

John L. Hebert, Chairman  
David Hall, Vice Chair  
Wendy M. Mead, Clerk  
Jesse Limanek  
Jonathan Anderson



Sutton Town Hall  
4 Uxbridge Road  
Sutton, Massachusetts 01590  
(508) 865-8727  
FAX: (508) 865-8721

James A. Smith, Town Manager

## TOWN OF SUTTON BOARD OF SELECTMEN

### Meeting Agenda

7:00 p.m. – Tuesday November 13, 2018

Sutton Town Hall, Meeting Room 1A

- I. Call to Order, Pledge of Allegiance
- II. Public Forum: *Limited to 5 minutes per topic. Discussion or comments about town employees or agency members shall be avoided so as not to violate individual's rights.*
- III. Minutes:  
Board of Selectmen Minutes: October 30, 2018
- IV. Agenda Items
  - 2. \*\*PUBLIC HEARING\*\* Chapter 61B - 211 Boston Road
  - 3. \*\*PUBLIC HEARING\*\* Chapter 61A – 188 & 199 Mendon Road
  - 4. \*\*PUBLIC HEARING\*\* Tax Classification Hearing with the Board of Assessors
  - 5. Vaillancourt Folk Art request for one day Wine & Malt on site
  - 6. NGRID Easement- Hatchery Road
  - 7. Conservation Commission update-Joyce Smith
  - 8. Pam Nichols – website update
  - 9. Holiday Opening Schedule for all Alcohol License holders
- V. Town Managers Update
- VI. Announcements
- VII. Selectmen's Roundtable:
- VIII. Correspondence & Business Topics

Adjournment

COMMONWEALTH OF MASSACHUSETTS

Town of Sutton

Pursuant to GL Chapter 30A, §§ 18-25 you are hereby notified  
of a meeting which includes the agenda

Board/Committee: Board of Selectmen


Date: November 13, 2018

Time: 7:00 PM

Location: Meeting Room 1A

1. Call to Order
2. Pledge of Allegiance
3. Public Forum
4. Board of Selectmen Minutes: October 30, 2018
5. **\*\*PUBLIC HEARING\*\*** Chap. 61B- 211 Boston Road
6. **\*\*PUBLIC HEARING\*\*** Chap. 61A-188&199 Mendon Rd
7. **\*\*PUBLIC HEARING\*\*** Tax Classification Hearing
8. Vaillancourt Folk Art- (2) one day liquor license requests
9. NGRID Easement- Hatchery Road
10. Conservation Commission Update-Joyce Smith
11. Pam Nichols – website update
12. Holiday Opening schedule-all liquor license holders
13. Town Managers Update
14. BOS Announcements/Round Table/ Correspondence

Adjournment

Posted:  11/8/18

# October 30, 2018 Meeting Minutes

John L. Hebert, Chairman  
David Hall, Vice Chair  
Wendy M. Mead, Clerk  
Jesse Limanek  
Jonathan Anderson



Sutton Town Hall  
4 Uxbridge Road  
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Telephone (508)865-8727  
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James A. Smith, Town Manager

Town Of Sutton  
Board of Selectmen  
Meeting Minutes

**Minutes Accepted and filed with the Town Clerk on \_by a vote of**

7:00 p.m. – October 30, 2018  
Sutton Town Hall, Meeting Room 1A

**Members in Attendance:**

Chairman John L. Hebert, Vice Chair David Hall. Clerk Wendy Mead & Selectmen Jesse Limanek & Jonathan Anderson  
Town Manager James Smith & Deb Jacques, secretary

**Public Forum:** N/A

Selectman Limanek motions to accept as presented the 10/16/2018 meeting minutes, Selectman Mead 2nds passes 3-1-0  
(Vice Chair Hall abstains, absent from 10/16/18 meeting)

Public Hearing: Selectman Mead reads the Public Notice as advertised in the October 4<sup>th</sup>, 2018 Millbury Sutton Chronicle. Present is George Kowszik, seller of property and the buyers, Mr. & Mrs. Russell. Town Manager Smith informs the BOS this is 17,898 sq. ft. of a piece of property that abuts the Russell's. This will not interfere with the access road that leads to Pigeon Hill cemetery. Chairman Hebert says there is no one more deserving than Ellis Russel. Hearing no issues, Selectman Limanek motions to close the public hearing, Selectman Mead seconds passes 5-0. Selectman Limanek motions to not exercise the town's option under MGL Chapter 61A for 17,898 +/- square feet of property located at 156 Mendon Road Map #36 Parcel 61, Vice Chair Hall seconds passes 5-0

Public Hearing: Selectman Mead reads the Public Notice as advertised in the October 11, 2018 Millbury Sutton Chronicle and says Police, Fire and Highway have all signed off. Present is Mel Harvey, NGRID representative. Mr. Harvey states this is to replace some poles and add where others are needed. These poles are spaced more than they should be and by adding or relocating some poles the weight of the wires will be better distributed. These poles are all on the town's right away area. Vice Chair Hall says it sounds like it is necessary and appropriate, Selectman Limanek says this sounds reasonable and it will be better for the residents on that road. Selectman Mead suggests getting done before a real nor'easter hits, Selectman Anderson asks when the project will start, Mr. Harvey replies probably within a month and a half. Hearing no further comments, Selectman Limanek motions to close the Public Hearing, Selectman Mead seconds passes 5-0. Selectman Limanek motions to approve pole hearing #26575958 from NGRID as advertised in the October 11, 2018 Millbury Sutton Chronicle, Selectman Mead seconds passes 5-0

Public Hearing: Pole Hearing – Pleasant Valley Road. Present is Engineer for NGRID Mel Harvey. Selectman Wendy Mead reads the notice as published in the October 22, 2018 Telegram & Gazette and says Police, Fire & Highway have all signed off with no issues. Mr. Harvey states this is to install new poles on the back side of Galaxy Drive to connect electricity to the new retail stores being built, this will also cover the proposed restaurant. Vice Chair Hall asks if this will be underground wiring, Mr. Harvey states there may be some underground area but it is mostly overhead, Selectman Limanek asks the proximity of the poles near the road as it is a tight area, Mr. Harvey replies 3-4 feet off the road, Selectman Anderson asks if there will be more work requested in the future, Mr. Harvey replies that depends on the developers, these poles will cover the current projects. Hearing no further comments, Selectman Limanek motions to close the Public Hearing, Vice Chair Hall seconds passes 5-0. Selectman Limanek motions to approve pole hearing #26545061 from NGRID as advertised in the October 22, 2018 Telegram & Gazette, Selectman Anderson seconds passes 5-0.

Ratification of new Police Officer: Present tonight is Chief Dennis Towle along with Police Dept personnel for the ratification of Sutton Police Officer Shaun Siequist. Officer Siequist for the past 10 years has been employed as a Police Officer at Assumption

College. Chief Towle states there were a number of applicants, the initial screening committee put forward 4 applicants which were then interviewed by Chief Towle and Town Manager Smith. Officer Siequist holds a Bachelor's Degree in Criminal Justice. Vice Chair Hall welcomes Shaun and offers congratulations. Dave states we are proud of our Police Dept. Selectman Limanek welcomes Shaun to Sutton and says the Town truly respects and admires our Police force. We have a top notch Police Dept. Selectman Mead says thank you for your service and your interest in the Town of Sutton. Wendy is confident in The Police Chief and Town Manager choosing a top notch candidate. Selectman Anderson says it is a pleasure to have you join the force, we have a very professional force. Chairman Hebert states this Police Dept. is one cut above and you are coming at a time when we will have our new Police Dept. At this time Chairman Hebert swears in Officer Siequist. Selectman Limanek motions to ratify the appointment of Shaun Siequist to the position of full time Sutton Police Officer, Vice Chair Hall seconds passes 5-0

