

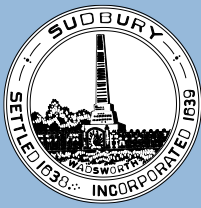
SUDBURY SELECT BOARD
TUESDAY JUNE 27, 2023
7:00 PM, ZOOM

Item #	Time	Action	Item
	7:00 PM		CALL TO ORDER
			Opening remarks by Chair
			Reports from Town Manager
			Reports from Select Board
			Public comments
CONSENT CALENDAR			
1.		<i>VOTE</i>	Vote to appoint Paul Marotta, 71 Pelham Island Road, to the Council on Aging for a term expiring 5/31/26. Also vote to reappoint Nancy Rubenstein, 57 Winsor Road, to the Permanent Building Committee for a term expiring 5/31/26.
2.		<i>VOTE</i>	Vote to accept a \$10,000 donation from resident Richard Henken of 28 Jack Pine Drive to be deposited in the Fire Dept donation account, as requested by Fire Chief John Whalen.
3.		<i>VOTE</i>	Vote to accept a \$7,000 donation from Sudbury Girls softball League Inc. for the purposes of Feeley Field Softball Fields Phase I contribution improvements, as requested by Dennis Mannone, Park and Recreation Director.
4.		<i>VOTE</i>	Vote to extend the Town's Uber for Business Dashboard Access Agreement with Uber Technologies, Inc. for one (1) year per the terms of the existing agreement, to expire 6/30/24.
MISCELLANEOUS			
5.		<i>VOTE</i>	Interview candidate for Energy and Sustainability Committee. Following interview, vote whether to appoint Nate Garazzo, 4 Blandford Drive, for a term to expire 5/31/26.
6.		<i>VOTE</i>	Interview candidate for Permanent Building Committee. Following interview, vote whether to appoint James Kelly, 19 Oakwood Avenue, for a term to expire 5/31/26.
7.			Update on Fairbank Community Center and Fire Station by Sandra Duran, Combined Facilities Director.
8.			Firearms bylaw discussion

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. The Chair reserves the right to accept public comment on any item and may establish time limits.

Item #	Time	Action	Item
9.			Discussion on Town Forum topics
10.		<i>VOTE</i>	Vote whether to approve the Town Manager's annual re-appointments (all of which are subject to acceptance). Also vote to approve new appointments to Commission on Disability.
11.		<i>VOTE</i>	Review and possibly approve the minutes of 6/9/21 Sewataro Assessment and Recommendations Subcommittee.
12.		<i>VOTE</i>	Review and possibly approve the regular session meeting minutes of 12/20/22, 2/13/23, 2/15/23, 2/28/23. 4/4/23, 5/30/23.
EXECUTIVE SESSION			
13.		<i>VOTE</i>	Vote to close open session, and enter executive session to review, approve and possibly release executive session meeting minutes pursuant to G.L. c. 30A, § 21(a)(7) (Purpose 7), citing to the Open Meeting Law, G.L. c. 30A, §§ 22(f), (g).
14.		<i>VOTE</i>	Close executive session and not resume open session.

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. The Chair reserves the right to accept public comment on any item and may establish time limits.



SUDBURY SELECT BOARD

Tuesday, June 27, 2023

CONSENT CALENDAR ITEM

1: Council on Aging and Permanent Building Committee appts

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to appoint Paul Marotta, 71 Pelham Island Road, to the Council on Aging for a term expiring 5/31/26. Also vote to reappoint Nancy Rubenstein, 57 Winsor Road, to the Permanent Building Committee for a term expiring 5/31/26.

Recommendations/Suggested Motion/Vote: Vote to appoint Paul Marotta, 71 Pelham Island Road, to the Council on Aging for a term expiring 5/31/26. Also vote to reappoint Nancy Rubenstein, 57 Winsor Road, to the Permanent Building Committee for a term expiring 5/31/26.

Background Information:
attached memos from COA and PBC

Financial impact expected:

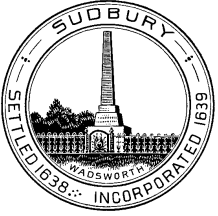
Approximate agenda time requested:

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

06/27/2023 7:00 PM



TOWN OF SUDBURY

278 Old Sudbury Road
Sudbury, MA 01776-1843

June 12, 2023

Janie W. Dretler, Chair
Sudbury Select Board
278 Old Sudbury Road
Sudbury, MA 01776

Re: Reappointment of Permanent Building Committee Member - Nancy Rubenstein

Dear Chairperson Dretler and Select Board Members:

As you are aware, the Sudbury Select Board has the responsibility to appoint five out of the seven members of the Permanent Building Committee (PBC). The remaining two members are appointed by the Planning Board and the School Committee. Many past appointments by the Select Board have been made based on the recommendation of the PBC that the appointee has shown, through his or her professional experience, technical expertise and familiarity with the issues of interest to the Town and the Permanent Building Committee, such that he or she would be a great asset to both the Committee and the Town as the Committee fulfills its responsibility in overseeing municipal construction projects.

PBC member Nancy Rubenstein is scheduled for reappointment by the Select Board. Ms. Rubenstein has indicated her willingness to continue serving as a Permanent Building Committee member and we are writing as PBC Co-Chairs to inform the Select Board that the PBC recommends that the Select Board reappoint Ms. Rubenstein to the PBC. Ms. Rubenstein is extremely knowledgeable and experienced in the public design process and has shown, as an active PBC participant, to be a valuable resource of experience and technical knowledge during Sudbury municipal capital construction projects.

Ms. Rubenstein, as a project manager and structural engineer by profession, has an impressive construction-related resume. Ms. Rubenstein was first appointed to the PBC by the Select Board in 2018 and was actively involved in the PBC's oversight of the Loring Parsonage Renovation project, the Town Hall Renovation design project and the Fairbank Community Center project until she was required to take a temporary leave of absence from the Committee. The issue has been resolved and Ms. Rubenstein feels confident that she can resume her commitment to the PBC as an active and valued member.

Based on her contributions to both the Town and the PBC to date, and her willingness to be an active participant in the management of PBC projects, the PBC recommends that the Select Board reappoint Ms. Rubenstein to the PBC for a full 3-year term.

In closing, it is our desire that the reappointment take place as soon as possible so that we may continue to provide expertise during the design and construction phases of the numerous capital projects approved at Town Meeting.

Thank you for your consideration.

Sincerely,

Elaine L. Jones, Co-Chair

Craig Blake, Co-Chair
Permanent Building Committee



Sudbury Senior Center
Council on Aging
Town of Sudbury, Massachusetts

40 Fairbank Road • Sudbury, Massachusetts • 01776-1681
Phone: (978) 443-3055 • Fax: (978) 443-6009 • E-mail: senior@sudbury.ma.us

April 18, 2023

Sudbury Select Board
Town of Sudbury
278 Old Sudbury Road
Sudbury, MA 01776

Dear Members of the Select Board,

The Board of the Sudbury Council on Aging has interviewed candidates for appointment to the Council on Aging to fill Council on Aging vacancy. At their regular meeting on Monday, April 10, 2023, the Council on Aging unanimously voted to recommend Patricia Tabloski to begin a new term on June 1, 2023. Please find her application enclosed with this letter. We are very happy to welcome Patricia to the Sudbury Council on Aging.

At the April 10 meeting, the Council on Aging also voted to recommend reappointment of Carmine Gentile to a second term on the COA as well as to recommend Paul Marotta to a first term on the COA, after finishing out a former member's term. We thank both Carmine and Paul for their service to the COA and Town and appreciate their willingness to continue to serve.

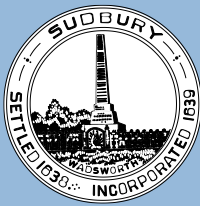
Sincerely,

Debra Galloway, Director

for the Sudbury Council on Aging

Attachments: COA Application for Patricia Tabloski

f:\coa board\membership\select board letter re board appointee to fill vacancy and renewals 2023.doc



SUDBURY SELECT BOARD

Tuesday, June 27, 2023

CONSENT CALENDAR ITEM

2: Fire Dept donation

REQUESTOR SECTION

Date of request:

Requestor: Fire Chief John Whalen

Formal Title: Vote to accept a \$10,000 donation from resident Richard Henken of 28 Jack Pine Drive to be deposited in the Fire Dept donation account, as requested by Fire Chief John Whalen.

Recommendations/Suggested Motion/Vote: Vote to accept a \$10,000 donation from resident Richard Henken of 28 Jack Pine Drive to be deposited in the Fire Dept donation account, as requested by Fire Chief John Whalen.

Background Information:

This is a gift for saving the life of a Sudbury resident on 5/31/23.

Financial impact expected:

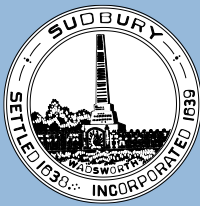
Approximate agenda time requested:

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

06/27/2023 7:00 PM



SUDBURY SELECT BOARD

Tuesday, June 27, 2023

CONSENT CALENDAR ITEM

3: Accept donation toward Feely Field project

REQUESTOR SECTION

Date of request:

Requestor: Dennis Mannone, P&R Director

Formal Title: Vote to accept a \$7,000 donation from Sudbury Girls softball League Inc. for the purposes of Feeley Field Softball Fields Phase I contribution improvements, as requested by Dennis Mannone, Park and Recreation Director.

Recommendations/Suggested Motion/Vote: Vote to accept a \$7,000 donation from Sudbury Girls softball League Inc. for the purposes of Feeley Field Softball Fields Phase I contribution improvements, as requested by Dennis Mannone, Park and Recreation Director.

Background Information:

Financial impact expected:

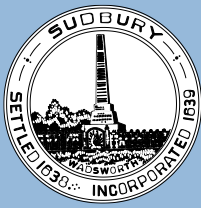
Approximate agenda time requested:

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

06/27/2023 7:00 PM



SUDBURY SELECT BOARD

Tuesday, June 27, 2023

CONSENT CALENDAR ITEM

4: UBER agreement renewal

REQUESTOR SECTION

Date of request:

Requestor: Member Carty

Formal Title: Vote to extend the Town's Uber for Business Dashboard Access Agreement with Uber Technologies, Inc. for one (1) year per the terms of the existing agreement, to expire 6/30/24.

Recommendations/Suggested Motion/Vote: Vote to extend the Town's Uber for Business Dashboard Access Agreement with Uber Technologies, Inc. for one (1) year per the terms of the existing agreement, to expire 6/30/24.

Background Information:

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

06/27/2023 7:00 PM

**Third Amendment to Uber Profiles Agreement
Between
Uber Technologies, Inc. and the Town of Sudbury, Massachusetts**

This third amendment ("Amendment") shall modify the Uber Profiles Agreement entered into on October 15, 2020, as amended by a First Amendment dated October, 26, 2021, amended by a Second Amendment dated November 30, 2022 (the "Agreement") by and between Uber Technologies, Inc., located at 1515 3rd Street, San Francisco, CA 94158 ("Uber") and the Town of Sudbury located at 322 Concord Road, Sudbury, MA 01776 ("Agency").

Recitals

Agency and Uber desire to extend the Term of the Agreement in the manner set forth below.

The parties hereby agree to exercise the option to extend the Term for a one (1) year renewal period as provided in the Agreement Cover Sheet at Program Details: Term, commencing July 1, 2023.

All other terms and conditions of the agreement remain in full force and effect.

