

Meetings are subject to the Open Meeting Law (OML) and generally follow Robert's Rules of parliamentary procedure. Meeting dates and times are subject to change, and a meeting may be called or cancelled by the Chair without advance posting in the event of an emergency. A quorum consists of three Selectmen present. Meetings are recorded as an official record. If you wish to record the meeting in any manner you must advise the Chairman prior to the start of the meeting. An agenda may be amended for items not known 48-hours in advance, and a vote on such items may occur or be postponed. For Public Comment, use the sign-up sheet and understand that this is a time for the public to offer comments, not a period for questions, discussion, or non-emergency votes. Comments should be less than two minutes, and the total time allotted to this may be abbreviated, cancelled, or suspended at the Board's discretion. Agenda item discussions should always be courteous and respectful, and be confined to the subject under consideration (other comments should be held until the item is actually discussed). Audience members desiring to be recognized by the Chair should raise their hand, and if recognized, should approach the microphone and state their name and address before participating. Comments should be directed to the Chair and be less than two minutes. Copies of documents or presentations must be submitted for inclusion as part of the official record. The Chair may call on a particular party to participate, respond, or be removed if disrupting the meeting. Concerns about Town operations should be directed to the appropriate department first, or an advance request made to the Town Administrator for the department to be represented. Complaints about departments or employees, or requests for future agenda items, should be directed to the Town Administrator.

Certificates of Appreciation

Alex Dowse – Served the town on the following boards and committee: Growth Policy Committee, Fire Department, Middlesex County Advisory Board, Police Chief Search Committee, Right to Know Municipal Law Coordinator, Fire Garage Building Committee, Conservation Commission

Jon Dowse- Served the town on the following boards and committees: Tri County Regional School Committee, Pine Hiss Secondary Access Committee, Tree Warden, Historic District Commission, Agricultural Commission, Forest Warden

Beatty Dowse – Served the Town on the following boards and committees Service to the Town on the following Board and Committees: Dover Sherborn Regional School Committee, School Building Planning Committee, Regional School District Planning Committee, Tri-Group, Pesticide Study Committee, Bicycle Committee, 1858 Town House Study Committee, Town Forest Committee

Kitty Sturgis – Served on the following boards and committees: Library Trustee, Board of Assessors, Fence viewer, Map Study Committee, Board of Appeals, Sign By-Law Committee, Selectman, MBTA Advisory Board, Tree Policy Committee, Tree Warden, Advisory Committee, Elder Housing Committee, Sherborn Governance Task Force, Groundwater Protection Committee

Joe Meaney- Served on the following boards or committees: Elder Housing Committee, Elder Housing Study Committee, Sherborn School Committee, Elderly Housing Action Committee, Sherborn Housing Partnership, Traffic Safety Committee Town Office Renovation

Peg Robinson – Served on the following boards and committees: Dover Sherborn Regional School Committee, Bay Circuit Implementation Committee, Open Space Committee, Recycling Committee, Town Forest Committee, Traffic Safety Committee, Town Beautification Committee

Rick Novak - Served on the following boards and committees: Sherborn Housing Partnership, Planning Board, Sign-By-Law Committee, Board of Appeals

Brad Van Brunt – Served on the following boards and committee: Traffic Safety Committee, Western Ave Committee, Ad Hoc Road Committee

Carol McGarry – Served on the following boards and committee: Historical Commission, Ad Hoc Road Committee, Conservation Commission, Historic District Commission

Sue Pierce - Served on the following boards and committees: Library Trustee, Recycling Committee, Council on Aging

Jack Mulhall – Served on the following Boards and Committees: Recycling Study Committee, Recycling Committee, Solid Waste Advisor, GIS Study Committee

Art Schnure – served on the following Boards and Committees: Conservation Commission, Groundwater Protection Committee, By Circuit Implementation Committee, Open Space and Recreation Plan Implementation, Forest Management Study Committee, GIS Study Committee, Groundwater Oversight Committee, Land Acquisition Committee, Planning Board, Ad Hoc Road Committee, Revenue Enhancement Committee

Susie Wheelwright – Served on the following boards and committees: Sherborn School Committee, Farm Pond Policy Review Committee, Historical Commission, Open Space and Recreation Plan Implementation, Farm Pond Advisory Committee, Open Space Committee, Town Beautification Committee, Historic District Commission

Warren Wheelwright – Served on the following boards and committees: Metropolitan Area Planning Council, Planning Board, Land Acquisition Committee, North Main Street Design Review Committee, Selectman, Conservation Commission, Community Preservation Act Study Committee, Town Beautification Committee, Ad Hoc Road Committee, Communications Committee, Tree Warden, Western Ave Intersection Committee

AGENDA ITEM #2

Placeholder at the request of the Town Clerk

- Board may need to approve late additions to the list of Registrars as a result of last minute cancellations of poll workers on 11/8/16.

AGENDA ITEM #3

Onsite Insight Town Building reports have been distributed prior to this meeting.

Consultant will be here to review the items and answer any questions.

He is not involved in overall capital plan, which is currently being updated with all of the Onsite recommendations in order to arrive at a workable, recommended package working with the Board of Selectmen, Capital Budget Committee, and Advisory Committee.

AGENDA ITEM #4

Consideration of Reserve Fund Transfers **\$40,695**

Attached is a list of all potential reserve fund transfers that we know about at this time.

Two items have come up that need immediate attention in regards to the Library Expansion project:

1. Expansion Project Financial Auditing and Oversight from project inception to construction closeout. It seems that this is a good price to be provided the assurance that all funds are properly utilized and recorded. This will provide a check and balance on the internal Finance Department, which will create greater confidence in the Town's financial function ihandling of this project during a time of transition (Finance Director and technology).

Up to \$12,000

2. Builder's Risk Premium. We requested that MIIA go out and bring back three workable quotes for a builder's risk policy for the Library Expansion project. It is believed that it is best for the Town to fund this, as opposed to requiring the conrtactor to provide it, who will just add the cost to their construction cost. The three quotes provide three diferent levels of a \$750,000 project continuation in the event of work stoppage, with a 3 day issuance of funds to teh Town, a 5 day issuance to teh Town, and a 10 day issuance. It is recommended by MIIA, and Diane and I both concur, that the policy with the 5 day turnaround of issuing a check is the best value and best option.

\$28,695

AGENDA ITEM #5

Request from Rural Land Foundation for approval of Agriculture Preservation Restriction (APR).

George Fiske will attend to explain this project.