Town Managers Evaluation: Clerk of the Board Wendy Mead reads the entire evaluation (copy attached). Town Manager Smith received an overall board evaluation of 96.03 out of 100. Vice Chair Hall congratulates Jim and says the nature of the comments are always very consistent. Dave states in reading some of the other boards comments it shows we are all on the same page. Your directness and honesty makes it a pleasure to work with you. The town benefits greatly every day you are here. Selectman Limanek thanks Town Manager Smith for all the work he does. In conversations Selectman Limanek has with Dept Heads their comments about Jim show respect and admiration. Jesse states you make the environment at the Town Hall what it is. The town as a whole are beneficiaries with your balanced budgets. Selectman Mead was excited to go through the evaluation process. Wendy has worked with Jim on the school building project and now the Police Station and states our bond rating is amazing. Selectman Anderson did not fill out an evaluation as he has just been elected as a Selectman but states he has interacted with Jim on several occasions while on the Historical Society as well as Planning. He has an open door policy. Jonathan looks forward to working with Jim. Chairman Hebert says Sutton was in turmoil when Jim started in 2007. Jim came in, he did not micromanage and gained the confidence of dept. heads, employees and the financial team. Jim made the town one cut above other towns. John is really proud to have Jim as our Town Manager. Town Manager Smith appreciates all the sincere comments, he states he is honored to work for the Town and the board. Jim states the dept. heads are outstanding and make it a pleasure to come to work every day. He states he has been in municipal government for 25 years and this job has been the best.

2019 Board of Selectmen meeting schedule is presented to the BOS for review.

#### Town Managers Update:

- \$125,000 State award for Public Safety communications was presented on Oct. 25<sup>th</sup>. Special thanks to Senator Fattman, State Rep. McKenna and Chief Towle.
- Town of Sutton Adopt a Banner- Sutton has been approached by Seamless Wraps of Millbury with a proposal to place business banners in the three village districts of Wilks, Manchaug and the center. Businesses can buy two banners, one holiday and one historical for \$575. (the BOS ask if there is a contract, if so is there an opt out as well as is there any monetary benefit to the town)
- Updated Town website- tomorrow the updated website will be rolled out. This is an upgrade to an open source platform. There was a onetime cost of \$6000.00 out of the budget and the ongoing maintenance fee has not changed. Pam Nichols will give a presentation at the Nov. 13<sup>th</sup> Selectmen's Meeting. We would also like to thank April Eaton Brown for allowing her pictures to be used for the website.
- Town Farm Road cell tower: John Arthur from Wireless Edge contacted Jim to inform him the Sprint Spectrum and AT & T will be locating on the cell tower. This will bring in more monthly rent which will go towards OPEB.
- Nov 11<sup>th</sup> at 11am will mark the 100<sup>th</sup> anniversary of the end of WWI. Carl Hutchinson will fire 5 shots from Big Ben at 11am then the church will ring the bells to commemorate.
- Early voting is taking place at the Town Clerks office until November 2<sup>nd</sup>. Election Day is November 6<sup>th</sup>.
- New growth has been certified at \$358,747.
- The Gov. has signed his supplemental Chap 90 adding \$92,660. to the Town of Sutton bringing the total to \$555,960.

#### Announcements/Round Table:

- Vice Chair Hall congratulates and welcomes Jonathan Anderson to the BOS.
- Selectman Limanek cautions the residents to be mindful of trick or treaters on the road tomorrow night. WWI speaker at the hall at Manchaug Mills on Tuesday, Nov. 6<sup>th</sup> 9pm. Jesse also reads the needs of the Mike Chizy Food Pantry.
- Selectman Mead reminds residents to get out and vote on November 6<sup>th</sup>
- Selectman Anderson attended Marions Camp cook out- it was a very cool experience. This was put on with a lot of hard work by Jen Hager. Jonathan heard a lot of powerful stories from the past by those that were campfire members.
- Chairman Hebert reminded residents Vaillancourt Folk Art now sells bottled commemorative bottles of wine

Selectman Limanek motions to adjourn, Selectman Mead seconds passes 5-0 meeting adjourned 8:12 pm

## Agenda # 2

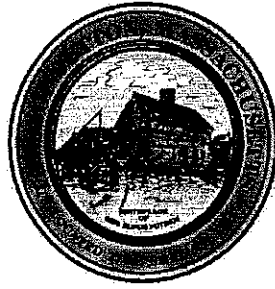
**\*\*\*PUBLIC HEARING\*\*\***

**Chapter 61B – 211 Boston Road**

**CLOSE PUBLIC HEARING PRIOR TO MOTION**

John L. Hebert , Chairman  
David Hall, Vice Chair  
Wendy Mead, Clerk  
Jesse Limanek

James A. Smith,  
Town Manager



Sutton Town Hall  
4 Uxbridge Road  
Sutton, Massachusetts 01590  
(508) 865-8727  
Fax: (508) 865-8721

7AM

Town of Sutton

Board of Selectmen

*As posted in the Oct 25 2018 Millbury Sutton Chronicle*  
Notice of Public Hearing

Notice is hereby given that the Sutton Board of Selectmen will hold a Public Hearing to discuss the Town's options under MGL Chapter 61B, Section 9 Tuesday November 13, 2018 at 7:00p.m. The meeting will be held in the Sutton Town Hall regarding Chapter 61B property which is located at 211 Boston Road Road; Assessors Map 17, Parcel 21. This lot will have 9.45 +/- acres removed from Chapter 61B and sold. This meeting will be held on the 3<sup>rd</sup> floor of the Sutton Municipal Center, 4 Uxbridge Road, Sutton MA 01590. The public is invited to attend this public hearing.

*No interest from Town Depts*



## **PURCHASE AND SALES AGREEMENT**

### Section 1 - INFORMATION AND DEFINITIONS

1.1 Date of this Agreement: **AUGUST \_\_, 2018**

1.2 Premises: **211 BOSTON ROAD, SUTTON, MA 01590**

Seller's Title Reference: Book 51669, Page 18  
(See attached copy of Deed, if available)

1.3 Seller(s): **KAREN E. BEBKA**  
Address: 19 Pikes Hill Road, Sterling, MA 01564

Seller's Attorney:  
**Atty. William E. O'Neil, Jr.**  
**Philbin & O'Neil, LLC**  
**43 High Street**  
**Clinton, MA 01510**  
Phone: (978) 365-4587  
Fax: (978) 368-8411  
Email: [woneil@philbin-oneil.com](mailto:woneil@philbin-oneil.com)  
With a copy to: [aduggan@philbin-oneil.com](mailto:aduggan@philbin-oneil.com)

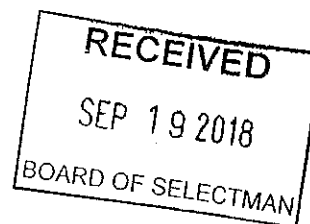
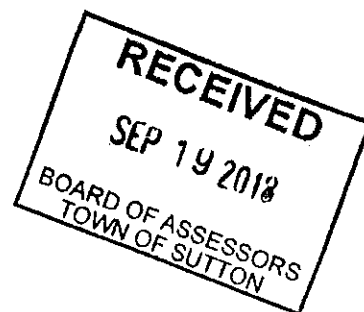
1.4 Buyer(s): **TJ HANNON, or his assignee**  
Address: 65 Burbank Road, Sutton, MA 01590

Buyer's Attorney:  
**Atty. Thomas J. Wickstrom**  
**Wickstrom Morse, LLP**  
**60 Church Street**  
**Whitinsville, MA 01588**  
Phone: (508) 234-4551  
Fax: (508) 234-8811  
Email: [thomas@wickstrommorse.com](mailto:thomas@wickstrommorse.com)