Unless otherwise defined in this Amendment, all capitalized terms used in the Amendment have the meaning defined in the Agreement.

Effectiveness and Date

This Amendment will become effective when all Parties have signed it. The date of this Amendment will be the date it is signed by the last Party to sign it, as indicated by the date associated with that Party's signature.

Uber Technologies, Inc.

Town of Sudbury

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attachment4.a: Dashboard Agreement Extension to 240630 (5922 : UBER agreement renewal)

UBER FOR BUSINESS DASHBOARD ACCESS AGREEMENT

This Cover Sheet (“**Cover Sheet**”) is entered into as of the last signature date set forth below (“**Effective Date**”) by and between **UBER TECHNOLOGIES, INC.**, located at 1455 Market Street, Suite 400, San Francisco, CA 94103 (“**Uber**”) and the Town of Sudbury, Massachusetts (“**Town**”).

Town Information:

Name:	Town of Sudbury, Massachusetts
Address:	322 Concord Road, Sudbury, MA 01776
Contact Name:	Adam Duchesneau
Contact Email:	DuchesneauA@sudbury.ma.us

This Cover Sheet sets forth the terms of certain promotional, marketing and other business activities to be undertaken in connection with Uber’s technology systems that enables the Town’s Qualified Riders (“**Users**”) with an Uber Rider Account to request on-demand ground transportation (the “**Program**”). Capitalized terms used but not otherwise defined in this Cover Sheet shall have the respective meanings ascribed to such terms in the Terms and Conditions (the “**Terms**”), attached hereto and incorporated herein. In consideration of the mutual promises contained herein, the receipt and sufficiency of which are hereby acknowledged, the parties agree to the following terms:

Program Details:

Collaborative Goals:	<p>Collaborative goals of our partnership:</p> <ol style="list-style-type: none"> 1. The objective of this pilot program is to improve the provision of transportation services for the Town’s Users, who include senior residents over fifty years of age, persons with disabilities, low-income and financially vulnerable residents, and veterans, by providing on-demand access to transportation to health and community centers where existing public transportation, paratransit, public vans, and shuttles do not provide such transit. The Town seeks to enhance its dedication to safety and accessibility of services for its Users. 2. Successfully onboard all Users to Uber’s Dashboard and ensure access to Uber’s vehicles, including but not limited to Uber’s wheelchair-accessible vehicles (“WAV”). 3. Receive dedicated account support from Uber. 4. Simplify the ground transportation and WAV booking and expense process for Users in the Town.
Launch	<p>The Town will work in good faith to meet the following goals; provided, however, that if the Town does not meet the following goals it will not be deemed a breach of this Agreement:</p> <p>Launch</p> <p>1. Launch: Before December 31st, 2020</p> <p>Announcement & Invitation</p> <ol style="list-style-type: none"> 1. The Town shall announce and publicize the launch of the pilot program to Users prior to uploading any Users’ information to the Dashboard. 2. Once the Town registers all Users, the Town shall upload their information via the Dashboard. 3. The Town shall follow Uber’s customary onboarding processes for registering the Users. <p>After the Town provides Uber Linking Data, Uber shall identify Users in the Town who have registered and automatically create a new Enterprise Profile, distinct from the User’s Personal Profile, which will allow the User to link to the Town’s subsidized account for Users, after agreeing to the necessary consent. The Town shall not be billed for non-subsidized rides or rides of non-qualified Users.</p>
Uber for Business Elements:	<p>Uber will provide the following in connection with the relationship:</p> <ol style="list-style-type: none"> 1. Insurance <ol style="list-style-type: none"> a. Uber shall provide Town insurance in accordance with this Agreement. The Town shall be covered as an additional insured on a blanket basis under Uber’s commercial general liability and commercial automobile liability insurance policies, under which such coverage is provided where required by written contract.

	<p>2. Policy Support</p> <p>a. Uber shall work directly with the Town on adapting the travel policy to include Uber as a preferred option for ground transportation, although Uber shall not be the only option for ground transportation for Users.</p> <p>3. Enhanced Experience – Uber shall:</p> <p>a. Include logo for Town’s Go Sudbury! Program in the Uber App to indicate to Users that the Town is enrolled in and subsidizing the Program.</p> <p>b. Provide Enterprise Profile ride awareness features.</p> <p>c. Integrate expense systems, if such feature is included in the Terms.</p> <p>d. Provide 24/7, global technical support.</p> <p>e. Provide means for Users to use WAV, and any other features as necessary to accommodate Users with disabilities.</p> <p>4. Custom Onboarding & Education</p> <p>a. Uber shall work with the Town on creating and executing an implementation plan to onboard and educate Users about the program and about Uber.</p> <p>b. Uber shall create custom marketing materials to support the Town's program.</p> <p>c. Uber shall dedicate an onboarding specialist assigned to the Town.</p> <p>5. Access to use the Uber for Business Dashboard:</p> <p>Data and Reporting</p> <p>a. <u>Detailed In-Dashboard Data</u> – rich trip data on all User trips</p> <p>b. <u>Detailed Reporting</u> – enhanced, detailed reporting</p> <p>c. <u>Data Export</u> – export trips from the dashboard via CSV</p> <p>d. <u>Trip Search</u> – ability to filter and manage trips from within the Town’s Uber for Business Dashboard</p> <p>e. <u>Lifetime Trip History</u> – access to data on User trips over the duration of the contract.</p> <p>f. <u>Trips API</u> – access to the Uber for Business trip data API</p> <p>Policies & Controls</p> <p>a. <u>User Administration</u> – quickly add or remove Users to Town’s Account</p> <p>b. <u>Expense Codes</u> – expense code lists, requirements, and automations</p> <p>c. <u>Manual Trip Review</u> – manually review out of policy rides</p> <p>d. <u>Automated Trip Review</u> – machine learning, automated trip review to remove out of policy rides</p> <p>Billing & New Features</p> <p>a. <u>Monthly Billing</u> – bill User trips on a single account once a month</p> <p>b. <u>Preferred Partner</u> – option for advanced access of select new Uber for Business features, provided, however, that Uber will not be the only available ground transportation option for Users.</p> <p>6. Duty of Care</p> <p>a. <u>International SOS’s Travel Tracker</u></p> <p>7. Systems Implementation</p> <p>a. Uber shall work with the Town to integrate Uber systems.</p> <p>8. Client Strategy and Partner Management. Uber shall provide:</p> <p>a. A dedicated strategic partner manager</p> <p>b. Quarterly business reviews</p> <p>c. 24/7 global business support</p>
The Town’s Elements:	<p>The Town will provide the following in connection with the Program:</p> <p>1. Messaging to all Users</p>

Attachment 4.b: Dashboard Agreement 201015 (5922 : UBER agreement renewal)

	<p>a. The Town shall send quarterly dedicated emails to Users encouraging their use of Uber as a preferred option for ground transportation, provided, however, that Uber is not the only option available to Users for their ground transportation needs.</p> <p>2. Town References</p> <p>a. The Town shall be available for three (3) reference calls in each calendar quarter after the Effective Date</p>
Term:	Unless otherwise terminated pursuant to the terms set forth in the Terms and Conditions, the "Term" shall commence on the Effective Date and continue through one (1) year, with continuing one (1) year renewal periods thereafter, for up to three years total.

This Agreement consists of this Cover Sheet and the Terms attached hereto and incorporated into this Agreement. In the event of a conflict between the Cover Sheet and the Terms, the Cover Sheet shall prevail. An authorized representative of each party has caused this Agreement to be duly executed as of the Effective Date.

UBER TECHNOLOGIES, INC.

By: *Dmitriy Vanchugov*
D356637478AE4EF...

Name: Dmitriy Vanchugov

Title: Head of Transit Partnerships

Date: October 15, 2020

THE TOWN OF SUDBURY, MASSACHUSETTS

By: *Henry L. Hayes, Jr.*
8169F473C91143B

Name: Henry L. Hayes, Jr.

Title: Town Sudbury, Town of Sudbury

Date: October 15, 2020

Attachment 4.b: Dashboard Agreement 201015 (5922 : UBER agreement renewal)

TERMS AND CONDITIONS

1. **Incorporation.** These Terms are expressly incorporated into and made a part of the Cover Sheet(s) (“**Cover Sheet**”) between Uber and The Town (the Cover Sheet and Terms, collectively, the “**Agreement**”). The Town agrees to establish an Uber for Business account (“**Corporate Account**”) pursuant to the terms and conditions of this Agreement. These Terms set forth the terms under which the Town’s Users may utilize the Uber Service in connection with the Town’s Corporate Account.

2. **Term and Termination.** This Agreement shall commence on the Effective Date and shall continue throughout the Term specified on the Cover Sheet, unless earlier terminated as provided herein, for up to a three year term. Either party shall provide at least thirty (30) days written notice prior to the expiration of the then-current term if either party intends not to renew the terms of this Agreement, as applicable pursuant to the terms of the Cover Sheet. Either party may also terminate this Agreement (i) in the event of a material breach by the other party if the breach is not cured by the other party within thirty (30) days’ notice thereof by the non-breaching party, (ii) in its entirety at any time without cause by giving thirty (30) days prior written notice of termination to the other party, or (iii) immediately upon notice to the other party in the event the other party makes an assignment for the benefit of creditors, files an involuntary petition in bankruptcy or is adjudicated bankrupt or insolvent, has a receiver appointed for any portion of its business or property, or has a trustee in bankruptcy or trustee in insolvency appointed for it under federal or state law. Accrued and outstanding payment obligations, Sections 1, 3, 7, 8, 10 – 14, and the last sentence of this Section 2 shall survive the expiration or termination of this Agreement.

3. Fees and Payment.

3.1. **Technology Service Fees.** The calculation of the Technology Service Fees are set forth on the Cover Sheet. Technology Service Fees shall be paid pursuant to Section 3.3.3 below.

3.2. **User Charges.** All User Charges shall be paid in the ordinary course of use of the Uber Services through the payment card associated with the applicable Enterprise Profile at the end of each User’s trip, unless the Town participates in Monthly Billing, in which case the Town shall pay such User Charges pursuant to Section 3.3.3 below.

3.3. Billing Options.

3.3.1. **Monthly Billing.** Subject to terms and conditions determined by Uber in its sole discretion, Uber may elect to qualify the Town to receive, and thereafter the Town may elect to receive, monthly statements (each, a “**Monthly Statement**”) for User Charges incurred by the Town’s Users through an Enterprise Profile during each calendar month of the Term (“**Monthly Billing**”). If the Town elects to participate in Monthly Billing, Uber will bill the Town the Technology Service Fees and User Charges monthly in a Monthly Statement.

3.3.2. **Non-Monthly Billing.** If the Town does not participate in Monthly Billing: (i) User Charges shall be paid in the ordinary course of business, as stated above in Section 3.2, and (ii) Uber shall charge the Town for Technology Service Fees incurred during each calendar month of the Term in which Monthly Billing was not utilized (each a “**Technology Service Fee Invoice**”).

3.3.3. **Payment.** All fees under each Monthly Statement or Technology Service Fee Invoice, as applicable, shall be paid in full by the Town within thirty (30) days of receipt of such Monthly Statement or Technology Service Fee Invoice.

