

SUDBURY SELECT BOARD

WEDNESDAY, FEBRUARY 9, 2022

(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, Assistant Town Manager/HR Director Maryanne Bilodeau, Town Manager Henry Hayes, Jr.

The statutory requirements as to notice having been compiled with, the meeting was convened at 7:09 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: Carty-present, Dretler-present, Russo-present, Schineller-present, Roberts-present

Opening remarks by Chair

- Recent Municipal Update includes news from all Town departments, with Town Manager and Select Board Articles on Town website and Town Facebook page

Reports from Town Manager

- Board of Health voted to comply with Town guidelines, and effective March 7, Town-wide mask “mandate” will transition to a mask “advisory” usage for those five years of age and older
- Dog licensing ongoing through March 31, 2022
- Office Hours for Town Manager will be Saturday, February 12 at 11:00 a.m.
- Committee/Board openings information to be found on the front page of the Town website
- The Historic Preservation Plan Forum is scheduled for Wednesday, February 16 at 7:00 p.m.

Reports from Select Board

Board Member Carty:

- Sudbury Public Schools were presented with the Wastewater Management Plan presentation that is being presented to the Select Board this evening
- Will be sharing additional LSRHS Agreement information later in this meeting

Board Member Dretler:

- Attended the Massachusetts Municipal Association (MMA) seminars; today’s seminar addressed Labor Law topic and updates
- Earlier this week there was a Municipal Public Works Seminar, which was also interesting
- Attended the Park & Recreation meeting where a vote was taken in support of transfer of the Parkinson land to Park & Recreation related to the BFRT project.

- Attended the CIAC meeting, and watched both the Finance Committee and Sudbury Public School Committee meeting on Monday
- Requested an updated Town Manager Operating Capital Listing for Board discussion
- Requested the intersections in Town Center near municipal buildings and schools be salted

Board Member Schineller:

- Select Board Office Hours with himself and Vice-Chair Russo tomorrow at Noon
- As liaison with the Sudbury Historical Commission, the Board will be discussing Town Manager appointments process and interview proceedings
- Happy to hear COVID incidents are declining; however, many residents are in need as a result of this pandemic and Town restaurant gift card drives are taking place
- FinCom inquired about prioritization of items to be discussed at the joint capital Select Board meeting of February 15

Vice-Chair Russo:

- Select Board Office Hours will be February 18th at Noon with he and Board Member Schineller
- Mayor of Framingham appears to be considering bringing the BFRT through Framingham as a priority goal
- Conservation Commission is in the NOI (Notice of Intent) phase with the BFRT; most questions have been addressed – BFRT is scheduled to go before the Planning Board on February 23 for a Stormwater Management Permit to advance related permitting
- Communities having difficulties staffing private EMT companies, grateful for the EMTs in the Sudbury Fire Department
- Town of Westford is creating a committee to study increased citizen engagement and Town Meetings
- Thanked the Goodnow Library Children's Department for opening to issue children's library cards; he stressed the professional service and kindness at the Goodnow Library

Citizen comments on items not on agenda

There were no Citizen's Comments

Interview candidates Chris Hagger, 233 Nobscot Road, and Shervin Hawley, 250 Old Sudbury Road, for appointment to fill one vacancy on the Historic Districts Commission (HDC). Following interview, vote to appoint _____ to the HDC for a 5-year term expiring 1/1/27.

Present: Chris Hagger, 233 Nobscot Road and Shervin Hawley, 250 Old Sudbury Road

Mr. Hagger noted that he had been on the Wayland Historic District Commission for some eighteen years and when he moved to Sudbury was appointed to the Sudbury Historical Commission. He stressed his experience with restoration of older homes, and had restored three such houses.

Mr. Hawley introduced himself to the Board and explained that he currently lives in a restored home in Sudbury, and had experience in customer design and branding aspects. He explained that he had family ties to Sudbury dating back to 1613.

Board members presented questions to the two candidates.

