

Town Buildings Closed to the Public

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As we continue to reassess and take steps to limit the spread of COVID-19, the illness associated with the novel coronavirus, as of 4:00 p.m. today, Monday, March 16, 2020,

All Town buildings will be closed to the public until further notice.

This also includes DPW, Goodnow Library and Fairbank Community Center & Senior Center.

Offices will be open to staff, but residents must call and will only be seen by appointment, if necessary. Town Services will still be available via email and phone. Please [click here](#) for the [Sudbury Town Office Directory](#). Those requesting assistance in a Town building may be seen by appointment, if necessary.

We will re-evaluate the situation as necessary.

Please be advised that **Public Safety** will not be impacted, however, as a further precautionary measure, until further notice, we are asking citizens to avoid coming into the lobbies of the **Police and the Fire Stations** unless an emergency exists. When feasible, we will temporarily allow citizens to file reports via phone in working with an officer to facilitate the report/investigation. If necessary, the Police Department will meet with reporting parties on a case-by-case basis at the judgement of the officer.

We continue to work collaboratively in order to make decisions that we believe are in the best interests of our residents and our employees.

In addition, please be advised that **Sudbury Water District** offices are closed to the public.

Please watch our web-site for updates as we charter through this fluid situation. We appreciate your patience. Thank you.

–Interim Town Manager Maryanne Bilodeau

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Town Manager

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Henry L. Hayes, Jr.
Town Manager

The Select Board and Town Manager provide executive leadership for the Town of Sudbury. Together, they pursue collaborative process and ethical and professional procedures to insure that Town resources are directed to providing the best services possible to protect public safety, public assets and a special quality of life in Sudbury. This office supports the Board and the Town Manager as they work toward this mission.

Description of Services

The Town Manager is appointed by the Select Board and is responsible for the management of all Town departments. The Town Manager is the appointing and contracting authority for all departments except the schools and the health department, and is responsible for overseeing all budgetary, financial and personnel administration activities of the Town. This includes preparing the annual budget, appointing all staff and setting compensation, formulating and implementing personnel policies, and negotiating all contracts with the Town's union employees. Administrative staff in the office serves as liaison between the public and the Select Board, handle all phone calls, visitors and correspondence directed to the office, and maintain all records of Select Board meetings. The office staff prepares the warrants for all annual and special Town Meetings, election notices for all elections, and coordinates the Town's Annual Report. They maintain records of all committee and board appointments and resignations – as well as the Select Board's section of the Town's web site.

Staffing

Staff in the Select Board/Town Manager's office includes Town Manager Henry L, Hayes, Jr., Senior Admin. Assistant to the Town Manager Patty Golden, Office Supervisor/Information Officer Leila Frank and Office Clerk Carol Hobin.

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Contact

Hours:

Monday, Wednesday, Thursday: 8:30 am - 5:00 pm

Tuesday: 8:30 am - 7:00 pm

Friday: 8:30 am - 12:30 pm

Email: townmanager@sudbury.ma.us

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