3.4. **Taxes.** Unless otherwise indicated on a User’s receipt, all Technology Service Fees and User Charges are exclusive of applicable taxes, and the Town agrees to be responsible for the payment of any such taxes assessed on such Technology Service Fees and User Charges, including, but not limited to, all sales, use, VAT or similar taxes, except for taxes based on Uber’s income. All payments shall be processed in the local currency applicable to the geography of the User’s applicable ride except in certain instances when Uber may process foreign transactions in United States dollars. All payments are nonrefundable except as may be expressly provided otherwise herein. Except as may be expressly agreed in the Cover Sheet, each party shall be responsible for its costs and expenses associated with its performance under this Agreement.

3.5. **Account Suspension.** Uber reserves the right to immediately suspend the Town’s account and suspend any or all access to an Enterprise Profile by all Town Users in the event of any unpaid Technology Service Fees or User Charges by the Town due on any past Monthly Statements or Technology Service Fee Invoice, so long as the Town has not submitted an inquiry with respect to any of the User charges. Uber further reserves the right to pursue any and all remedies available to it under applicable law, including reporting the Town to applicable credit reporting agencies, in the event of any unpaid Technology Service Fees or User Charges hereunder. Reestablishing a Town account after full payment of late Technology Service Fees or User Charges shall be at Uber’s sole discretion. All late payments shall accrue simple interest on the sum due from the date such payment was originally due until the date of actual payment, at 3% per month or the maximum allowed by applicable law.

4. Provision of Services.

4.1. **Access to Services.** Uber will establish the Town’s Corporate Account that will enable the Town to permit Town Users to establish an “**Enterprise Profile**” billing option within their Uber Rider Account that will allow Town Users to bill qualified trips to one of the following options: (i) a central Town corporate payment card, (ii) a Town-issued individual payment card, or (iii) a personal payment card or, in Uber’s sole discretion, Monthly Billing. User Charges and any Technology Service Fees, if applicable, that are incurred on such Enterprise Profiles will be transmitted to the Town via the Dashboard in accordance with the terms and conditions of this Agreement. Subject to the Town’s compliance with this Agreement, Uber agrees to use commercially reasonable efforts to provide the Uber Service and Dashboard to the Town and its Users as set forth herein.

4.2. **Driver Verification and User Safety Policies.** Uber is responsible for contracting terms with all independent contractors using the Uber technology systems under license from Uber (a “**Driver-Partner**”) to provide transportation or other services. The following shall apply:

4.2.1. **Screening Standards:** Uber shall ensure that all prospective Driver-Partners are screened using a third-party service accredited by a nationally-recognized background screening organization. The screening standard applied shall conform to Uber’s then-current

background check practices on the Uber systems and in the relevant jurisdiction. The Town shall not be responsible for any background check of Drivers.

4.2.2. **Screening Information:** During the course of the screening process the following information shall be collected and maintained (unless such information should not be maintained due to privacy considerations or other applicable law) in accordance with Uber's then-current practices: (a) full name; (b) date of birth; (c) driver's license number (does not apply to non-automotive Driver Partners); and (d) copy of driver's license (does not apply to non-automotive Driver Partners).

4.2.3. **Vehicle Standards.** In accordance with its business needs and procedures (which are subject to change in Uber's reasonable discretion), Uber shall undertake reasonable efforts to ensure that Drivers (excluding those providing delivery services without an automobile), at all times use vehicles that are suitable for providing transportation services for elderly persons and persons with disabilities, and maintained in good operating condition consistent with Uber's safety and maintenance standards. Uber will ensure that wheelchair accessible vehicle services are made available to the Town's Users.

4.3. **Uber Rider Account Required.**

4.3.1. **Enterprise Profile.** The Town acknowledges and agrees that before an individual can establish an Enterprise Profile on the Uber Service pursuant to this Agreement, such proposed Town User must register for and maintain during the Term an active Uber Rider Account for the Uber Service.

4.3.2. **Violations.** The Town acknowledges that certain proposed Town Users may be suspended or banned from use of the Uber Service due to future or past violations of the End User Terms or Community Guidelines, available at <https://www.uber.com/legal/community-guidelines> ("**Violations**"), and that neither Uber or the Town shall have no obligation or liability related to a proposed User that is unable to obtain or maintain an Uber Rider Account for the purposes of the Enterprise Profile due to Violations. In the event that a User's Uber Rider Account is suspended or terminated pursuant to the End User Terms, such User's access to the Enterprise Profile shall also be suspended. Furthermore, Uber reserves the right to immediately suspend any or all access to the Enterprise Profile of any Town User that has an invalid payment card on their Enterprise Profile, or a rejected Town payment card transaction that was initiated through their Enterprise Profile.

4.4. **Enterprise Profile Linking.**

4.4.1. **Linking Mechanics.** To enable a proposed Town User to securely establish an Enterprise Profile, the Town will utilize the Provisioning Tool to maintain the list of authorized Users' (i) full name, (ii) personal or business-issued email address, and (iii) other information the parties may mutually agree upon ("**Linking Data**"), which is necessary for authentication and verification purposes. Upon establishing an Enterprise Profile linked to an Uber Rider Account, such Town User shall be provided the option, on a ride-by-ride basis, to apply User Charges to either (A) such the User's personal profile or (B) the User's Enterprise Profile.

4.4.2. **Accuracy.** The Town shall ensure that Linking Data is accurate and complete, and Uber shall not be liable to the Town, a User, or any other party with respect to inaccurate or incomplete Linking Data supplied by the Town.

4.4.3. **Unlinking.** A Town User's Enterprise Profile may be unlinked from any such Uber Rider Account at any time by (i) the Town unlinking such User through the Provisioning Tool, or (ii) the User deleting the Enterprise Profile option from his or her Uber Rider Account.

4.5. **Restrictions.** The Town agrees to use the Corporate Account and shall cause each User to, use their Enterprise Profile solely as set forth in this Agreement and the End User Terms. The Town shall not, and shall not authorize others to, (a) decompile, disassemble, reverse engineer or otherwise attempt to derive the source code or underlying technology, methodologies or algorithms of the Uber Service or Uber App, except to the extent allowed by applicable law, (b) sublicense, lease, rent, sell, give, or otherwise transfer or provide the Uber Service or Uber App to any unaffiliated third party, (c) upcharge, increase or otherwise modify the User Charges as calculated through the Uber App for any usage of the Uber Service or (d) impose any additional fees or charges on a User's related to use of the Uber Service. Uber reserves all rights not expressly granted to the Town or the Town's Users under this Agreement.

5. **Account Administration.**

5.1. **Town Dashboard.** Upon execution of this Agreement, Uber will establish the Town's Corporate Account that will enable the Town to access Uber's browser-based online dashboard for "Uber for Business" customers ("**Dashboard**"). Uber's contact with the Town shall be by way of any individual representative designated by the Town as an "administrator" through the Dashboard ("**Administrator**"). The Dashboard will enable the Town to (a) view detailed trip or other service information, without limitation, the Town's Users' name together with status, distance, duration, fare amount, service type, trip ID, User Charges, and expense memo; driver data (e.g. first name, telephone number, vehicle and license plate) ("**Dashboard Data**"), (b) view a current list of all Users who have been authorized to establish, and Users who have established, their Enterprise Profile, (c) to utilize the Provisioning Tool to add Linking Data to maintain an up-to-date list of authorized Town Users, (d) revoke Users' access to their Enterprise Profile, (e) view current, appoint new, and remove Administrators, and (f) settle outstanding balances on the Corporate Account. Uber reserves the right to add, remove and update features and functionality of the Dashboard at any time.

5.2. **Administration.** The Town may appoint additional Administrators at its discretion. The Town agrees to (a) maintain all Dashboard login credentials in confidence, (b) only permit an authorized Administrator to access the Dashboard, and (c) update, as necessary, all information of Administrators to ensure that it is current, accurate, and complete. The Town shall be responsible for all activity that occurs under its Dashboard login credentials.

5.3. **Town's User Updates.** It is the Town's sole responsibility to keep and maintain an accurate list of current Users authorized to establish an Enterprise Profile and charge User Charges to the Town's corporate account. Uber may review the current list of Users from time to time via the Dashboard to maintain and support the Uber App and Uber Service and ensure compliance with this Agreement.

6. Intellectual Property.

6.1 License to Marks; Restrictions. The term “Marks” shall mean the trademarks, service marks, trade names, logos, slogans and other identifying symbols and indicia of a party (“Licensor”). Each party hereby grants to the other party (“Licensee”), solely during the Term, a limited, royalty-free, non-exclusive, non-transferable, non-assignable license, without the right to sublicense, to use and display the Licensor’s Marks only as expressly permitted by the other party in each instance. Notwithstanding the foregoing and solely in connection with describing the Town’s business relationship with Uber pursuant to this Agreement, Uber may include the Town’s logos and/or trademark on Uber’s official website. All use of a Licensor’s Marks by Licensee will be in the form and format approved by Licensor, and Licensee will not otherwise use or modify Licensor’s Marks without Licensor’s prior written consent. All goodwill related to Licensee’s use of Licensor’s Marks shall inure solely to the benefit of Licensor. Marks will at all times remain the exclusive property of the respective Licensor. Except as expressly set forth herein, Licensor does not, and shall not be deemed to, grant Licensee any license or rights under any intellectual property or other proprietary rights. All rights not granted herein are expressly reserved by Licensor.

6.2 No Development. EACH PARTY ACKNOWLEDGES AND AGREES THAT THERE SHALL BE NO DEVELOPMENT OF TECHNOLOGY, CONTENT, MEDIA OR OTHER INTELLECTUAL PROPERTY BY EITHER PARTY FOR THE OTHER PARTY PURSUANT TO THIS AGREEMENT. Any development activities relating to any technology, content, media or other intellectual property must be the subject of a separate written agreement between Uber and the Town prior to the commencement of any such activities.

7. Confidentiality.

7.1 Definition of Confidentiality. The term “Confidential Information” shall mean any confidential or proprietary business, technical or financial information or materials of a party (“Disclosing Party”) provided to the other party (“Receiving Party”) in connection with the Agreement, whether orally or in physical form, and shall include the terms of the Agreement. However, Confidential Information shall not include information (a) previously known by Receiving Party without an obligation of confidentiality, (b) acquired by Receiving Party from a third party which was not, to Receiving Party’s knowledge, under an obligation of confidentiality, (c) that is or becomes publicly available through no fault of Receiving Party, or (d) that Disclosing Party provides written permission to Receiving Party to disclose, but only to the extent of such permitted disclosure.

7.2 Restrictions. Receiving Party agrees that, to the extent permitted by law, (a) it will use Confidential Information solely for the purposes permitted under this Agreement and (b) it will not disclose the Confidential Information to any third party other than Receiving Party’s employees or agents who are bound by obligations of nondisclosure and restricted use at least as strict as those contained herein. In the event Receiving Party receives a subpoena, administrative or judicial order, or any other request for disclosure of any Confidential Information of Disclosing Party, Receiving Party will give Disclosing Party prompt written notice of such subpoena, order or request and allow Disclosing Party to assert any available defenses to disclosure. For the avoidance of doubt, Linking Data, excluding any such information provided by individual Uber account holders, shall constitute Town’s Confidential Information and Uber may not (i) sell or otherwise publicly disclose any such Linking Data, or (ii) use any such Linking Data for any purpose that is detrimental or harmful to the Town. Uber and the Town acknowledge that the Town must comply with all applicable legal requirements, including, but not limited to, the Massachusetts Public Records Law.

