

## SUDBURY SELECT BOARD

TUESDAY, NOVEMBER 1, 2022

(Meeting can be viewed at [www.sudburytv.org](http://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, Interim Town Manager Maryanne Bilodeau

The statutory requirements as to notice having been compiled with, the meeting was convened at 7:01 PM 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: Kouchakdjian-present, Dretler-present, Roberts-present, Carty-present, Russo-present

### **Opening Remarks by Chair**

- Halloween event was great
- Indicated he felt relief, excitement, and gratitude for progress being made with the Town Manager search process

### **Reports from Interim Town Manager Bilodeau**

Interim Town Manager Bilodeau had nothing to add.

### **Reports from Select Board**

#### Vice-Chair Dretler:

Nothing to add; wished to focus on agenda items for tonight's meeting.

#### Board Member Kouchakdjian:

Nothing to add; wished to proceed with tonight's agenda items.

#### Board Member Roberts:

- Great Halloween event in Town
- Mentioned composting of pumpkins in other communities; she suggested Sudbury could consider this program
- DEI Commission "Lived Experiences" project submittals continue through November; Town website has additional information

#### Board Member Carty:

- Saturday, November 5; "Sudbury Doing Good" event at the Goodnow Library from 11:00 AM to 2:00 PM
- HOPEsudbury Telethon and Auction starts Saturday, November 5

- Transportation Committee receiving a grant from Mass Development – Taxi & Livery Support; Sudbury will share the approximately \$220,000 grant award with Acton, Bolton, and Stow

**Public Comment**

No comments

**Community Paradigm Associates to present Town Manager finalist candidates. Also any further discussion needed related to the process**

Present: Bernard Lynch and Sharon Flaherty, CPA (Community Paradigm Associates)

Mr. Lynch reviewed the selection process to include a Town Manager Select Forum on November 7<sup>th</sup> and 9<sup>th</sup>, and Town Manager Candidate Interviews with the Select Board on Saturday, November 12, 2022.

Mr. Lynch detailed that 26 applicant responses were received, and three candidates (Michael McCall, Andrew Sheehan, and Gregory Johnson) would be interviewed by the Select Board.

Board Members concurred that November 19, 2022 would be the alternative interview date, should there be illness on November 12.

**Goal setting discussion and vote**

Present: Mel Klechner, UMass Collins Center

Mr. Klechner highlighted the top 15 Select Board goals, as voted on by the Board at the Goal Setting Meeting on October 24, 2022. He outlined the top five Select Board Goals:

- Investigation of Vocational Education Access Options
- Expand (Normalize) and fund a Transportation Option, especially for vulnerable populations
- Conduct a comprehensive ADA Transition Plan
- Determine funding options for construction of Phase 3A-CSX/Rte 20 of the Bruce Freeman Rail Trail
- Sustainability and Climate Change initiatives; including hiring a Sustainability Coordinator and creation of Climate Mobilization Action Plan

Board Member Carty motioned to approve the top five Select Board goals effective tonight through the next time the Select Board sets and accepts annual goals, as listed in the Select Board packet for November 1, 2022. Vice-Chair Dretler seconded the motion.

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

VOTED: To approve the top five Select Board goals for FY22, as listed in the Select Board packet for November 1, 2022

Chair Russo recommended the assignment of Select Board liaisons to each Select Board Goal. Members assigned the following liaisons:

- Board Member Carty – Expand (Normalize) and fund a Transportation Option, especially for vulnerable populations

- Board Member Roberts - Sustainability and Climate Change initiatives; including hiring a Sustainability Coordinator and creation of Climate Mobilization Action Plan
- Board Member Kouchakdjian - Investigation of Vocational Education Access Options
- Vice-Chair Dretler - Determine funding options for construction of Phase 3A-CSX/Rte 20 of the Bruce Freeman Rail Trail
- Chair Russo - Conduct a comprehensive ADA Transition Plan

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

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

VOTED: To approve the Select Board liaison assignments, as discussed

**Discussion and vote whether to approve letter of support for Sudbury Youth Soccer Association to include in their grant proposal, Expanding Adaptive Soccer Programming and Enrichment in Sudbury, Mass, to The Sudbury Foundation for the January 1, 2023 grant cycle deadline**

Present: Karyn Vostok, 27 Pendleton Road, advocate for TOPSoccer Program; Benjamin Quinto, 15 Pendleton Road, Coordinator for TOPSoccer; Steve O'Keefe, 30 Paddock Way, TOPSoccer advocate and President of Sudbury Youth Soccer.

Board Member Kouchakdjian recused herself.

Mr. O'Keefe explained that the Sudbury Youth Soccer program had been in Sudbury for some 40 years, adding he has been one of the adaptive coach/instructors with the Expanded Adaptive Soccer Program.

The PowerPoint about the Expanded Adaptive Soccer Program was presented to the Select Board.

Ms. Vostok narrated the piece "Adaptive Programs Go Beyond Inclusion," and explained distinctions between adaptive and sport inclusion, and her experience with her son. She stated the program was a way for her son to meet other children with disabilities who want to actively participate in sports such as soccer.

