

SUDBURY SELECT BOARD

TUESDAY, JUNE 28, 2022

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

Present: Chair Charles Russo, Vice-Chair Janie Dretler, Select Board Member Daniel Carty, Select Board Member Lisa Kouchakdjian, Select Board Member Jennifer Roberts, Town Manager Henry L. Hayes, Jr., Assistant Town Manager Maryanne Bilodeau.

The statutory requirements as to notice having been compiled with, the meeting was convened at 7:02 P.M. via Zoom telecommunication mode.

Chair Russo 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, Carty-present, Roberts-present, Kouchakdjian-present, Russo-present

Opening Remarks by Chair

- Two recent Supreme Court rulings
- Two Sudbury performance recognitions from the American Public Works Association to DPW Director Dan Nason and 2022 Young Leader Award given to Kevin McCabe, former employee
- DCR (Department of Conservation and Recreation) awarded \$240,000 to the Town regarding the extension of BFRT; Framingham received some award
- Thanked Henry for his contribution and leadership as Town Manager during a difficult time

Reports from Town Manager

- Congratulated DPW leaders Kevin McCabe (now DPW director for Town of Dover) and Sudbury DPW Director Dan Nason
- Truck mounted aerial mosquito spraying taking place
- Water line repair work at the Fairbank Community Center
- Discussion regarding Eversource Grant of Location project to take place in late July

Reports from Select Board

Vice-Chair Dretler:

- Summarized the recent Frederick Douglass event at the Wayside Inn in commemoration of Juneteenth
- Expressed appreciation and best wishes to Town Manager Henry Hayes
- Echoed receipt of the recently awarded BFRT grant from DCR
- Looking forward to the presentation by LSRHS students regarding proposed availability of feminine hygiene products
- Friends of the Senior Center awarded a foundation grant for the newly constructed Senior Center
- Recognized efforts made by Park & Recreation and Director Dennis Mannone during the Fairbank Community Center construction period

Board Member Carty:

- Provided details regarding the Sudbury 4th of July Parade
- Thanked all at the Wayside Inn Foundation for sponsoring the Frederick Douglass event, the great introduction by Town Manager Hayes and discussion
- Thanked Town Manager Hayes for his contribution to the Town

Board Member Roberts:

- Second Historic Preservation Plan presentation to take place on July 23rd
- Fairbank Community Impact Update posted on Town website, and upcoming project timeline
- Thanked Town Manager Hayes for his work and dedication to the Town

Board Member Kouchakdjian

- Mentioned recent Supreme Court rulings
- Wished Town Manager Hayes the best and thanked him for all his efforts

Citizens Comments

Resident and Protect Sudbury Member Dan Depompei, 35 Haynes Road, spoke of BFRT right-of way. He stated there was no legal record of abandonment of the rail, and the resident/landowners petition supports submission of legal documentation to support abandonment. Mr. Depompei maintained the status of the right-of-way must be defined and asked Select Board Members to sign the petition. He stressed that the Town has ownership interest in the area of the right-of-way.

Resident and Protect Sudbury Member Nick Pernice, 255 Peakham Road, read aloud sections of a letter which he submitted to the Select Board today requesting that Board Members sign the citizen's petition. He stressed that the Select Board has a duty to protect the Town's ownership within this right-of-way. Mr. Pernice stated that Eversource is proceeding with questionable methods regarding installation of transmission lines which poses a threat to the health of the Town.

Resident Rebecca Cutting, 381 Maynard Road, thanked the Select Board for sending a letter to USACE (United States Army Corps of Engineers) regarding difficulties associated with the associated MOU (Memorandum of Understanding) and continued conversation with the Sudbury Historical Commission (SHC). Ms. Cutting expressed concern about signing an MOU document that may destroy resources.

Ms. Cutting mentioned the future of the Haynes Garrison building, which is likely older than the Loring Parsonage and barely outside the limit of work, as is the Section House. She stressed that the transmission line project could be modified and Sudbury could be recognized on the US Historic Registry in consideration of rich rail resources and historical features.

An unidentified individual labeled as Jolie Kroffer, spoke of gas pricing and stated the Town needed to do something as a Town to optimize pipe lines.