7.3 Confidential Information Security. Receiving Party will protect the Disclosing Party’s Confidential Information in the same manner that it protects the confidentiality of its own proprietary and confidential information, but in no event using less than a reasonable standard of care. Uber shall comply with the then-current version of the Payment Card Industry Data Security Standard (“PCI-DSS”) and Uber and its designated payment service provider will remain PCI-DSS certified and compliant at all times during the Term of this Agreement. Uber and the Town acknowledge that the Town must comply with all applicable legal requirements, including, but not limited to, the Massachusetts Public Records Law.

8. Privacy and Data Security.

8.1 Roles of Parties. Each party is an independent controller of the Dashboard Data and Linking Data. The Town will provide Linking Data to Uber, for the provision of the services as described in Section 4 of these Terms. To the extent permitted by law, the Town will only process Dashboard Data for administrative purposes, to manage access control and for activity review purposes.

8.2 Lawfulness. The Town acknowledges that the linking process described in Section 4.3, above, requires a verification email to be sent by Uber to each Town User using the Linking Data, and the Town agrees, where necessary, to have: (i) a legal basis for such processing (such as consent); and (ii) inform the Users that Uber will send them an email for the purpose of linking and establishing the Enterprise Profile within the Users’ Uber Rider Account, which will also describe the benefits of creating an Enterprise Profile. The Town consents to Uber emailing such Users for the purpose of linking and establishing the Enterprise Profile within the Town’s Users’ Uber Rider Account.

8.3 Compliance with Data Protection Laws. Each party shall comply with the obligations applicable to it under the Data Protection Law with respect to the processing of personal data, including but not limited to G.L. c. 93H.

8.4 Restrictions. Uber agrees to only process the Linking Data for the purposes described in this Agreement. The Town agrees that any Uber Personal Data obtained in connection with this Agreement shall be used: (i) solely for the purposes set forth in Section 8.1 of these Terms, or in connection with the use of the Uber Service, and for no other purpose, unless expressly authorized in writing by Uber, and (ii) in accordance with the purposes communicated to the data subjects. The Town shall not use Uber Personal Data in any way that harms Uber or that benefits a competitor of Uber. The Town agrees that it shall not disclose Uber Personal Data to any third parties, except as necessary for the purposes set forth herein. The Town shall not rent or sell Uber Personal Data for any purpose.

8.5 Security. Uber shall implement appropriate technical and organizational measures to protect Linking Data against unauthorized or unlawful processing and against unauthorized loss, destruction, damage, alteration, or disclosure. The Town shall implement appropriate technical and organizational measures to protect Uber Personal Data against unauthorized or unlawful processing and against unauthorized loss, destruction, damage, alteration, or disclosure, as well as any breach of the Town’s security measures (“Information Security Incident”).

8.6 Notification. The Town shall promptly notify Uber in the event that the Town learns or has reason to believe that an Information Security Incident has occurred in relation to Uber Personal Data, including to the extent such Incident results from an act or omission of the Town.

This notification includes at least: (1) the nature of the breach of security measures; (2) the potentially compromised personal data and data subjects; (3) the duration and expected consequences of the Information Security Incident; and (4) any mitigation or remediation measures taken or planned in response to the Information Security Incident. Upon any such discovery, the Town shall (a) take all reasonable steps at its own cost and expense to investigate, remediate, and mitigate the effects of the Information Security Incident, including by providing notice, and (b) provide Uber with assurances reasonably satisfactory to Uber that such Information Security Incident will not recur. Uber and the Town acknowledge that the Town must comply with all applicable legal requirements, including, but not limited to, the Massachusetts Public Records Law.

8.7. **Data Transfers.** To the extent this Agreement involves the transfer of Dashboard Data in the EEA to a jurisdiction outside the EEA, which has not been recognized by the European Commission as providing an adequate level of data protection, the Town agrees that the Standard Contractual Clauses, as specified on [t.uber.com/Exhibit A](https://t.uber.com/ExhibitA) (“**Exhibit A**”), shall apply.

9. **Insurance.** Uber agrees to maintain the following insurance coverage with an A.M. Best financial rating of “A-” or better:

9.1. Commercial General Liability (including contractual liability, personal and advertising injury and products and completed operations) with a limit of five million dollars (US\$5,000,000) per occurrence and five million dollars (US\$5,000,000) in the aggregate for bodily injury and property damage.

9.2. Workers Compensation Statutory (for all states of operation) including Employer’s Liability with limits of not less than one million dollars (US\$1,000,000).

9.3. Commercial Auto Liability insurance for all owned, hired and non-owned vehicles for bodily injury, including death and property damage for limits of five million dollars (US\$5,000,000) each accident combined single limit.

9.4. Uber shall furnish the Town with a certificate of insurance showing coverage as set forth herein.

9.5.

9.6. The Town shall be covered as an additional insured on the Commercial Auto Liability and Commercial General Liability policies.

10. **Warranties; Disclaimer; Ownership.**

10.1. **Mutual Warranties.** Each party hereby represents and warrants that (a) it has full power and authority to enter into this Agreement and perform its obligations hereunder, (b) such party’s acceptance of this Agreement, as well as such party’s performance of the obligations set forth in this Agreement, does not and will not violate any other agreement to which such party is a party, (c) it is duly organized, validly existing and in good standing under the laws of the jurisdiction of its origin, (d) it shall comply with all applicable laws and regulations applicable to the performance of its obligations hereunder, and (e) such party’s Marks as provided by such party pursuant to this Agreement will not infringe or otherwise violate the intellectual property rights, rights of publicity or other proprietary rights of any third party.

10.2. **Town Warranties.** The Town represents and warrants that (a) the Town has all rights and consents, where necessary, to provide the Provisioning Tool with the Linking Data and any other information provided to Uber hereunder in connection with the Uber Service and Enterprise Profile, (b) the Town and its Transportation Committee will use Uber Personal Data solely for legitimate analytical purposes including, but not limited to, statistical purposes, business expense, processing, accounting, and budgeting purposes, (c) the Town will only share and provide access to Uber Personal Data to authorized Town personnel, as determined in the Town’s sole discretion, including without limitation, the Sudbury Transportation Committee members who have a business need to access such Uber Personal Data, (c) the Town will not disclose Uber Personal Data to any third party, unless expressly authorized in writing by Uber, and who are in each case bound by privacy and security obligations regarding Uber Personal Data at least as restrictive as those contained herein (e) the Town will not rent or sell Uber Personal Data for any purpose not authorized by Uber, and (f) the Town will not use Uber Personal Data in any way that harms Uber or benefits a competitor of Uber.

10.3. **Disclaimer.** EXCEPT AS EXPRESSLY PROVIDED HEREIN, UBER PROVIDES THE UBER SERVICE AND UBER APP “AS IS” AND WITHOUT WARRANTY. UBER DOES NOT WARRANT THAT THE FUNCTIONS CONTAINED IN THE UBER SERVICE AND UBER APP WILL MEET TOWN’S REQUIREMENTS OR THAT THE OPERATION OF THE UBER SERVICE OR UBER APP WILL BE UNINTERRUPTED OR ERROR FREE. UBER HEREBY DISCLAIMS ALL OTHER WARRANTIES WITH RESPECT TO THIS AGREEMENT, WHETHER EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, (A) ANY IMPLIED OR STATUTORY WARRANTIES COVERING THE UBER SERVICE OR THE UBER APP, AND (B) ANY IMPLIED WARRANTIES OF MERCHANTABILITY, NONINFRINGEMENT OR FITNESS FOR A PARTICULAR PURPOSE. TOWN ACKNOWLEDGES AND AGREES THAT THE UBER SERVICE IS A TECHNOLOGY SYSTEMS THAT ENABLES ACCESS TO REQUEST ON-DEMAND GROUND TRANSPORTATION AND LOGISTICS SERVICES PROVIDED BY INDEPENDENT THIRD-PARTY PROVIDERS. UBER IS NOT A TRANSPORTATION OR LOGISTICS PROVIDER. UBER DOES NOT GUARANTEE AVAILABILITY OF TRANSPORTATION OR LOGISTICS SERVICES, ON-TIME ARRIVALS OR DEPARTURES THEREOF, OR ANY OTHER SERVICES LEVELS RELATED TO INDEPENDENT TRANSPORTATION OR LOGISTICS PROVIDERS THAT MAY BE OBTAINED VIA THE UBER SERVICE.

10.4. **Ownership.** Uber and its Affiliates are and shall remain the owners of all right, title and interest in and to the Uber Service, Uber App, and Uber Personal Data (including, without limitation, Dashboard Data) including any updates, enhancements and new versions thereof, all data related to the use of the Uber Services, and all related documentation and materials provided or made available to Town or any proposed Town User in connection with this Agreement.

11. **Indemnification.**

11.1. To the extent permitted by law, each party hereto shall indemnify, defend, and hold the other harmless from and against any and all third party claims, demands, liabilities, actions, causes of actions, costs and expenses, including attorney’s fees, arising out of the indemnifying party’s breach of the representations or warranties in this Agreement or the negligence of the indemnifying party, or the indemnifying party’s agents or employees in carrying out its obligations under this Agreement.

11.2. Each party shall provide prompt notice to the other party of any potential claim subject to indemnification hereunder. The Indemnifying Party will assume the defense of the claim through counsel designated by it and reasonably acceptable to the Indemnified Party. The Indemnifying Party will not settle or compromise any claim, or consent to the entry of any judgment, without written consent of the Indemnified Party, which will not be unreasonably withheld. The Indemnified Party will reasonably cooperate with the Indemnifying Party in the defense of a claim, at Indemnifying Party's expense.

12. **Limits of Liability.** OTHER THAN EITHER PARTY'S INDEMNIFICATION OBLIGATIONS, TO THE EXTENT PERMITTED BY LAW, OBLIGATIONS WITH RESPECT TO A BREACH OF CONFIDENTIALITY, OR OBLIGATIONS WITH RESPECT TO A BREACH OF SECTION 6 OF THIS AGREEMENT, (A) IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR ANY INDIRECT, PUNITIVE, INCIDENTAL, EXEMPLARY, SPECIAL OR CONSEQUENTIAL DAMAGES, OR FOR LOSS OF BUSINESS OR PROFITS, SUFFERED BY THE OTHER PARTY OR ANY THIRD PARTY ARISING OUT OF THIS AGREEMENT, WHETHER BASED ON CONTRACT, TORT OR ANY OTHER LEGAL THEORY, EVEN IF UBER OR THE TOWN (OR THEIR AGENTS) HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND (B) IN NO EVENT SHALL EITHER PARTY BE LIABLE UNDER THIS AGREEMENT FOR ANY DIRECT DAMAGES IN AN AMOUNT EXCEEDING THE GREATER OF (X) ONE HUNDRED THOUSAND DOLLARS (\$100,000), AND (Y) THE TOTAL TECHNOLOGY SERVICE FEES PAID BY TOWN TO UBER HEREUNDER PRIOR TO THE APPLICABLE DISPUTE.

13. **General.**

13.1. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts without regard to its choice or conflict of laws provision, and Uber hereby consents to personal and exclusive jurisdiction and venue in the State Courts for the County of Middlesex, Massachusetts, or in the United States District Court for the District of Massachusetts in the event of any litigation between the parties related to this Agreement.

13.2. **Affiliates.** The parties hereby acknowledge and agree that the Town and each of its Affiliates may utilize the same Uber for Business account upon execution of this Agreement and, to the extent the Town's Affiliate incurs any User Charges or Technology Service Fees, Uber may, upon the Town's direction and approval, invoice for and receive payment of such User Charges or Technology Service Fees (as applicable) directly from such Affiliate, provided, however, the Town shall continue to bear financial responsibility for all payments due to Uber.

