

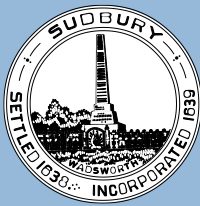
SUDBURY SELECT BOARD  
TUESDAY FEBRUARY 28, 2023  
6:30 PM, ZOOM

Item #	Time	Action	Item
	6:30 PM		CALL TO ORDER
<b>EXECUTIVE SESSION</b>			
1.		<i>VOTE</i>	Vote to enter into Executive Session to discuss strategy with respect to collective bargaining (Dispatchers) if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares (exception 3).
2.		<i>VOTE</i>	Vote to close Executive Session and resume Open Session.
	7:00 PM		Opening remarks by Chair
			Reports from Town Manager
			Reports from Select Board
			Public comments on items not on agenda
<b>MISCELLANEOUS</b>			
3.			Updates related to Eversource Transmission Line project. Eversource representatives in attendance will be Michael Hager, Project Manager; Miles Lang-Kennedy and Megan Aconfora, Project Services; Michael Kane, Community Relations. Select Board discussion could include a recap of recent site walks.
4.			Invitation to comment on Mass Central Rail Trail 25% design virtual public hearing on March 2.
5.			Update on Hybrid meetings. Mark Thompson, Technology Administrator, and Lynn Puorro, SudburyTV Executive Director, to attend.
6.		<i>VOTE</i>	Update on issues with Fairbank Pool dive well (possible chlorine leaks, etc.) including potential costs and funding sources. Also possible vote to appropriate a sum of \$275,500 in ARPA funding to address deteriorated and failed piping, valves and fittings at the Atkinson Lap and Dive pools. In attendance will be Sandra Duran, Dennis Mannone, Craig Blake, Jennifer Pincus.
7.		<i>VOTE</i>	Vote to reallocate the \$268,568.82 of unspent ARPA funding related to the waterline connection replacement affecting the Fairbank property to the Fairbank Community Center project

*These agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Some items may be taken out of order or not be taken up at all. The Chair will strive to honor timed items as best as possible, however, the estimated timing may occasionally be inaccurate.*

<b>Item #</b>	<b>Time</b>	<b>Action</b>	<b>Item</b>
			Owner's Construction Contingency budget to fund unforeseen or previously unknown costs associated with the original (as bid) Fairbank Community Center scope, provided that any unspent funds remaining at the completion of construction of the original scope project would revert back to the Town.
8.		<i>VOTE</i>	Vote to allow the balance of \$233,500 of \$1,000,000 ARPA funding allocated to the Boston Post Rd. Fire Station No. 2 project to remain in place for required utilization in current contractual obligations with the balance to be utilized for unknown/unforeseen conditions which may arise during the project duration.
9.		<i>VOTE</i>	Discussion on 2023 Annual Town Meeting: consent calendar; positions on articles; other.
10.		<i>VOTE</i>	Discussion regarding 2023 Annual Town Election and Annual Town Meeting logistics, process, calendar, and other topics.
11.		<i>VOTE</i>	Vote to review and possibly approve the open session minutes of 8/30/22.
12.			Public Comments (cont)
13.			Upcoming agenda items
<b>CONSENT CALENDAR</b>			
14.		<i>VOTE / SIGN</i>	Vote to sign the Annual Town Election Warrant for March 27, 2023, which must be posted and delivered to residents by March 20, 2023.
15.		<i>VOTE</i>	Review the Select Board Winter 2023 Newsletter articles and approve for distribution.
16.		<i>VOTE / SIGN</i>	Vote to grant a 1-day All Alcohol license to Goodnow Library Foundation, Inc, to accommodate the Annual Goodnow Library Foundation Fundraiser on Friday, May 5, 2023 from 5:00 PM to 8:00 PM at Goodnow Library, 21 Concord Rd, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.
17.		<i>VOTE</i>	Vote to accept the resignation of Richard A. Morse, 47 Maple Avenue, Unit 1101, from the Conservation Commission and the Bruce Freeman Rail Trail Advisory Task Force, and send a letter of thanks for his service to the Town.

*These agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Some items may be taken out of order or not be taken up at all. The Chair will strive to honor timed items as best as possible, however, the estimated timing may occasionally be inaccurate.*



SUDBURY SELECT BOARD

Tuesday, February 28, 2023

**EXECUTIVE SESSION**

**1: Enter Exec Session to discuss Collective Bargaining**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to enter into Executive Session to discuss strategy with respect to collective bargaining (Dispatchers) if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares (exception 3).

Recommendations/Suggested Motion/Vote: Vote to enter into Executive Session to discuss strategy with respect to collective bargaining (Dispatchers) if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares (exception 3).

Background Information:

Financial impact expected:

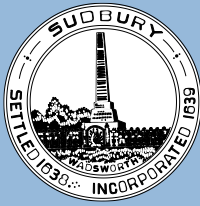
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/28/2023 6:30 PM



SUDBURY SELECT BOARD  
Tuesday, February 28, 2023

**EXECUTIVE SESSION**  
**2: Close Executive Session**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to close Executive Session and resume Open Session.

Recommendations/Suggested Motion/Vote: Vote to close Executive Session and resume Open Session.

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/28/2023 6:30 PM



SUDBURY SELECT BOARD  
Tuesday, February 28, 2023

**MISCELLANEOUS (UNTIMED)**

**3: Updates related to Eversource transmission line project**

REQUESTOR SECTION

Date of request:

Requestor: Chair Russo

Formal Title: Updates related to Eversource Transmission Line project. Eversource representatives in attendance will be Michael Hager, Project Manager; Miles Lang-Kennedy and Megan Aconfora, Project Services; Michael Kane, Community Relations. Select Board discussion could include a recap of recent site walks.

Recommendations/Suggested Motion/Vote: Updates related to Eversource Transmission Line project. Eversource representatives in attendance will be Michael Hager, Project Manager; Miles Lang-Kennedy and Megan Aconfora, Project Services; Michael Kane, Community Relations. Select Board discussion could include a recap of recent site walks.

Background Information:  
attached town dept and water district updates

Financial impact expected:

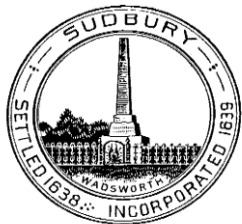
Approximate agenda time requested: 45 minutes

Representative(s) expected to attend meeting: Eversource representatives

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/28/2023 6:30 PM



**TOWN OF SUDBURY**  
*Office of the Asst. Town Manager*

Maryanne Bilodeau  
Asst. Town Manager

278 Old Sudbury Road  
Sudbury, Massachusetts 01776  
Tel: (978) 639-3386  
Email: bilodeaum@sudbury.ma.us

To: Select Board  
From: Maryanne Bilodeau  
Re: Town Department/Sudbury Water District Updates Related to Eversource Transmission Line Project  
Date: February 22, 2023

In preparation for the Eversource Transmission Line Project Update that is scheduled for the February 28<sup>th</sup> Select Board agenda, please see the following comments in regards to how departments are prepared as well as outstanding concerns they may have.

The Town Department Heads, Vin Roy from the Sudbury Water District, and Eversource representatives will be available at your meeting to answer questions.

**Police Chief Scott Nix:**

No updates

**Fire Chief John Whalen:**

The Project team that have been removing the rails have been doing a great job, we get project updates every couple of days from the project manager on what locations they are worked on. The progress seems to be moving along at a good pace, the Fire Dept. has no issues at this time.

**Acting Board of Health Director, Pat Moran:**

No Updates.

**DPW Director Dan Nason:**

No updates since last time.

**Planning and Community Development Director, Adam Duchesneau:**

No Updates to share.

**Public Communications Update from Leila Frank:**

No Updates

### **Conservation Coordinator, Lori Capone:**

The project continues to proceed in strict compliance with permits. Weekly Environmental Compliance Reports are being submitted and are posted on the Commission's Project Page at <https://sudbury.ma.us/conservationcommission/eversource-mass-central-rail-trail-notice-of-intent/>. Three week look aheads are being provided weekly that show what work has been completed and what work is anticipated in each segment. These are also posted to the Commission's Project Page at the link above.

### **Project Status:**

- Tree removal has been completed in all segments, except segments 12 and 13 (Union Avenue to Bridge 127). This work has been undertaken under the direct supervision of the Town's Environmental Monitor and the Conservation Coordinator. The limits of clearing for each segment were reviewed by the Conservation Coordinator with representatives from the Eversource team ahead of tree clearing operations to ensure the limits are clearly marked and to determine trees on the edge of the limit of work that could be saved. All trees and invasive species were chipped and/or loaded into closed containers at their point of origin, closely following felling.
- Rails, ties, and stumps have been removed from Segment 14 (Substation to Bridge 127) and Segments 7 through Segment 10 (Hudson Townline to Horse Pond Road).
- Erosion controls have been installed and inspected in Segment 7 through Segment 10, and Segment 14 (Hudson Town line through Horse Pond Road and Substation to Bridge 127).
- Rough grading is being completed in Segment 14.

### **Time of Year Restrictions:**

Work over the next few months will be dictated by a number of time of year restrictions for various species and habitat areas. A map showing these Time of Year Restrictions can be found on the Eversource Project page on the Commission's website at: [https://s3-us-west-2.amazonaws.com/cdn.sudbury.ma.us/wp-content/uploads/sites/273/2020/10/ConservationCommission\\_2020\\_Nov\\_02\\_supporting\\_materials\\_14.pdf?version=be6ea729c6e8e88a3643905ee7a4e7c1](https://s3-us-west-2.amazonaws.com/cdn.sudbury.ma.us/wp-content/uploads/sites/273/2020/10/ConservationCommission_2020_Nov_02_supporting_materials_14.pdf?version=be6ea729c6e8e88a3643905ee7a4e7c1).

- To protect the Black Racer hibernaculum at the Hudson town line, earth work that would cause vibration was restricted from November 1 to March 31<sup>st</sup>. From April 1 to October 31 work areas will be swept for snakes prior to initiation of work and when traveling through this area.
- To protect the Eastern Box Turtle, a Turtle Protection Plan was developed and approved by the Natural Heritage Endangered Species Program. Through this plan, box and wood turtles are being radio tracked during construction to ensure they are not within the corridor under active construction. From November 1 through March 31 vegetation removal and earthwork can occur without restriction. From April 1 through October 31, daily sweeps are required to ensure the turtles are not within areas of construction and/or travel.
- To protect vernal pool species migration from March 1 through June 1, the Order of Conditions requires the Applicant's Environmental Monitors to conduct sweeps prior to vehicles traveling within the project site within 450 feet of the 15 vernal pools located along the corridor. No construction activities may occur within 450 feet of vernal pools during this time. Syncopated erosion controls are used adjacent to vernal pools to allow amphibians to traverse the corridor to get to their breeding grounds. Additional monitoring from the Town's Environmental Monitor and the Conservation Coordinator will be crucial during this time period to ensure safe passage for critters while preventing silt to leave the construction site through these same openings.

- To protect the Eastern Whip-poor-will during the breeding season, no construction activities are allowed between May 1 and August 1 within Whip-poor-will habitat. The applicant will try to buffer this time restriction by two weeks and not perform work in this segment starting April 15. This habitat is located in Segment 7 from the Hudson town line to just beyond bridge 128.

#### Trail Access During Time of Year Restriction

As you will see from the TOY Restriction plans, most of the Time of Year Restrictions are in Segment 7 (between the Hudson town line and Bridge 128), which is the section most traveled by residents due to the conservation land holdings in this segment. The contractor is permitting access across the corridor in two locations from May 1 through July 31. The two locations are the major trail junction at the Hudson/Sudbury town line and the Desert Trail Loop. These locations are show on this map:

<https://sudbury.ma.us/conservationcommission/wp-content/uploads/sites/273/2022/11/Trail-Closure-Posting.pdf?version=a1e5d3bff7adb9b97ca900ad4b92e16e>

#### **Sudbury Water District Executive Director, Vincent Roy:**

No updates at this time.



# Sudbury-Hudson 115 kV Line Project Update

Sudbury Select Board  
February 28, 2023

# Project Progress and Upcoming Activities

Seg.	Location	Work Completed Oct 2022 – Feb 2023	Work Expected Mar-Apr 2023 (actual work performed may vary)
7	Town Line to Bridge 128	<ul style="list-style-type: none"> <li>Site preparation completed.</li> </ul>	<ul style="list-style-type: none"> <li>No work planned – time of year (TOY) restrictions apply.</li> </ul>
8	Bridge 128 to Dutton	<ul style="list-style-type: none"> <li>Site preparation completed.</li> </ul>	<ul style="list-style-type: none"> <li>No work planned – TOY restrictions apply.</li> </ul>
9	Dutton to Peakham	<ul style="list-style-type: none"> <li>Site preparation completed – except for cuts/fills.</li> </ul>	<ul style="list-style-type: none"> <li>No work planned – TOY restrictions apply in some areas.</li> </ul>
10	Peakham to Horse Pond	<ul style="list-style-type: none"> <li>Site preparation completed – except for cuts/fills.</li> </ul>	<ul style="list-style-type: none"> <li>No work planned.</li> </ul>
11	Horse Pond to Union	<ul style="list-style-type: none"> <li>Site preparation completed – except for rails/ties, and cuts/fills.</li> </ul>	<ul style="list-style-type: none"> <li>No work planned – TOY restrictions apply at entrances.</li> <li>Site preparation and manhole (MH) and/or duct bank installation may continue.</li> </ul>
12	Union to Boston Post	<ul style="list-style-type: none"> <li>Installed construction entrances, removed vegetation &amp; installed erosion controls.</li> </ul>	<ul style="list-style-type: none"> <li>Remove rails/ties, perform cuts/fills.</li> <li>MH and/or duct bank installation may begin.</li> </ul>
13	Boston Post to Bridge 127	<ul style="list-style-type: none"> <li>Installed construction entrances.</li> </ul>	<ul style="list-style-type: none"> <li>Site preparation work.</li> <li>MH and/or duct bank installation may begin.</li> </ul>
14	Bridge 127 to Substation	<ul style="list-style-type: none"> <li>Site preparation completed (in TOY restricted areas)</li> </ul>	<ul style="list-style-type: none"> <li>No work planned in TOY restricted areas.</li> <li>Cuts/fills in non-restricted areas.</li> <li>MH and/or duct bank installation may begin in non-restricted areas.</li> </ul>

Attachment 3.b: S-H\_Select Board Project Update 02.28.23 (5673) : Updates related to

**Site Preparation:** install construction entrances, remove vegetation, install erosion controls, remove rails/ties and cuts/fills.

# Work Zone Progress Photos



Attachment3.b: S-H\_Select Board Project Update 02.28.23 (5673 : Updates related to

*The photos are representative and not necessarily in Sudbury.*



SUDBURY SELECT BOARD  
Tuesday, February 28, 2023

**MISCELLANEOUS (UNTIMED)**

**4: MCRT 25% design**

REQUESTOR SECTION

Date of request:

Requestor: Chair Russo

Formal Title: Invitation to comment on Mass Central Rail Trail 25% design virtual public hearing on March 2.

Recommendations/Suggested Motion/Vote: Invitation to comment on Mass Central Rail Trail 25% design virtual public hearing on March 2.