Mr. Quinto stated that soccer was the perfect sport for this type of adaptive inclusion, and Cutting Field has a turf surface which allows for better mobility with a wheelchair. He stressed that children like his son were able to practice sportsmanship, have fun, and learn from their TOPSoccer buddies. Mr. Quinto explained the Program for those 3 to 18 years of age has grown from 7 to 25 athletes with 35 buddies (high school students) and 5 adult volunteers.

Board Members indicated their support of the program, but stated that letters/communications from the Park & Recreation Department, Conservation Department, Commission on Disability, and other Staff members would be important to ensure there are no unknown issues.

Chair Russo confirmed that related discussion would continue once the letters of support were submitted. He stated that the completed Expanding Adaptive Soccer Programming and Enrichment Application would have to be submitted to the Sudbury Foundation by January 1, 2023.

**Public Comment**

Resident Manish Sharma, 77 Colonial Road, asked if all appropriate fees had been submitted, and agreed the Select Board had to take a careful approach.

**Provide an update to the Select Board on the FINAL Comprehensive Wastewater Management Plan (CWMP) and Single Environmental Impact Report (SEIR) and to announce the award of a \$250,000 Housing Choice Grant to the Town of Sudbury to continue groundwater discharge permitting efforts, Mass Historical investigations and additional public outreach for this important wastewater project**

Present: Rosemary Blacquier, Woodward and Curran; Scott Medeiros, Woodard & Curran; Jack Troidl, Woodard & Curran; Dan Nason, DPW Director.

Final Comprehensive Wastewater Management Plan (CWMP) and the Single Environmental Impact Report (SEIR) updates were provided to the Select Board.

Mr. Nason confirmed a \$250,000 Housing Choice State grant was awarded. Mr. Medeiros confirmed additional funding would help keep the project going with the Rte. 20 Corridor being addressed most immediately. Ms. Blacquier mentioned various forms of funding, and that the team would be presented to the Board in December, when the MEPA Certificate comes in.

Mr. Troidl explained the implementation aspects in a phased approach. He emphasized the importance of continued investigations and public outreach regarding CWMP.

Chair Russo reiterated that the CWMP goal was included in the Master Plan.

**Discussion and possible vote on proposed Housing Trust bylaw revisions**

Interim Town Manager Bilodeau confirmed that additional Bylaw information had been included in this evening's Select Board packet. She noted the Bylaw would be presented to Legislators and Town Meeting.

Vice-Chair Dretler motioned to approve the Housing Trust Bylaw, as written in the Packet, and move it forward to the Warrant for 2023 Annual Town Meeting. Board Member Kouchakdjian seconded the motion.

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

VOTED: To approve the Housing Trust Bylaw, as written in the Packet, and move it forward to the Warrant for 2023 Annual Town Meeting

**Vote to NOT exercise the Town's right of first refusal to purchase the deed restricted affordable dwelling unit at 4 Longfellow Road, and to inform the Department of Housing and Community Development**

Chair Russo announced the item was withdrawn.

Interim Town Manager Bilodeau confirmed the item was withdrawn; the seller decided to withdraw the selling option.

**Vote to review and possibly approve the open session minutes of 8/2/22 and 8/3/22**

8/2/22 Minutes

Board Member Kouchakdjian motioned to approve the Minutes of 8/2/22, as edited. Vice-Chair Dretler seconded the motion.

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

VOTED: To approve the Minutes of 8/2/22, as edited

8/3/22 Minutes

Board Member Kouchakdjian motioned to approve the Minutes of 8/3/22, as edited. Vice-Chair Dretler seconded the motion.

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

VOTED: To approve the Minutes of 8/3/22, as edited

**Public Comments (Cont.)**

No comments

**Upcoming Agenda Items**

November 15, 2022

- Interviews with DEI members wishing to continue
- Select Board Town Manager Subcommittee to be chosen
- Sustainability Coordinator Update

November 29, 2022

- Executive Session regarding Town Manager negotiations with Select Board Town Manager Subcommittee

December 6, 2022

- Financial Condition of the Town
- Executive Session

December 20, 2022

- Quarterly KPI Update
- Eversource Update
- Executive Session

**Consent Calendar**

**Vote to Grant a Special Permit to Pete Gottlieb to hold the "Bowker Neighborhood Turkey Trot" on Thursday, November 24, 2022, from 8 AM through approximately 9 AM, subject to compliance with conditions outlined by the Police and Fire Departments, DPW and Park and Recreation, subject to receipt of a certificate of liability**

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

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

VOTED: To Grant a Special Permit to Pete Gottlieb to hold the "Bowker Neighborhood Turkey Trot" on Thursday, November 24, 2022, from 8 AM through approximately 9 AM, subject to compliance with conditions outlined by the Police and Fire Departments, DPW and Park and Recreation, subject to receipt of a certificate of liability

**To approve award of contract and execution thereof by the Interim Town Manager for independent contractor dog/animal control services pursuant to the Request for Proposals and evaluation of said proposals received, said contract to be for an initial period of eleven months with renewal in each of the following two full years at the Town's option, said option to be determined and contracted by the Interim Town Manager or Town Manager; and further, to appoint said contractor as Dog/Animal Control Officer for the Town of Sudbury**