1.5 **PURCHASE PRICE: TWO HUNDRED EIGHTY THOUSAND AND 00/100 (\$280,000.00) DOLLARS**

Paid as follows:

|                     |   |
|---------------------|---|
| \$ 2,000.00         | Deposit Paid With Offer to Purchase<br>to be held by <b>RE/MAX EXECUTIVE REALTY GROUP</b>   |
| \$ 20,000.00        | Deposit Paid Upon Execution of this Agreement<br>to be held by <b>RE/MAX EXECUTIVE REALTY GROUP</b>                               |
| \$258,000.00        | Balance of Purchase Price Due at Closing<br>Payable by wire transfer, cashier's or treasurer's check or<br>Attorney's IOLTA check |
| <b>\$280,000.00</b> | <b>TOTAL PURCHASE PRICE</b>   |



## Agenda # 3

\*\*\*PUBLIC HEARING\*\*\*

Chapter 61A – 188 & 199 Mendon Road

**CLOSE PUBLIC HEARING PRIOR TO MOTION**

See comments from  
Planning Board  
+  
Assessors office  
Continuation – pass over

John L. Hebert, Chairman  
David Hall, Vice-Chair  
Wendy M. Mead, Clerk  
Jesse Limanek  
Jonathan Anderson

James A. Smith,  
Town Administrator



Sutton Town Hall  
4 Uxbridge Road  
Sutton, MA 01590

7:10pm

Town of Sutton  
Board of Selectmen

*As posted in the Oct. 18, 2018 Millbury Sutton Chronicle*

Notice of Public Hearing

Notice is hereby given that the Sutton Board of Selectmen will hold a Public Hearing to discuss the Town's options under MGL Chapter 61A, Section 14 Tuesday November 13, 2018 at 7:10p.m. The meeting will be held in the Sutton Town Hall regarding Chapter 61A property which is located at 188 Mendon Road Map 30- Parcel 18 consisting of 18.75 acres and & 199 Mendon Road Map 30- Parcel 30 consisting of 48.50 acres, owner on record Cheryl Haire, Personal Representative of the Estate of Gloria Walsh. This property is to be removed from Chapter 61A and sold. This meeting will be held on the 3<sup>rd</sup> floor of the Sutton Municipal Center, 4 Uxbridge Road, Sutton MA 01590. The public is invited to attend this public hearing.

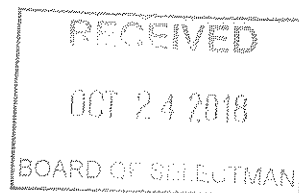
*Robert S. Largess, Jr., Chair  
Walter Baker, Vice-Chair  
Scott Paul  
Wayne Whittier  
Miriam Sanderson*

*Jennifer S. Hager  
Planning Director*



*Sutton Town Hall  
4 Uxbridge Road  
Sutton, Massachusetts 01590  
Telephone: (508) 865-8729  
Fax: (508) 865-8721*

## **TOWN OF SUTTON PLANNING BOARD & DEPARTMENT**



### **MEMORANDUM**

**To:** Board of Selectmen

**From:** Planning Board

**Date:** October 24, 2018

**Re:** Chapter 61 Release – 188 & 189 Mendon Road

During discussion, the Board became aware that 188 Mendon Road is adjacent to land the town acquired for safety communications and expansion of Pigeon Hill Cemetery. Considering there is limited space remaining in Sutton's public cemeteries, the Planning Board recommends that the Board of Selectmen consider whether it would be prudent to see if 188 Mendon may be purchased separately from 199 Mendon road for future use as a cemetery.

If you have any questions or comments, please feel free to contact Jennifer Hager in the Planning Office.

## Project Review Form

**Project Name:** Chapter 61A Land

**Public Hearing Date:** None listed

**Location of Project:** 188 & 199 Mendon Road

**Type of Project:** Removal from Chapter 61A

**The undersigned has the following comments:**

*no objection to removing from 61A*

*Joyce A Smith*  
**Name of Respondent**

*10-3-18*  
**Date**

**Department Name:** *Conservation*

## James Smith

---

**From:** Knick Nunnemacher  
**Sent:** Tuesday, October 02, 2018 7:46 PM  
**To:** James Smith  
**Subject:** SUTTON'S RIGHT OF FIRST REFUSAL

Jim:

Joyce showed me the \$550,000 purchase and sales agreement for two parcels of land on Mendon Road owned by the Estate of Gloria Walsh.

The 18.75 acre parcel of land on the south side of the road, 188 Mendon Road, map 30, parcel 18, abuts the land the Town recently purchased from George Kowszik.

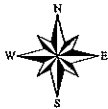
I looked at the GIS with the contours on and it appears that about 2/3s of the property has a moderate slope. The GIS did not show any wetlands on the property.

I believe that the Town has a serious need for long term cemetery purposes and this site may be very useable for that purpose.

I would strongly urge that you and the Board of Selectmen pursue the purchase of this parcel.

Robert Nunnemacher  
Sutton Board of Assessors  
4 Uxbridge Rd  
Sutton, MA 01590  
508-865-8722

Please be advised that the Attorney General has ruled that communication via electronic mail in the public domain is not confidential and is considered a matter of public record. Furthermore, all communications (including this one) will be retained for 10 years.



Land Owner: Gloria Walsh  
Notice of Intent to Sell - Chapter 61, § 8  
188 & 199 Mendon Road  
Sutton, MA