Background Information:  
see email attached

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/28/2023 6:30 PM

**From:** Jahnige, Paul (DCR) <[paul.jahnige@state.ma.us](mailto:paul.jahnige@state.ma.us)>  
**Sent:** Wednesday, February 22, 2023 12:27 PM  
**To:** Larry Kiernan; Fay, Thomas; Russo, Charlie  
**Subject:** Wayland to Sudbury Rail Trail - Design Hearing

Dear All,

As I hope you are aware, DCR and MassDOT will be holding a 25% virtual Design Public Hearing on March 2 at 6 p.m.

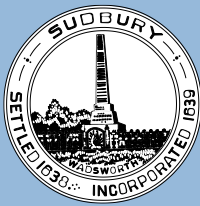
At the end of the script, before general questions, we sometimes recognize particular folks who may want to offer a comment or support form the Town's etc.

Let me know if you (or anyone else from Wayland or Sudbury) may be included to want to do that and I can alert the facilitator.

Thanks Paul

Paul Jahnige, State Park Trails Planner  
Trails and Greenways Section  
Department of Conservation and Recreation  
[paul.jahnige@mass.gov](mailto:paul.jahnige@mass.gov)

Attachment4.a: DCR email (5757 : MCRT 25% design)



SUDBURY SELECT BOARD  
Tuesday, February 28, 2023

**MISCELLANEOUS (UNTIMED)**

**5: Update on Hybrid meetings**

REQUESTOR SECTION

Date of request:

Requestor: Chair Russo

Formal Title: Update on Hybrid meetings. Mark Thompson, Technology Administrator, and Lynn Puorro, SudburyTV Executive Director, to attend.

Recommendations/Suggested Motion/Vote: Update on Hybrid meetings. Mark Thompson, Technology Administrator, and Lynn Puorro, SudburyTV Executive Director, to attend.

Background Information:  
attached memo

Financial impact expected:

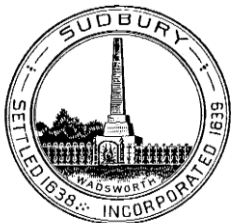
Approximate agenda time requested:

Representative(s) expected to attend meeting: Mark Thompson and Lynn Puorro

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/28/2023 6:30 PM



**TOWN OF SUDBURY**  
*Office of the Town Technology Department*

Mark Thompson  
Technology Administrator  
[thompsonm@sudbury.ma.us](mailto:thompsonm@sudbury.ma.us)

278 Old Sudbury Road  
Sudbury, Massachusetts 01776  
Tel: (978) 639-3307  
Fax: (978)443-1033

Date: February 24, 2023  
To: Select Board  
From: Mark Thompson, Technology Administrator  
Subject: ARPA Funds – Hybrid Meeting Rooms Update

The Select Board awarded \$78,000 in ARPA funds to outfit seven meeting sites with equipment capable of producing hybrid meetings with both onsite and Zoom participants attending the same meeting. The equipment has been ordered and a delivery/assembly date for this equipment has been scheduled for February 28, 2023. The vendor, Valley Communications will deliver the equipment to each meeting location and then start the assembling process from February 28<sup>th</sup> through March 3<sup>rd</sup>. The assembling process for each location will consist of putting together the cart, mounting the TV and Poly Studio to the cart. Configuration of the Poly Studio will be done by Sudbury IT Staff. The Flynn Building – Silva meeting room and the Police Station first floor meeting room will not have a cart, instead the equipment will be mounted to the wall in each location.

Location	Video Conferencing	Assembly		Wall   Cart	Wall   Cart		TV Size	TV Cost	Total
		Delivery	VC Cost		Cost	Cost			
DPW	Poly Studio X50	\$ 2,120.64	\$ 3,329.71	Chief Cart MPAUB	\$ 2,028.35	75"	\$1,414.31	\$ 8,893.01	
Flynn	Poly Studio X50	\$ 2,831.34	\$ 3,329.71	Wall Mount	\$ 1,167.14	86"	\$2,400.00	\$ 9,728.19	
Park and Recreation	Poly Studio X50	\$ 2,120.64	\$ 3,329.71	Chief Cart MPAUB	\$ 2,028.35	75"	\$1,414.31	\$ 8,893.01	
Library	Poly Studio X70	\$ 2,120.64	\$ 6,434.71	Chief Cart MPAUB	\$ 2,028.35	86"	\$2,506.31	\$ 13,090.01	
Police	Poly Studio X70		\$ 6,434.70	Wall Mount		86"	\$2,739.30	\$ 9,174.00	
Senior Center	Poly Studio X70	\$ 2,120.64	\$ 6,434.70	Chief Cart MPAUB	\$ 2,028.35	86"	\$2,506.32	\$ 13,090.01	
Town Hall	Poly Studio X70	\$ 3,413.53	\$ 6,434.71	AVFI Cart MC1000-XL	\$ 3,017.83	86"	\$2,587.50	\$ 15,453.57	
<b>Totals:</b>		<b>\$ 14,727.42</b>	<b>\$ 35,727.95</b>		<b>\$ 12,298.37</b>		<b>15,568.05</b>	<b>\$ 78,321.79</b>	
								Remaining: \$	(321.79)

Valley Communications have informed us that the cart ordered for the Town Hall will not arrive until the end of March which will delay the hybrid capability in the lower Town Hall. The Police Station setup is still being designed by Valley Communications. We have received the Poly Studio equipment for that site, but the television although ordered has not yet been delivered. As you can see we have expended \$322 more than what was allotted for this project. I anticipate approximately \$5,000 in assembly and wall mounting costs when the final design for Police is completed.

The IT Department will be working on configuring the hybrid equipment beginning on March 6<sup>th</sup> and integrating this equipment with our current Zoom accounts.

We are confident that five of the seven hybrid meeting locations will be ready for use by the end of March. The Police and Town Hall should be online by the middle to end of March, depending on Valley Communications' schedule.



## SUDBURY SELECT BOARD

Tuesday, February 28, 2023

**MISCELLANEOUS (UNTIMED)****6: Update on issues with Fairbank Pool dive well****REQUESTOR SECTION**

Date of request:

Requested by: Patty Golden

Formal Title: Update on issues with Fairbank Pool dive well (possible chlorine leaks, etc.) including potential costs and funding sources. Also possible vote to appropriate a sum of \$275,500 in ARPA funding to address deteriorated and failed piping, valves and fittings at the Atkinson Lap and Dive pools. In attendance will be Sandra Duran, Dennis Mannone, Craig Blake, Jennifer Pincus.

Recommendations/Suggested Motion/Vote: Update on issues with Fairbank Pool dive well (possible chlorine leaks, etc.) including potential costs and funding sources. Also possible vote to appropriate a sum of \$275,500 in ARPA funding to address deteriorated and failed piping, valves and fittings at the Atkinson Lap and Dive pools. In attendance will be Sandra Duran, Dennis Mannone, Craig Blake, Jennifer Pincus.

**Background Information:**

The Atkinson pools' existing piping, valves, fittings and grout are original to the pool and are in various states of deterioration and failure. Currently, the pools are experiencing notable leaking. In mid-January 2023, divers conducted leak detection inclusive of dye testing along with pressure testing of the gutter line, pool return lines and main drain trunk line. A visual inspection of the pool and surrounds were also performed. The findings of this inspection included failures of the return line, drain line and valves in the lap pool. The main drain, skimmer line, return line, backwash linkage and valves associated with the dive pool all failed pressure testing. The valves within the mechanical room for both the lap and dive pools are past their useful life and are no longer functioning properly. Both pools have missing grout within the tile surfaces and require re-grouting. This scope of work and associated funding request is not part of the current Fairbank Community Center Project.

This request is to ensure that we can address the most urgent needs of the pool as part of the current construction renovation of the pool area scheduled for June 2023. An extension of time is expected but the exact amount of time is not known at the time of this request.

Financial impact expected: \$495,000

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Financial impact expected:

Approximate agenda time requested:



Representative(s) expected to attend meeting: Sandra Duran, Dennis Mannone, Craig Blake, Jennifer Pincus

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

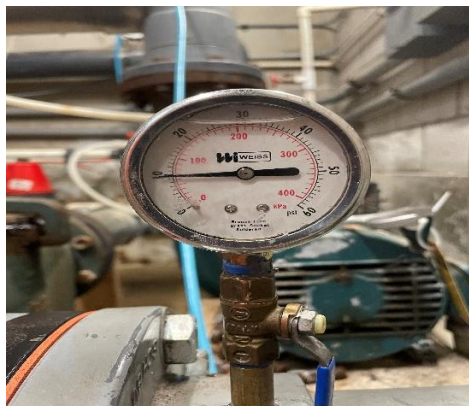
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## Findings Report - Pressure Testing and Dive of Pools at Sudbury Fairbanks

### Lap Pool Findings-

On January 18, 2023, the Lap pool was leak detected by diver and dye testing along with pressurizing the gutter line, the pool returns line and the main drain trunk line.

- 1- The main drain trunk line was pressurized using the blind flange method and pressurizing the lines to 10 PSI of air. The line held pressure for over twenty minutes with out any loss of pressure. We would consider this line good from test results. Please note that this isolation valve for the main drain needs to be replaced as it is worn and valve blades no longer close the valve fully and are extremely worn.



- 2- The gutter drop trunk line was pressurized using the same blind flange method and pressurized the line to 10 lbs of air pressure. The line held pressure we would consider this line good. Please note the check valve within the line along with the valve is in need of replacement, subsequently the change order for the replacement of the check valve was done. The new check valve was installed on January 23, 2023. A useable second hand valve was installed so the line valve would be usable. Old valve left on site per Town.

- 3- The return line was pressurized with air introduction into the injection ports and valving off up stream. A test pressure could not be originated, as the line was compromised in multiple spots as found was air introduction started.



The breaks are big enough were as the pipe in spots



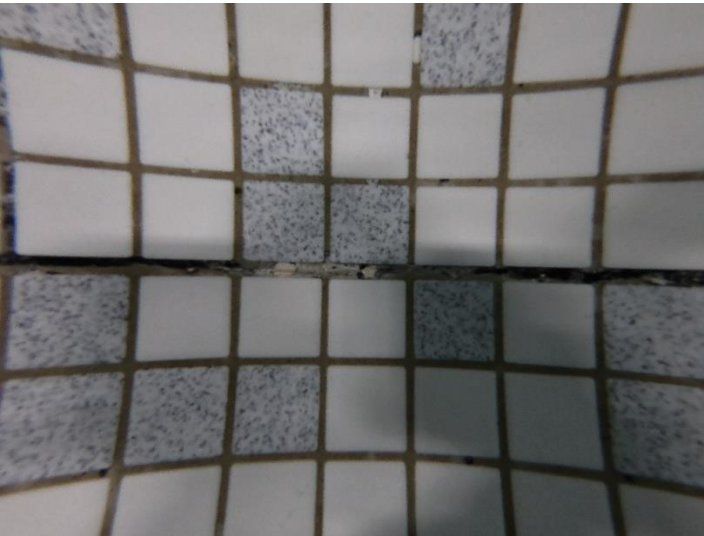
is completely gone.

This appears to be a result of the brackets for the plumbing rusting off and the weight of the pipe and angle of the run with the lessened support, the weight seemingly caused the pipe to snap back. Recommendation is to replace the line between the two pools within the gutter and retest for any remaining or possible issues. This is a significant water loss as the gutter trough was full upon arrival and water dumping out the overflow.

- 4- There was a 3" plumbing line at the bottom of the trough near the gutter drop that was un-identified and would require a "as built" to identify the line and it's end location.



- 5- The diver noted multiple areas within the pool floor where areas of grout is completely missing.



- 6- Areas around the return inlets have voids behind the tile face and some seep dye. Some have rotted out concrete. Recommended to re-pair areas of rot and re-pack and correctly pipe penetrations from front and back side.



Attachment6.a: Sudbury Fairbanks\_ Report of testing Findings (5744 : Update on issues with Fairbank Pool dive well)

## Diver Pool Findings –

On January 17, 2023, the Divers Pool was dove and leak detected and the lines pressurized. The lines tested were the returns, the main drain trunk line and the skimmer lines.

- 1- The main drain was pressurized using air plugs and air to pressure the system. The system was pressured to 20 lbs of air and lost pressure consistently over the testing time. Once pressure reached the 20 lbs the air was stopped, and the test showed loss of pressure at a rate of 1lb per minute.



- 2- The Skimmer line was tested to 20 lbs of pressure and the test result showed the skimmer leaking at a rate of 1lb per two minutes.



- 3- The returns were also pressured using the injection port to introduce the air, and fill system to 20 lbs of pressure. The returns lost 1 lb of pressure over ten minutes. This would be considered a very slow leak, possible at a wall fitting or embedded area.
- 4- It should be noted that the backwash linkage is in need of replacement and the valves no longer fully close due to the internals of the valves being aged and corroding away, this is causing water loss out of the back wash line. This loss is estimated at 15-18 gph.



In our recommendation it should be noted that both pools need a fully new grout within the pools and the return penetrations be parged and fittings addressed. The valves within the mechanical room on both the lap and dive pools should all be replaced.

If you have any questions regarding these findings please feel free to contact me at [porcellos@wseinc.com](mailto:porcellos@wseinc.com).

Steve Porcello PM

**From:** craig blake <[craighedwardblake@comcast.net](mailto:craighedwardblake@comcast.net)>  
**Sent:** Thursday, February 23, 2023 9:31 AM  
**To:** Town Manager <[townmanager@sudbury.ma.us](mailto:townmanager@sudbury.ma.us)>; Select Board <[SelectBoard@sudbury.ma.us](mailto:SelectBoard@sudbury.ma.us)>  
**Cc:** Jones, Elaine <[JonesE@sudbury.ma.us](mailto:JonesE@sudbury.ma.us)>; Duran, Sandra <[DuranS@sudbury.ma.us](mailto:DuranS@sudbury.ma.us)>; Whalen, John <[WhalenJ@sudbury.ma.us](mailto:WhalenJ@sudbury.ma.us)>; [jenkpincus@gmail.com](mailto:jenkpinus@gmail.com)  
**Subject:** Final Reallocation of ARPA Funds to Address Atkinson Pool Drain Repair

Sudbury Select Board Members and Town Manager,

The Agenda for the February 7, 2023 Select Board Meeting included discussions of the recently documented deteriorated and failed piping, valves and fittings at the Atkinson Lap and Dive pools, the reallocation of \$268,568.82 of unspent ARPA funding related to the replacement of a waterline encountered during the construction of the Fairbank Community Center (FCC), and the reallocation of \$233,500 of unspent ARPA funding originally allocated to the Fire Station No. 2 Addition project. The Atkinson Pool discussion informed the Select Board that the estimated cost to repair the Atkinson Pool piping was \$275,000 and that one option for funding the timely repair was to fund the repair with ARPA funds being managed by the Select Board. At the conclusion of the discussion of these three items, the Select Board tasked the Permanent Building Committee (PBC) with making a recommendation to the Select Board on reallocating the unspent and unallocated ARPA funds to best ensure the successful completion of the three capital projects.