13.3. **Notices.** Any notice required or permitted to be delivered to the Town by this Agreement shall be posted to the Town's Dashboard. Any notice required or permitted to be delivered to Uber by this Agreement shall be submitted via <https://support.uber.com>.

13.4. **Force Majeure.** Nonperformance of either party under this Agreement shall be excused to the extent and during the period that performance is rendered impossible by strike, fire, flood, hurricane, earthquakes, other natural disaster, governmental acts or orders or restrictions, failure of suppliers, or contractors, or any other reason where failure to perform is beyond the reasonable control and not caused by the negligence of the non-performing party.

13.5. **Severability.** If any provision or provisions of this Agreement shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

13.6. **Assignment.** This Agreement is not transferable and may not be assigned by either party, in whole or in part, without the prior written consent of the other party, provided that both parties may assign this Agreement without such consent, but with notice to Uber, in connection with a merger or a sale of all of the equity or assets of either party. Subject to the foregoing, this Agreement shall be binding upon all successors and assigns of a party.

13.7. **Headings.** Section headings are for convenience only and shall not be considered in the interpretation of this Agreement.

13.8. **Independent Contractor.** Uber and the Town are and shall remain independent contractors. Neither party is the representative or agent of the other and neither party shall have any power to assume any obligations on behalf of the other.

14. **Definitions.** The following terms, as may be used in the Agreement, shall have the meanings set forth below:

14.1. **"Affiliate"** means an entity that, directly or indirectly, controls, is under the control of, or is under common control with a party, where control means having more than fifty percent (50%) of the voting stock or other ownership interest, the majority of the voting rights of such entity, the ability to ensure that the activities and business of that entity are conducted in accordance with the wishes of that entity or the right to receive the majority of the income of that entity on any distribution by it of all of its income or the majority of its assets on a winding up of that entity.

14.2. **"Town Personal Data"** means Linking Data provided in connection with this Agreement, excluding any such information provided by individual Uber account holders.

14.3. **"User"** shall mean an individual authorized to use and link to the Town's Corporate Account.

14.4. **"Data Protection Law"** means all laws and regulations applicable to the personal data under the Agreement, including as applicable the laws and regulations of Massachusetts, the United States, European Union, the European Economic Area and their member states, Switzerland and the United Kingdom, including the EU General Data Protection Regulation (2016/679) (GDPR).

14.5. **"Dashboard Data"** means any and all data or other information made available to the Town through the Dashboard and may include, without limitation, User name together with request time and date, drop-off time and date, pick-up and drop-off address, trip route, distance, duration, fare amount, service type, trip ID, and expense memo.

14.6. **"End User Terms"** shall mean the terms and conditions applicable to all users of the Uber Service, available at www.uber.com/legal, as may be updated by Uber from time to time.

14.7. **"Provisioning Tool"** shall mean the technology that utilizes Linking Data to authorize the Town's Users to establish an Enterprise Profile.

14.8. **“Uber App”** shall mean Uber’s mobile application or mobile website (m.uber.com) required for use of the Uber Service, as may be updated by Uber from time to time.

14.9. **“Uber Personal Data”** means any information Uber provides to the Town in connection with this Agreement relating to an identified or identifiable individual or that can reasonably be used to identify an individual, or that may otherwise be considered “Personal Data” under applicable law. For the avoidance of doubt, “Dashboard Data” shall constitute Uber Personal Data.

14.10. **“Uber Rider Account”** means an Uber account in which the owner of the account has: (i) installed the Uber App on a compatible mobile device, (ii) registered for and currently maintains an active personal user account for the Uber Service, which requires the entry of certain personally identifiable information and a personal credit card number, (iii) currently complies with the End User Terms, and (iv) confirmed the mobile number provided during the registration process. Uber’s collection and use of any personal data and credit card or other authorized payment method information to establish an Uber Rider Account shall be as set forth on the Uber Privacy Policy, available at www.uber.com/legal/privacy, as may be updated by Uber from time to time.

14.11. **“Uber Service”** or **“Service”** shall mean Uber’s technology systems that, when used in conjunction with the Uber App, enables users to request on-demand ground transportation from independent third-party transportation providers.

14.12. **“User Charges”** shall mean charges incurred by the Town’s Users for transportation obtained through the use of the Uber Service, including any applicable tolls, foreign transaction fees, taxes, and any other fees or charges that may be due for a particular use of the Uber Service.

14.13. The terms **“controller”**, **“data subject”**, **“personal data”**, **“processing”** and **“processor”** as used in this Agreement have the meanings given in the GDPR.

Exhibit 1 Scope of Work

Program configurations	Your program requirements
Name of program	GO Sudbury!
Pricing	<p>Essentially subsidized by town; copays by rider according to geofence (see below) are:</p> <ul style="list-style-type: none"> - Geofence 1 = \$1 copay per ride; - Geofence 2 = \$2 copay per ride; - Geofence 3 = \$10 copay per ride <p>Any amount over the copay will be subsidized by the agency.</p>
Ride limits	No trip limit for launch, but might be subject to change
Total budget (per person and/or per program)	Sudbury pilot designed in phases: First phase = up to expenditure of \$5,000; subsequent phases to be negotiated, based on prior usage; expected duration 1 year
Geographical restrictions	<p>Restricted geography to 3 geofences:</p> <ul style="list-style-type: none"> - Geofence 1 = within Sudbury; - Geofence 2 = towns contiguous with Sudbury (9); - Geofence 3 = 25 miles from Sudbury <p>All trips must begin or end in Sudbury</p>
Day of week/time of day	Available 24/7
Vehicles/products	<p>UberX and Uber WAV (if/when it becomes available)</p> <p>Uber Pool (if/when it becomes available)</p>
Data requirements	<p>Uber data requested for Sudbury pilot:</p> <ul style="list-style-type: none"> ● Trip ID ● Request date ● Request time ● Actual pickup date (if different)

	<ul style="list-style-type: none"> ● Actual pickup time (if different) ● Drop off date ● Drop off time ● Service (e.g., WAV, van pool) ● City/town ● Distance ● Duration ● Fare (what the agency pays less any copay) ● Pickup address ● Drop-off address
<p>Do you want to limit the program to certain individuals?</p>	<p>Riders will be pre-qualified by the agency and grouped into one of four target groups</p> <ul style="list-style-type: none"> - (1) residents aged 50 or older; - (2) residents aged 18 to 50 with a disability that limits driving; - (3) residents of limited financial means; - (4) veterans
<p>How do you want to share the program?</p>	<p>TBD</p>

Exhibit 2 Trademarks and Territory

Uber Marks

<u>Trademark</u>	<u>Description</u>	<u>Territory</u>
UBER	Word mark	United States
	Rider Logo	United States

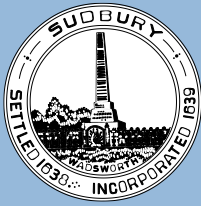


Agency Marks

<u>Trademark</u>	<u>Description</u>	<u>Territory</u>
Sudbury	Word mark	United States



Attachment 4.b: Dashboard Agreement 201015 (5922 : UBER agreement renewal)



SUDBURY SELECT BOARD
Tuesday, June 27, 2023

MISCELLANEOUS (UNTIMED)

5: Interview candidate for Energy Committee

REQUESTOR SECTION

Date of request:

Requestor: Rami Alwan of Energy Committee

Formal Title: Interview candidate for Energy and Sustainability Committee. Following interview, vote whether to appoint Nate Garazzo, 4 Blandford Drive, for a term to expire 5/31/26.

Recommendations/Suggested Motion/Vote:

Background Information:
attached memo and application

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

06/27/2023 7:00 PM

Golden, Patricia

From: Rami Alwan <ralwan@verizon.net>
Sent: Thursday, June 8, 2023 8:19 AM
To: Hobin, Carol
Cc: Energy and Sustainability Green Ribbon Committee; Select Board's Office
Subject: Re: Sudbury Energy and Sustainability Committee Application

Carol,

Wednesday evening the ESC voted unanimously to have Nate Garazzo join the committee. We are very excited to have him on the committee. Now it needs to go to the Select Board for final approval. If you could facilitate that process it would be much appreciated.

Thank you in advance,
 Rami Alwan

On May 18, 2023, at 10:50 AM, Hobin, Carol <HobinC@sudbury.ma.us> wrote:

Good morning,

The attached application was received in the Select Board Office and is being forwarded for your review.

Thanks,
 Carol Hobin
 Sudbury Town Manager/Select Board Office
 278 Old Sudbury Road
 Sudbury, MA 01776
 Ph. 978-639-3381
SBadmin@sudbury.ma.us

Town Manager/Select Board Office Hours:
 Monday, Wednesday, Thursday: 8:30am – 5pm
 Tuesday: 8:30am – 7pm
 Friday: 8:30am -12:30pm

From: Nate Garozzo <negsma@gmail.com>
Sent: Thursday, May 18, 2023 10:38 AM
To: Energy and Sustainability Green Ribbon Committee <energy@sudbury.ma.us>; Select Board's Office <selectboardoffice@sudbury.ma.us>
Subject: Sudbury Energy and Sustainability Committee Application

Please find attached my application to serve on the Sudbury Energy and Sustainability Committee. I look forward to hearing from you.

Thank you,

Nate Garozzo
 4 Blandford Drive Sudbury, MA 01776

Attachment5.a: Rami Alwan email (5913 : Interview candidate for Energy Committee)

TOWN OF SUDBURY
APPLICATION FOR APPOINTMENT

SELECT BOARD
278 OLD SUDBURY ROAD
SUDBURY, MA 01776

FAX: (978) 443-0756
E-MAIL: selectboard@sudbury.ma.us

Board or Committee Name: Energy and Sustainability Committee

Name: Nate Garozzo
Address: 4 Blandford Drive Sudbury Email Address: [REDACTED]
Home phone: [REDACTED] Work or Cell phone: [REDACTED]

Years lived in Sudbury: 10
Brief resume of background and pertinent experience:

Please see attached

Municipal experience (if applicable):

Educational background: 11th grader Lincoln-Sudbury

Reason for your interest in serving: I have a strong background in farming and agriculture and have seen first hand the negative impact climate change has had on this important industry. I would like to play a role in reversing current and preventing future damage to our environment.

Times when you would be available (days, evenings, weekends):

evenings and weekends

Do you or any member of your family have any business dealings with the Town? If yes, please explain:

NA

NG (Initial here that you have read, understand and agree to the following statement)

I agree that if appointed, I will work toward furtherance of the committee's mission statement; and further, I agree that I will conduct my committee activities in a manner which is compliant with all relevant State and Local laws and regulations, including but not limited to the Open Meeting Law, Public Records Law, Conflict of Interest Law, Email Policy and the Code of Conduct for Town Committees.

I hereby submit my application for consideration for appointment to the Board or Committee listed above.

