

SUDBURY SELECT BOARD

TUESDAY, NOVEMBER 3, 2021

(Meeting can be viewed at www.sudburytv.org)

Present: Chair Jennifer Roberts, Vice-Chair Charles Russo, Select Board Member Daniel Carty, Select Board Member William Schineller, Select Board Member Janie Dretler, Town Manager Henry L. Hayes, Jr.

The statutory requirements as to notice having been complied with, the meeting was convened at 7:04 p.m., via Zoom telecommunication mode.

Chair Roberts announced the recording of the meeting and other procedural aspects included in the meeting.

Call to Order/Roll Call

Select Board Roll Call: Dretler-present, Russo-present, Carty-aye, Schineller-aye, Roberts-aye

Opening remarks by Chair:

- Community Preservation Committee met for the first time this season
- Financial Policies Subcommittee (she and Board Member Schineller) met with Finance Committee Co-Chair Jean Nam – incorporating feedback, and will include feedback from other departments, as well
- Resident email about vocational education for their child, Board discussion to continue
- Spoke with Senator Markey's assistant today regarding the two letters submitted by the Board regarding sustainability structures; as well as and letter to Gov. Baker and CEO Nolan regarding the Eversource project

Reports from Town Manager:

- Town Manager Office Hours on Saturday, November 13, 2021, 11:00 a.m.
- Thanked Recreation staff for pumpkin walk-through - with good participation
- Real Estate and Personal property taxes due November 1, 2021
- Sudbury Municipal Minute – Commission on Disability
- “Creating a Welcoming Community for People with Brain-Based Conditions” virtual presentation by Valerie Fletcher of the Institute for Human Centered Design – November 10, 2021, 7:00 p.m.
- COA hosting Veteran's Day Breakfast November 10, 2021 at the Senior Center

Board Member Carty:

- SPS meeting covered anticipated projects – totaling approximately \$1,000,000
- Superintendent Crozier met with Town Manager Hayes regarding ARPA funds
- Vocational Education topic to be considered as a Select Board goal
- Sudbury may be consolidating down to one Congressional District
- Veteran's Day Event in Sudbury on November 11, 2021

Board Member Dretler:

- Thanked Chair, Town Manager, and Town Staff for their work on the ARPA web page

- Attended PBC meeting, Fire Station project was discussed – looking forward to an update
- Park & Recreation Commission discussed ARPA funding at recent meeting
- Attended SPS Committee meeting, vaccine options for students discussed
- Sudbury Historical Commission completed the Historic Resources Survey

Board Member Schineller:

- Financial Polices draft integrating comments from FinCom and CIAC
- HOPEsudbury Day – November 6, 2021 marks the 20th anniversary; annual telethon will continue this weekend
- Town website includes Eversource Project/CSX letters written by the Select Board
- Eversource requested start of soil testing in corridor and road crossings

Vice-Chair Russo:

- Eversource soil testing will start in the next few weeks

Citizen comments on items not on agenda

None

Discussion and vote whether to enter an Intermunicipal Agreement (IMA) between the Towns of Sudbury, Wayland, Lincoln, Bedford, Concord, Carlisle, and Weston in accordance with the Public Health Excellence for Shared Services grant by the Commonwealth of Massachusetts, awarded to Sudbury, to create a cross-jurisdictional public health services sharing program by hiring regional public health nurses, an inspector, and public relations professionals to address critical public health needs

Present: Bill Murphy, Health Director

Chair Roberts provided background regarding the IMA Program regional health services program with Wayland, Lincoln, Bedford, Concord, Carlisle and Weston. Mr. Murphy stated five towns have already voted to join the cross-jurisdictional public health services sharing program, with Concord and Sudbury being the last towns to join the program to sign.

Mr. Murphy explained many health services were lacking due to COVID, and this regional program will assist in that area. He noted that all grant funding going forward would be covered by IMA Program grants.

Vice-Chair Russo commented that as a lead town, Sudbury would qualify for proportionate health services. Mr. Murphy confirmed because Sudbury is a larger municipality within the IMA because it will likely get more hours of service.

Select Board Member Schineller inquired about additional regional agreements regarding housing and transportation intermunicipal agreements. Mr. Murphy responded additional towns would likely not be added to the group, indicating that seven municipalities were being considered for this year.

Board Member Carty stated regionalization is beneficial and asked if the State will monitor the health services as they do Housing.

Board Member Carty asked who would represent each municipality included in the IMA. Mr. Murphy replied the representatives would be the prospective Directors of the seven Health Departments.