The reallocation of ARPA funds was discussed at the February 9, 2023 Permanent Building Committee Meeting, along with the relative financial risks associated with both the Fire Station No. 2 Addition project and the FCC project. In the absence of Fire Chief Whalen, who was unable to attend the PBC meeting, the Permanent Building Committee voted to recommend to the Select Board that the \$275,000 Atkinson Pool Repair project be funded by reallocating \$233,000 of unspent ARPA funds from the Fire Station No. 2 Addition project and allocating \$42,000 from the Unallocated ARPA account managed by the Select Board, contingent on the Fire Chief's approval of said recommendation. A critical component of the recommendation is that the \$268,568.82 of unspent ARPA funding related to the replacement of a waterline encountered during the construction of the FCC be reallocated to the Owner's Construction Contingency budget to fund unforeseen or previously unknown costs during the construction of the FCC.

Paramount to the PBC discussion of the various available ARPA funding options was the PBC's responsibility for the successful completion of both the Fire Station No. 2 Addition project and the FCC project while addressing the third capital project (Atkinson Pool Repair). The PBC evaluated the status of the Fire Station No. 2 Addition project and the FCC project, both currently under construction and attempted to predict if any future previously unknown costs encountered during construction could be funded out of the Owner's Contingency budget for each project.

Recognizing that predicting the future is at best an educated guess, the following points were taken into consideration by the PBC in making our recommendation to reallocate the \$233,000 unspent ARPA funding from the Fire Station project to the Atkinson Pool Repair project:

- The Fire Station project is a relatively simple wood-frame construction project on a relatively small parcel.



- The Fire Station Owner's Contingency budget is \$546,000 (5% of Construction), not including any additional ARPA funding.
- The greatest potential for encountering unknown conditions on a construction project is during subsurface excavation and during demolition of existing structures. The Fire Station foundation has been constructed without encountering unsuitable soils and there is no demolition associated with the Fire Station Addition project.
- The Fire Station is approximately 15% complete (based on incurred cost to date) and there has been only one contract change order, a \$2,335.45 credit given by the contractor concerning a lighting fixture change.
- To date, there have been very few Requests for Information (14 RFIs) from the contractor signifying the scope of the proposed work and the associated cost to construct the scope are fairly well agreed to by all parties.
- Currently, there are no (0) Pending Change Order Proposals that would have the potential of depleting the Owner's Contingency budget for the project.

Subsequent to the PBC meeting and when presented with the information above, Fire Chief Whalen gave his approval to the reallocation of the \$233,000 ARPA funds to the Atkinson Pool Repair project in consideration of the greater good for the Town.

The PBC's recommendation that the \$268,568.82 of unspent ARPA funding related to the replacement of a waterline encountered during the construction of the FCC be reallocated to the FCC Owner's Construction Contingency budget and that the remaining funding (\$42,000) for the Atkinson Pool Repair project (\$275,000-\$233,000) come from the Select Board's Unallocated ARPA fund is also made based on the PBC's best guess as to the cost to successfully complete the FCC project. Factors taken into account in making the recommendation include:

- The FCC is a complex construction project involving 3 highly involved user groups, i.e. Senior Center, Park & Rec and Sudbury Schools.
- Construction is to be completed while preserving user group program to the extent possible.
- Initial excavation activities at the site encountered unsuitable soils that required additional costs for disposal and replacement.
- Inadequate "as-built" drawings associated with the original Atkinson Pool construction have led to encountering previously unknown buried utilities and associated additional costs.
- To date, the project is approximately 30% complete and there have been six (6) approved change orders that have added a total of \$168,175.99 to the project cost due to changed conditions. The approved change orders depleted the available Owner's Contingency budget by approximately \$168,000.
- To date, there have been 190 RFIs generated by the contractor asking for clarification on project scope, indicating some uncertainty on contractor's part as to project scope and associated project cost. This uncertainty potentially leads to negotiations with contractor as to what work was included in the contractor's original bid price for the project.
- Currently there are 25 Change Order Proposals (COPs), which address potential changed conditions in the eyes of the contractor, totaling \$485,615.16, being negotiated by the FCC project team. The COPs pose a potential liability on the Owner's Contingency budget of approximately \$485,000.
- At the start of 2023, the projected average monthly Contingency "Burn Rate", i.e. remaining Owner's Contingency budget divided by the remaining project duration, was \$39,500 per month remaining. The January-February COPs totaled \$257,153.

Based on the above detailed project history and uncertainties, the PBC voted to recommend in the best interest of the FCC and the Town to leave the unspent \$268,568.82 ARPA allocation with the FCC and use \$42,000 from the Select Board's Unallocated ARPA fund to fund the remainder of the Atkinson Pool Repair project.

To summarize the PBC recommendation concerning ARPA fund allocation for the Fire Station No. 2 Addition project, the Fairbank Community Center project and the Atkinson Pool Repair Project:

Atkinson Pool Repair - ARPA Funding \$275,000 (\$233,000 from Fire Station Allocation - \$42,000 from Unallocated Fund)

Fire Station No. 2 - Transfer \$233,000 ARPA allocation to Atkinson Pool Repair Project

Fairbank Community Center - Transfer \$268,568.82 ARPA allocation to Owner's Contingency Budget

Thank you for your consideration of this PBC recommendation.

Craig Blake  
Co-Chair Permanent Building Committee



SUDBURY SELECT BOARD  
Tuesday, February 28, 2023

**MISCELLANEOUS (UNTIMED)**

**7: Reassign unused ARPA waterline funding to Fairbank Project**

REQUESTOR SECTION

Date of request:

Requestor: Craig Blake, Permanent Building Committee Co-chair

Formal Title: Vote to reallocate the \$268,568.82 of unspent ARPA funding related to the waterline connection replacement affecting the Fairbank property to the Fairbank Community Center project Owner’s Construction Contingency budget to fund unforeseen or previously unknown costs associated with the original (as bid) Fairbank Community Center scope, provided that any unspent funds remaining at the completion of construction of the original scope project would revert back to the Town.

Recommendations/Suggested Motion/Vote: Vote to reallocate the \$268,568.82 of unspent ARPA funding related to the waterline connection replacement affecting the Fairbank property to the Fairbank Community Center project Owner’s Construction Contingency budget to fund unforeseen or previously unknown costs associated with the original (as bid) Fairbank Community Center scope, provided that any unspent funds remaining at the completion of construction of the original scope project would revert back to the Town.

Background Information:

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Of the \$400,000 allocated to the waterline connection replacement affecting the Fairbank property construction project, the re-appropriated funding balance will add \$268,568,82 to the Fairbank Community Center budget.

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Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

- Select Board Office                      Pending
- Town Manager's Office                  Pending
- Town Counsel                              Pending
- Select Board                                Pending
- Select Board                                Pending

02/28/2023 6:30 PM

**From:** [craig.blake](#)  
**To:** [Bilodeau, Maryanne](#)  
**Cc:** [Jones, Elaine](#); [jenkpincus@gmail.com](mailto:jenkpincus@gmail.com)  
**Subject:** Fairbank Community Center - Reservation of ARPA Funding  
**Date:** Wednesday, December 14, 2022 10:40:08 PM

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Interim Town Manager Maryanne Bilodeau,

In May 2022, the Sudbury Select Board reserved \$400,000 of ARPA funding to address the removal of a 10" diameter Asbestos-Cement (AC) water main that was originally installed by the Sudbury Water District and was found to be in conflict with the new Fairbank Community Center. The 10" water main provided a water distribution system connection for the Sudbury Water District between Hudson Road and Fairbank Road. The existence of the water main and the associated conflict were unknown to the project design team during the preparation of the Fairbank Community Center design and contract documents and therefore the removal of the water main was outside the scope of the contracted construction project and associated budget.

The Select Board reserved \$400,000 of ARPA funding to cover the unbudgetted costs associated with the abatement and removal of the 10" water main and the design and construction of a new water main in Hudson Road that would provide a replacement for the eliminated Hudson Road - Fairbank Road water connection.

The total costs incurred by the Town to remove the 10" AC water main and construct a new water main in Hudson Road that provided the necessary Hudson Road - Fairbank Road water connection replacement are summarized below:

AC Water Main Asbestos Abatement	\$ 15,887.50
AC Water Main Removal	\$ 20,475.00
Town Share of Hudson Road Water Main Design	\$ 15,900.00
Town Share of Hudson Road Water Main Construction	<u>\$ 79,168.68</u>
Total 10" Water Main Removal Cost to Town	\$ 131,431.18
Difference between Total Cost and ARPA Reservation (\$400,000)	\$ 268,568.82

Given the current continuing uncertainty in the construction market, the continuing increase in costs of building materials and furnishings associated with the construction of the original scope of the Fairbank Community Center and the additional unforeseen construction costs that have and will be encountered during the construction of the Fairbank Community Center, it is requested that the \$268,568.82

remaining from the Water Main ARPA reservation be reassigned to the Fairbank Community Center Owner's Construction Contingency. Unforeseen additional costs, beyond the 10" water main related costs, incurred to date to construct the Fairbank Community Center have included:

- additional excavation and structural fill required when site was flooded due to excavation of unknown pressurized water main;
- removal of "blob" of concrete encountered during excavation at the existing building entry; and
- additional excavation of unsuitable soil and additional structural fill required due to buried debris-laded soils encountered during foundation excavation.

The reassignment of the ARPA funds would be made with the understanding that the Contingency would be used to fund unforeseen or previously unknown costs associated with the construction of the original (as bid) Fairbank Community Center scope only. Any unspent funds remaining at the completion of construction of the original scope project would revert back to the Town.

The Permanent Building Committee (PBC) looks forward to working with the Select Board to the successful completion of the Fairbank Community Center project with the Fairbank Community Center being constructed in the most cost-effective and efficient manner available to the Town of Sudbury. Should you or the Select Board require any additional information concerning the project before deciding the fate of the ARPA funding please do not hesitate to contact the PBC.

Thank you for your consideration,

Craig Blake  
Co-Chair Permanent Building Committee

Town of Sudbury  
 ARPA Funds  
 December 13, 2022

Total Allotment:	5,875,013.78
Distributions Received as of 12/13/2022:	5,875,013.78
Final Distribution*	-

\* Final Distribution received 9/29/22

Select Board Allocations (as of 12/13/2022):

Project	Allocation	Exenditures	Unexpended	Leftover
ARPA Consultant (Powers & Sullivan) <i>voted Jan. 4, 2022</i>	40,000.00	-	40,000.00	40,000 not needed
Additional Social Worker Services	170,000.00	-	170,000.00	
Basic needs gift cards (Jail Diversion Prog., Senior Center, Social Work Dept)	20,000.00	14,535.95	5,464.05	
Mental Health Counselor	166,000.00	-	166,000.00	
Health - Nursing Services (re-purposed from COVID-19 test kits)	50,000.00	8,565.80	41,434.20	
SPS: Summer academic program	620,000.00	209,521.14	410,478.86	
SPS: Social and Emotional Learning	420,000.00	21,733.20	398,266.80	
LSRHS: Ventilation system upgrades	100,000.00	-	100,000.00	
Fairbank Community Center: Water line replacement	400,000.00	131,431.18	268,568.82	268,568.82 PBC asking to keep for contingency \$
Fire: Equipment ( <del>stretcher</del> -reallocated to a rescue boat 2/7/23, stair chair, CPR machine)	55,000.00	20,319.44	34,680.56	
Fairbank Community Center construction funding to provide contingency funds/other funding in light of higher project bidding results	1,600,000.00	-	1,600,000.00	
HOPEsudbury Community Resource Fund	75,000.00	33,250.00	41,750.00	
Police - Medical Equipment	9,500.00	-	9,500.00	
Health - Sudbury Community Food Pantry COVID-19 mitigation	100,000.00	100,000.00	-	
Fire Station #2 living/office addition increased project costs	1,000,000.00	-	1,000,000.00	233,500 PBC asking to keep for contingency \$
Health - Funds to hire a consultant/trainers to assist with development of the DEI Commission's mission and action steps.	15,000.00	-	15,000.00	
Housing - COVID Small Grant Program for deferred maintenance due to COVID loss of income, available to homeowners and small landlords (\$75k):	75,000.00	-	75,000.00	

Attachment 7.b: ARPA Status for KPI Discussion 2-28-23 (5741 : Reassign unused ARPA waterline funding to Fairbank Project)

Housing - Mortgage Assistance program (\$75k), <del>providing two months of mortgage principal assistance;</del> and <b>REALLOCATED on 12/20/22 to Sudbury Rent Relief Program</b>	75,000.00	-	75,000.00
Police - Body Camera/Cruiser Camera Program	150,000.00	-	150,000.00
Consultant - Economic Development Consultant	35,000.00	-	35,000.00
Info Systems - Website - scan of all documents	35,000.00	6,500.00	28,500.00
Info Systems - Website - skilled web developer	40,000.00	474.38	39,525.62
Fire - Opioid impacts offset	12,500.00	-	12,500.00
Housing - Tenant rental assistance program for residents impacted by COVID (\$125k):	125,000.00	4,848.00	120,152.00
Park & Rec - 2021 Ford Transit Passenger Van	225,000.00	-	225,000.00
Hybrid Meeting Equipment	78,000.00	-	78,000.00
FB Community Center AV Design \$	\$13,460.00		
<b>Total Allocated Projects (as of 12/13/2022)</b>	<u>5,704,460.00</u>	<u>551,179.09</u>	<u>5,139,820.91</u>

Sudbury Rent Relief Program

Unalloctated (as of 12/13/2022) 170,553.78

Allocated as of 11/16/2022	5,704,460.00
Expenditures as of 11/16/2022	551,179.09
Unexpended as of 11/16/2022	<u>5,153,280.91</u>