Resident Jim Gish, 35 Rolling Lane, mentioned that the SHC was not ready to sign such a MOU, and he hoped that the USACE did not ignore the request to continue conversations with the SHC. He recommended that the SHC and the Select Board seek guidance from an attorney specializing in historical aspects.

Resident and SHC Vice-Chair Diana Warren, 32 Old Framingham Road, indicated she was speaking as a Sudbury resident and asked that the Select Board Members sign the resident/landowners petition in effort to support the historical and archeological resources of the Town.

Resident Ellen Gitelman, 19 Raynor Road, expressed her concern about the waterway within the right-of-way and supported the petition.

Vice-Chair Dretler condemned the racially derogatory comments being blasted in the Chat function by an individual identified as Ben H.

LS Student Proposal Discussion

Present: Olivia Gottlieb, LSRHS Student

Ms. Gottlieb provided a related slide presentation titled “Free Feminine Products” by her and classmate Liv Bigelow. She stressed that such hygiene products should be regarded as a right and not a privilege and should be made available in the school and other public Town buildings.

Ms. Gottlieb mentioned a similar incentive program in Brookline, which started with a \$40,000 start-up allocation for hygiene product dispensing machines and a maintenance fee of \$7,500 annually thereafter.

Ms. Gottlieb thanked Bethany Hadvab, Town Social Worker, for meeting with her recently to discuss various funding options. Ms. Hadvab strongly agreed that such products be installed in Sudbury Town buildings.

Chair Russo suggested the Select Board compose a letter of support. Vice-Chair Dretler offered to assist Ms. Gottlieb with the proposal.

Board Member Kouchakdjian indicated she would like to see all funding options that might be available.

Board Member Carty agreed that the proposal should be regarded as a necessity.

Board Member Roberts recommended that Ms. Gottlieb contact Ms. Sandra Duran, the Town Facilities Director. Vice-Chair Dretler offered to contact staff regarding the process.

Ms. Bilodeau noted that Ms. Gottlieb and her student group might consider reaching out to the School Committee and the Chamber of Commerce as well.

Vote to appoint Interim Town Manager

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

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

VOTED: To appoint Maryanne Bilodeau as Interim Town Manager as of July 1, 2022; in consideration of what was negotiated.

Project Update from Town Manager Hayes

Town Manager Hayes provided updates on principal Town projects including:

Fairbank Community Center – Staff project lead is Facility Director Sandra Duran. Construction has commenced.

Eversource Litigation – Project lead is KP Law.

BFRT Phase 2D – Staff project lead is Environmental Planner Beth Suedmeyer who will soon be making a project presentation for the Select Board.

Town Hall Restoration/Rehabilitation Design (2017 Town Meeting Article 31) – Project lead is the Permanent Building Committee. No changes since last update.

ADA Self-Assessment & Transition Plan

Lead is Town Manager, Human Resources and Facility Director Sandra Duran. Current budget is \$200,000

Comprehensive Wastewater Management Plan (CWMP) Updates

Lead is DPW Director Dan Nason. Mr. Nason will be providing a formal update to the Select Board shortly.

American Rescue Plan Act - ARPA

Lead is the Select Board. Board Members agreed that ARPA allocation letter could be posted on the Town website.

Fire Station No. 2 Phase 1 – Housing/Living/Office Building

Lead is shared by the Facilities Director, Permanent Building Committee and the Fire Department. Town Manager Hayes noted that seven companies have viewed bidding requisites.

Board Members presented related questions.

Recess

Chair Russo suggested that taking a recess earlier in the meeting and shutting down the recording for a period might disengage the Zoom blasts from continuing.

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

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

VOTED: To recess for five minutes and resume the meeting at 8:45 PM

Meeting was resumed at 8:45 PM.

Remote and Hybrid meeting discussion

Present: Mark Thompson, IT Administrator; Lynn Puorro, Executive Director, SudburyTV

Chair Russo confirmed there was strong support for hybrid and remote meetings to continue beyond July 15, 2022.

Mr. Thompson detailed that the company known as IRT provided an estimate of \$78,000 to install hybrid meeting equipment. He presented several equipment options.