Chair Roberts inquired about the logistics of the plan. Mr. Murphy maintained that such details were being worked on, and he would keep the Board apprised of such progress.

Resident Pat Brown, 24 Whispering Pine Road, inquired about ongoing employee benefits, such as OPEB and pensions, in consideration of the regional plan. Mr. Murphy suggested Ms. Brown get that information from the Town of Sudbury Human Resources Department.

Chair Roberts moved in the words of the motion. Board Member Carty moved in the words of the Chair. Board Member Dretler seconded the motion.

It was on motion 5-0; Schineller-aye, Russo-aye, Dretler-aye, Carty-aye, Roberts-aye

VOTED: To enter an Intermunicipal Agreement (IMA) between the Towns of Sudbury, Wayland, Lincoln, Bedford, Concord, Carlisle, and Weston in accordance with the Public Health Excellence for Shared Services grant by the Commonwealth of Massachusetts, awarded to Sudbury, to create a cross-jurisdictional public health services sharing program by hiring regional public health nurses, an inspector, and public relations professionals to address critical public health needs.

Interview and vote to appoint Mark Sevier, 14 Arborwood Road, to the Permanent Building Committee for a term expiring 5/31/23

Present: Mark Sevier, 14 Arborwood Road

Chair Roberts confirmed Mr., Sevier has been active in Town Boards/Committees, and was one of the original members of the Energy and Sustainability Committee when it was formed in 2008. She added that Mr. Sevier has been involved in various aspects regarding Town-owned buildings, as well as membership on the Conservation Commission.

Vice-Chair Russo stated that Mr. Sevier has been a valuable member of the Conservation Commission.

Chair Roberts moved in the words of the motion. Vice-Chair Russo moved in the words of the Chair. Board Member Dretler seconded the motion.

It was on motion 5-0; Carty-aye, Dretler-aye, Schineller-aye, Russo-aye, Roberts-aye

VOTED: To appoint Mark Sevier, 14 Arborwood Road, to the Permanent Building Committee for a term expiring 5/31/23.

Discussion on Sewataro Property resident survey. Subcommittee members Russo and Schineller to present

Chair Roberts mentioned the importance of including Town residents in determining next steps for the Sewataro property. She commented at some point a survey might be considered.

Vice-Chair Russo stated he appreciated the Flash Vote presentation by Mr. Lyons last night.

Board Member Schineller indicated that related information-gathering should not be a prerequisite for renewing the five-year renewal term for Camp Sewataro. He referenced the suggested Sewataro plan as submitted which

outlines camp scholarships, proposed time opening schedule for residents, and public swimming schedule to begin next summer.

Board Member Carty noted that our long-term goals for the site present a different consideration.

Chair Roberts recommended the Board consider what might be best for the Town going forward, including the renewal of contract aspect.

Board Member Schineller motioned that the renewal process be reviewed by the Select Board, and be voted on at the next Select Board meeting. Board Member Carty seconded the motion.

It was on motion 2-3-0; Schineller-aye; Russo-no, Carty-aye, Dretler-no, Roberts-no

VOTED: The motion that the renewal process be reviewed by the Select Board, and be voted on at the next Select Board meeting. The motion failed.

Board Member Dretler opined about the Town receiving PPP funds.

Town Manager Hayes stressed the related importance of the annual budget season from November through January.

Chair Roberts suggested Select Board Members submit related questions/comments to Town Manager Hayes, and the Sewataro Subcommittee Members Russo and Schineller can create a document which reflects the property chronology over the last two years. Vice-Chair Russo and Board Member Schineller agreed to draft such document to be reviewed by the Select Board at the November 16th meeting.

Resident Len Simon, 40 Meadowbrook Circle, stated that the residents should be able to review the Sewataro financials, and stressed that now was the time to analyze the long-term use of Sewataro. He asserted a consultant should be hired to help assess the situation.

Resident Pat Brown, 24 Whispering Pine Road, addressed items listed on the meeting agenda, recommending the Board adhere to what items are on tonight's agenda.

Resident and former Council on Aging Member Robert May, 98 Maynard Farm Road, asked the Board to review all necessary information; and hoped that there is additional discussion in the next six to eight months.

Sewataro Camp Operator Scott Brody confirmed he was working on increased public access to Sewataro for the upcoming summer season, and provided various options. In terms of the financials, he stressed the influence COVID had over the past couple of years; though the past year was better, and the PPP loan helped. He confirmed that he would work on adjustments to the program if needed.

Resident and Council on Aging member Jeff Levine, 42 Chanticleer Road, stated the Camp Sewataro was not appropriately addressed and recommended that the Town hire a consultant.