	Submitter	Proposed Project	One-Time or Ongoing Expense (length)	Cost Estimate	Russo	Dretler	Carty	Roberts	Kouchakdjian	TOTAL	NOTES / ALLOCATED?	3834013	
Approved - Fairbank Community Center	Select Board Member Roberts	Fairbank Community Center construction funding to provide contingency funds/other funding in light of higher project bidding results	Left-over funding from Water Main allocation could be considered	\$1,600,000	5	5	0	5	5	20	Yes	\$1,600,000	\$2,234,013
Approved - Hope Sudbury Community Resource	Resident	HOPEsudbury Community Resource Fund		\$75,000	5	3	5	5	5	23	Yes, confirm eligibility of donation of ARPA funds to a 501c3 with Powers & Sullivan	\$1,675,000	\$2,159,013
Approved - Police Medical Equipment	Police Dept	Police - Medical Equipment	One-time	\$9,500.00	0	3	5	3	5	16	Yes	\$1,684,500	\$2,149,513
Approved - Sudbury Community Food Pantry	Executive Director/Board of Direct	Health - Sudbury Community Food Pantry COVID-19 mitigation		\$100,000	5	3	5	3		16	Yes	\$1,784,500	\$2,049,513
Approved - Fire Station #2 Living/Office additional project costs	Fire Dept	Fire Station #2 living/office addition increased project costs	One-Time	\$1,000,000	0	3	3	5	5	16	Yes, subject to checking f	\$2,784,500	#REF!
Approved - DEI Commission Train	Health Department	Health - Funds to hire a consultant/trainers to assist with development of the DEI Commission's mission and action steps.	One-time	\$15,000.00	5	3	5	3	5	21	Yes - allocation yes, clarity on timing of expenditure based on committee membership changes	\$1,015,000	\$2,819,013
Approved - Housing Trust - COVID Small Grant Program	Sudbury Housing Trust	Housing - COVID Small Grant Program for deferred maintenance due to COVID loss of income, available to homeowners and small landlords (\$75k):	One-time	\$75,000.00	5	3	1	3	3	15	yes	\$2,874,500	\$959,513
Approved Housing - Mortgage Assistance Program	Sudbury Housing Trust	Housing - Mortgage Assistance program (\$75k), providing two months of mortgage principal assistance; and	One-time	\$75,000.00	5	3	1	3	3	15	yes	\$2,949,500	\$884,513
Approved - Police - Body Camera/Cruiser Program	Police Dept	Police - Body Camera/Cruiser Camera Program	Ongoing	\$150,000.00	1		5	3	5	14	Yes? grant received? Has this amount been reduced? Question to Chief Nix. Will this be recurring cost? Annual?	\$3,099,500	\$734,513
Approved - Economic Development Consultant	Planning & Community Development Department	Consultant - Economic Development Consultant	One-Time	\$35,000	3		3	3	5	14	Still a current request? Could this be allocated in a later year (imminent need)? Is there bandwidth to manage this?	\$260,000	\$3,574,013
Approved - IT - Document Scanning	Commission on Disability	Info Systems - Website - scan of all documents		\$35,000	3		3	3	5	14	Yes	\$3,169,500	\$664,513
Approved - IT - Skilled Web Developer	Commission on Disability	Info Systems - Website - skilled web developer		\$40,000	3		3	3	5	14	yes	\$3,209,500	\$624,513
Approved - Opioid Impacts Offset	Fire Dept	Fire - Opioid impacts offset		\$12,500.00	0		5	3	5	13	Yes	\$3,222,000	\$612,013
Approved - Housing - Rental Assistance Program	Sudbury Housing Trust	Housing - Tenant rental assistance program for residents impacted by COVID (\$125k):	One-time	\$125,000.00	3	3	1	3	3	13	Yes	\$3,347,000	\$487,013
Approved - Park & Recreation Passenger Van	Park & Recreation	Park & Rec - 2021 Ford Transit Passenger Van	One Time On Going Expe	\$100,000	5	3	0	5		13	Yes. would this be an wheelchair accessible van?	\$3,447,000	\$387,013
	Fire Dept	Fire - Purchase of portable two-way radios		\$60,000.00	0		3	3	5	11			

Attachment 7.c: Copy of ARPA - Sudbury compiled requests listing from Website 6-24-22 (5741) : Reassign unused ARPA waterline funding to



Fire Dept	Fire - New record management system (RMS) for the Fire Department		\$20,000.00	0	3	3	5	11		
Police Dept	Police - Town Fiber Project	On-time	\$11,500.00	3	5	3		11		
Information Systems	IT - Hybrid Zoom Meeting Equipment for Small/Medium Meeting Rooms	One-Time	\$18,000	5	3	3		11	Updated 6/22/22	
Information Systems	IT - Hybrid Zoom Meeting Equipment for Large Meeting Rooms	One-Time	\$60,000	5	3	3		11		
Resident	Consultant - DEI consultant funding	One-time	\$60,000.00	5	5			10		
Sudbury Water District	Water - PFAS Mitigation		\$3,300,000.00	3	5	1		9		
Police Dept	Police - Training	Ongoing	\$50,000.00	0	5	3		8		
Senior Center	Staffing - Town - Transportation Coordinator	Ongoing (\$50,000 X 3 yrs)	\$150,000.00		5		3	8		
Senior Center	Transportation - Provision of Transportation Services		\$80,000.00		5		3	8		
Health Department	Staffing - Health - Hire a full time public health nurse	Ongoing (\$85,000/year)	\$400,000.00		5		3	8		
Health Department	Staffing - Health - Increase Outreach Worker to full time Social Worker	Ongoing (\$85,000/year)	\$400,000.00		5		3	8		
Information Systems	IT - Fiber Laterals to Public Safety Sites on the Southern Fiber Ring	One-Time	\$26,131	5	3			8		
Information Systems	IT - Construction of a Northern Fiber Ring	One-Time	\$267,750	5	3			8		
Information Systems	IT - Fiber Laterals to Public Safety Sites on the Northern Fiber Ring	One-Time	\$24,986	5	3			8		
Information Systems	IT - Fiber Laterals to Non-Public Safety Sites on the Southern Fiber Ring	One-Time	\$67,960	5	3			8		
Information Systems	IT - Fiber Laterals to Non-Public Safety Sites on the Northern Fiber Ring	One-Time	\$13,934	5	3			8		

Attachment 7.c: Copy of ARPA - Sudbury compiled requests listing from Website 6-24-22 (5741) : Reassign unused ARPA waterline funding to



SUDBURY SELECT BOARD  
Tuesday, February 28, 2023

**MISCELLANEOUS (UNTIMED)**

**8: ARPA funding for Fire Station 2**

REQUESTOR SECTION

Date of request:

Requestor: Craig Blake PBC

Formal Title: Vote to allow the balance of \$233,500 of \$1,000,000 ARPA funding allocated to the Boston Post Rd. Fire Station No. 2 project to remain in place for required utilization in current contractual obligations with the balance to be utilized for unknown/unforeseen conditions which may arise during the project duration.

Recommendations/Suggested Motion/Vote: Vote to allow the balance of \$233,500 of \$1,000,000 ARPA funding allocated to the Boston Post Rd. Fire Station No. 2 project to remain in place for required utilization in current contractual obligations with the balance to be utilized for unknown/unforeseen conditions which may arise during the project duration.

Background Information:  
see attached memo from Craig Blake of PBC.

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/28/2023 6:30 PM

From: [craig.blake](#)  
 To: [Bilodeau, Maryanne](#)  
 Cc: [Jones, Elaine](#); [Whalen, John](#); [Duran, Sandra](#)  
 Subject: Request to Maintain ARPA Funding for Fire Station No. 2 Phase 1 Project  
 Date: Friday, January 13, 2023 11:33:34 AM

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Interim Town Manager Maryanne Bilodeau,

As requested and on behalf of the Permanent Building Committee and Fire Chief Whalen, I am submitting this request to the Sudbury Select Board relative to the ARPA funding allocation for the Fire Station No. 2 Phase 1 project.

On July 14, 2022, the general bids for the construction of the Fire Station No. 2 Phase 1 project were received by the Town. The construction contract, in the amount of \$4,524,500, was awarded to Construction Dynamics, Inc. The available funding for the project consists of three separate components. The 2018 Annual Town Meeting appropriated \$4,300,000 for the design and construction of the Fire Station No. 2 Phase 1 project. The design was completed but due to unprecedented construction material inflation, the estimated construction cost was approximately \$995,000 greater than the 2018 appropriation even after value engineering was completed on the design. In response to the market inflation, the 2022 Annual Town Meeting appropriated an additional \$995,000 for the construction of the project. In May 2022, the Sudbury Select Board also reserved an additional \$1,000,000 of ARPA funding for the Fire Station Phase 1 project.

The current project budget is summarized below:

Design Fees & Services	\$ 808,000
Construction Admin & Services	\$ 280,000
Construction (awarded contract amount)	\$ 4,524,500
Owner’s Construction Contingency (8%)	\$ 449,000
<b>TOTAL ESTIMATED PHASE 1 COST</b>	<b>\$ 6,061,500</b>

The current total available project funding, including all three components of funding, is summarized below:

2018 Annual Town Meeting Appropriation	\$4,300,000
2022 Annual Town Meeting Additional Appropriation	\$ 995,000
ARPA Allocation	\$1,000,000
<b>TOTAL AVAILABLE PROJECT FUNDING</b>	<b>\$6,295,000</b>
 Current Difference between Estimated Phase 1 Cost and Total Available Funding	 \$ 233,500

Given the current continuing uncertainty in the construction market and the continuing

Attachment8.a: Request to Maintain ARPA Funding for Fire Station No. 2 Phase 1 Project (5742 : ARPA funding for Fire Station 2)

supply chain issues with delivery of construction materials and components, it is requested that the Select Board allow the Owner's Construction Contingency to be adjusted from \$449,000 (8% of project costs) to \$682,500 (12% of project costs) to include the \$233,500 differential with the understanding that the Contingency would be used to fund unforeseen or previously unknown costs associated with the original (as bid) Fire Station No. 2 Phase 1 scope only. Any unspent funds remaining at the completion of construction of the original scope project would revert back to the Town.

Projecting expenditures for the Fire Station No. 2 Phase 1 project is difficult at this preliminary point in the construction phase of the project. Based on previous similar projects it is assumed that 80% of construction costs will be incurred in the first 9 months of the projected year long construction. The PBC respectfully requests that construction of the Fire Station Phase 1 project be allowed to progress through the first half of the 2023 calendar year with no immediate change to the project funding and the Select Board allow the full \$1,000,000 ARPA allocation to remain with the Fire Station No. 2 Phase 1 project during that time. During that time frame, the construction should progress to the point that a more accurate forecast of total anticipated project expenditures can be provided as the majority of the project scope potentially impacted by unknown conditions will be completed and a determination can be made if the original Owner's Construction Contingency budget of \$449,000 will be adequate for the completion of construction.

In July 2023, the PBC proposes to revisit the available project funding as compared to the estimated Cost-to-Complete and notify the Select Board of any anticipated surplus uncommitted ARPA funds. The identified surplus ARPA allocation can be returned to the Select Board at that time if the Select Board so chooses or the Select Board can decide to maintain the project funding with the additional understanding that any unspent / uncommitted funds remaining at the completion of construction (anticipated in the Fall of 2023) would revert back to the Town at construction completion.

The PBC and Chief Whalen thank the Select Board for the original ARPA allocation as the project construction contract could not have been awarded without it. We hope the Select Board approves this request to maintain the project's level of funding at least until the majority of the unknown conditions associated with the Fire Station Phase 1 project have been identified. If during the Select Board's consideration of this request, questions arise or additional information is requested, the PBC is available to respond.

Thank you,

Craig Blake  
PBC Co-Chair and Fire Station Phase 1 Project Manager



SUDBURY SELECT BOARD  
Tuesday, February 28, 2023

**MISCELLANEOUS (UNTIMED)**

**9: Discussion on Annual Town Meeting**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion on 2023 Annual Town Meeting: consent calendar; positions on articles; other.

Recommendations/Suggested Motion/Vote: Discussion on 2023 Annual Town Meeting: consent calendar; positions on articles; other.

Background Information:  
attached is latest spreadsheet. Art 32 withdrawn.

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/28/2023 6:30 PM

ATM 2023 ARTICLES

	Article Title	Sponsor/ Submitted by	Article Presenter	SB Position	FinCom Position	CIAC Position	Report SB position at ATM	Funding Source	Requested Amount	Required Vote	Consent Calendar
	<b>IN MEMORIAM RESOLUTION</b>										
	<b>FINANCE/BUDGET</b>										
1	Hear Reports	Select Board								Majority	
2	FY23 Budget Adjustments	Select Board								Majority	
3	FY24 Budget	Town Manager								Majority	
4	FY24 Capital Budget	Town Manager							\$728,525	Majority	
5	FY24 Transfer Station Enterprise Fund Budget	Town Manager							\$328,199	Majority	
6	FY24 Pool Enterprise Fund Budget	Town Manager							\$527,280	Majority	
7	FY24 Recreation Field Maintenance Enterprise Fund Budget	Town Manager							\$241,514	Majority	
8	FY23 Snow & Ice Transfer	Town Manager								Majority	Y
9	Unpaid Bills	Town Accountant							\$14,932	Four-fifths	
10	Chapter 90 Highway Funding	DPW Director								Majority	Y
11	Stabilization Fund	Select Board							\$144,274	Majority	Y
12	FY24 Revolving Fund Spending Limits	Finance Director								Majority	Y
13	Capital Stabilization Fund	Town Manager							\$250,000	Majority	Y
	<b>MISCELLANEOUS</b>										
14	Funding of GO Sudbury! Taxi and Uber Transportation Programs for FY24	Select Board							\$150,000		Y
15	Fairbank Community Center A/V Equipment and Associated Funding	Select Board							\$200,000		
16	Authorize Select Board to Petition the General Court to Adopt Legislation - An Act Authorizing the Town to Establish a Fee for a Checkout Bag Charge	Select Board									Y
17	Medicaid reimbursement and additional Chapter 70 Funding Transfer to fund ELA Curriculum update	SPS School Committee							\$279,574		
18	Schools HVAC Repairs and Replacements	SPS School Committee							\$450,000		
19	Curtis Middle School A/V System Replacement	SPS School Committee							\$160,000		

Attachment9.a: 2023 ATM\_Articles\_ 2-21-23 (5691 : Discussion on Annual Town Meeting)

ATM 2023 ARTICLES

	Article Title	Sponsor/ Submitted by	Article Presenter	SB Position	FinCom Position	CIAC Position	Report SB position at ATM	Funding Source	Requested Amount	Required Vote	Consent Calendar
20	SPS Surveillance Cameras	SPS School Committee							\$310,000		
21	LSRHS Camera System Replacement	LSRHS Superintendent							\$206,652		
22	Purchase of Storage Building	Fire Chief							\$200,000		Y
23	Purchase of Fire Engine	Fire Chief							\$1,020,000		
24	Americans with Disabilities Act Transition Plan Recommendations	Combined Facilities Director							\$200,000		Y
25	DPW Roofing Project Funding	Combined Facilities Director							\$400,000		
26	DPW Building Office Renovation	Combined Facilities Director							\$125,000		Y
27	Space Use and Facility Condition Study	Combined Facilities Director							\$300,000		Y
28	Atkinson Pool Dehumidification Equipment Replacement	Combined Facilities Director							\$600,000		
29	Atkinson Pool Maintenance and Repair Fund	Combined Facilities Director							\$480,000		
30	Amend Solar Energy Revolving Fund	Energy and Sustainability Committee								Majority	
31	Authorization to Proceed with the Fairbank Community Center Solar Project	Energy and Sustainability Committee									

Attachment9.a: 2023 ATM\_Articles\_ 2-21-23 (5691 : Discussion on Annual Town Meeting)

ATM 2023 ARTICLES

	Article Title	Sponsor/ Submitted by	Article Presenter	SB Position	FinCom Position	CIAC Position	Report SB position at ATM	Funding Source	Requested Amount	Required Vote	Consent Calendar
32	Pickup Truck with Plow	Public Works Director	<b>WITHDRAWN</b>								
33	Swap Body Truck (replaces pickup truck)	Public Works Director							\$185,000	Majority	Y
34	Swap Body Truck (replaces spreader truck with wings)	Public Works Director							\$210,000	Majority	Y
35	Sports Field Mower	Public Works Director							\$160,000	Majority	Y
36	Multi-Purpose Tractor	Public Works Director							\$215,000	Majority	Y
37	Front End Loader	Public Works Director							\$345,000	Majority	Y
38	Amend General Bylaws, Article IX, Section 4200, Water Resource Protection Overlay Districts	Planning Board								Two-thirds	
39	Amend General Bylaws - Affordable Housing trust bylaw	Select Board									
40	General Bylaw for the Placement of Small Wireless Facilities in the Public Ways	Select Board									
<b>CPC ARTICLES</b>											
41	Community Preservation Act Fund - 67-73 Nobscot Road Acquisition, Design, and Construction	CPC							\$438,000	Majority	Y
42	Community Preservation Act Fund - Accessible Pathways on Town Properties	CPC							\$187,744	Majority	Y
43	Community Preservation Act Fund - Bruce Freeman Rail Trail CSX Extension	CPC							\$300,000	Majority	Y
44	Community Preservation Act Fund - Curtis Outdoor Health and Wellness Space	CPC							\$480,000	Majority	Y
45	Community Preservation Act Fund - Frank Feeley Fields Improvements Phase II	CPC							\$799,668	Majority	Y
46	Community Preservation Act Fund - Fence and Lights for Fairbank Multisport Court	CPC							\$100,000	Majority	Y
47	Community Preservation Act Fund - Historic Resource Inventory Surveys Phase V	CPC							\$23,000	Majority	Y