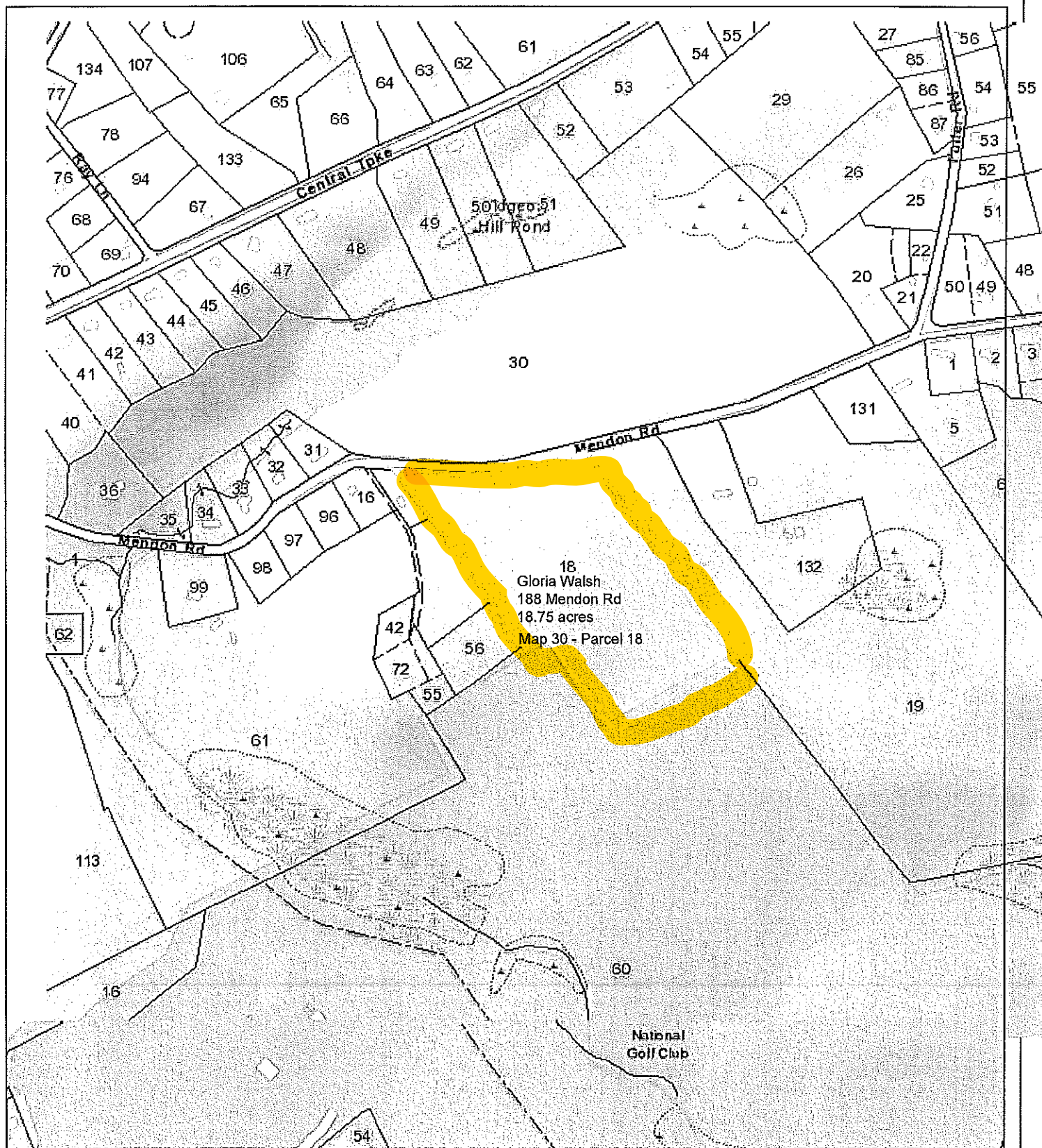


September 25, 2018

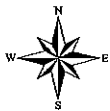
1 inch = 537 Feet



www.cai-tech.com



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.



Land Owner: Gloria Walsh  
Notice of Intent to Sell - Chapter 61, § 8  
188 & 199 Mendon Road  
Sutton, MA

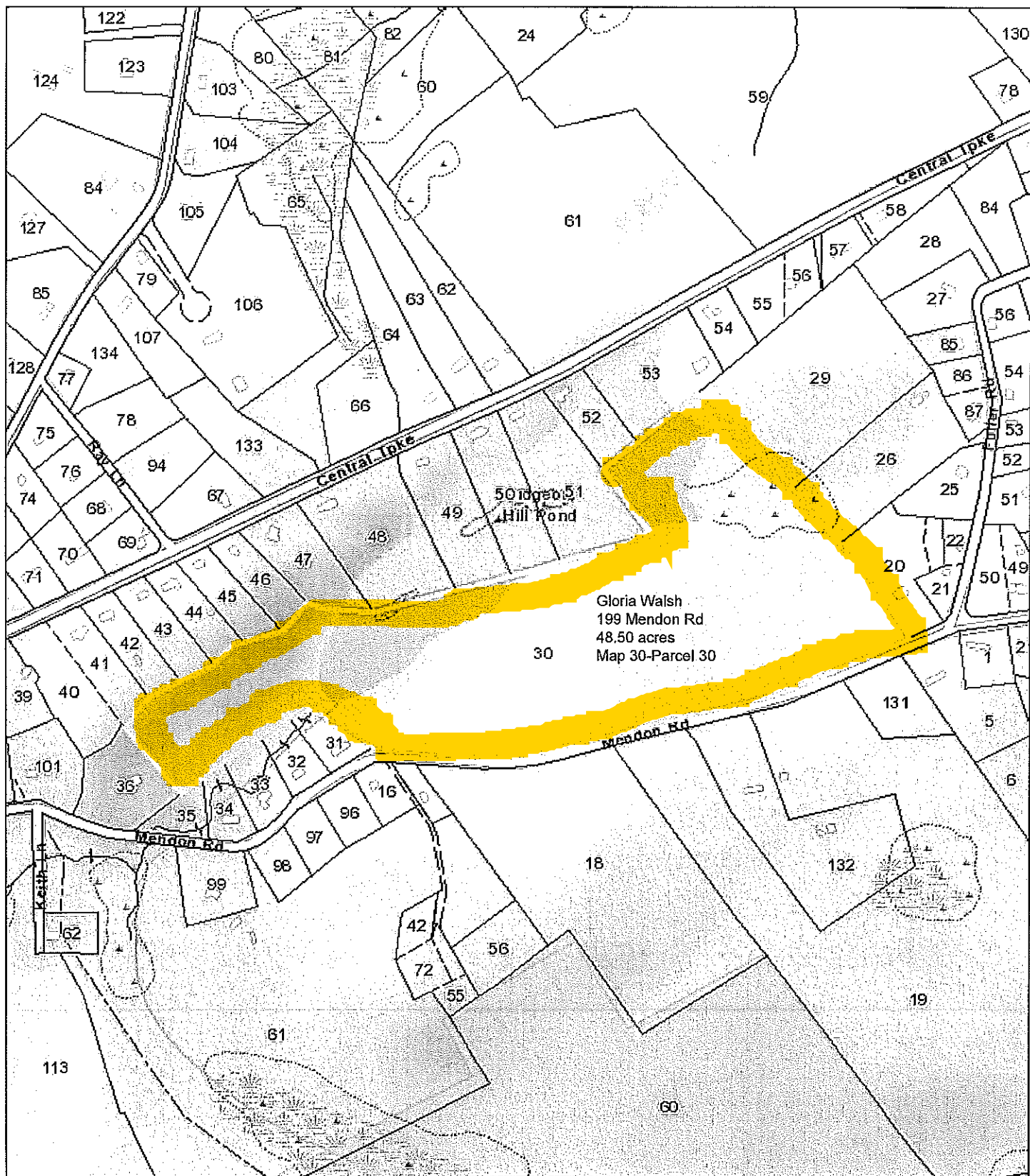


September 25, 2018

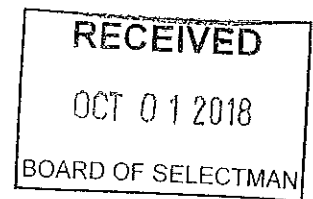
1 inch = 537 Feet



www.cai-tech.com



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Notice of Intent to Sell Land  
in Forest Classification Under M.G.L. c. 61

Notice is hereby given of intent to sell the following land:

Identification of Land: 188 Mendon Road (18.75 ac) and 199 Mendon Road (48.50 ac), Sutton, MA (collectively, the "Land")

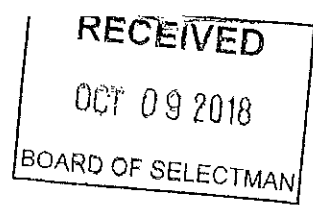
The proposed use of the Land will be a single-family housing development containing a minimum of seven (7) lots on the portions of the Land eligible for development and sale as "approval under the subdivision control law not required" lots as that term is defined at M.G.L. c.41 §81-P.

The name and address of the landowner of the Land is: Cheryl Haire, Personal Representative of the Estate of Gloria Walsh, 33 Smith Road, Shrewsbury, Massachusetts 01545, (508) 792-6154. Please direct all communications to counsel for the landowner: Seder & Chandler, LLP, 339 Main Street, Suite 300, Worcester, MA 01608, Attn: Pam Stevens, Esq., 508-757-7721 x104

The following documents are included with this Notice:

1. The location and acreage of the Land as shown on a portion of the Town of Sutton assessor's map (two (2) pages attached); and
2. A certified copy of the Purchase and Sale Agreement (the "P&S") constituting a bona fide offer specifying the purchase price and all terms and conditions of the proposed sale of the Land.

The P&S contains the entire agreement between the owner of the Land and the prospective purchaser and there are no additional agreements or additional consideration for the Land or for any contiguous land not covered by Chapter 61.



## PURCHASE AND SALE AGREEMENT

THIS PURCHASE AND SALE AGREEMENT (this "Agreement") is made as of the 7th day of September, 2018, by and between **Cheryl Haire, Personal Representative of the Estate of Gloria A. Walsh**, having an address of 33 Smith Road, Shrewsbury, Massachusetts (the "Seller"), and **Michael Pizzarella**, or his nominee, (the "Buyer"), of 12 Mildred Avenue, Millbury, Massachusetts.