Resident and Commission on Disability Member Kay Bell thanked the Board for their handling of the situation.

Resident and Community Preservation Committee Member Kristen Roopenian, 45 Harness Lane, stated she appreciated the Board's attention to detail regarding the matter.

Discussion on Sewataro Use Policy Document and discussion on other Sewataro goals

Mr. Brody and Kristen Drummey presented the “Sewataro Summer of 2022 – Resident Access Enhancement Alternatives” document which included the following topics:

- Resident Swimming
- Phase One ADA Compliance Upgrades
- Summer 2022 swimming schedule
- Swimming & Staffing Logistics
- Accessibility Upgrades – additional accessible parking areas and pathways
- Expenses – Pond Swimming and Pool Swimming

Mr. Brody addressed October 2020–September 2021 Sewataro Financials, including direct payments, Town use expenditures, and upkeep costs.

Chair Roberts thanked Ms. Drummey and Mr. Brody for submission and presentation of Sewataro reports as requested by Board Member Schineller.

Chair Roberts suggested that Town Manager Hayes review Board Member questions/comments, and submit the inquiries to the Camp Sewataro team for discussion at the Select Board meeting on November 16, 2021.

Vice-Chair Russo confirmed that recommendation was received from Town Counsel regarding implementation of a fee schedule at Sewataro.

Board Member Dretler questioned if the Town should charge resident fees, or if Camp Sewataro should implement such fees. Town Manager Hayes stated the camp would have to collect and process the fees. Chair Roberts commented the Camp operator would collect the fees, and apply such fees to the revenue share plan. Mr. Brody acknowledged any user fees suggested by the Town should go entirely to the Town.

Board Member Dretler motioned to create a fee schedule for the Sewataro property. Board Member Schineller seconded the motion.

It was on motion 5-0; Dretler-aye, Schineller-aye, Russo-aye, Carty-aye, Roberts-aye

VOTED: To create a fee schedule for the Sewataro property

Board Member Carty indicated he was in favor of the user fee concept, but was not in favor of establishing that schedule.

Chair Roberts asked about added detail regarding such fees. Board Members reviewed the “Town of Sudbury Sewataro Use Policy,” and discussed appropriate language edits.

Board Member Schineller offered to present Board questions and fee consideration to Town Counsel with Town Manager Hayes.

Mr. Simon addressed the Camp Sewataro schedule as presented by Ms. Drummey, with recommendation that resident (including disabled resident) options be considered simultaneously. He stressed that additional swimming time should be allotted to the residents. Mr. Simon maintained that the Sewataro financial piece was very confusing/exaggerated and should be amended.

Mr. Brody indicated he disagreed with statements made by Mr. Simon. He emphasized that he was committed to public swimming times as well as to handicapped accessibility.

Discussion and possible vote regarding Town Manager outside activities (book agreement and other outside engagements) in accordance with Town Manager Contract

Town Manager Hayes confirmed he had an opportunity to sign with a book publisher. He confirmed he would not be an employee of the publisher.

Vice-Chair Russo thanked Town Manager Hayes for bringing this activity before the Board as required in his contract, and stated he had no concerns about it.

Board Member Carty commented a leader of the community should be able to write a book.

Board Member Dretler requested assurance that any activities associated with the Town Manager's book would be outside of Town business working hours. Town Manager Hayes confirmed any such activity would take place outside of Town Manager hours.

Board Member Dretler asked if any additional engagements would take place. Town Manager Hayes detailed he would be involved with a Veterans Day presentation, Air Force events, podcasts, sermons at churches, and that no mentioned activities involved his employment with mentioned organizations.

Board Member Schineller appreciated transparency efforts exemplified by Town Manager Hayes noting that this aspect could have been handled via email and not be included necessarily as an agenda item.

Chair Roberts stated that she was fine with the Town Manager pursuing his book and congratulated him. She asked if going forward Town Manager Hayes might consider informing the Board via email. The Board agreed, and Chair Roberts stated she would confirm with Town Counsel if this was permissible.

Discussion on future plans for Broadacres building structures

Vice-Chair Russo recused himself from the discussion.

Town Manager Hayes provided an update, noting that the structures are being increasingly dilapidated.

Board Member Carty asked when the demolition process for such structures would begin. Town Manager Hayes responded the clock starts when the request for action goes before the Sudbury Historical Commission.

Board Member Dretler inquired about specifics associated with the mentioned timeline. Town Manager Hayes confirmed hazards were not imminent at this time, and he would continue to actively research that associated timeline.