Attachment9.a: 2023 ATM\_Articles\_ 2-21-23 (5691 : Discussion on Annual Town Meeting)



ATM 2023 ARTICLES

	Article Title	Sponsor/ Submitted by	Article Presenter	SB Position	FinCom Position	CIAC Position	Report SB position at ATM	Funding Source	Requested Amount	Required Vote	Consent Calendar
48	Community Preservation Act Fund - Watershed Based Plan, Restoring Water Quality in Hop Brook	CPC							\$78,600	Majority	Y
49	Community Preservation Act Fund - Hosmer House Historic Structure, Cultural Landscape, and Collection Study	CPC							\$130,000	Majority	Y
50	Community Preservation Act Fund - Housing Trust Allocation	CPC							\$282,000	Majority	Y
51	Community Preservation Act Fund - Indigenous Cultural Landscape Study	CPC							\$35,000	Majority	Y
52	Community Preservation Act Fund - Regional Housing Services Office (RHSO) Membership Fee	CPC							\$33,000	Majority	Y
53	Community Preservation Act Fund - Return of Unspent Funds	CPC								Majority	Y
54	Community Preservation Act Fund - General Budget and Appropriations	CPC								Majority	Y
	<b>PETITION ARTICLE</b>										
55	Control of Firearms Zoning	Citizen Frank Riepe									

Attachment9.a: 2023 ATM\_Articles\_ 2-21-23 (5691 : Discussion on Annual Town Meeting)



SUDBURY SELECT BOARD  
Tuesday, February 28, 2023

**MISCELLANEOUS (UNTIMED)**

**10: Discussion on Election and ATM logistics, etc.**

REQUESTOR SECTION

Date of request:

Requestor: Chair Russo

Formal Title: Discussion regarding 2023 Annual Town Election and Annual Town Meeting logistics, process, calendar, and other topics.

Recommendations/Suggested Motion/Vote: Discussion regarding 2023 Annual Town Election and Annual Town Meeting logistics, process, calendar, and other topics.

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/28/2023 6:30 PM



SUDBURY SELECT BOARD  
Tuesday, February 28, 2023

**MISCELLANEOUS (UNTIMED)**

**11: Minutes Review**

REQUESTOR SECTION

Date of request:

Requestor: Chair Russo

Formal Title: Vote to review and possibly approve the open session minutes of 8/30/22.

Recommendations/Suggested Motion/Vote: Vote to review and possibly approve the open session minutes of 8/30/22.

Background Information:  
attached draft

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/28/2023 6:30 PM

SUDBURY SELECT BOARD

TUESDAY, AUGUST 30, 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 6:33 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: Carty-present, Kouchakdjian-present, Roberts-present, Dretler-present, Russo-present

**Opening Remarks by Chair**

- Thanks for the Fire Department and Police Department for handling several recent public incidents, including the fire in Marlboro
- State has declared a level 3 – Critical Drought Status, and the Sudbury Water District has water restrictions in place
- Cautioned all to be careful with water usage; Girl Scouts are banning all open fires and charcoal fires on all their properties in consideration of wild fires and drought conditions
- Marlboro Road recently closed for culvert repairs which will take about six weeks to complete
- State Primary Election scheduled for September 6<sup>th</sup> – polls will be open from 7:00 AM to 8:00 PM, and early voting is now underway through Friday, September 2, 2022; further details on Town webpage
- Best wishes to all starting school this week; tomorrow first day for many in Sudbury

**Reports from Interim Town Manager**

- Park & Recreation Fall Fest will be held on September 17<sup>th</sup> – information available on Town website
- CPC Application submission for 2024 funding are due by Friday, October 7, 2022 at 12:30 PM
- Eversource Transmission Line Project information is now available on the Town website

**Reports from Select Board**

**Board Member Roberts**

- Hoped all had a great summer; wishing the best for all those returning to school tomorrow, and the high school began today
- Recommended residents be aware of added traffic with school resuming
- Facilities Department and School Department made many improvements in anticipation of school openings
- Diversity, Equality and Inclusion (DEI) Commission meeting two weeks ago with discussion regarding the commencement of the next phase of the DEI Commission after November 30.

- The month of September will involve a revision of the DEI Mission Statement; in October open positions will be advertised with interviews to take place in November

#### Board Member Carty

- Welcomed everyone back to the Fall schedule and hoped all had a good summer
- Echoed his thanks to all in efforts to control water usage and fires
- Congratulated Nichole Bernard who filled a vacancy on the Sudbury Public School Committee
- Mentioned new school bus routes, construction in Town, will require residents to be patient
- Wayside Inn Machine program beginning September 14<sup>th</sup> – where a burned out log is transformed into a canoe, reflecting a teaching tool for the community and float the canoe at a ceremony to be held on September 17 at the Wayside Inn
- Requested that he be recused from agenda item #5 involving the Eversource Transmission Line project

#### Vice-Chair Dretler

- Hoped everyone had a great summer; LSRHS had a successful school opening today and thanked all for preparing for the fall opening of Sudbury schools
- If an Emergency Drought status is announced, that could affect State and community drinking supplies, water loss for fire safety, agriculture and loss to natural resources – she asked that everyone adhere to state water restrictions
- At last night's School Committee meeting, discussion involving a potential CPA article regarding accessible routes to various areas, as highlighted in the ADA Guidelines.
- Combined Facilities Director Sandra Duran provided summary of ADA advancements with the schools, and continues to work on area in all Town buildings and Town properties

#### Board Member Kouchakdjian

- Noted that the School Committee meeting last night was great
- Wished all a wonderful school year, and thanked school staff and administration who do wonderful work for the Sudbury students

#### Public Comment

None

**Interview two candidates for appointment to the Commission on Disability. Following interviews, vote whether to appoint Patricia Brown, 34 Whispering Pine Road, for a term expiring 5/31/25, and Rebecca Chisholm, 80 Prides Crossing, for a term expiring 5/31/25. Also, regarding candidates interviewed on August 9, vote whether to appoint Cameron LaHaise, 195 Horse Pond Road, for a term expiring 5/31/25, and Jean Nam, 81 Newbridge Road, for a term expiring 5/31/23.**

Present: Candidate Pat Brown, 34 Whispering Pine Road

Interim Town Manager Bilodeau stated that candidate Rebecca Chisholm withdrew her candidacy for the Commission on Disability.

Board Members presented related questions.

Ms. Brown confirmed she had significant experience in Town government. She detailed that in 2017, the Commission on Disability (COD) consisted of only two members, and former Select Board Member Susan Iuliano had advanced the mission of COD.

Ms. Brown explained that she would look forward to helping advance COD-sponsored events during the month of October, which is Disability month.

Board Member Carty motioned to appoint Jean Nam to the Commission on Disability for a term expiring 5/31/23. Chair Russo seconded the motion.

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

VOTED: Not to appoint Jean Nam to the Commission on Disability for a term expiring 5/31/23

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

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

VOTED: To appoint Cameron LaHaise to the Commission on Disability for a term expiring 5/31/25

Board Member Roberts motioned to appoint Patricia Brown to the Commission on Disability for a term expiring 5/31/23. Chair Russo seconded the motion.

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

VOTED: To appoint Patricia Brown to the Commission on Disability for a term expiring 5/31/23

**As the Licensing Authority for the Town of Sudbury, vote to approve a new Common Victualler License for Wayside Pizza, 730 Boston Post Road, #6, as requested in an application dated August 9, 2022, subject to conditions put forth by the Fire Department and Building Department.**

Present: Ibrahim A. Mohamed, Manager

Chair Russo mentioned there were several inspection related concerns from the Fire Department and the Building Department.

Board Members asked several license-related questions.

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

It was on motion 5-0;

VOTED: As the Licensing Authority for the Town of Sudbury, to approve a new Common Victualler License for Wayside Pizza, 730 Boston Post Road, #6, as requested in an application dated August 9, 2022; subject to conditions as mentioned, and completion of inspection-related items.

**Discussion with Community Paradigm Associates – Town Manager Search**

Present: Bernard Lynch, Sharon Flaherty, John Petrin of Community Paradigm Associates (CPA)

Mr. Lynch led discussion focusing on:

- Advertising for Town Manager

- Town Manager Salary
- Screening Committee Consideration

Board Members reviewed the “Sudbury, MA – Town Manager Position Statement,” submitted by Community Paradigm Associates. Mr. Lynch confirmed that all Select Board edits would be incorporated into the finalized “Sudbury, MA – Town Manager Position Statement.”

Board Member Roberts offered to work with CPA regarding various stylistic (grammar, spelling and formatting) edits.

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, Dretler-aye, Kouchakdjian-aye, Carty-aye, Russo-aye

VOTED: To approve the Town Manager Position Statement/Advertisement, subject to edits presented, and further stylistic edits to be made by Select Board Member Roberts and Community Paradigm Associates

Mr. Lynch noted the Town Manager Community Forum would be held on September 7, 2023. Interim Town Manager suggested CPA join the Select Board meeting on Sept 13 to discuss various options associated with the Community Screening process.

**Discussion on how to regulate Grants of Locations for small wireless facilities. David Maxson of Isotrope, LLC to provide background on small wireless facilities. Discuss application procedures and limits placed by the FCC, as well as the kinds of controls that could be in new regulations. Also discuss and possibly vote next steps.**

Present: Small Wireless Facilities Consultant David Maxson, Isotrope, LLC

Chair Russo stated that a bylaw to address and help regulate Grants of Locations/antenna applications coming to the Town. Interim Town Manager Bilodeau provided related background information and processes. She confirmed that Mr. Maxson had worked with over half the communities in MA with Grants of Locations for small wireless facilities.

Mr. Maxson presented a slide presentation “Small Cell Regulation – Introduction to Small Wireless Facility Rules,” by David Maxson, WCP; dated August 30, 2022.

Mr. Maxson recommended developing a Grant of Location for small wireless facilities in Sudbury, and to also work with the Planning Board and Town Counsel.

Board Members presented related questions and comments.

Board Member Carty expressed his concerns regarding associated health aspects. Board Member Roberts also expressed her desire to receive additional information regarding health and small cell facilities. She asked if such health studies could be shared with the Board.

Chair Russo outlined the primary aspects to be considered:

- Endorsement from the Select Board members to have Mr. Maxson serve as small wireless facilities consultant for the Town of Sudbury

- Have Mr. Maxson provide the Board with information about wireless considerations, including related public health concerns
- Submission from Town Counsel KP Law regarding consideration of associated Bylaw vs. Regulations.
- Form a Select Board Small Wireless Facilities Subcommittee with Select Board Members Dan Carty and Janie Dretler to work with Mr. Maxson to go forward with Bylaw or Regulations, coordinate with KP Law, the Planning Board, and the Historic Districts Commission, as might be required.

Board Members Carty and Dretler agreed to work with Mr. Maxson. Chair Russo concurred that related documents would be posted to the Select Board Small Wireless Facilities Subcommittee Town website.

Board Member Kouchakdjian motioned to establish the Select Board Small Wireless Facilities Subcommittee. Chair Russo seconded the motion.

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

VOTED: To establish the Select Board Small Wireless Facilities Subcommittee

Board Member Kouchakdjian motioned to appoint Select Board Members Dan Carty and Janie Dretler to the Select Board Small Wireless Facilities Subcommittee. Chair Russo seconded the motion.

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

VOTED: to appoint Select Board Members Dan Carty and Janie Dretler to the Select Board Small Wireless Facilities Subcommittee

Resident Diana Warren, 32 Old Framingham Road, recommended that the Select Board consult with outside counsel who might be more specialized in the area of Small Wireless Facilities matters.

### **Recess**

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

VOTED: To recess for five minutes

The meeting resumed at 9:50 PM.

### **Updates related to Eversource Transmission Line project. Eversource representatives in attendance will be Michael Hager, Project Manager; Miles Lang-Kennedy and Megan Aconfora, Project Services; Karen Newell, Community Relations.**

Present: Michael Hager, Project Manager; Miles Lang-Kennedy and Megan Aconfora, Project Services; Karen Newell, Community Relations

Also Present: Director of Planning and Community Development Adam Duchesneau, Health Director Bill Murphy, Fire Chief John Whalen, Police Chief Scott Nix, DPW Director Dan Nason, Sudbury Water District Executive Director Vincent Roy, Conservation Coordinator Lori Capone, Town Counsel George Pucci

Chair Russo noted that 23 related documents (6,000+ pages) had been added to the Town website, reflective of intense work by some six Town Committees, staff and volunteers.



Mr. Duchesneau explained that several outstanding items required completion by Eversource: Completed Stormwater Management Plan, an Earth Removal Plan, Issuance of Certificate of Appropriateness.

Mr. Duchesneau acknowledged that an updated Memorandum of Understanding (MOA) was received by the Army Corps of Engineers, and the Historic Districts Commission was asked to approve that MOA, which will be discussed at their September 1 meeting.

Mr. Murphy confirmed that airborne arsenic aspects had been satisfied, via LSP protocol involving misting and tarp use.

Ms. Capone noted that certain contractual aspects of the project had not been met, including an Administrative Approval regarding the Tool house, which would be addressed at the Conservation Commission meeting on 9/12/22. She emphasized that most aspects of the project had been addressed.

Mr. Roy confirmed he had reviewed the Water Management Plan for the project, and was satisfied with all aquifer regulations being met.

Mr. Hager mentioned the goal of the project is to be completed by December 2023, but in consideration of delays in connection with the Army Corp aspects, the project will likely carry into early 2024.

Mr. Hager noted that all Town staff should direct any and all comments to the Eversource outreach group. Ms. Aconfora confirmed the Eversource Project Services team would always be available at regular outreach/update meetings with the Town.

Resident Len Simon, 40 Meadowbrook Circle, stressed the importance of consistent contact with Eversource representatives.

Resident Rebecca Cutting, 381 Maynard Road, mentioned concerns regarding earth removal and existing stormwater management concerns. Ms. Cutting asked if such outstanding documentation could be made available to residents. Mr. Duchesneau responded in the affirmative. Interim Town Manager Bilodeau concurred that when Mr. Duchesneau receives such documents, they will be posted to the Town website.