1. Property To Be Conveyed. Subject to the terms and conditions set forth herein, the Seller agrees to sell and convey to the Buyer, and the Buyer agrees to purchase from the Seller, that certain parcel of land situated in the Town of Sutton, County of Worcester, Commonwealth of Massachusetts, known as Mendon Road, and more particularly described on Exhibit A (subject to refinement, based on the Buyer's survey and title search of the land) attached hereto and made a part hereof (the "Land"), together with all:

a. easements, rights, interests, claims and appurtenances, if any, in any way belonging or appertaining to the Land;

b. right, title and interest of the Seller, if any, in and to all adjoining streets, alleys and other public ways;

c. personal property relating to the operation, maintenance, or repair of the Property that is located on the Property on the date of this Agreement listed on Exhibit B attached hereto; and

d. assignable contracts, permits, approvals, warranties and licenses relating to the Land, if any, listed on Exhibit C attached hereto.

The Land and the rights and interests described in clauses (b), (c) and (d) above, are hereinafter referred to collectively as the "Property."

2. Purchase Price.

The purchase price for the Property is Five Hundred Fifty Thousand and 00/100 Dollars (\$550,000.00) (the "Purchase Price"), payable as follows:

a. The sum of Ten Thousand and 00/100 Dollars (\$10,000.00) was paid upon execution and delivery of the Offer to Purchase by the Buyer to the Broker (the "First Deposit"); and

b. The sum of Ten Thousand and 00/100 Dollars (\$10,000.00) by check payable to the order of Seder & Chandler, LLP attorney for the Seller, (the "Escrow Agent"), is due upon execution and delivery of this Agreement by the Buyer to the Seller (the "Second Deposit") (the First Deposit and the Second Deposit are collectively referred to as the "Deposit"); and

## Agenda # 4

\*\*\*PUBLIC HEARING\*\*\*

Tax Classification Hearing

**CLOSE PUBLIC HEARING PRIOR TO MOTION**

A thick yellow horizontal bar spanning the width of the text above it.

As posted in the Nov. 1, 2018 Millbury Sutton Chronicle

**Town of Sutton  
Tax Classification Hearing**

In accordance with MGL Chapter 40, Section 56 as amended, the Board of Selectmen will hold a Public Hearing on Tuesday, November 13th, 2018 at 7:05 p.m. in the Selectmen's Meeting Room of the Sutton Town Hall, 4 Uxbridge Road, Sutton MA. The purpose of this meeting is to determine the percentage of the tax burden to be borne by each class of property for Fiscal 2019.

The Sutton Board of Assessors will be in attendance at the hearing to provide information and data relevant to making such determination and the fiscal effect of the available alternatives. All Sutton taxpayers are invited to attend the hearing and present their comments and views orally or in writing.

OFFICE OF  
BOARD OF ASSESSORS



MUNICIPAL CENTER  
4 Uxbridge Road  
Sutton, MA 01590-1702  
Telephone (508) 865-8722  
Fax (508) 865-8721

***Classification Hearing Information  
Fiscal 2019 Tax Rate  
Town of Sutton***

*A classification hearing must be conducted annually to determine whether or not the town should adopt one tax rate for all classes of property or a split rate for residential/open space and commercial/industrial/ personal property.*

*The information presented at this hearing will illustrate a 150% shift to the CIP class and the effect that this shift would have on properties within the community.*

*The tax rate presented here is based on a number of figures including debt exclusions and new growth. The amount submitted to the Department of Revenue for new growth is \$358,747 Approved by the Dept of Revenue.*

*The total new value of the town is \$ 1,462,496,231.00. The levy limit or the amount that the town can raise through taxation for fiscal 2019 is \$ 24,175,062.70 This amount consists of the following components:*

|                                   |                         |
|-----------------------------------|-------------------------|
| <i>Adjusted fiscal 2019 levy:</i> | <i>\$ 19,148,070.00</i> |
| <i>2 ½ % increase:</i>            | <i>\$ 478,702.00</i>    |
| <i>New growth*</i>                | <i>\$ 358,747.00</i>    |
| <i>Debt exclusions:</i>           | <i>\$ 3,573,683.00</i>  |
| <i>Stabilization Fund:</i>        | <i>\$ 623,241.00</i>    |
| <i>Total fiscal 2019 levy:</i>    | <i>\$ 24,182,443.00</i> |

*Growth is approved by the DOR*

| <i>Property class</i>    | <i>Total value per class</i> | <i>% Share per class</i> |
|--------------------------|------------------------------|--------------------------|
| <i>Residential</i>       | <i>\$ 1,266,628,043.00</i>   | <i>86.6073 %</i>         |
| <i>Commercial</i>        | <i>\$ 65,340,210.00</i>      | <i>4.4677 %</i>          |
| <i>Industrial</i>        | <i>\$ 59,727,200.00</i>      | <i>4.0839 %</i>          |
| <i>Personal property</i> | <i>\$ 70,800,778.00</i>      | <i>4.8411 %</i>          |
| <i>Total</i>             | <i>\$ 1,462,496,231.00</i>   | <i>100%</i>              |

*Residential class*                      \$ 1,266,628,043.00  
*CIP class*                                \$ 195,868,188.00  
*Tax rate all classes*                \$ 16.53     ( Requires approval by the DOR)

*If tax rate approved it will decrease \$ 0.02 from Fiscal 2018*

#### *150% Split Illustration*

*\$360,000.00 value of property at one rate (\$16.53) = \$ 5,950.80*

*Residential property split rate of        \$ 15.25 ( Total tax: \$ 5,490.00 )*

*CIP property split rate of                    \$ 24.79 ( total tax: \$ 8,924.40 increase )*

***Residential savings                                \$460.80***

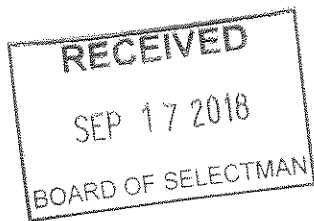
***CIP increase                                        \$2,973.60***

#### *Notes:*

- 1. All land classified under the agricultural, forestry or recreation/open space categories must receive the CIP rate if the split rate is adopted.*

## Agenda # 5

Vaillancourt Folk Art one day Wine & Malt request  
(two dates requested)



Sutton Town Hall  
4 Uxbridge Road  
Sutton, Massachusetts 01590  
(508) 865-8727  
Fax: (508) 865-8721

Town of Sutton  
Board of Selectmen

**APPLICATION FOR SPECIAL LICENSE**

**TO THE LICENSING AUTHORITIES:**

The undersigned hereby applies for a License in accordance with the provisions of the Statutes relating thereto. *Chapter 138, Section 14*

**(FULL NAME OF PERSON/BUSINESS/ORGANIZATION MAKING APPLICATION):**

Vaillancourt Folk Art

**Name of Responsible Person:** Gary Vaillancourt

**STATE CLEARLY PURPOSE FOR WHICH LICENSE IS REQUESTED:**

**FOR:** ONE-DAY WINE & MALT LICENSE

Type of Event: A Christmas Carol theatrical performance

Date and Time of Event: November 24<sup>th</sup> and 25<sup>th</sup>

**GIVE LOCATION BY STREET AND NUMBER:** 9 Main Street Suite 1h Sutton, MA 01590

**DESCRIPTION OF PREMISES:** We'll be setting up a bar within a secure space within our production studios — which is separate from our retail gallery. The intent would be to offer glasses of wine and beer before and after four performances of "A Christmas Carol" within our theatre. The performances are for ticketed customers and shows are at 1pm and 7pm. Our intention is to have a TIPS bartender selling beer and wine 30minutes prior and 30minutes after each performance.

in said **Town of Sutton** in accordance with the rules and regulations made under authority of said Statutes. \*The town highly recommends that you notify your insurance company of this event.

SPECIAL LICENSES ISSUED UNDER  
SECTION 14 [ONE-DAY LICENSES]:  
MUST PURCHASE THE EVENT  
ALCOHOL/BEER/WINE FROM A  
DISTRIBUTOR OTHERWISE YOU ARE IN  
VIOLATION OF STATE LAW.