Board members agreed with commencing with the demolition process.

Vice-Chair Russo rejoined the Board meeting.

Recess

Chair Roberts moved to recess and resume the Board meeting at 10:10 p.m. Board Member Schineller moved in the words of the Chair. Board Member Dretler seconded the motion.

It was on motion 5-0; Dretler-aye, Schineller-aye, Carty-aye, Russo-aye, Roberts-aye

VOTED: To recess and resume the Board meeting at 10:10 p.m.

Discussion on Remote Participation Policy. Subcommittee members Roberts and Schineller to present

Chair Roberts confirmed the policy subcommittee members, she and Board Member Schineller, drafted edits to the “Policy on Remote Participation” in consideration of some outdated language. She affirmed COVID-related language was included in the draft.

Board Members included additional edits.

Vote whether to support signing MAPC/MAGIC letter to State requesting that State cover COVID-related expenses

Board Member Dretler presented the finalized MAPC/MAGIC letter, highlighting changes made by MAPC after receiving comments.

Chair Roberts moved in the words of the motion. Board Member Dretler moved in the words of the Chair. Vice-Chair Russo seconded the motion.

It was on motion 3-2-0; Carty-no, Schineller-no, Russo-aye, Dretler-aye, Roberts-aye

VOTED: To support signing MAPC/MAGIC letter to State requesting that State cover COVID-related expenses, as edited by MAPC. The motion passed.

Review and possible vote to support signature of Arlington Town Manager letter on Energy Stretch Codes

Chair Roberts inquired about other entities/towns signed the letter. Town Manager Hayes responded several local communities have endorsed the letter.

Board Member Dretler asked if Town Manager Hayes wanted to sign the letter. Town Manager Hayes responded Board Members could sign the letter, and he did agree with the principle.

Chair Roberts indicated that she generally supported the letter, especially in consideration of sustainability, but did not want to obligate the Town.

Board Member Carty commented he viewed the letter as a policy, but not necessarily an action plan; and would not sign the letter for that reason.

Vice-Chair Russo expressed his support regarding the concept, but was somewhat unclear on the process.

Chair Roberts suggested presenting the letter to the Energy and Sustainability Committee to get their input. Board Member Schineller suggested also presenting the letter to the Planning Department to get their perspective.

Board Members agreed with receiving input from the Planning Board and the Energy and Sustainability Committee before endorsing the letter.

Debrief on 2021 Town Forum and discussion on future forum

Select Board Members discussed the recently held Master Plan Town Forum, agreeing it went well. Members agreed that increased advertising as well as social media involvement might help with public participation at the next Town Forum.

Chair Roberts stated that the Forum was informative and resulted in added resident participation for advancing the Master Plan action phase.

Review the Select Board's Fall 2021 Newsletter articles and approve for distribution

Chair Roberts moved in the words of the motion. Board Member Dretler moved in the words of the Chair. Board Member Schineller seconded the motion.

It was on motion 5-0; Carty-aye, Russo-aye, Schineller-aye, Dretler-aye, Roberts-aye

VOTED: To approve the Select Board's Fall 2021 Newsletter articles and approve for distribution

Review open session minutes of 9/14/21, 9/28/21 and possibly vote to approve minutes

9/14/21 Minutes

Chair Roberts moved in the words of the motion. Board Member Dretler moved in the words of the Chair. Board Member Carty seconded the motion.

It was on motion 5-0; Carty-aye, Schineller-aye, Russo-aye, Dretler-aye, Roberts-aye

VOTED: To approve the 9/14/21 minutes, as edited

9/28/21 Minutes

Chair Roberts moved in the words of the motion. Board Member Carty moved in the words of the Chair. Board Member Schineller seconded the motion.

It was on motion 5-0; Dretler-aye, Schineller-aye, Russo-aye, Carty-aye, Roberts-aye

VOTED: To approve the 9/28/21 minutes, as edited

Citizen's Comments (cont.)

No citizen comments

Upcoming Agenda Items

11/16/21 Meeting Items:

- Sewataro access options and financials with questions submitted to Town Manager
- ARPA
- 2022 Office Hours

Future:

- DEI Update

- Executive Session minutes for Chief Nix review for public safety
- Vocational Education
- Sewataro revenue to be applied to Sewataro Bond
- Unspent funds from previous Town Meeting Articles/reversion of funds
- BFRT Special Town Meeting
- KPI
- Town Hall

Consent Calendar

Vote to authorize the chair to execute a letter requesting data from the Group Insurance Commission (GIC) to use in processing employees' W-2 forms, as requested by Christine Nihan, Town Accountant

Chair Roberts moved in the words of the motion. Board Member Dretler moved in the words of the Chair. Vice-Chair Russo seconded the motion.