**Discussion and vote whether to modify the current Code of Conduct for Town of Sudbury Committees to be a Code of Conduct/Code of Ethics for Town of Sudbury Committees. This refers to members who are appointed by the Sudbury Select Board or the Sudbury Town Manager. This request made by Member Roberts.**

Board Member Roberts confirmed that she and Board Member Kouchakdjian had worked on the related subcommittee, and had concerns about behavior of Board/Committee/Commission members. She suggested the ethical aspects be considered such as no bullying, intimidation and disrespect. Ms. Kouchakdjian confirmed that discussion about such concerns just begun. Ms. Kouchakdjian opined about a Code of Conduct applicable to the Select Board Members who must set a high bar for conduct and ethical behavior even when there is disagreement.

Vice-Chair Dretler acknowledged the existence of a Code of Conduct for the Select Board which was last edited in 2018. Vice-Chair Roberts agreed to preview the existing Code of Conduct, and bring suggestions/observations to the Board.

**Vote to review and possibly approve the open session minutes of 6/21/22**

Board Member Kouchakdjian motioned to approve the minutes of 6/21/22, as presented. Board Member Roberts seconded the motion.

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

VOTED: To approve the minutes of 6/21/22, as presented

### **Public Comments (Cont.)**

Resident and Select Board Member Dan Carty, 15 Stonebrook Road, compared the Select Board's reaction to language used by Ms. Jean Nam directed at a resident (while not in meeting), and equally poor language used by members of the Council on Aging, directed at him and other Select Board Members. He asked that Board Members review the meeting in question.

### **Upcoming Agenda Items**

September 13, 2022

- Transportation Update
- LSRHS Agreement Update
- Vocational Education Update

September 27, 2022

- Diversity Equity Inclusion Commission Update
- Update from Sustainability and Energy Committee
- Budget and Capital Process Update

### **Consent Calendar**

**Vote to accept grant awarded by Mass Department of Environmental Protection (DEP) up to \$10,000 for a Sustainable Materials Recovery Program, in the form of a reimbursement, toward the purchase of a mattress and box spring collection container for recycling.**

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

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

VOTED: To grant awarded by Mass Department of Environmental Protection (DEP) up to \$10,000 for a Sustainable Materials Recovery Program, in the form of a reimbursement, toward the purchase of a mattress and box spring collection container for recycling

**Vote to accept a Social Work Grant from the MetroWest Foundation in the amount of \$30,000.**

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

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

VOTED: To accept a Social Work Grant from the MetroWest Foundation in the amount of \$30,000

**Vote to approve the execution of a contract by the Interim Town Manager to Pare Corporation for environmental monitoring services related to the Eversource underground transmission line project upon approval by Town Counsel.**

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

It was on motion 4-0-1; Dretler-aye, Roberts-aye, Carty-abstain, Kouchakdjian-aye, Russo-aye

VOTED: To approve the execution of a contract by the Interim Town Manager to Pare Corporation for environmental monitoring services related to the Eversource underground transmission line project upon approval by Town Council

**Pursuant to the Street Acceptance vote under Article 21 of the May 3, 2022 Annual Town Meeting, VOTE to execute the Order of Taking of a permanent easement for all purposes, including attendant customary uses for which public ways are utilized in the Town of Sudbury, in, on and under the parcel of land and any associated drainage utility, or other easements shown as “Huckleberry Lane” (the “Easement Premises”) on a plan entitled “Acceptance Plan of Huckleberry Lane in Sudbury, MA” prepared for Eligius Homes Company by Thomas Land Surveyors and Engineering Consultants, Inc., dated September 17, 2014 and twice revised on December 12, 2016 and March 16, 2017, filed with the Town Clerk, and subject to Town Counsel's review.**

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

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

VOTED: Pursuant to the Street Acceptance vote under Article 21 of the May 3, 2022 Annual Town Meeting, VOTE to execute the Order of Taking of a permanent easement for all purposes, including attendant customary uses for which public ways are utilized in the Town of Sudbury, in, on and under the parcel of land and any associated drainage utility, or other easements shown as “Huckleberry Lane” (the “Easement Premises”) on a plan entitled “Acceptance Plan of Huckleberry Lane in Sudbury, MA” prepared for Eligius Homes Company by Thomas Land Surveyors and Engineering Consultants, Inc., dated September 17, 2014 and twice revised on December 12, 2016 and March 16, 2017, filed with the Town Clerk, and subject to Town Counsel's review

**Vote to accept a \$100.00 donation from Katie Sutherland for deposit to the Pool Donations Account 191748/483100, as requested by Dennis Mannone, Park & Recreation/Aquatics Director.**

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

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

VOTED: To accept a \$100.00 donation from Katie Sutherland for deposit to the Pool Donations Account 191748/483100, as requested by Dennis Mannone, Park & Recreation/Aquatics Director

**Vote to accept the resignation of Yana Bloomstein, 84 Carriage Way, from the Diversity, Equity and Inclusion (DEI) Commission, effective immediately, and send a thank you letter for her service to the Town.**

Chair Russo read in the words of the motion. Board Member Roberts moved in the words of the Chair. Vice-Chair Dretler 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 Yana Bloomstein, 84 Carriage Way, from the Diversity, Equity and Inclusion (DEI) Commission, effective immediately, and send a thank you letter for her service to the Town

**Vote to reappoint Janie Dretler, 286 Goodman’s Hill Road, to the Sudbury Housing Trust for a term ending 5/31/24.**

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

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

VOTED: To reappoint Janie Dretler, 286 Goodman’s Hill Road, to the Sudbury Housing Trust for a term ending 5/31/24

**Vote to grant a special permit to Sudbury Historical Society to hold the “Sudbury Historical Society Road Race” on Friday, November 11, 2022, from 9:00 A.M. through approximately 12:00 P.M., subject to Police Department safety requirements, proof of insurance coverage and the assurance that any litter will be removed at the race’s conclusion.**

Chair Russo read in the words of the motion. Board Member Roberts moved in the words of the Chair. Vice-Chair Dretler 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 Sudbury Historical Society to hold the “Sudbury Historical Society Road Race” on Friday, November 11, 2022, from 9:00 A.M. through approximately 12:00 P.M., subject to Police Department safety requirements, proof of insurance coverage and the assurance that any litter will be removed at the race’s conclusion

**Vote to grant a special permit to Lisa Hanson, St. Anselm Conference of the Society of St. Vincent de Paul, to hold a “Walk for the Poor” on Saturday, September 24, 2022, from 11:30 a.m. through approximately 2:00 p.m., subject to Police Department safety requirements, proof of insurance coverage and the assurance that any litter will be removed at the race’s conclusion.**

Chair Russo read in the words of the motion. Board Member Roberts moved in the words of the Chair. Vice-Chair Dretler 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 Lisa Hanson, St. Anselm Conference of the Society of St. Vincent de Paul, to hold a “Walk for the Poor” on Saturday, September 24, 2022, from 11:30 a.m. through approximately 2:00 p.m., subject to Police Department safety requirements, proof of insurance coverage and the assurance that any litter will be removed at the race’s conclusion

**Vote to assign Chair Charlie Russo and Director of Planning and Community Development Adam Duchesneau as designated representatives from Sudbury to the Bruce Freeman Rail Trail's Community Summit on Sept. 15, 2022 at 2:15 PM.**

Board Member Carty motioned to assign Chair Charlie Russo and Director of Planning and Community Development Adam Duchesneau as designated representatives from Sudbury to the Bruce Freeman Rail Trail's Community Summit on Sept. 15, 2022 at 2:15 PM. Board Member Kouchakdjian seconded the motion.

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

VOTED: To assign Chair Charlie Russo and Director of Planning and Community Development Adam Duchesneau as designated representatives from Sudbury to the Bruce Freeman Rail Trail's Community Summit on Sept. 15, 2022 at 2:15 PM

Chair Russo confirmed he would be acting as a representative only, and would provide all feedback to the Board Members.

### **Adjourn**

Board Member Kouchakdjian motioned to adjourn the Select Board Meeting. Board Member Roberts seconded the motion.

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

VOTED: To adjourn the Select Board Meeting

There being no further business, the meeting adjourned at 12:02 AM Wednesday, 8/31/22.



SUDBURY SELECT BOARD  
Tuesday, February 28, 2023

**MISCELLANEOUS (UNTIMED)**

**12: Public Comments (cont)**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Public Comments (cont)

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/28/2023 6:30 PM



SUDBURY SELECT BOARD  
Tuesday, February 28, 2023

**MISCELLANEOUS (UNTIMED)**

**13: Upcoming agenda items**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Upcoming agenda items

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/28/2023 6:30 PM

## POTENTIAL UPCOMING AGENDA ITEMS/MEETINGS

MEETING/EVENT	DESCRIPTION
<b>March 7</b>	Sudbury Sundries W&M Package Store License – public hearing
	First Parish License
<b>March 21</b>	Eversource pole petition utility hearing
<b>April 4</b>	Sign Annual Town Meeting warrant and send to print
<b>High priority items</b>	Select Board Annual Town Report submission
	Policy of interviewing for every committee (Carty)
	LS agreement
	Discussion on recent Board/Committee resignations
	MBTA communities discussion (with Planning Board)
	BFRT Advisory Task Force – possibly change name
	Voc Ed update (Lisa K.)
	Mass Central Rail Trail/DCR
	MWRA discussion
	Broadacres Property: next steps
	Hybrid meeting update from Mark Thompson
	Official statement re: Eversource Transmission Line
	Official vote on extension of Town Counsel contract with KP Law
	Sewataro discussion – 50% design of Liberty Ledge
	Select Board Annual Town Report submission
	Peakham Road speed limit
	Annual meeting with Legislators to respond to SB questions
<b>Date to be determined</b>	Remote Meeting Policy (Lisa K.)
	Capital Process
	Citizen Leadership Forum (Govt and how it works)
	Climate Emergency declaration & sustainability director
	Discussion on potential ADA policy
	Discussion on Town Manager Task Requests
	SB self-evaluation process individually and collectively (Lisa K)
	Fairbank Community Center update (ongoing)
	Pets in cemeteries
	Investment Advisory Committee
	Invite Commission on Disability Chair to discuss Minuteman High School
	Local receipts – fee schedule review (Chair Russo)
	Bi-monthly update from Eversource (Oct, Dec, Feb, Apr, June, Aug)
	Quarterly review of approved Executive Session Minutes for possible release (February, May, August and November). Consider separate meeting solely for this purpose.
	Quarterly update on Bruce Freeman Rail Trail (BFRT) (March, June, September, December)
	Quarterly update on Key Performance Indicators (KPIs) projects to track (December, March, June, September)
	Solar Panels
	Subcommittee discussion (Executive)

Attachment 13.a: Upcoming items 02.28.23 (5695 : Upcoming agenda items)



	Work Session with Town Counsel: Select Board/Town Manager Code of Conduct and other procedural training
<b>Standing Items for All Meetings</b>	Select Board requests for future agenda items at end of meeting
	Public Comments, continued (if necessary)



SUDBURY SELECT BOARD  
Tuesday, February 28, 2023

**CONSENT CALENDAR ITEM**

**14: Sign ATE warrant 2023**

REQUESTOR SECTION

Date of request:

Requestor: Beth Klein, Town Clerk

Formal Title: Vote to sign the Annual Town Election Warrant for March 27, 2023, which must be posted and delivered to residents by March 20, 2023.

Recommendations/Suggested Motion/Vote: Vote to sign the Annual Town Election Warrant for March 27, 2022, which must be posted and delivered to residents by March 20, 2023.

Background Information:  
attached warrant

Financial impact expected:

Approximate agenda time requested:

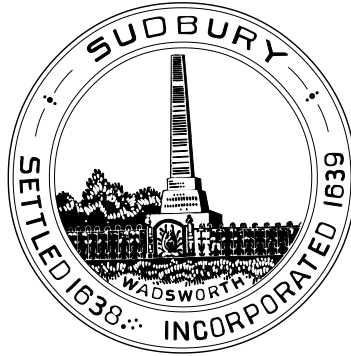
Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/28/2023 6:30 PM

# Town of Sudbury Massachusetts



## 2023 OFFICIAL WARRANT ANNUAL TOWN ELECTION

Including Regional District School Committee

**Monday, March 27, 2023**

Polls Open 7:00 A.M. to 8:00 P.M.

Precincts 1, 2, 3 & 5 - Fairbank Community Center, 40 Fairbank Road

Precincts 4 & 6 - Sudbury Town Hall, 322 Concord Road

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The Warrant for the 2023 Annual Town Meeting, to be held  
Monday, May 1, 2023 will be issued and mailed separately.

Select Board  
Sudbury, MA 01776

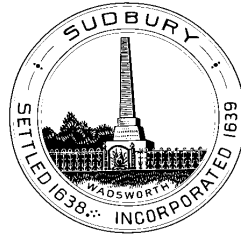
U.S. POSTAGE  
PAID  
Permit No. 4  
Sudbury, MA 01776  
ECRWSS

POSTAL PATRON  
SUDBURY  
MASSACHUSETTS 01776

ANNUAL TOWN ELECTION  
Monday, March 27, 2023

Attachment14.a: 2023 ATE Warrant. w. ballot question JW v.3 (5758 : Sign ATE warrant 2023)

**\*\*NEW PRECINCTS IN SUDBURY–CHECK YOUR CENSUS\*\***



Commonwealth of Massachusetts  
Middlesex, ss.

To the Constable of the Town of Sudbury:

GREETING:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Sudbury, qualified to vote in Town Elections, that voters residing in Precincts 1, 2, 3 and 5 should meet at the Fairbank Community Center and voters residing in Precincts 4 and 6 should meet at the Town Hall in said Town on Monday, March 27, 2023, between the hours of seven o'clock in the forenoon and eight o'clock in the evening then and there to choose by official ballot in accordance with law, one member of the Select Board, one member of the Board of Assessors, two Goodnow Library Trustees, one member of the Board of Health, one member of the Park and Recreation Commission, one member of the Planning Board, and two members of the Sudbury School Committee all for three years. One member of the Sudbury School Committee for one year and one member of the Sudbury Housing Authority for five years. Included as part of the Annual Town Election will be an election of two members for three years each to the Lincoln-Sudbury Regional District School Committee and to cast their votes on the following ballot questions:

***BALLOT QUESTION NO. 1***

*Shall the Town of Sudbury be allowed to assess an additional \$745,460 in real estate and personal property taxes for the purposes of funding the operating budget for the Sudbury Public Schools, for the fiscal year beginning July 1, 2023?*

YES \_\_\_\_\_ NO \_\_\_\_\_

SUMMARY: Article 3 of the 2023 Annual Town Meeting proposes a \$745,460 Proposition 2 ½ override for the Sudbury Public Schools (PreK-8) in FY2024. It is estimated by the Town that the impact of the override on the tax rate will be \$0.11 per \$1,000 assessed value. It is estimated further that the tax impact on the 2023 average home valuation of \$956,957 is \$114.

A “yes” vote on this question, and appropriation at the May 1, 2023 Annual Town Meeting of the full amount requested by the Sudbury Public Schools, will increase the amount of money the Town may raise by taxation by \$745,460 and result in a permanent increase in the levy limit.

A “no” vote on this question means that the levy limit will not be increased at this time and the Town will not be able to raise the additional funds requested by the School for the FY2024 budget at this time.