Board Member Dretler motioned to appoint Chris Hagger, 233 Nobscot Road, to fill the vacancy on the Historic Districts Commission (HDC), for a 5-year term expiring 1/1/27. Board Member Schineller seconded the motion.

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

VOTED: To appoint Chris Hagger, 233 Nobscot Road, to fill the vacancy on the Historic Districts Commission (HDC), for a 5-year term expiring 1/1/27

Board Members strongly recommended that Mr. Hawley apply for the associate member position when it becomes available.

Provide update on the progress of Comprehensive Wastewater Management Plan (CWMP) to date

Present: Dan Nason, DPW Director; Rosemary Blacquier, Jack Troidl and Scott Medeiros, Consultants from Woodward and Curran

Mr. Nason provided status update concerning the CWMP project, highlighting that an additional filing had been submitted to MEPA (MA Environmental Policy Act), and that the Town CWMP Forum took place on February 3, 2022.

Ms. Blacquier indicated that a MEPA approval would be expected in April or May. She detailed that the project would focus on the key areas of Hop Brook Wells (Pratts Mill), Raymond Road Wells, and the Route 20 Corridor. Ms. Blacquier mentioned potential impacts on drinking water safety, especially with the Raymond Road Wells, and the Route 20 Corridor.

Mr. Troidl addressed the potential scheduling of action planning, including that primary public outreach had been completed. He detailed that all possible funding sources are being researched, and the filing with MEPA would provide eligibility for such funding.

Mr. Nason confirmed that additional public outreach and an educational session would be taking place and would be appropriately posted.

Board Members presented related questions.

Update from the Sudbury Water District (SWD) on American Rescue Plan Act (ARPA) submissions and Fairbank water main removal

Present: SWD Executive Director Vincent Roy, SWD Chair Robert Sheldon

Mr. Sheldon presented the “Sudbury Water District Project requested for ARPA Funds,” dated February 9, 2022. The PowerPoint presentation included the three primary SWD projects:

- PFAS Mitigations – Phase 1 at the Raymond Road Water Treatment Plan - \$3,800,000
- Supervisory Control and Data Acquisition and Cybersecurity Upgrades - \$570,000
- Replacement of Goodman’s Hill Water Storage Tank at higher elevation - \$5,600,000

Mr. Roy detailed that additional SWD projects were also being worked on, and that water testing has been the primary priority of the SWD.

Vice-Chair Russo stressed the importance of clean water for the Town, and asked if there was a more specific ARPA request. He also inquired about SWD bonding capacity at this time. Mr. Roy responded that related revenue is dependent on water fees received.

Board Member Schineller asked how the Sudbury water rates compared to other towns, and if water rates could increase without Town Meeting approval. Mr. Sheldon stated that Sudbury water rates are lower when compared to Framingham, and more expensive when compared to the Town of Weston. He indicated that the Sudbury water rate was comparable.

Board Member Dretler asked how many water districts exist in the State. Mr. Roy responded there were over 60 water districts. Board Member Dretler acknowledged the Town of Acton was receiving a total of \$7 million in ARPA funds. She asked what was the priority ask from SWD. Mr. Roy and Mr. Sheldon responded that PFST was the priority.

Chair Roberts stated she was interested in learning more about possible funding sources.

Town Manager Hayes mentioned the Fairbank water main situation was discussed at a recent meeting with Mr. Roy, Mr. Sheldon, himself and Chair Roberts. Aspects of pipe size, portions of piping to be removed, timelines and SWD involvement were covered at the meeting. An Agreement of Understanding between the Town and the SWD was presented. Chair Roberts confirmed she would be reviewing that Agreement within the next few days.