Signature Nate Garozzo Date 5/18/2023

Attachment 5.b: Nate Garozzo_redact (5913 : Interview candidate for Energy Committee)

Nate Garozzo
 4 Blandford Drive
 Sudbury, MA 01776

ACADEMICS:

Lincoln-Sudbury Regional High School Expected Date of Graduation: June, 2024

- 4.0 Unweighted GPA
- 1570 SAT (770 Reading/800 Math)
- AP US History (5), AP Computer Science (5), AP Statistics (May 2023)
- Advanced Accelerated Earth Science, Advanced Accelerated Biology, Advanced Accelerated Chemistry, Advanced Accelerated Algebra II, Advanced Accelerated Geometry, Advanced Accelerated Pre-calculus
- Senior Year coursework: AP Calculus BC, AP Physics, AP Biology,

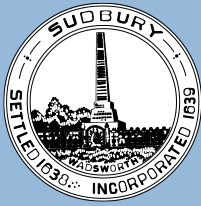
EXTRACURRICULARS/LEADERSHIP:

LINCOLN-SUDBURY REGIONAL HIGH SCHOOL

- Selected by Administration to take part on Lincoln-Sudbury Superintendent, Assistant Principal, and Athletic Director Hiring Committees (2022-2023)
- Selected by Administration to attend the 2022 Massachusetts Interscholastic Athletic Association Leadership Summit
- Student Senate Grade Representative (2020 - Present)
 - Elected to plan and carry out fundraisers and community service events
- President of the Intergenerational Connections Club (2020 - Present)
 - Connect senior citizens and students in a local setting to foster dialogue about current events, traditions, and pop culture
- Varsity Wrestling (Captain) (2021 - Present)
 - 2022-2023 Lincoln Sudbury Wrestler of the year, All State Qualifier, DCL First Team All Star
 - 2022-2023 Led the team in wins, takedowns, tournament points, and dual meet points
- Volunteer Math Tutor, South Sudanese Enrichment for Families, Boston (2023 - Present)
 - Assist South Sudanese refugees in the Boston area with math skills.
- Member National Ocean Science Bowl Lincoln Sudbury 1st Team (2020 - Present)
- Varsity Rugby 2020 - 2022
- Club Wrestling Metrowest United (2021 - Present)

FARMING EXPERIENCE:

- Sustainable Farming Apprentice, Hutchins Organic Farm - Concord MA (June 2021 - Present)
 - Planting preparation
 - Seeding up crops, both in the field and greenhouse
 - Weeding, watering, mulching and otherwise maintaining crops
 - Harvesting, cleaning and packing produce
 - Irrigation management
 - Field clean-up, farm winterization
- Livestock Management Intern, Codman Community Farm - Lincoln MA (Starting May 2023)
 - Daily care and execution of routine grazing program for 7,000 poultry, hogs, and beef cattle
 - Assist in infrastructure and non-routine projects
- Volunteer, Harvard Alpaca Ranch - Harvard MA (July 2022 - Present)
 - Herd health exams
 - Alpaca Shearing
 - Feeding and daily maintenance of herd and facilities



SUDBURY SELECT BOARD
Tuesday, June 27, 2023

MISCELLANEOUS (UNTIMED)

6: Interview candidate for Permanent Building Committee

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Interview candidate for Permanent Building Committee. Following interview, vote whether to appoint James Kelly, 19 Oakwood Avenue, for a term to expire 5/31/26.

Recommendations/Suggested Motion/Vote: Interview candidate for Permanent Building Committee. Following interview, vote whether to appoint James Kelly, 19 Oakwood Avenue, for a term to expire 5/31/26.

Background Information:
attached application documents and letter of support from PBC chair

Financial impact expected:

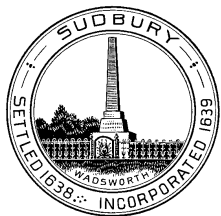
Approximate agenda time requested:

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

06/27/2023 7:00 PM



TOWN OF SUDBURY

278 Old Sudbury Road
Sudbury, MA 01776-1843

June 12, 2023

Janie W. Dretler, Chair
Sudbury Select Board
278 Old Sudbury Road
Sudbury, MA 01776

Re: Appointment of Applicant to Permanent Building Committee – James Kelly

Dear Chairperson Dretler and Select Board Members:

This letter of support is being submitted to the Sudbury Select Board by the Permanent Building Committee in support of the Application for Appointment to the Permanent Building Committee submitted by James Kelly. Mr. Kelly is a resident of Sudbury, residing at 19 Oakwood Avenue.

As you are aware, the Sudbury Select Board has the responsibility to appoint five out of the seven members of the Permanent Building Committee (PBC). The remaining two members are appointed by the Planning Board and the School Committee. The recent resignation of Mark Sevier from the PBC has created a vacancy that needs to be filled in a timely manner given the PBC's current workload including managing the construction of the Fairbank Community Center and the Fire Station No. 2 Phase 1 Addition projects.

The Permanent Building Committee strongly supports Mr. Kelly's application based on the expertise and experience Mr. Kelly willingly provided the PBC during the 15 years Mr. Kelly, as Sudbury Building Inspector and Combined Facilities Director, worked with the PBC as Town Liaison during the design and construction of numerous municipal capital projects. Mr. Kelly played a key technical support role during the design and construction of numerous capital projects, including the Curtis Middle School, the Noyes, Haynes and Nixon School Roof Repair projects, the Loring Parsonage Renovation project, the Fire Station Headquarter project, the Police Station project, and the Sudbury Senior Center project.

Mr. Kelly has indicated his willingness to become an active Permanent Building Committee member and, based on his contributions to both the Town and the PBC to date, his extremely relevant and extensive professional resume, and his willingness to be an active participant in the management of PBC projects, the PBC supports Mr. Kelly's Application for Appointment to the PBC and recommends that the Select Board appoint Mr. Kelly to the PBC for a full 3-year term.

In closing, it is our desire that the appointment take place as soon as possible so that both the PBC and the Town can avail themselves of the expertise and experience Mr. Kelly will bring to the PBC during the design and construction phases of the numerous capital projects approved at Town Meeting.

Thank you for your consideration.

Sincerely,

Elaine L. Jones, Co-Chair

Craig Blake, Co-Chair
Permanent Building Committee

**TOWN OF SUDBURY
APPLICATION FOR APPOINTMENT**

SELECT BOARD
278 OLD SUDBURY ROAD
SUDBURY, MA 01776

FAX: (978) 443-0756
E-MAIL: selectboard@sudbury.ma.us

Board or Committee Name: Permanent Building Committee

Name: James F Kelly
Address: 19 Oakwood Ave Email Address: [REDACTED]
Home phone: [REDACTED] Work or Cell phone: [REDACTED]

Years lived in Sudbury: 29

Brief resume of background and pertinent experience:
see attached resume

Municipal experience (if applicable):
Currently employed in Lexington as the Building Commissioner, have worked as a municipal employee for 23 years which includes work for the Town of Sudbury

Educational background:
Masters degree in Facilities Management from Mass Maritime Academy

Reason for your interest in serving:
Helping out as a volunteer to assist the Town in its Building projects

Times when you would be available (days, evenings, weekends):
very flexible, can do most any night, and daytime and weekends if scheduled with sufficient lead time

Do you or any member of your family have any business dealings with the Town? If yes, please explain:
only with paying taxes at the Treasurers office!

JFK (Initial here that you have read, understand and agree to the following statement)

I agree that if appointed, I will work toward furtherance of the committee's mission statement; and further, I agree that I will conduct my committee activities in a manner which is compliant with all relevant State and Local laws and regulations, including but not limited to the Open Meeting Law, Public Records Law, Conflict of Interest Law, Email Policy and the Code of Conduct for Town Committees.

I hereby submit my application for consideration for appointment to the Board or Committee listed above.

Signature _____ Date June 8, 2023

Attachment 6.b: Jim Kelly redact (5912 : Interview candidate for Permanent Building Committee)

James F. Kelly
 19 Oakwood Avenue
 Sudbury, MA 01776
 [REDACTED]

WORK EXPERIENCE

Town of Lexington, MA

Building Commissioner 2018 to Present

Responsibilities Include:

- Perform administrative, supervisory, and inspection work related to the enforcement and interpretation of the State Building Code and local Zoning Bylaw.
- Supervise the six inspectors and manage the scheduling and performance.
- Review plans for building construction or alteration to determine compliance with state or local building and zoning codes and bylaws.
- Perform annual inspections of restaurants, schools, and places of assembly and other facilities as required by state codes and local bylaws.
- Assist the facilities Department in the review and code compliance of new Town Buildings.
- Coordination and communication with multiple town Boards and Committees.
- Develop and manage Building Department Operating Budget.

Town of Sudbury, MA

2012 to 2017

Combined Facilities Director

Responsibilities Include:

- Management of all maintenance and repairs of the town buildings, including HVAC and other systems and major equipment.
- Development of a computerized maintenance management system to prioritize, implement and manage all work orders and requests, including specifications for work to be done under contract and supervision of private contractors, for building maintenance and repairs.
- Purchase of materials, supplies, and equipment for building maintenance and repair, in accordance with procurement regulation, laws and policies.
- Responsible for proper adherence to the Public Construction and Procurement Laws.
- Consultation with the Town Counsel's office regarding review of contracting/bidding documents.
- Management of capital planning, including development of a five-year capital plan for all municipal and school buildings, to be approved by the Town Manager for all Town buildings and the Superintendent of Schools for all school buildings.
- Work closely with the Permanent Building Committee (PBC) in the oversight of the construction, reconstruction, alteration or enlargement of all existing or new

buildings owned by the Town and SPS, including designer selection when applicable.

- The Director works closely with the Energy and Sustainability Green Ribbon Committee, in the development and implementation of measures to foster energy conservation, energy efficiency, renewable energy generation and sustainability planning.
- Pursuit of grants and other funding resources to support the work of the Facilities Department, Town Manager and School Committee as appropriate.
- Development of Department policies and annual Department objectives, plans, and goals, subject to approval of the Town Manager and Superintendent.
- Coordination and communication with multiple town Boards and Committees.

Town of Sudbury, MA

2002 to 2012

Inspector of Buildings, Building Commissioner
Zoning Enforcement Agent

Responsibilities include:

- Administrative, supervisory, and inspection work related to the enforcement and interpretation of the State Building Code and local Zoning Bylaw.
- Oversee the maintenance and repairs of town buildings including HVAC, energy improvements, roofing and capital planning.
- Preparation of construction bid documents and solicitations in accordance with the public bid and procurement laws.
- Review plans for building construction or alteration to determine compliance with state or local building and zoning codes and bylaws.
- Perform annual inspections of restaurants, schools, and places of assembly and other facilities as required by state codes and local bylaws.
- Pursuit of grants and other funding opportunities to support the work of the Green Energy Committee.
- Coordination and communication with multiple town Boards and Committees.
- Develop and manage Building Department Operating Budget, grants and Capital improvements.

Town of Sudbury, MA

2000 to 2002

Assistant Building Inspector

Worked closely with Building Inspector/Commissioner with code administration and enforcement.

Responsibilities included:

- Plan review, issuance of building permits, on-site inspections.
- Acting Building Inspector and Zoning Enforcement Agent (December 2001 – May 2002) performing regular duties plus review of Site Plan Review applications and presenting written opinions of zoning bylaws.

- Preparation of Building Department article for Annual Town Meeting Warrant.
- Meeting with other departments to discuss zoning and planning issues.
- Active member of the Massachusetts Building Commissioners and Inspectors Association Inc.
- Certified Building Code Enforcement Official.

J. F. Kelly Company

1995 – 2000

Owner

Successfully developed general contracting company specializing in diverse residential additions and renovations. Achieved consistently high levels of client satisfaction.