ARGUMENT IN FAVOR:

The Sudbury Public Schools’ (“SPS”) override budget provides an additional \$745,460 of funding and resources to address post-pandemic academic recovery and the critical mental health needs of the students, while maintaining staffing levels and current transportation offerings.

Attachment14.a: 2023 ATE Warrant. w. ballot question JW v.3 (5758 : Sign ATE warrant 2023)

To meet these increased academic and mental health needs, SPS reallocated funding within the budget, increased reliance on reimbursable funds, and exhausted one-time funding sources. In addition, the District absorbed a 25% increase (\$275,000) in transportation costs since FY22 which continues to rise each year at a rate of 5%. Also, SPS is facing a 14% increase in Out-Of-District tuition rates which are set by the State (\$200,000) and approximately \$300,000 in increased utility expenses.

Without the override, SPS will cut more than 7 teachers and increase class-sizes by 3 students in each class. This will impact 28 classrooms, resulting in class-sizes of 23 students in Grades K-1, 24 students in Grade 2, and 27 students in Grades 3-8. Additionally, SPS will need to reduce transportation costs by eliminating service for students in Grades 7-8 and only providing buses to students in K-6, who live 2 or more miles from school. This meets the minimum State requirement for transportation. The override funding will allow SPS to retain teachers and maintain current class-size guidelines and transportation options for all families, while meeting the critical post-pandemic needs of all students.

**ARGUMENT IN OPPOSITION:**

Voting against the Sudbury Public Schools’ override budget will constrain the rising costs of municipal government and the tax rate in the Town of Sudbury because it will not result in the assessment of an additional \$745,460 in real estate and personal property taxes to fund the Sudbury Public Schools’ budget. Because this ballot question constitutes an override, it would result in a permanent increase in the levy limit for the Town, which, as part of the levy limit base, already increases at the rate of two and one half percent each year. Otherwise put, this will have a permanent impact on the Town’s authority to tax residents as it will become part of the base for calculating future years’ levy limits. Therefore, voting against this ballot question will not cause the taxpayers to incur additional financial impacts or economic hardships.

***BALLOT QUESTION NO. 2***

*Shall the Town of Sudbury be allowed to assess an additional \$1,020,000 in real estate and personal property taxes for the purposes of purchasing and equipping one Fire Engine for the fiscal year beginning July 1, 2023?*

YES \_\_\_\_\_ NO \_\_\_\_\_

**SUMMARY:** The 2023 Annual Town Meeting will act on an article proposing the purchase and equipping of a Fire Engine/Pumper pertinent to the operations of the Fire Department. This question proposes a one-year increase for FY2024 (July 1, 2023-June 30, 2024) in the amount to be raised by taxation under the provisions of Proposition 2 ½, with such funds to be used specifically for the purchase. The estimated impact of increasing the FY24 taxes an additional \$1,020,000 is \$0.16 per \$1,000 assessed value. The tax impact on the 2023 average home value of \$956,957 is estimated at \$155.

A “yes” vote on this question, and an appropriation by the May 1, 2023 Town Meeting, would authorize an increase in the amounts that can be raised by taxation for one year only, FY2024, to pay for the purchase and equipping of a Fire Engine/Pumper.

A “no” vote on this question will mean the purchase of a Fire Engine/Pumper cannot go forward at this time.

**ARGUMENT IN FAVOR:** The requested Fire Engine/Pumper is to replace the Fire Department’s current Engine 1, a 2005 E-One Engine/Pumper with 126,128 miles. Engine 1 was a front line piece of apparatus, responding from Station #2, from 2006 to 2017 (11 Years) and has served at Station #1 for the past six years.

Attachment14.a: 2023 ATE Warrant. w. ballot question JW v.3 (5758 : Sign ATE warrant 2023)

Currently, design and build times for a new apparatus is between 24 and 36 months. Engine 1 will be approaching 20 years old at that time. The typical service life of the apparatus is 10 years of front-line service and 10 years of secondary service. The Fire Department depends on a reliable and well-equipped fire apparatus to provide emergency medical services and fire suppression throughout the Town, and to assist other towns when called upon. These funds will allow the Department to replace the 2005 Fire Engine/Pumper with an updated piece of equipment with additional safety features that benefit both the fire personnel and the citizens of Sudbury.

**ARGUMENT IN OPPOSITION:** Approval of the ballot question will allow the Town to impose additional taxes on residents to purchase an expensive piece of equipment for the Fire department. Conservative fiscal policy dictates that the Town raise taxes within the statutory limit imposed by Proposition 2 ½, and approval of the ballot question will allow the Town to exceed that limit. If the equipment is needed, the Town should pay for it by reducing current fiscal year expenses, or transferring funds from available funding sources such as previous appropriations, reserve, or stabilization funds, and not by increasing the real estate and personal property taxes of the residents of the Town.

And you are required to serve this Warrant by posting an attested copy thereof at the Town Hall at least seven days before the time appointed for such election.

Hereof fail not and make due return of the Warrant by your doing thereon to the Town Clerk, at or before the time of election aforesaid.

Given under our hands this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**SUDBURY SELECT BOARD**

_____	_____
Charles G. Russo	Janie W. Dretler
_____	_____
Daniel E. Carty	Jennifer S. Roberts
_____	
Lisa V. Kouchakdjian	

YOUR PRECINCT and or POLLING PLACE IN SUDBURY MAY HAVE CHANGED FOLLOWING THE 2020 FEDERAL CENSUS. Voters are encouraged to see their Annual Census or visit [www.sec.state.ma.us/wheredoivotema](http://www.sec.state.ma.us/wheredoivotema) to verify current precinct information.

Attachment14.a: 2023 ATE Warrant. w. ballot question JW v.3 (5758 : Sign ATE warrant 2023)



SUDBURY SELECT BOARD  
Tuesday, February 28, 2023

**MISCELLANEOUS (UNTIMED)**

**15: Winter 2023 Select Board Newsletter Articles Approval**

REQUESTOR SECTION

Date of request:

Requested by: Leila S. Frank

Formal Title: Review the Select Board Winter 2023 Newsletter articles and approve for distribution.

Recommendations/Suggested Motion/Vote:

Background Information:

Draft newsletter attached

Financial impact expected:N/A

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Select Board Office                      Pending

Town Manager's Office                  Pending

Town Counsel                              Pending

Select Board                                Pending

Select Board                                Pending

02/28/2023 6:30 PM

# FROM THE SELECT BOARD

Winter 2023

Town of Sudbury

## Introducing Town Manager Andy Sheehan

BY CHARLIE RUSSO, SELECT BOARD

Sudbury's new Town Manager, Andy Sheehan, was hired on Dec. 6, 2022, and will begin his role in Sudbury on February 13, 2023. Since his hiring, it's been a privilege and a pleasure getting to know Andy. Recently, I asked him a few questions about himself, his background, and his plans for Sudbury.

**In your interview with the Select Board, you mentioned that you've been selective about the Town Manager jobs you've applied for. What drew you to Sudbury?**

As I mentioned in my interview, if you Google me you won't find my name as a finalist for any other jobs. I was happy in Middleton and was under no pressure to leave. I was only going to consider leaving for the right situation. I have long been drawn to Sudbury. I grew up in the area - Acton - and my mother still lives there. Sudbury has an excellent reputation and has high expectations for its manager. And there are a lot of plans ready to be executed: the Master Plan, Comprehensive Wastewater Management Plan, Housing Production Plan, and others. All those things drew me to Sudbury.

**Looking back on 29 years of municipal experience, what lessons have you learned in your career that you think could benefit Sudbury?**

There are a couple of important lessons. First is to build relationships. If you don't have relationships you can't get very far.



Another is to take a long view. You have to build the relationships, get the pieces in place, and make sure the community is ready. Taking a patient, long view makes it possible to make great strides, even on things that have long been difficult. And often they happen more quickly than you expect. Another lesson is to rely on my team. I can't accomplish much on my own. Every effective organization needs a high performing team in order to be effective.

**What do you look forward to most in coming to Sudbury and what do you think is going to be your biggest challenge?**

I look forward to tackling the big gnarly issues that face Sudbury and face many cities and towns: executing the various plans that have been adopted, growing the tax base while preserving the character of the town, addressing climate change, making sure Sudbury is open and welcoming to all. The biggest challenge will be delivering exceptional services with finite resources.



**You have a background in history, which is a great fit for Sudbury. Are there any particular historical sites you're excited to explore in Sudbury?**

I have always been fascinated by the early settlers, what they left behind in England and what they endured here. So the early settlements and the sites associated with King Philip's War are of particular interest. Early industrialism also interests me, so the early mills and the areas that grew up around them and then were transformed by later generations.

**Many in the community are excited to meet you. Do you have any plans to "get to know" community or engage in resident outreach?**

Yes, at the same time I am meeting with staff, boards and committees, I will be reaching out to various organizations, like the League, Chamber of Commerce, and others, as well as holding office hours and meet and greets. I will meet with anyone who will have me. It's all about relationship building and that is best accomplished on the ground.

**What would you like the people of Sudbury to know about Andy Sheehan that they may not find by reading your resume or listening**

**to your interview?**

I have two grown kids and a stepson. My partner, Kaari, also works in local government, as a Town Clerk. Outside of work I love to fly fish, play guitar, and work around my home and yard.

**Is it true you live adjacent to the Bruce Freeman Rail Trail (BFRT), and if yes, what is that like?**

Yes, it's true and it's great! I worked on the first phase of the BFRT when I was the Community Development Director for Chelmsford. Years later, I met Kaari and she bought a home adjacent to the trail. She is an avid bike rider so it was the perfect place for her. Life is full of coincidences and ironies, and the BFRT is certainly one for me. I look forward to continuing the work on the trail in Sudbury. Theoretically I could soon ride my bike to work on the BFRT. But please don't hold me to it!

One additional little curiosity: in the mid-fifties when they were first married, my parents lived in North Sudbury. They lived on what is now Fairview Farm on the north side of Route 117. The railroad that is the next phase of the BFRT cut through the property.

# *The Nuts and Bolts of the Americans with Disability Act (ADA) Transition Plan*

**BY LISA KOUCHAKDJIAN, SELECT BOARD**

In 2020, the Town of Sudbury allocated funding to retain the services of the Institute for Human Centered Design (IHCD) to conduct a self-evaluation and prepare a Transition Plan on behalf of the Town of Sudbury. IHCD assessed "the current level of ADA compliance in programs, services and activities and Town-owned facilities". (Part A page 1).


This article is intended merely to highlight some topics generated in the report.

**Part A** is the Executive Summary of the Report that provides a wonderful synopsis of the findings of the self-evaluation and the recommendations of IHCD.

**Part B** is an Evaluation of Non-discriminatory Policies & Practices in Programs, Services and Activities.

This section addresses several key areas of the town governance process. One issue discussed in this section includes the designation of a Town employee known as the ADA Coordinator to make sure the Town is in compliance with the ADA. Title II of the ADA requires a public entity to adopt an adequate grievance process. (Part B page 3) At the time IHCD prepared the report, Assistant Town Manager Maryanne Bilodeau of the Human Resources Department was the ADA Coordinator for employment. Ms. Bilodeau maintains this role today. The Transition Plan Report indicates that while the Town has a grievance policy in place for employees, the Town does not have a similar grievance policy for members of the public. (Part B page 4).

A second key area covered in Part B is the Notice of non-discrimination policies (Part B page 4). The Town must have a uniform policy regarding the posting of ADA Non-Discrimination Notices for members of the public. Part B states that the Town “may not impose eligibility criteria that may prevent a



**Americans with Disabilities Act**  
Evaluation and Transition Plan

Learn More about the ADA Evaluation and Transition Plan at <https://sudbury.ma.us/townmanager/?p=1883>.

person with a disability from participating in its programs, services or activities.” (Part B page 6).

Part B also references the requirement that “a public entity shall take appropriate steps to ensure that communications with applicants, participants, members of the public, and companions with disabilities are as effective as communications with others.” (Part B page 8). This requirement refers, in part, to posting available accommodations and the accessibility of our town website and the information provided on the website.

**Part C** of the Self-Evaluation Report is the Self-Evaluation Summary that discusses IHCD’s assessment of three categories of property: Municipal Buildings, Sudbury Public School (SPS) Properties, and Outdoor Facilities. (Part C page 11). Pages 11 and 12 of Part C list the specific areas IHCD evaluated. Part C and the many pages that follow provide specific details and recommendations by IHCD on what the Town needs to do to bring its assets into compliance in the three areas.

Addressing issues as outlined in the Transition Plan will take time and a commitment to collaborate by many different stakeholders, including town management, different boards and committees, and our community. The Town and Sudbury Public Schools have already begun to address some of the issues raised in the Transition Plan. Last year both the Town and SPS sought and received funding at Town Meeting to address issues raised in the Transition Plan. This year additional Town Meeting Warrant Articles are expected.

Attachment 15.a: Sudbury Municipal Update Newsletter Winter 2023\_SB (5637 : Winter 2023 Select Board Newsletter Articles Approval)

Luckily, much of the work that remains can be efficiently addressed in conjunction with other town-wide plans, including the Master Plan, the Livable Sudbury Report, the Open Space and Recreation Plan and future needed capital projects. As an example, with the construction of the new Fairbank Community Center, the town will address all of the issues raised in the report as they pertain to the three user groups of the Center, Sudbury Public Schools Administrative Offices, the Sudbury Senior Center and the Park and Recreation

Department. Our town will also be able to feed two birds with one seed in future capital projects like the Town Hall Renovation project. At the same time that we potentially renovate our public buildings, we will also be able to address any ADA issues.

As we improve access in Sudbury and address issues raised in the Transition Plan, we will improve everyone’s ability to enjoy our beautiful town.

## *Legislative Priorities for 2023-2024:* An interview with Massachusetts State Senator Jamie Eldridge and State Representative Carmine Gentile

**BY JANIE DRETLE, SELECT BOARD**

2023 brings about some important changes for Massachusetts state government. Notably, we have our very first all-woman executive team with Maura Healey serving as Governor and Kim Driscoll as Lieutenant Governor.

Governor Healey and Lt. Governor Driscoll’s priorities include:

- Climate & Clean Energy
- Affordable and Abundant Housing
- High-quality Education
- Safe & Reliable Transportation
- Affordability and Competition

Source:  
<https://www.mass.gov/orgs/governor-maura-healey-and-lt-governor-kim-driscoll>

To understand how Sudbury’s state legislators’ priorities line up with those of the Massachusetts state executive office, I connected with Senator Jamie Eldridge and Representative Carmine Gentile and asked them to respond to the following questions:

**What are your top priorities for the upcoming year?**

***Senator Jamie Eldridge***

I am incredibly excited for the 2023-2024 legislative session! My top priorities include making key investments in transportation and education through the Mass Fair Share Amendment, climate action, moving Massachusetts to a universal healthcare model, strengthening protections for workers, and raising wages for working families, criminal justice and prison reform, improving government transparency, and making progress on racial equity, supporting immigrants, and helping low-income residents.