Town Manager Hayes to present the Financial Condition and 3-year Forecast for the Town of Sudbury

Town Manager Hayes presented the “2022 Financial Condition of the Town” as of February 2, 2022. Town Manager Hayes provided related update. The 2022 Financial Condition of the Town included:

- Town Charter Responsibilities
- S&P Very Strong Town Rating in all associated aspects, as of 1/5/2021
- Financial Breakout – OPEB Trust at \$10.9 million, Stabilization Fund at \$5.3 million, Melone Stabilization Fund at \$1.1 million, Capital Stabilization Fund at \$500,000, Free Cash as of 9/14/21 at \$6,584,093
- Town received the Excellence in Financial Reporting Award for the FY2020 Audit Report (FY2021 audit currently in process)
- Town received the Distinguished Budget Presentation Award for the FY2022 Budget
- Budget implications of COVID-19
- Project Financial Forecast as a useful management tool
- Itemized Financial Summary (Projected)
- Revenue Forecasting
- Revenues – major categories of Real Estate & Personal Property Taxes (89%), Intergovernmental Aid (6%), Local Receipts (5%), Other Available Funds (<1%)
- Revenue Projection for FY22 - \$108,195,984
- Expenditure Forecast FY22 Budgeted including Capital Expenditures = \$108,195,984 and FY23 Projected, including Capital Expenditures = \$111,327,701
- Detailed description of Budget Process

Town Manager Hayes also presented the Board with a Free Cash itemized listing dated February 4, 2022, requests totaling \$6,359,391, and remaining balance of \$224,702.

Recess

Chair Roberts read 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; Carty-aye, Schineller-aye, Dretler-aye, Russo-aye, Roberts-aye

VOTED: To recess and resume the meeting at 10:28 p.m.

The Select Board meeting resumed at 10:28 p.m.

Discussion on 2022 Annual Town Meeting Preparation

- Town Meeting articles
- Anticipated FY 23 Free Cash usage
- February 15th Capital Night presentations

Members reviewed the Free Cash Warrant Articles.

Chair Roberts outlined the Capital articles to consider at the CIAC/Finance Committee Joint meeting on February 15, highlighting the priority articles which the Finance Committee has requested to consider first:

- Construction of Fire Station No. 2
- Old Framingham Road/Nobscot Walkway Extension Project
- DPW Trucks/Equipment
- Town Drainage and Roadways
- Bruce Freeman Rail Trail (CPC Articles)

Other Capital Articles detailed by Chair Roberts included:

- ADA Transition Plan
- Filtration Systems for Atkinson Pool
- On-Call Architectural and Engineering “House Doc”

Discussion on 2022 Select Board Goals. Develop deliverables and assign Select Board Goal liaisons

Board Members discussed some liaison roles in consideration of Board Goals:

- Board Member Carty – Transportation, LSRHS Agreement
- Board Member Dretler – BFRT
- Chair Roberts - Fairbank
- Vice-Chair Russo – Sewataro
- Board Member Schineller – Sewataro

Chair Roberts confirmed the Board would review this topic at another meeting, and will consider Town Counsel opinion on formation of subcommittees, etc.

Sewataro/Liberty Ledge Camp Operator/Property Manager Contract Negotiation update

Board Member Carty commented that he would hope to receive a substantive update shortly. Vice-Chair Russo confirmed that he and Sewataro Camp operator Scott Brody mentioned some ideas, and Mr. Brody stated he would contact the Vice-Chair when he returns to Town next week.

Resident Len Simon commented that Board Members Carty and Schineller are making the negotiating role of Vice-Chair Russo more difficult. He reiterated that the major issue involves the use of the swimming pond, and Mr. Brody has not provided any NOI (Notice of Intent) as yet.

Review and possible vote on 2021 Select Board/Town Manager Annual Town Report submission

Board Members reviewed the edits made to the 2021 Select Board/Town Manager Annual Town Report.

Board Member Dretler indicated the Camp Sewataro section was out of balance when compared to the other sections in the Report.

Board Members agreed that the Eversource appeal results should be included in the Report and posted on the Town website.

Chair Roberts read 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; Carty-aye, Dretler-aye, Schineller-aye, Russo-aye, Roberts-aye

VOTED: To approve the Annual Town Report, as edited.