It was on motion 5-0; Schineller-aye, Dretler-aye, Russo-aye, Carty-aye, Roberts-aye

VOTED: To authorize the chair to execute a letter requesting data from the Group Insurance Commission (GIC) to use in processing employees' W-2 forms, as requested by Christine Nihan, Town Accountant

Adjourn

Chair Roberts moved in the words of the motion. Board Member Dretler moved in the words of the Chair. Vice-Chair Russo seconded the motion.

It was on motion 5-0; Dretler-aye, Russo-aye, Carty-aye, Schineller-aye, Roberts-aye

VOTED: To adjourn the Select Board meeting

There being no further business, the meeting adjourned at 11:30 p.m.

Documents & Exhibits – 11/3/21 SB Meeting

1. Discussion and vote whether to enter an Intermunicipal Agreement (IMA) between the Towns of Sudbury, Wayland, Lincoln, Bedford, Concord, Carlisle, and Weston in accordance with the Public Health Excellence for Shared Services grant by the Commonwealth of Massachusetts, awarded to Sudbury, to create a cross-jurisdictional public health services sharing program by hiring regional public health nurses, an inspector, and public relations professionals to address critical public health needs. Health Director Bill Murphy to attend. (~15 min.)

Attachments:

- 1.a Final_Intermunicipal_KP 10.18.2021
- 1.b Exhibit B2

2. Interview and vote to appoint Mark Sevier, 14 Arborwood Road, to the Permanent Building Committee for a term expiring 5/31/23. (~20 min.)

Attachments:

- 2.a Mark_Sevier_PBC_Application_rd
- 2.b Sevier recommendation October 2021

3. Discussion on Sewataro Property resident survey. Subcommittee members Russo and Schineller to present. (~20 min.)

Attachments:

- 3.a Sewataro FlashVote_V1
- 3.b Fw_ intro summary..Re_ Survey

4. Discussion on Sewataro Use Policy Document and discussion on other Sewataro goals. (~40 min.)

Attachments:

- 4.a Sewataro Policy - use & fees Draft 08.19.2021
- 4.b Sewataro_email_10.29
- 4.c 2021 Camp Sewataro Issued Financials
- 4.d Resident Access Enhancements Proposal
- 4.e BOS Goals 2021
- 4.f KP_Sewataro_email
- 4.g Sewataro options table_landscape
- 4.h KP-#780813-v2-SUDB_-_Sewataro_Policy_-_use__fees_Draft_08_19_2021

5. Discussion and possible vote regarding Town Manager outside activities (book agreement and other outside engagements) in accordance with Town Manager Contract (~10 min.)

Attachments:

- 5.a Town-Manager-Contract_Henry-L-Hayes-Jr_March2020

6. Discussion on future plans for Broadacres building structures (~15 min.)

Attachments:

- 6.a Hagger_email_02.23.21
- 6.b Broadacres Farm Structures of Concern
- 6.c sud_o

7. Discussion on Remote Participation Policy. Subcommittee members Roberts and Schineller to present (~40 min.)

Attachments:

- 7.a Remote Participation Policy 10.29.21

8. Vote whether to support signing MAPC/MAGIC letter to State requesting that State cover COVID-related expenses. (~15 min.)

Attachments:

- 8.a MAGIC Letter re ARPA Funds_V03 (2)
- 8.b Comparison of V2 and V3 letters (2)

9. Review and possible vote to support signature of Arlington Town Manager letter on Energy Stretch Codes. (~15 min.)

Attachments:

- 9.a Arlington_email
- 9.b Net_Zero_Stretch_Code_Letter_Munis_Oct_2021

11. Review the Select Board's Fall 2021 Newsletter articles and approve for distribution (~10 min.)

Attachments:

- 11.a Sudbury Newsletter Fall 2021_v2_SB Draft

12. Review open session minutes of 9/14/21, 9/28/21, and possibly vote to approve minutes.

Attachments:

- 12.a SB_draft1_9.14.21_min_for_review
- 12.b SB_draft1_9.28.21_min_for_review

14. Upcoming Agenda Items

Attachments:

- 14.a Upcoming items 11.03.21

15. Vote to authorize the chair to execute a letter requesting data from the Group Insurance Commission (GIC) to use in processing employees' W-2 forms, as requested by Christine Nihan, Town Accountant.

Attachments:

- 15.a GIC W-2 Info Draft 2021_ltrhd