Attachment 15.a: Sudbury Municipal Update Newsletter Winter 2023\_SB (5637 : Winter 2023 Select Board Newsletter Articles Approval)



*Sen. Jamie Eldridge and Rep. Carmine Gentile at the 2018 Sudbury Veterans Appreciation Luncheon.*

### **Representative Carmine Gentile**

My top priorities are: (1) obtain maximum education and other state funding for Sudbury and each municipality I represent; (2) provide childcare relief for working families. Massachusetts has the highest childcare costs in the nation. We need to make it affordable and raise the pay of our childcare teachers so that they can afford to do this invaluable work. (3) improving health care by creating needed inpatient beds and outpatient facilities, relieving the unsustainable crisis in emergency rooms, delivering needed medical and behavioral care without unconscionable delays, and listening to our nurses to provide work environments that are sustainable (4) advancing the transition from greenhouse gas producing fossil fuels to clean renewable energy sources; (5) enabling the creation of thousands of new housing units while maintaining the affordability of current housing stock; (6) Joining the 22 other states that have already called on Congress to promulgate a 28th Amendment for ratification to reverse the Supreme Court's Citizens United decision which has allowed billionaires and non-human entities to financially drown out the voices of the American people. (7) create thousands of new well-paying jobs.

### **How can communities like Sudbury benefit from the passage of Question 1: Additional Tax on Income over \$1M?**

#### **Senator Jamie Eldridge**

That is a question that I am asking every community that I represent for input on. The Mass Fair Share Amendment that passed could raise \$2 billion in additional revenue every year, and it will be equally invested in transportation and education. On the education front, I believe that Sudbury families would best benefit from having more affordable quality early childcare programs to choose from, and more affordable, ideally free public higher education opportunities. I am also advocating for greater investments in key line items for K through 12 education, including the Special Education Circuit Breaker, Regional School Transportation, and Minimum Aid Per Student. On the transportation front, while I have some ideas on how investment in transportation can best support Sudbury, I would like to hear from the Sudbury Transportation Committee.

#### **Representative Carmine Gentile**

Some of the many ways by which Sudbury and other communities can benefit from Question 1, the Fair Share tax on income over \$1 million: using the funds generated to bolster local and/or regional transportation programs, decreasing family costs of early childhood education, lowering the cost of public higher education, replacing failing bridges, electrifying transportation, increased state aid for special education.

I am the sponsor of 38 bills: nine to benefit Sudbury, Concord, Lincoln, Wayland, or Marlborough and 29 to benefit everyone in the Commonwealth. A full list is available online at <https://malegislature.gov/Legislators/Profile/CLG1>.

**Is there anything you would like Sudbury residents to know?**

**Senator Jamie Eldridge**

I get some of my best ideas from constituents, including from Sudbury residents on tax relief for seniors, rail trail legislation, and civil rights protections. Keep those ideas coming! Oh, and now I proudly represent the entire town of Sudbury, due to the 2021 redistricting, so now I'll have even more access to great ideas! :) Email me at [James.Eldridge@MaSenate.Gov](mailto:James.Eldridge@MaSenate.Gov) and stay updated on what I do through my website: [senatoreldridge.com](http://senatoreldridge.com).

**Representative Carmine Gentile**

As a State Representative I have three main responsibilities: preparation, advocacy and voting on legislation (including budget bills), assisting the towns I represent in their relationship with the state, and constituent services - if you or a family member are not satisfied with a state agency's response or services, have a problem with a utility, or other problem that appears intractable please reach out to me at [Carmine.Gentile@MaHouse.Gov](mailto:Carmine.Gentile@MaHouse.Gov) or 617 722-2810 ext. 8 and we will be glad to provide whatever assistance we can.

I appreciate Senator Eldridge and Representative Gentile's thoughtful responses. It will be important this coming year for the Select Board, other elected/appointed officials, and Town staff to determine how we can work collaboratively with our legislators to continue to support our community priorities and goals.

*Sudbury's 2023 Annual Town Meeting*

**BY JENNIFER ROBERTS, SELECT BOARD**

Sudbury's Annual Town Meeting is scheduled to begin on Monday, May 1, 2023 at Lincoln-Sudbury Regional High School. Our annual Town Meeting is a vestige of colonial times when there was an effort to organize settlements into communities and create mechanisms for leadership and decision-making. Serving as the legislative body of our town, Town Meeting is comprised of registered voters who have authority to appropriate funds, approve the Town budget, enact bylaws, and other measures. The ability to participate in Town Meeting is a privilege that

we enjoy in Sudbury, where one's vote can have a direct impact on the municipal management of our community.

The season leading to Annual Town Meeting is a busy time for Town staff and officials. Planning for the budget and other Town Meeting articles starts in the Fall and results in the creation of a Town Meeting warrant. All articles, whether from Town staff, commissions, committees, boards, or citizen petitions must be provided to the Select Board's Office by January 31st of each year. From February to April, many Town entities learn about the submitted articles, engage in back-and-forth dialogue, and take official positions on the proposals to be presented at Town meeting. Town Meeting warrants are sent to resident households in the April preceding the Annual Town Meeting. Please be on the lookout for yours!

Attachment 15.a: Sudbury Municipal Update Newsletter Winter 2023\_SB (5637 : Winter 2023 Select Board Newsletter Articles Approval)

## Topics for 2023 Annual Town Meeting

Articles for the 2023 Annual Town Meeting are being finalized and, like many years, will include a wide variety of proposals for our community. The Select Board will be sponsoring several articles including a Small Wireless Facilities Bylaw, funds to support our Go Sudbury! Taxi and Uber program, and an appropriation for user group requested enhanced audio-visual capabilities at the new Fairbank Community Center.

Articles being advanced through the Community Preservation Committee include: creation of a Health & Wellness Space at Curtis Middle School, Feeley Field Improvement Phase II, Fence and Lights for the Fairbank Multi-Sport Court, Historic Resource Inventory Surveys Phase V, Hop Brook Watershed Based Plan, Indigenous Cultural

Landscape Study, Hosmer House Study, General Housing Trust Allocation, Housing Trust Allocation for Nobscot Property, BFRT CSX Extension to Route 20, Accessible Pathways in Town Locations, and the annual Regional Housing Services Office (RHSSO) membership. More information will come on Town and School sponsored articles and annual budgets. Stay tuned!

To learn more about Sudbury's Annual Town Meeting you can click [here](#). On this page are links to past Town Meetings (dating back to 1950!) with information on proceedings, warrants, and corresponding presentations. I encourage you to consider attending this year's Annual Town Meeting and experience the privilege and excitement of participating as the legislative body of our community.

## Transportation Committee Update

BY DAN CARTY, SELECT BOARD

2022 was a busy year for the Sudbury Transportation Committee as they continued to serve the neediest Sudbury residents with two programs. The first is the Go Sudbury! Taxi Rides Program, started in 2020 with Metropolitan Area Planning Council (MAPC) grant money for those aged 50 or older, 18 years old+ with a disability that limits driving, active-duty military, or military veterans, those with a financial need, or essential workers requiring transportation for work. The second is the Go Sudbury! Uber Rides Program, funded by a Community Compact Cabinet grant

(Making the Connections) for the same target groups, started in 2021. In calendar year 2022, 996 one-way taxi rides were provided—split between partners JFK Taxi in Natick and Tommy's Taxi in Framingham—and 2,499 one-way Uber rides were provided.

**TEMPORARY RIDE LIMIT**

**GO SUDBURY!**  
Subsidized Taxi Service  
for eligible residents.

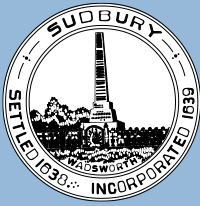
Attachment 15.a: Sudbury Municipal Update Newsletter Winter 2023\_SB (5637 : Winter 2023 Select Board Newsletter Articles Approval)

Starting 2022 with approximately \$30,000 of program funding remaining, mostly from allocated Meadow Walk mitigation funds, the Committee planned for and submitted a warrant article for the 2022 Annual Town Meeting asking for \$100,000 to continue the program. The Select Board unanimously approved bringing the article forward with the understanding it may be withdrawn should they instead elect to appropriate ARPA funds. The Select Board also requested the Committee develop a business plan showing low, medium, and higher transportation offerings. In parallel with crafting of the business plan the Committee began working with the Central Transportation Planning Staff (CTPS) of the Boston Region Metropolitan Planning Organization (MPO) to get technical assistance to see what future transportation options could be developed based on the data collected via the Uber and Taxi programs.

As the year progressed, the Committee prepared for the presentation of the \$100,000 Town Meeting warrant article which was supported by the Select Board with a 4-1 vote and ultimately passed at Town Meeting nearly unanimously. Shortly thereafter, in an effort to sustain the program financially, the Committee voted to cap Uber and Taxi rides at 20 one-way rides per rider per month, to increase Uber copays, and to change age eligibility from 50+ to 60+. Also, the Committee applied for, and was ultimately won, a grant from MassDevelopment on behalf of Sudbury, Acton, Bolton, and Stow, for nearly \$225,000 in funding, approximately \$87,000 of which went to Sudbury.

In an effort to learn from its riders, the Committee surveyed them and learned that most (88%-90%) riders in both programs were very or extremely satisfied. The Committee was pleased when the Select Board voted Transportation as one of their 6 high priority goals for 2023 and when the MAPC featured Sudbury along with Medford and Somerville in their publication "Learning from the Taxi, Livery, and Hackney Grant Program". Financially the program ended the year with \$26,720 of funds remaining, very close to the 2022 starting figure of \$30,000. As 2023 started, and ridership higher than expected and the receipt of the MassDevelopment grant delayed, the Committee had to implement temporary monthly ride caps of 6 for the Taxi program and 4 for Uber. With funding now in hand, the Committee will soon decide if or how to ease those limitations.

Since the inception of the programs through January 2023 a total of 3,869 Uber rides (average cost \$19) and 2,099 taxi rides (average cost \$78.81) have been provided to people aged 60+, those with limited financial means, those with limited driving ability, and military personnel. Looking towards the future of the program the Committee will continue to work on new options like integrating the MetroWest Regional Transit Authority's (MWRTA's) CatchConnect program (<https://www.mwrta.com/catch>) into Sudbury. But in order to keep providing service and collecting data needed to analyze and justify future options like CatchConnect, there will be a request for \$150,000 at this year's annual town meeting. The Transportation Committee, composed of both volunteers as well as Town staff, is proud to see their work on behalf of residents continue to show positive results.



SUDBURY SELECT BOARD  
Tuesday, February 28, 2023

**CONSENT CALENDAR ITEM**

**16: Goodnow Library Foundation One Day Alcohol License 2023**

REQUESTOR SECTION

Date of request:

Requestor: Kristin Schneider, Goodnow Library Foundation

Formal Title: Vote to grant a 1-day All Alcohol license to Goodnow Library Foundation, Inc, to accommodate the Annual Goodnow Library Foundation Fundraiser on Friday, May 5, 2023 from 5:00 PM to 8:00 PM at Goodnow Library, 21 Concord Rd, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.

Recommendations/Suggested Motion/Vote: Vote to grant a 1-day All Alcohol license to Goodnow Library Foundation, Inc, to accommodate the Annual Goodnow Library Foundation Fundraiser on Friday, May 5, 2023 from 5:00 PM to 8:00 PM at Goodnow Library, 21 Concord Rd, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.

Background Information:

Financial impact expected:\$35 license fee to General Fund

Approximate agenda time requested:

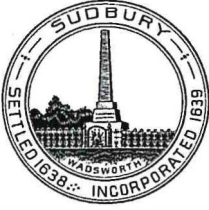
Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/28/2023 6:30 PM





# Town of Sudbury

Office of Selectmen  
www.sudbury.ma.us

Flynn Building  
278 Old Sudbury Rd  
Sudbury, MA 01776-1843  
978-639-3381  
Fax: 978-443-0756  
Email: [BOAdmin@sudbury.ma.us](mailto:BOAdmin@sudbury.ma.us)

## APPLICATION FOR ONE-DAY LIQUOR LICENSE (NON-PROFIT)

Non-profit organizations hosting an event in Sudbury are eligible to apply for a one-day liquor license. All licensees must purchase their alcoholic beverages from a licensed Massachusetts wholesaler, manufacturer, winery shipment licensee, farmer brewery, farmer distillery or holder of a Special Permit issued by the ABCC.\*

Application processing can take up to four weeks as approval from the Fire, Police, Building and Board of Health departments are required prior to Board of Selectmen approval. Processing begins after all required materials are received, so please plan accordingly.

Name of Responsible Manager: Kristin Schneider

Address of Responsible Manager: 21 Concord Road, Sudbury, MA

Non-Profit Organization Name: Goodnow Library Foundation

Name & Purpose of Event: Annual GLF Fundraiser- Raise funds for the Goodnow Library

Name(s) of Brewery/ Distillery/Winery/Wholesaler/Manufacturer to provide alcohol:  
Baystate Wine and Spirits

License Type Requested:  \$25 Wine & Malt – OR –  \$35 All Alcohol

Event Date: 05-05-2023 Event Time: 5-8pm

Event Venue: Goodnow Library

Event Address: 21 Concord Road, Sudbury, MA 01776

### Documents Enclosed:

- Certificate of Liquor Liability
  - a. \$1,000,000 minimum amount
  - b. "Town of Sudbury" listed as additional insured
- Proof of bartender(s) training/certification. (For example, a TIPS certificate.)
- Application fee: \$25 W&M or \$35 All Alcohol. Check payable to Town of Sudbury.

Please submit completed application and materials to:  
Board of Selectmen's Office, 278 Old Sudbury Rd., Sudbury, MA 01776

2/3/2023

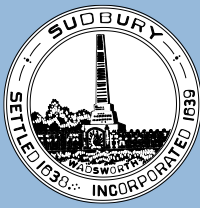
Date

*Kristin Schneider*  
Applicant Signature

\*For a complete list of Authorized Alcohol Providers for 1-Day licenses, please visit <https://elicensing.state.ma.us/CitizenAccess/GeneralProperty/PropertyLookUp.aspx?isLicensee=Y>. Under *Licensing Entity* select "Alcoholic Beverages Control Commission" and under *License Type* select either Wholesaler, Manufacturer, Direct Wine Shipper, Farmer Brewer, Farmer Distiller and/or Farmer Winery.

**Goodnow Foundation 2023 Annual Fundraiser – One Day Alcohol License**  
**May 5, 2023**  
**Department Feedback**

<b>Department</b>	<b>Staff</b>	<b>Date</b>	<b>Comments</b>
Building Department	Andrew Lewis	2/6/23	The Building Department has no issue with this application.
Fire Department	Chief Whalen	2/6/23	The Fire Department has no issue with this application.
Health Department	Pat Moran	2/6/23	We do not have an issue with the one day alcohol license.
Police Department	Chief Nix	2/6/23	The police department has not issue with the application as well.



SUDBURY SELECT BOARD  
Tuesday, February 28, 2023

**CONSENT CALENDAR ITEM**

**17: Accept resignation of Richard Morse**

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to accept the resignation of Richard A. Morse, 47 Maple Avenue, Unit 1101, from the Conservation Commission and the Bruce Freeman Rail Trail Advisory Task Force, and send a letter of thanks for his service to the Town.

Recommendations/Suggested Motion/Vote: Vote to accept the resignation of Richard A. Morse, 47 Maple Avenue, Unit 1101, from the Conservation Commission and the Bruce Freeman Rail Trail Advisory Task Force, and send a letter of thanks for his service to the Town.

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

02/28/2023 6:30 PM