Ms. Puorro said the equipment was tested today and it worked very well. She suggested it might be helpful to conduct some mock meetings before making the purchase.

Board Member Kouchakdjian stressed that individuals with disabilities would be more apt to participate in municipal meetings via remote recording or some form of hybrid meeting.

ARPA and other funds reconciliation discussion

Chair Russo opined about allocating \$78,000 of ARPA funds for hybrid meeting equipment.

Board Member Roberts motioned to allocate \$78,000 from ARPA funds for hybrid meeting technology, as presented by IT Director, Mark Thompson. Vice-Chair Dretler seconded the motion.

It was on motion 4-1; Roberts-aye, Kouchakdjian-aye, Carty-no, Dretler-aye, Russo-aye

VOTED: To allocate \$78,000 from ARPA funds for hybrid meeting technology, as presented by IT Director, Mark Thompson

Board Member Carty explained he preferred to wait on the upcoming MA Legislative vote to continue remote meetings.

Vocational Technical School Update

Board Member Kouchakdjian presented an update and noted that because Sudbury withdrew from the Minuteman Vocational School agreement, things have changed. She had reached out to both Sudbury Superintendents, school staff and with the Chair of the Minuteman School Committee. Board Member Kouchakdjian acknowledged that families in Sudbury want a vocational education program.

Board Member Kouchakdjian confirmed she had also contacted the Assabet Vocational School and would continue with further follow-up with that school as well as with Minuteman.

Board Member Carty concurred there was a need for vocational education for Sudbury students and recommended that consideration be given to more schools than just Minuteman.

Chair Russo indicated he wanted to see comparative assessments, and wanted questions posed by the Board to be answered, specifically whether districts were admitting new members, the costs to join, and details on the curriculum differences.

Board Member Kouchakdjian said she would report back to the Board after she reached out to four or five schools in the area.

Board Member Roberts stressed the importance of considering which schools are accepting new students, what the tuition is, and where is the school in proximity to Sudbury.

Update on Status of Town Manager Search Firm RFP

Chair Russo confirmed that the RFP (Request for Proposals) for a Town Manager Search Firm was released, and the Board is waiting to review submissions. He noted that all bids would be submitted by July 21st, and then the evaluation process would begin. He added that depending on the number of bidders it might take longer.

Assistant Town Manager Bilodeau suggested Board members review their summer calendars for meeting availability. Board Member Roberts recognized the time commitment from staff.

Discuss topics to be assigned for Summer 2022 – Select Board Newsletter

Board Members chose the following Newsletter topics:

- Board Member Carty – Sudbury Food Pantry
- Board Member Kouchakdjian – Vocational Education Opportunities
- Chair Russo – Electronic voting at Town Meeting
- Board Member Roberts – Sustainability in light of article 58
- Vice-Chair Dretler - BFRT Update

Town Manager Hayes stated that Newsletter Articles are due by July 18th, and recommended that any related images be presented at the time of article submission.

Vote to review and possibly approve the open session minutes of 5/17/22

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

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

VOTED: To approve the open session minutes of 5/17/22, as edited.

Upcoming Agenda Items

7/12/22 Meeting:

- DEI Commission – potential extension of term
- Comprehensive Wastewater Management Hearing
- Eversource Public discussion– MOA and Service Transportation aspect
- BFRT Decisions

Future agenda items:

- Haynes Meadow House for future meeting - Board Member Kouchakdjian
- Revote the appointment policy – per Board Member Roberts
- Civic project process for students with new Town Meeting articles
- Town Meeting Article 29 Actions – new historic districts

Citizens Comments (cont.)

None

Vice Chair Dretler suggested that Citizen's Comments be called "Resident's Comments" going forward. Board Member Kouchakdjian recommended the title "Public Comment."

Consent Calendar

Vote to approve the FY23 amendment extending the contract between the MetroWest Regional Transit Authority and the Town of Sudbury to provide transportation services for elderly and disabled persons through the Council on Aging effective July 1, 2022, as requested by Debra Galloway, Senior Center Director, said Agreement to be executed by the Town Manager

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

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

VOTED: To approve the FY23 amendment extending the contract between the MetroWest Regional Transit Authority and the Town of Sudbury to provide transportation services for elderly and disabled persons through the Council on Aging effective July 1, 2022, as requested by Debra Galloway, Senior Center Director, said Agreement to be executed by the Town Manager.