Responsibilities included:

- Marketing, selling and performing contracting services.
- Consulting with clients, architects and subcontractors to develop and customize job plans/specifications that would fulfill clients' expectations and budgets.
- Estimating and bidding.
- Specification and recommendation of building materials.
- Hiring and management of subcontractors.

E. H. Nelson Construction Company

1985 – 1995

Construction Supervisor; Carpenter

Responsibilities included:

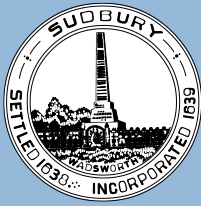
- Estimating and managing job costs.
- Specifications and recommendation of building materials.
- Overseeing subcontractors.
- Working with general contractors and clients to establish job work plans.
- Performed high-quality carpentry work.

EDUCATION

- University of New Hampshire Bachelor's degree in Business Administration
- Junior year abroad in Valencia, Spain
- Massachusetts Maritime Academy, Master of Science Facilities management

ACHIEVEMENTS and ASSOCIATIONS

- Massachusetts Construction Supervisor
- MCPPO Certification
- Massachusetts Certified Building Official
- Massachusetts Facilities Administrators Association
- MBCIA, MWBOA, NFPA, and ICC Member
- Leading by Example Award from Governor Duval Patrick for Green Energy Initiatives



SUDBURY SELECT BOARD
Tuesday, June 27, 2023

MISCELLANEOUS (UNTIMED)

7: Update on Fairbank Center and Fire Station

REQUESTOR SECTION

Date of request:

Requestor: Chair Dretler

Formal Title: Update on Fairbank Community Center and Fire Station by Sandra Duran, Combined Facilities Director.

Recommendations/Suggested Motion/Vote: Update on Fairbank Community Center and Fire Station by Sandra Duran, Combined Facilities Director.

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

06/27/2023 7:00 PM

Transition Schedule Summary

Year	Month	Date	Category	Task	Point
	Complete	C	Technology	Technology Planning meetings to finalize IT and Telephone programs	Sudbury IT
		C	Technology	Project Technology Meeting	Sudbury IT
		C	Technology	Finalize a revised budget for the Technology	Sudbury IT
		C	Technology	Finalize all technology decisions for bidding	Sudbury IT
		C	Technology	Solicit Technology quotes using the state bid list	VTX
		C	Technology	Recommend Tech Budget Awards	Sudbury IT
		C	Technology	Approve Tech Equip & Issue Purchase Orders	BC, Sudbury CC
		C	FFE	Finalize FFE bid documents	VTX
		C	FFE	Recommend FFE Budget Awards	BC
		C	FFE	BC release FFE to start procurement	BC
		C	FFE	Approve Group 1 procurement & Issue Purchase Orders	BC
2023	June	1	Construction	Coordination Meeting(s) with Owner and Subcontractors regarding systems programming and set-up (IESS, CCTV, Paging, Clocks, etc...)	Colantonio, Sudbury IT
		8	Transition	Transition meeting - Review existing building inventory and proposals from movers	ALL
		8	Transition	Town Develops Rack layouts for new and existing equipment.	Sudbury IT
		15	Transition	User Groups to submit inventory lists by 6/15. Team will aggregate lists w/ meeting on 6/21 at 10am.	ALL
		21	Transition	Transition meeting finalize Salvage & reuse plans all building contents and FFE review meeting	ALL
		22	Construction	Walk power and cable tray requirements for Town Network layouts in field.	Sudbury IT, CI, MV Electric
		23	Transition	Transition meeting - Discuss timeline for mover, Auction, PO tracking	ALL
		29	Moving	Procure Mover & Recycler (IRN/Diamond)	VTX
		30?	Technology	Audio Visual RFP - Technology out to bid.	VTX
			Moving	IRN to finalize mover quotes	IRN
			Moving	Execute movers contract	VTX
			Moving	Moving and recycling inventory	IRN/Diamond
2023	July	31	Construction	IDF/MDF rooms complete	Colantonio
		15	Technology	Owner provided IP address Ranges for all building systems	Sudbury IT
			Transition	Transition meeting - schedule moving & installations, Dept. walk thru complete	ALL
		15	Construction	Provide a list of all equipment requiring IP addresses	Sudbury IT
		30	Technology	Owner to Provide Patching Diagrams	Sudbury IT
2023	August	TBD	Technology	Complete AV equipment wiring.	Sudbury IT
		9	Technology	Receive new Owner Provided Technology and Configure	Sudbury IT
		10	Technology	GC confirms racks install and ready for Owner Equipment	Colantonio
		15	Telephone	Owner provided landlines for elevator and security systems	Sudbury IT
		23	Construction	Confirm UPS install and power ready for equipment	Colantonio
		23	Technology	Programming of Switches by SNS complete and switches installed	Sudbury IT/SNS
		23	Technology	GC confirms inner duct complete and ready for fiber install	Colantonio, Commtac
		24	Technology	Install Temp Fiber to Sudbury CC Building	Harbinger
		25	Construction	Energize Phase 1D	Colantonio
		30	Technology	Install patch panels and ready to Patch Switches	Sudbury IT
		?	Construction	Electrical Transition to new system at Pool	Colantonio
			Transition	Transition meeting - Finalize plans for Move Management	ALL
2023	September	8	Construction	Commissioning period starts	VTX/Colantonio
		8	Construction	IT Jacks go Live - Contractor equipment	Colantonio
		15	Construction	IT Jacks go Live - patching	Colantonio
		25	Construction	Test all Security, Telecomm & sound systems by GC	Colantonio
2023	October	11	Construction	Substantial Completion and Temporary Occupancy Permit	Colantonio
			Owner	Staff allowed into the new Sudbury CC	Sudbury CC
			Owner (Training)	Training on HVAC & Lighting building systems	Colantonio/CC
			Owner (Training)	Training on all building systems	Colantonio/CC
			Owner (Training)	Leadership training in new building	Colantonio/CC
			Owner (Training)	Police/Fire exercises	Police/Fire
			Telephone	Wall Plate installation	ePLUS
		17	Technology	WAP Installation by Town	S IT
		17	FFE	FFE delivery and installation begins	Red Thread

Attachment 7.a: Fairbank Move Schedule Summary dated 6.14.2023 (5909 : Update on Fairbank Center and Fire Station)

Transition Schedule Summary

Year	Month	Date	Category	Task	Point
		17	FFE	FFE delivery and installation ends.	Red Thread
		17	Technology	Start Install of AV	Sudbury IT
		17	Technology	Complete Configuration all Owner provided IT & Telephone Equip. and Devices	Sudbury IT
		17?	Technology	Install of Cable Service	Vendor
		?	Telephone	Receive new Owner Provided Phones and Configure	Sudbury IT
		23	Construction	Complete Commissioning HVAC Building flush	Colantonio
		31	Transition	Kickoff Transition Period	ALL
		31?	Owner	Operations Shutdown for move	Sudbury
2023	November	1	Moving	Move existing FFE to new building	Diamond
			Moving	Move salvage items out from existing Sudbury CC	Diamond
			Moving	Empty/Recycle remaining FFE from Existing building.	IRN/Diamond
		1	Construction	Turnover of additional equipment to Colantonio for install	Colantonio
		1	Owner	Begin Salvage of any Existing Equipment	Sudbury
		3?	Telephone	Move Head End Phone Unit	ePLUS
		3?	Technology	Removal of all existing IT and technology from existing building	Sudbury IT
		3?	Technology	Relocate permanent fiber	Comcast
		5	Owner	End Salvage of any Existing Equipment	Sudbury
		6	Owner	End Salvage of any Existing Equipment	Sudbury
		6	Transition	End Transition Period	ALL
		6	Construction	Owner vacates existing building	Colantonio
			Owner	New Sudbury Community Center Open to Public	Sudbury CC
			Transition	Ribbon Cutting Ceremony - DATE TBD with local dignitaries	ALL
		13	Construction	Shut down/Decommission existing building for Owner. Turn ownership to CM. for abatement/demo	Colantonio
Legend					
Owner					
Construction					
FF&E					
Technology					
Move includes Movers, Recyclers					
Transition					

Attachment 7.a: Fairbank Move Schedule Summary dated 6.14.2023 (5909 : Update on Fairbank Center and Fire Station)

Fairbank Community Center Project Update June 27, 2023



General Project Update

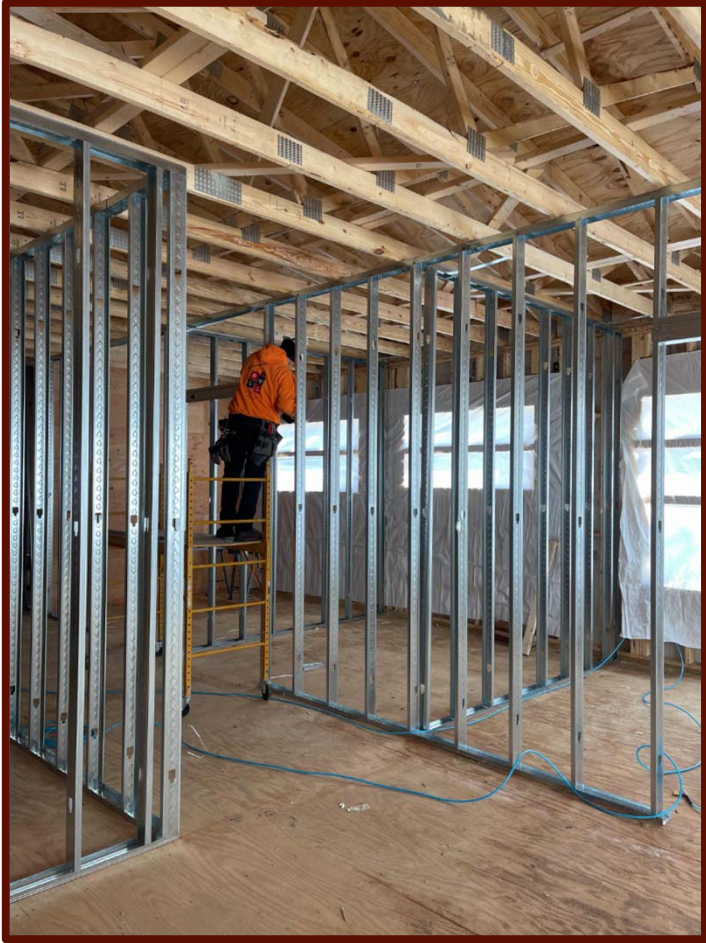
- Project currently on schedule - First phase Target completion date is October 31,2023. Move date is November 1-6.
- IT, AV and Technology Final Enhanced Design Completed. RFP docs In progress
- Meetings with Town and School IT Directors, SPS, Senior Center and Park and Rec are continuing to prepare for occupant moves

May 11- July 7, 2023 Pool Closure



- Fire Sprinkler Installation
- Pool Piping Replacement
- Window installation
- Tie-in of Locker Rooms
- Stabilization of gutters
- Limited re-tiling