(Signature of Applicant)

**Print Name:** Gary Vaillancourt

**Address:** 9 Main Street Suite 1h

**City:** Sutton

**State, Zip:** MA 01590

**Received:** 9/17/18 <sup>2:00pm</sup> (date & time)

**Cc: Police Chief Dennis Towle**

Date License Granted

Number: 11/13/2018

Fee: N/A

**THE COMMONWEALTH OF MASSACHUSETTS**

**TOWN OF SUTTON**

This is to Certify that Vaillancourt Folk Art (Gary Vaillancourt)  
(NAME)

Is granted two - one day Wine & Malt Licenses for A Christmas Carol theatrical performance

to be held at 9 Main Street, Suite 1h Sutton MA 01590  
(ADDRESS)

**IS HEREBY GRANTED A SPECIAL LICENSE**

FOR A WINE AND MALT BEVERAGES ONLY, TO BE DRANK ON THE PREMISES

under Chapter 138, Section 14, of the Liquor Control Act.

Beer & Wine license for Saturday November 24<sup>th</sup> 30 minutes prior to the 1:00 pm performance and 30 minutes after the performance - 30 minutes prior to the 7:00pm performance and 30 minutes after the performance. Repeat the same schedule on Sunday November 25<sup>th</sup> for the 1pm and 7 pm performances,

This license is granted in conformity with the Statutes and limitations relating thereto, and expires Sunday, November 25<sup>th</sup> 35 minutes after the last performance unless sooner suspended or revoked.

November 13, 2018

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Agenda # 6

NGRID Easement - Hatchery Road

*John L. Hebert, Chairman  
David Hall, Vice-Chairman  
Wendy M. Mead, Clerk  
Jesse Limanek  
Jonathan Anderson*

James A. Smith, Town Manager



*Sutton Town Hall  
4 Uxbridge Road  
Sutton, Massachusetts 01590  
(508) 865-8727  
Fax: (508) 865-8721*

Town of Sutton  
Office of the Town Manager

November 13, 2018

Board of Selectmen  
Sutton Town Hall  
Sutton, MA 01590

Dear Hon. Board Members:

This evening has a request from National Grid for an easement on Hatchery Road in Sutton. Wilkinsonville Water District has requested National Grid replace a pole on their property at 40 Hatchery Road. Since that parcel has no frontage the water district needs town to grant them an easement to be able to replace the pole. If you have any questions or concerns regarding this request please feel free to contact me at my office.

Sincerely,

  
James A. Smith  
Town Manager

## GRANT OF EASEMENT

The **TOWN OF SUTTON**, a municipal corporation having a usual place of business at 4 Uxbridge Road, Sutton, Massachusetts 01590 and **WILKINSONVILLE WATER DISTRICT**, a body corporate of the Commonwealth organized under Chapter 603 of the Massachusetts Acts of 1967, as amended (hereinafter referred to as the Grantor), for consideration of One (\$1.00) Dollar, grants to **MASSACHUSETTS ELECTRIC COMPANY**, 40 Sylvan Road, Waltham, Massachusetts 02451, a Massachusetts corporation, and **VERIZON NEW ENGLAND, INC.**, a New York corporation, having a local address of 125 High Street – Oliver Tower, 07 Floor, Boston, MA 02110 (hereinafter referred to as the Grantees) with quitclaim covenants, the perpetual right and easement to construct, reconstruct, repair, maintain, operate and patrol, for the transmission of high and low voltage electric current and for the transmission of intelligence and telephone use, lines to consist of, but not limited to, eleven (11) poles, (which may be erected at different times) with wires and cables installed thereon, and all necessary foundations, anchors, guys, braces, fittings, equipment and appurtenances (hereinafter referred to as the “OVERHEAD SYSTEM”) over, across, under and upon the Grantor’s land in Sutton, Worcester County, Massachusetts, to serve Grantor’s property and others.

Said “OVERHEAD SYSTEM” is to be installed on Grantor’s properties, which are located on the southerly side of Providence Road a/k/a Route 122, and along a private way known as Hatchery Road, to originate from Pole P.127, which is located on the southerly side of Providence Road a/k/a Route 122, then proceed generally in a southwesterly direction over, across and upon Grantor’s lands to Poles P.1, P.2, P.3, P.6, P.7, P.7-1, P.1-1, P.2-1, P.3-1, P.5 and P.6-1, to become established by and upon the final installation thereof by the Grantees.

WR#26377468

Address of Grantee:  
Mass. El., 40 Sylvan Road, Waltham, Massachusetts 02451  
Verizon, 125 High Street – Oliver Tower, 07 Floor, Boston, MA 02110

After recording return to:  
Christina A. Klein  
National Grid USA  
Service Company, Inc.  
40 Sylvan Road  
Waltham, MA 02451

05 SUTTMA GEN

Also with the further perpetual right and easement from time to time without further payment therefore to pass and repass over, across and upon said Hatchery Road and lands of the Grantor as is reasonable and necessary in order to renew, replace, repair, remove, add to, maintain, operate and patrol and otherwise change said "OVERHEAD SYSTEM" and each and every part thereof and to make such other excavation or excavations as may be reasonably necessary in the opinion and judgment of the Grantees, their successors and assigns, and to clear and keep cleared the portions and areas of the premises wherein the "OVERHEAD SYSTEM" is specifically located of such trees, shrubs, bushes, above ground and below ground structures, objects and surfaces, as may, in the opinion and judgment of the Grantees, interfere with the efficient and safe operation and maintenance of the "OVERHEAD SYSTEM".

It is agreed that the "OVERHEAD SYSTEM" shall remain the property of the Grantees, their successors and assigns, and that the Grantees, their successors and assigns, shall pay all taxes assessed thereon. Grantor agrees that the rights and easement herein granted are for the purpose of providing service to Grantor's property and the further right to service others from said "OVERHEAD SYSTEM". The Grantor, for itself, its successors and assigns, covenant and agrees with the Grantees, for themselves, their successors and assigns, that this Grant of Easement and the location of the "OVERHEAD SYSTEM" may not be changed or modified without the written consent of the Grantees, their successors and assigns, which consent may be withheld by the Grantees in their sole discretion. The rights and easement herein granted are over, across and upon those parcels of land shown on a Plan of Land recorded with the Worcester South District Registry of Deeds in Plan Book 22, Plan 56, and shown as "PCL 3" on a Plan of Land recorded with said Registry of Deeds in Plan Book 369, Plan 13, and shown as Lot "A" on Plan of Land recorded with said Registry of Deeds in Plan Book 652, Plan 2.

And further, said "OVERHEAD SYSTEM" (locations of the electrical equipment and other facilities on the hereinbefore referred to premises of the Grantor) is approximately shown on a sketch entitled: "EXHIBIT 'A' NOT TO SCALE; EASEMENT 40 Hatchery Rd Sutton, MA; Date: 10/04/2018; Drawn: Merrill Harvey; Work Request: 26477468; nationalgrid", a reduced copy of said sketch is attached hereto as "Exhibit A", copies of which are in the possession of the Grantor and Grantees herein, but the final definitive locations of said "OVERHEAD SYSTEM" shall become established by and upon the installation and erection thereof by the Grantees.

It is the intention of the Grantor to grant to the Grantee, its successors and assigns, all the rights and easements aforesaid and any and all additional and/or incidental rights needed to install, erect, maintain and operate within a portion of the Grantor's land an "OVERHEAD SYSTEM" for the transmission of intelligence and for supplying electric service for the building, buildings or proposed buildings shown on the last herein referred to sketch or amended sketch and the right to service others from said "OVERHEAD SYSTEM".