Vote to approve the FY23 contract between the Town on behalf of the Goodnow Library (Participant) and Minuteman Library Network, Inc. for the purchase, installation and maintenance of telecommunications equipment provided to the Goodnow Library for participation in the Network, effective July 1, 2022, as requested by the Goodnow Library Director, said Agreement to be executed by the Town Manager

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

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

VOTED: To approve the FY23 contract between the Town on behalf of the Goodnow Library (Participant) and Minuteman Library Network, Inc. for the purchase, installation and maintenance of telecommunications equipment provided to the Goodnow Library for participation in the Network, effective July 1, 2022, as requested by the Goodnow Library Director, said Agreement to be executed by the Town Manager.

Vote to appoint Kathleen Precourt, 63 Harness Lane, to the Sept. 11 Memorial Garden Oversight Committee for a term expiring 5/31/25

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

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

VOTED: To appoint Kathleen Precourt, 63 Harness Lane, to the Sept. 11 Memorial Garden Oversight Committee for a term expiring 5/31/25.

Adjourn

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

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

VOTED: To adjourn the meeting

There being no further business, the meeting adjourned at 11:07 PM

SB Meeting – 6/28/22 - Documents & Exhibits

1. LS student proposal discussion

Attachments:

- 1.a Free Feminine Hygiene Products2
- 1.b Free Feminine Hygiene Products2

3. Project update from Town Manager Hayes

Attachments:

- 3.a KPI - for meeting - 28 Jun 22

4. Remote and hybrid meeting discussion.

Attachments:

- 4.a Zoom Town Meeting Rooms Hybrid Equipment from M Thompson 6-21-22
- 4.b Hybrid Meetings_SudTV

5. ARPA and other funds reconciliation discussion

Attachments:

- 5.a arpa updates
- 5.b ARPA Funds Status 6-14-2022
- 5.c FY22 MeadowWalk Mitigation Status 6-14-2022
- 5.d Quarry North Mitigation Funds Status 6-14-2022

6. Vocational technical school update

Attachments:

- 6.a Vocational Education Summary for Select Board Inquiry 6-23-20022
- 6.b Vocational Education - Enrollment by School FY16-FY22
- 6.c REVISED_Capital_Assessment_Model-AppendixA-RR3V2
- 6.d MinutemanRegionalAgreement-Amended12-27-2019

7. Update on Status of Town Manager Search Firm RFP.

Attachments:

- 7.a TM Search Calendar Gantt v1

8. Discuss topics to be assigned for Summer 2022 - Select Board newsletter. (~10 min).

Attachments:

- 8.a SB Newsletter Previous Topics_06.22.22

9. Vote to review and possibly approve the open session minutes of 5/17/22.

Attachments:

- 9.a SB_draft_5.17.22_min_for_review

10. Upcoming agenda items

Attachments:

- 10.a Upcoming items 06.28.22

12. Vote to approve the FY23 amendment extending the contract between the MetroWest Regional Transit Authority and the Town of Sudbury to provide transportation services for elderly and disabled persons through the Council on Aging effective July 1, 2022, as requested by Debra Galloway, Senior Center Director, said Agreement to be executed by the Town Manager.

Attachments:

12.a Contract Extension FY23

13. Vote to approve the FY23 contract between the Town on behalf of the Goodnow Library (Participant) and Minuteman Library Network, Inc. for the purchase, installation and maintenance of telecommunications equipment provided to the Goodnow Library for participation in the Network, effective July 1, 2022, as requested by the Goodnow Library Director, said Agreement to be executed by the Town Manager.

Attachments:

13.a doc01051720220608161525

14. Vote to appoint Kathleen Precourt, 63 Harness Lane, to the Sept. 11 Memorial Garden Oversight Committee for a term expiring 5/31/25.

Attachments:

14.a Precourt 9.11 Garden Oversight_2022_redacted

14.b Sept 11 appt email