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

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

VOTED: To award contract and execution thereof by the Interim Town Manager for independent contractor dog/animal control services pursuant to the Request for Proposals and evaluation of said proposals received, said contract to be for an initial period of eleven months with renewal in each of the following two full years at the Town's option, said option to be determined and contracted by the Interim Town Manager or Town Manager; and further, to appoint said contractor as Dog/Animal Control Officer for the Town of Sudbury

**Vote to accept the resignation of Karl Pops, 74 Bay Drive, from the Sudbury Housing Trust and send a letter of thanks for his service to the Town**

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

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

VOTED: To accept the resignation of Karl Pops, 74 Bay Drive, from the Sudbury Housing Trust and send a letter of thanks for his service to the Town

**Ratify the vote taken on 10/11/22 and sign the Memorandum of Agreement between the Town of Sudbury and the Sudbury Public Employee Committee (PEC) to provide health insurance through the Group Insurance Commission for another three-year period from July 1, 2023 to June 30, 2026.**

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

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

VOTED: To ratify the vote taken on 10/11/22 and sign the Memorandum of Agreement between the Town of Sudbury and the Sudbury Public Employee Committee (PEC) to provide health insurance through the Group Insurance Commission for another three-year period from July 1, 2023 to June 30, 2026

**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; Roberts-aye, Kouchakdjian-aye, Dretler-aye, Carty-aye, Russo-aye

VOTED: To adjourn the meeting

There being no further business, the meeting ended at 10:07 PM.

## **11/1/22 SB Meeting - Documents & Exhibits**

1. Community Paradigm Associates to present Town Manager finalist candidates. Also any further discussion needed related to the process. Bernard Lynch to attend.

### **Attachments:**

1.a Sudbury Finalist LoT

2. Goal setting discussion and vote. Mel Kleckner from UMass Collins Center to attend.

### **Attachments:**

2.a Memo on 2023 Prioritized Goals

2.b SB 2023 Goal Scoring 10-24-22

3. Discussion and vote whether to approve letter of support for Sudbury Youth Soccer Association to include in their grant proposal, Expanding Adaptive Soccer Programming and Enrichment in Sudbury, Mass, to The Sudbury Foundation for the January 1, 2023 grant cycle deadline. In attendance will be Karyn Vostok, Benjamin Quinto, and Steve O'Keefe from TOPSoccer.

### **Attachments:**

3.a TOPSoccer Sudbury Foundation Grant

3.b Select Board\_TOPS Soccer Support Letter Sample\_Draft

3.c TOPS\_Sudbury Foundation Grant.slides

4. Discussion and possible vote on proposed Housing Trust bylaw revisions.

### **Attachments:**

4.a LSmith\_email\_10.28.22

4.b RE\_Reminder re Updates to Housing Trust Bylaw\_att

4.c KP-#794875-v1-SUDB-\_Draft\_Warrant\_Article-\_Housing\_Trust\_Bylaw (1)

4.d KP-#794918-v1-SUDB-\_Declaration\_of\_Trust\_vs\_\_New\_Bylaw (1)

4.e Housing Trust Minutes 220414

4.f Timeline

4.g KP-#771120-v1-KP-#771026-v1-SUDB-\_Sudbury\_Housing\_Trust\_Opinion

5. Vote to NOT exercise the Town's right of first refusal to purchase the deed restricted affordable dwelling unit at 4 Longfellow Road, and to inform the Department of Housing and Community Development.

### **Attachments:**

5.a 4 Longfellow Road - SB Agenda Request Materials 221101

7. Vote to review and possibly approve the open session minutes of 8/2/22 and 8/3/22.

### **Attachments:**

7.a SB\_draft\_8.2.22\_min\_for\_review

7.b SB\_draft1\_8.3.22\_min\_for\_review

9. Upcoming agenda items

### **Attachments:**

9.a Upcoming items 11.01.22

10. Vote to Grant a Special Permit to Pete Gottlieb to hold the "Bowker Neighborhood Turkey Trot" on Thursday, November 24, 2022, from 8 AM through approximately 9 AM, subject to compliance with



conditions outlined by the Police and Fire Departments, DPW and Park and Recreation, subject to receipt of a certificate of liability.

**Attachments:**

- 10.a Bowker Turkey Trot 2022\_SB
- 10.b Bowker Turkey Trot Dept Feedback 2022

**12.** Vote to accept the resignation of Karl Pops, 74 Bay Drive, from the Sudbury Housing Trust and send a letter of thanks for his service to the Town.

**Attachments:**

- 12.a Pops\_SHT\_resignation

**13.** Ratify the vote taken on 10/11/22 and sign the Memorandum of Agreement between the Town of Sudbury and the Sudbury Public Employee Committee (PEC) to provide health insurance through the Group Insurance Commission for another three-year period from July 1, 2023 to June 30, 2026.

**Attachments:**

- 13.a PEC\_signed\_doc