American Rescue Plan Act (ARPA) discussion on next steps including possible public listening session and creation of review criteria

Chair Roberts provided statement of acceptable criteria for funding requests (five categories including infrastructure as recommended by Vice-Chair Russo and Housing recommended by Board Member Dretler).

The five potential primary COVID categories included to be considered in a listening session:

- Health-related hardships
- Financial hardships due to COVID (food and housing)
- Long-term infrastructure
- Inequities exacerbated by COVID
- Other

Chair Roberts confirmed she would send detailed comments to Town Manager Hayes regarding assistance with advertising and posting notice of the ARPA Listening session. Board Member Dretler offered to help organize the public listening process/meeting.

Board Member Carty suggested this topic could be viewed as a Town Forum.

Citizen's Comments

None

Review minutes of 1/4/22 and possible vote to approve minutes

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

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

VOTED: To approve the minutes of 1/4/22, as edited.

Upcoming Agenda Items

Future – March meetings:

- Housing Choice
- LS Agreement update – March 15
- Discussion on legal opinions regarding subcommittees
- Hiring ability
- Executive Session minutes to review
- Letter for Wastewater Agreement by March 11th recommendation by Vice-Chair Russo

Adjourn

Chair Roberts read in the words of the motion. Board Member Schineller moved in the words of the Chair. Vice-chair Russo seconded the motion.

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

VOTED: To adjourn the Select Board Meeting

There being no further business, the meeting adjourned at 12:19 a.m. Wednesday, February 10, 2022.

2/9/22 SB Meeting - Documents & Exhibits

1. Interview candidates Chris Hagger, 233 Nobscot Road, and Shervin Hawley, 250 Old Sudbury Road, for appointment to fill one vacancy on the Historic Districts Commission (HDC). Following interview, vote to appoint _____ to the HDC for a 5-year term expiring 1/1/27. (~20 min.)

Attachments:

- 1.a Chris Hagger Application_SB
- 1.b Shervin Hawley Application_SB
- 1.c Appointment Letter - Chris Hagger 220203

2. Provide update on the progress of Comprehensive Wastewater Management Plan (CWMP) to date. Dan Nason, Public Works Director to attend with a brief presentation by Rosemary Blacquier, Jack Troidl and Scott Medeiros of Woodard and Curran, consultant for the Town. (~25 min.)

Attachments:

- 2.a 2022.02.09 CWMP Update -Select Board Meeting_Final

3. Update from the Sudbury Water District (SWD) on American Rescue Plan Act (ARPA) submissions and Fairbank water main removal. In attendance will be SWD Executive Director Vincent Roy and Board of Water Commissioners Chair Robert Sheldon. (~25 min.)

Attachments:

- 3.a SWD ARPA request presentation 2-9-2022

4. Town Manager Hayes to present the Financial Condition and 3-year Forecast for the Town of Sudbury. (~20 min.)

Attachments:

- 4.a 2022 Town of Sudbury Financial Condition and Forecast 2-9-2022 for SB
- 4.b SB Info - Free Cash list - Meeting 2022 Feb 9

5. Discussion on 2022 Annual Town Meeting Preparation • Town Meeting articles • Anticipated FY 23 Free Cash usage • February 15th Capital Night presentations (~25 min.)

Attachments:

- 5.a ATM ARTICLES UPDATE FOR 2022 - 2-7-22 (004)

6. Discussion on 2022 Select Board Goals. Develop deliverables and assign Select Board Goal liaisons. (~35 min.)

Attachments:

- 6.a Sudbury SB Goal Setting - 2021 Dec 13
- 6.b BOS-Goals-2021

8. Review and possible vote on 2021 Select Board/Town Manager Annual Town Report submission. (~20 min.)

Attachments:

- 8.a 2021 Town Report_for_Feb9_packet w-links

11. Review minutes of 1/4/22 and possible vote to approve minutes.

Attachments:

- 11.a SB_draft1_01.04.22_min_for_review

12. Upcoming agenda items

Attachments:

- 12.a Upcoming items 02.09.22