
- ✓ Moth Balls
- ✓ Flea Control Products

From the House:

- ✓ Rubber Cement, Airplane Glue
- ✓ Photo Chemicals
- ✓ Chemistry Sets
- ✓ Furniture Polish
- ✓ Floor & Metal Polish
- ✓ Oven Cleaner
- ✓ Drain & Toilet Cleaner
- ✓ Spot Remover
- ✓ Rug & Upholstery Cleaner
- ✓ Fluorescent bulbs
- ✓ Hobby Supplies, Artist Supplies
- ✓ Mercury containing devices

How Can I Safely Transport These Hazardous Materials???

- Leave materials in original containers.
- Tighten caps and lids.
- Sort and pack separately: oil paint, pesticides and household cleaners.
- Pack containers in sturdy upright boxes and pad with newspaper.
- NEVER MIX CHEMICALS
- Pack your car and drive directly to the site.
- NEVER SMOKE while handling hazardous materials.

What Not To Bring!!

- ⊗ Latex Paint
- ⊗ Empty Containers/Trash
- ⊗ Commercial or Industrial Waste
- ⊗ Radioactive Waste, Smoke Detectors
- ⊗ Infectious & Biological Wastes
- ⊗ Ammunition, Fireworks, Explosives
- ⊗ Fire Extinguishers
- ⊗ Prescription Medicines/Syringes
- ⊗ Asbestos
- ⊗ Propane Tanks
- ⊗ Batteries, Car or Household
- ⊗ Computers / TV's



**DATE: Saturday, 11/5/16
9:00 AM – 1:00 PM**

**PLACE:
Department of Public Works
275 Old Lancaster Road**

***This Collection is Operated By:
Clean Harbors Environmental Services***



HALLOWEEN SAFETY FOR FAMILIES

Every year, **over 150 million** Americans participate in Halloween festivities. ¹ Of these, **41 million children** age 5 to 14 will go trick-or-treating. ²



CONTROL THE CANDY

Feed your children a light meal or snack before going trick-or-treating. This will discourage them from snacking on their bounty. Urge your children to wait until they get home to eat their candy. **Inspect their candy** when they get home. ⁴

However, the quest for candy isn't all fun and games. According to the National Highway Traffic Safety Administration, **more than twice as many children are injured** in pedestrian accidents on Halloween than other days throughout the year. ³



FLAME OFF

Avoid using Halloween decorations with real flames. Instead, **use battery-operated lights** to illuminate your jack-o-lanterns. If you must use actual candles, never leave them unattended and keep them away from curtains. ⁵

In addition to learning about pedestrian safety, Halloween is a great chance to talk to your children about

- Food safety,
- Fire safety, and
- Situational awareness



HOUSE RULES

Go with your children to the door of every home you visit. Never let your children enter a stranger's home without your permission. **Only approach homes with lit porch lights** or ones that clearly are inviting trick-or-treaters. ⁷

WALK THE WALK

Always accompany your children when trick-or-treating. Walk, **don't run**, from house to house. Only cross streets at crosswalks. Teach your children to look both ways before crossing the street. ⁶

CONSIDER YOUR ALTERNATIVES

If you're at all concerned about your children's safety during Halloween, **consider going to a party** at a friend's home or attending a well-planned, local event. Many schools, malls, or theme parks offer trick-or-treating events. ⁸