For Grantor's title, see deed dated January 13, 1970, recorded with the Worcester South District Registry of Deeds in Book 5016, Page 115, and a deed dated August 28, 1972, recorded with said Registry of Deeds in Book 5256, Page 138, and a deed dated July 31, 1991, recorded with said Registry of Deeds in Book 13645, Page 33.

WR#26377468

The provisions of Massachusetts  
General Laws, Chapter 183,  
Section 6B, are not applicable.

**IN WITNESS WHEREOF**, the Town of Sutton, acting by and through its Board of Selectmen, being thereto duly authorized this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

**TOWN OF SUTTON**  
acting by and through its Board of  
Selectmen

\_\_\_\_\_  
By: John L. Hebert, Chair  
Its: Selectman

\_\_\_\_\_  
By: David Hall, Vice-Chair  
Its: Selectman

\_\_\_\_\_  
By: Jesse Limanek  
Its: Selectman

\_\_\_\_\_  
By: Wendy Mead, Clerk  
Its: Selectman

\_\_\_\_\_  
By: Jonathan Anderson  
Its: Selectman

Commonwealth of Massachusetts

County of \_\_\_\_\_ } ss.

On this the \_\_\_\_\_ day of \_\_\_\_\_, 2018, before me,

\_\_\_\_\_  
Name of Notary Public the undersigned Notary Public,

personally appeared John L. Hebert, David Hall, Jesse Limanek, Wendy Mead, proved to me through satisfactory evidence of identity, which were

\_\_\_\_\_  
Description of Evidence of Identity

to be the persons whose names are signed on the preceding Grant of Easement and acknowledged to me that they signed it voluntarily for its stated purpose, as members of the Board of Selectmen in the Town of Sutton.

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
Printed Name of Notary

My Commission Expires \_\_\_\_\_

Place Notary Seal and/or Any Stamp Above

**IN WITNESS WHEREOF**, the Wilkinsonville Water District, acting by and through its Board of Commissioners, being thereto duly authorized this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

**WILKINSONVILLE WATER  
DISTRICT**  
acting by and through its Board of  
Commissioners

\_\_\_\_\_  
By: Jeanne MacDonald, Chair  
Its: Commissioner

\_\_\_\_\_  
By: Russell Sylvia  
Its: Commissioner

\_\_\_\_\_  
By: David Chase  
Its: Commissioner

Commonwealth of Massachusetts

County of \_\_\_\_\_ } ss.

On this the \_\_\_\_\_ day of \_\_\_\_\_, 2018, before me,

\_\_\_\_\_  
Name of Notary Public

 the undersigned Notary Public,

personally appeared Jeanne MacDonald, Russell Sylvia, and David Chase, proved to me through satisfactory evidence of identity, which were

\_\_\_\_\_  
Description of Evidence of Identity

to be the persons whose names are signed on the preceding Grant of Easement and acknowledged to me that they signed it voluntarily for its stated purpose, as Commissioners of the Wilkinsonville Water District.

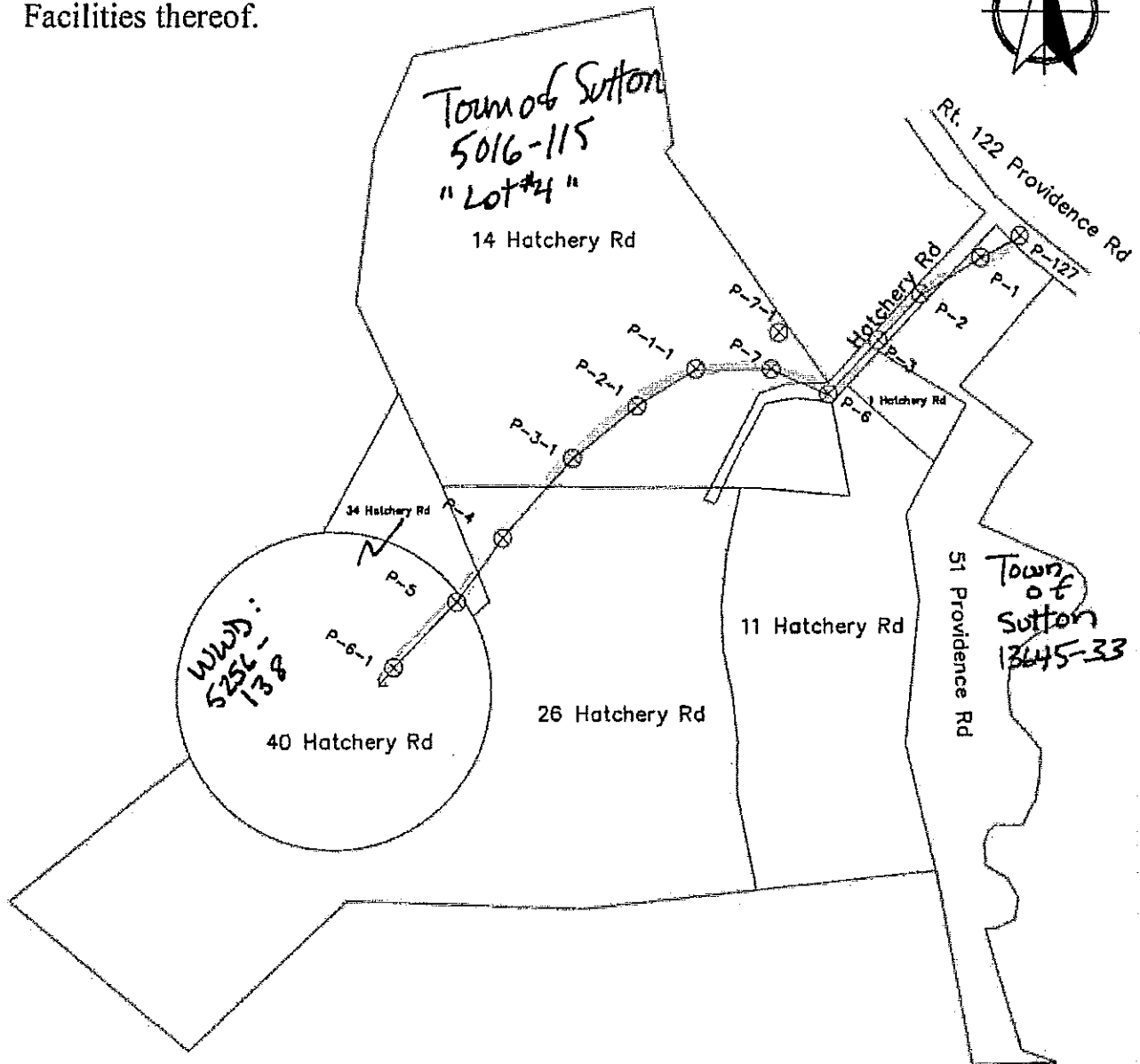
\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
Printed Name of Notary

My Commission Expires \_\_\_\_\_

Place Notary Seal and/or Any Stamp Above

EXHIBIT 'A' NOT TO SCALE. The exact location of said Facilities to be established by and upon the installation and erection of the Facilities thereof.



LEGEND

- EXISTING OH PRIMARY
- ⊗ JOINT OWNED EXISTING POLE (JO) → EXISTING ANCHOR

EASEMENT

40 Hatchery Rd

Sutton, MA

Date: 10/04/2015

Designer: Merrill Horvey

Work Request: 25377458

**nationalgrid**

## Agenda # 7

Conservation Commission update with Joyce Smith

## Agenda # 8

Pam Nichols-website update

## Agenda # 9

Holiday opening schedule for all alcohol license holders

John L. Hebert, Chairman  
David Hall, Vice Chairman  
Wendy Mead, Clerk  
Jesse Limanek  
Jonathan Anderson

James A. Smith  
Town Manager



Sutton Town Hall  
4 Uxbridge Road  
Sutton, Massachusetts 01590  
(508) 865-8727  
Fax: (508) 865-8721

**TOWN OF SUTTON  
BOARD OF SELECTMEN**

**To: All Alcohol License Holders**  
**From: Board of Selectmen**  
**Re: Holiday Openings**  
**Date: November 13, 2018**

**Please be advised that on November 13, 2018, the Board of Selectmen authorized the Holiday hours as follows:**

**On November 25<sup>th</sup>, December 2<sup>nd</sup>, December 9<sup>th</sup>, December 16<sup>th</sup> & December 23<sup>rd</sup> (Sundays);**

- 1. Package Stores may open at regular time of 10 a.m.**
- 2. Package Stores must close not later than 11:00 p.m.**

**In addition, the following Holiday hours apply:**

◆ **Thanksgiving:**

- 1) Package stores, manufacturers, wholesalers and importers MAY NOT sell or deliver alcoholic beverages at any time during the day.**
- 2) Hotels, restaurants, taverns, and clubs MAY sell alcoholic beverages during the regular hours.**

◆ **On Wednesday, November 21<sup>st</sup> 2018 all package stores MAY be open until 11:30 p.m.**

◆ **Christmas Day**

- 1) Package stores, manufacturers, wholesalers, and importers MAY NOT sell or deliver alcoholic beverages at any time during the day.**
- 2) Hotels, restaurants, taverns, and clubs MAY NOT sell alcoholic beverages until 12:00 noon**

◆ **On Monday, December 24<sup>th</sup> 2018 all package stores MAY be open until 11:30 p.m.**

◆ **On Monday, December 31<sup>st</sup> 2018 all package stores MAY be open until 11:30 p.m.**

◆ **On New Year's Day - Tuesday, January 1<sup>st</sup> 2019 all licensees MAY sell or deliver alcoholic beverages.**

**Per vote of the Board of Selectmen the pouring hours on New Year's Eve have been extended until 2:00 a.m.**

## Town Managers update

*John L. Hebert, Chairman  
David Hall, Vice-Chairman  
Wendy M. Mead, Clerk  
Jesse Limanek  
Jonathan Anderson*



Sutton Town Hall  
4 Uxbridge Road  
Sutton, Massachusetts 01590  
(508) 865-8727  
Fax: (508) 865-8721

James Smith, Town Manager  
Debra Jacques, Executive Assistant

## **TOWN OF SUTTON OFFICE OF THE TOWN MANAGER**

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### **MEMORANDUM**

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**TO:** BOARD OF SELECTMEN  
**FROM:** JAMES SMITH  
**SUBJECT:** TOWN MANAGER'S UPDATE  
**DATE:** 11/13/2018

The following is an update of projects and activities for your information

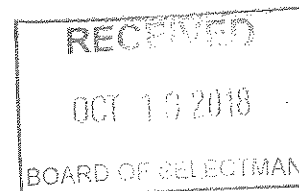
- 1) Budget process and capital plan-it is that time of year again to start the FY 2020 budget process. The department heads and the superintendent all received capital plan requests. These requests are due back on December 14. I have included a copy of the FY 2020 budget process for your consideration. I will continue to give the board regular updates on the budget process.
- 2) Storage at Shaw farm-with the police station project in its final stages we will be storing a container up at Shaw farm so we can begin final grading and paving. This 8 x 20 container will be up there through this January.
- 3) Easement for Public Safety communications-at the fall town meeting an article was passed to allow the town to gain an easement off of Reservoir Avenue to the Manchaug water tank. We have a public safety communication tower on top of the water tank. Because we are going with fiber we want to run this underground through a conduit and we need the owner's permission to do so. We have been working with Metacomet land trust who was in the process of acquiring that land. They have purchased that parcel and we are working very closely with them to dig a trench, put the conduit in and eventually receive the fiber cable. This has been a team effort and I would like to thank Paul Maynard who was the lead on this project. In addition I also would like to thank Lisa Moczynski from Metacomet Land Trust, Andrew's Engineering, Matt Stencel, Larry Morris and Dennis Towle for their team effort in making this happen.
- 4) Transfer Station schedule-transfer station will be closed on Thursday, November 22 and will reopen Friday and Saturday for normal hours.

- 5) Chain of Lights-is scheduled for Saturday, December 1 from 10 AM to 4 PM. The free trolleys will be available starting at the First Congregational Church. Santa will visit the common at 5:30 PM and the Christmas lights will be turned on shortly after.
- 6) Jingle Jaunt-the Jingle Jaunt 5K road race will be held on Saturday, December 8 at 10:30 AM starting at the First Congregational Church. I would like to thank Howard Bottomly for continuing this annual tradition.

## FY2020 Town of Sutton Budget Process and Capital Timeline

| Due Date   | Days before TM | Steps in Budget Process   | Bylaw/Charter |
|------------|----------------|---|---------------|
| 11/5/2018  |                | Capital Budget Requests from Town Administrator                 |               |
| 12/7/2018  |                | Budget Instructions to Department Heads                         |               |
| 12/14/2018 |                | Capital Budget Requests Due to Town Administrator               |               |
| 1/10/2019  |                | Budget Requests from Department Heads Due to Town Administrator |               |
| 2/1/2019   | 101            | School Committee to Submit Its Budget                           | BL 20.1       |
| 2/19/2019  | 90             | Budget Delivered to Board of Selectmen                          | BL 20.1       |
| 2/28/2019  | 75             | Budget Delivered to Finance and Warrant Advisory Committee      | BL 20.1       |
| 3/13/2019  | 61             | FinCom Public Hearings Start                                    | Ch 6-6        |
| 3/14/2019  | 61             | Warrant Closes for Petition Article                             | Ch 2-7 (b)    |
| 4/16/2019  | 13             | Warrant Signed by Bd of Selectmen                               | Ch 2.6        |
| 5/6/2019   | 7              | School Committee Public Hearing                                 | BL 20.1       |
| 5/6/2019   | 7              | Fincom report available to public                               | Ch 2.6        |
| 5/13/2019  |                | Town Meeting  | BL 3.1        |

# Jingle Jaunt 5K



When: December 8, 2018, 10:30 a.m. Storm Date is Dec. 15

Where: Sutton Center, Town Common, First Congregational Church, 307  
Boston Rd., Sutton, Sutton, Mass.

Registration: \$20 Race Day Registration 9:15-10 :15 Mail and

Checks to: Howard Bottomly  
189 Putnam Hill Rd  
Sutton, Mass. 01590

Online: [app.racereach.com/event/jingle-jaunt-5k](http://app.racereach.com/event/jingle-jaunt-5k)

BE EARLY There may be a limit this year

T-Shirts: Registrations received by November 24, 2018 (guaranteed)

Awards: First three males and females in the following age groups: under  
15, 15-19, 20-24, 25-29, 30-34, 35-39, 40-44,

45-49, 50-54, 55-59, 60-64, 65-69, 70+ Be a volunteer.

USATF Sanctioned

Refreshments

Wear some bells!

Sorry, No Strollers, Roller Blades, Bicycles, Walkers, Wheel Chairs or pets

ADA Request (4-6 weeks in advance)

Contact: Howie at 508-865-0198,

Waiver: I agree to assume and take on all responsibility for all risk of damage or injury to me as a participant, including that which is caused by climatic, traffic, and road conditions in this event. In consideration of being an entrant in the Jolly Jaunt, I hereby for myself, my heirs, executors, and administrators release and discharge the Town of Sutton, and any individuals, organizations, or sponsors associated with the race from all claims, damage, rights of action, present or future, resulting from or arising out of my participation in this event, I hereby certify that I am physically fit and have trained sufficiently for this event. I give permission to use my name and likeness in the news media and publications.

Signature \_\_\_\_\_

Must be signed by parent if under 18 years of age.

Name \_\_\_\_\_ Age \_\_\_\_\_ Male or Female

Street \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_ Shirt Size S M L XL

Email \_\_\_\_\_ Phone \_\_\_\_\_

Emergency contact phone \_\_\_\_\_