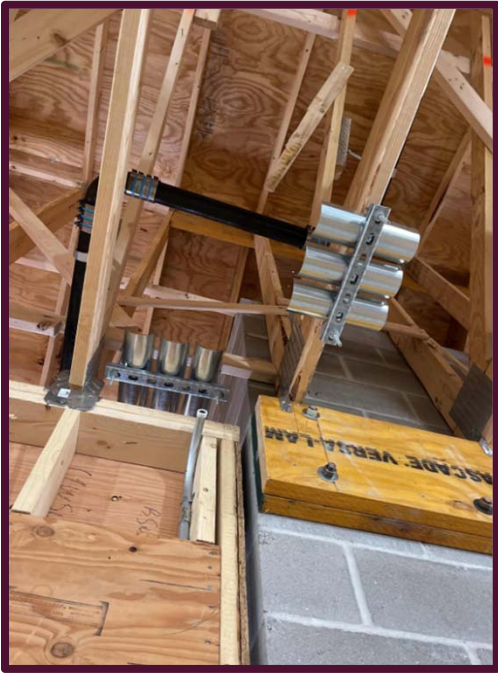
Early March Progress Photos



Early March Progress Photos



Mid - March Progress Photos



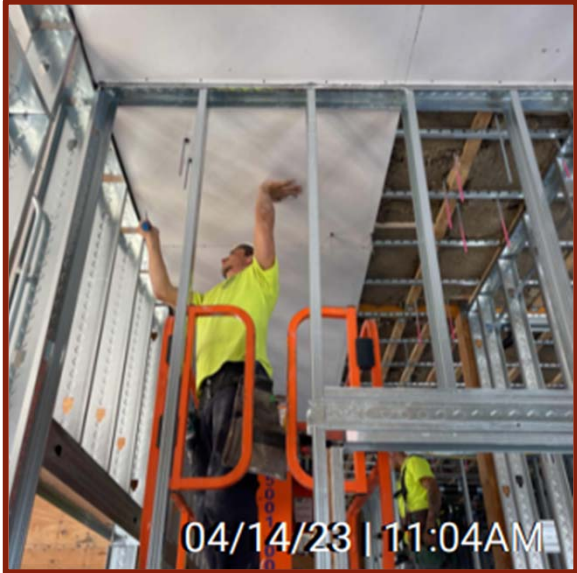
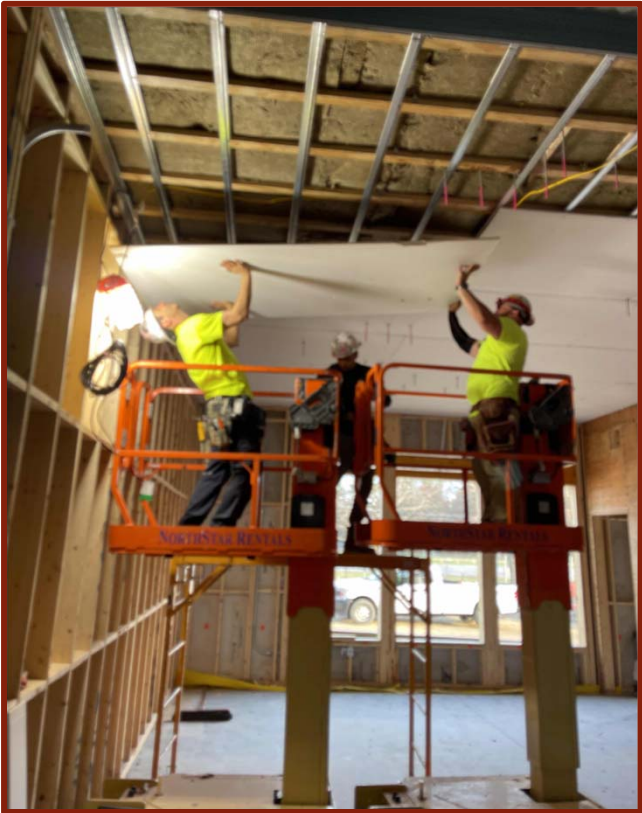
Early April 2023 Site work in progress photos



Mid-April in progress photos



Mid-April work in progress photos



Mid - April 2023 work in progress photos



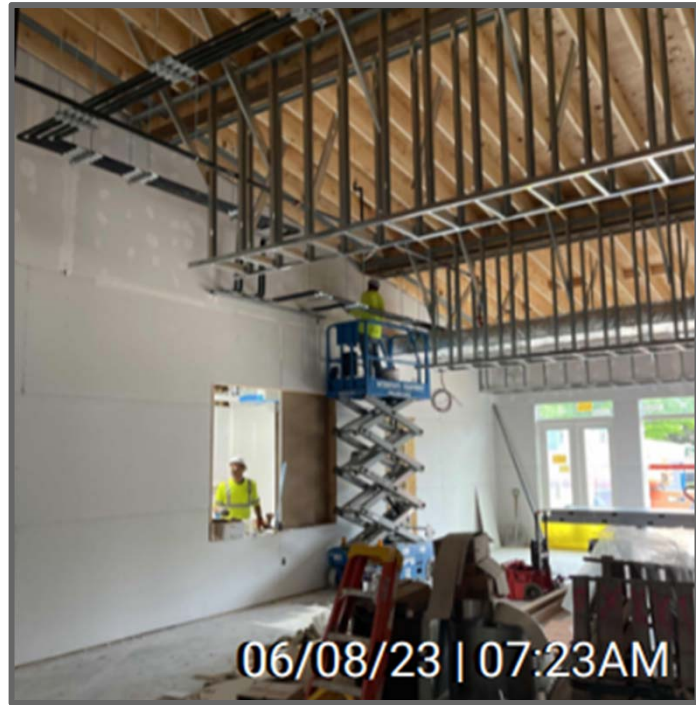
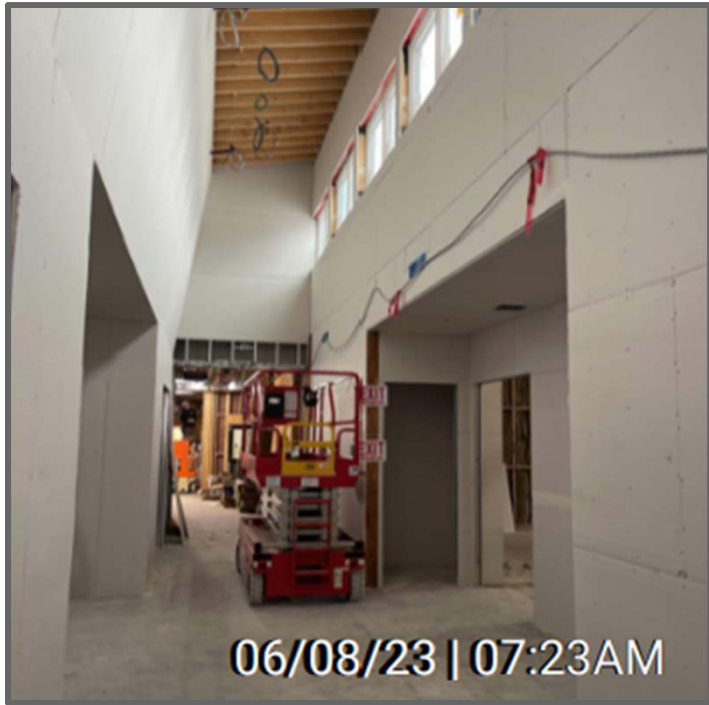
End of April 2023 Progress Photos



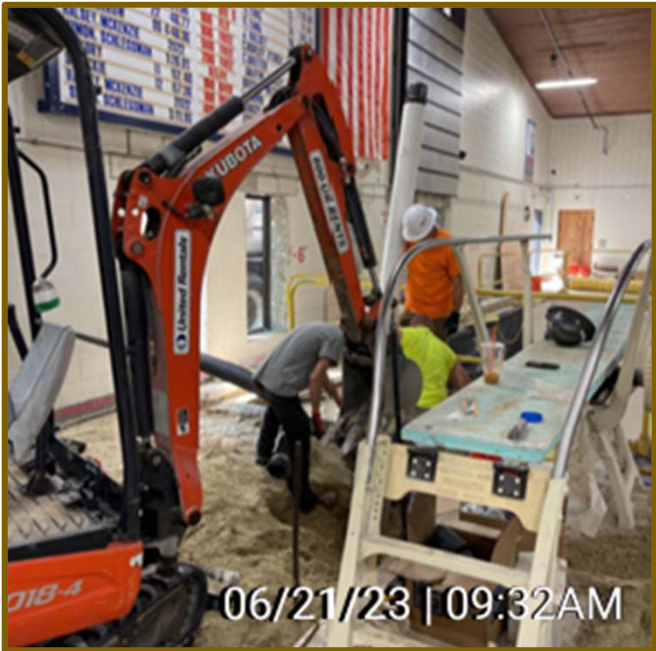
Mid - May 2023 Progress Photos



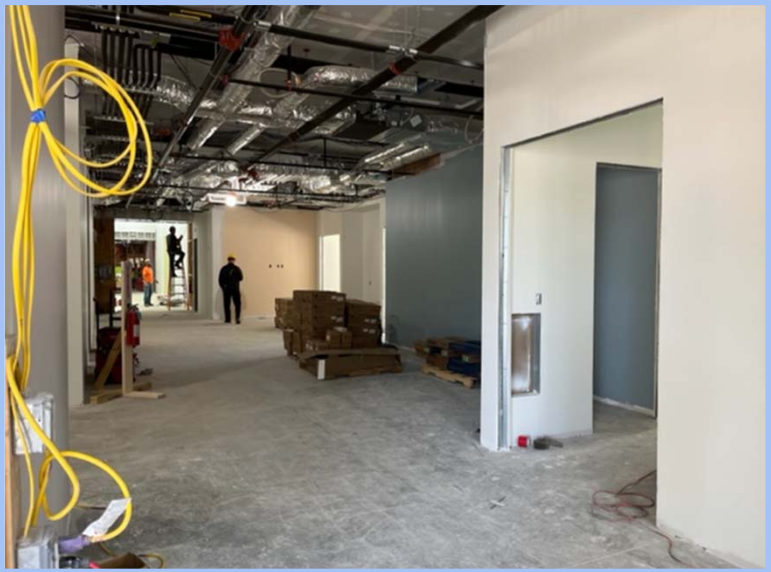
Early - June 2023 Progress Photos



Late - June 2023 Progress Photos



Late - June 2023 Progress Photos



Late - June 2023 Progress Photos



II. **Key Contractual Milestones**

Milestone ID#	Milestone Description	Baseline Date	Previous Update 6	Current Update 7	Total Float (cd)	Var from Prev
M.730	Start Natatorium Construction - Phase 1C	29May23	29May23	29May23	0	0
M.740	Natatorium Complete - Phase 1C	07Jul23	07Jul23	07Jul23	0	0
M.790	New Construction Complete - Phase 1D	26Sep23	25Oct23	30Oct23	0	(5)
M.750	Abatement/Demolition Complete - Phase 2A	22Nov23	26Dec23	29Dec23	4	(3)
M.900	Pool Viewing/Recreation Entry/Ext Toilets Complete - Phase 2B	22Dec23	24Jan24	29Jan24	0	(5)
M.990	Project Complete/Plantings	08Apr24	03May24	03May24	0	0

Early - June 2023



Getting ready to move!

Transition Planning underway

- IT preparing for switch over
- Furniture has been ordered and expected mid-October
- Project on schedule - turnover expected on October 31, 2023.
- Occupancy of new building expected on or about November 6, 2023.

TO: Sandra Duran – Combined Facilities Director
Town of Sudbury

FROM: Neil Joyce / CMS, Inc.

DATE: June 23, 2023

RE: Sudbury Fire Station #2 Addition – Project Status Update



Financial Overview:

Project Budget	\$5,828,000	
Expenditures to Date:	\$2,889,256	49.6%
Cost to Complete:	\$2,938,744	
Project Contingency at Start:	\$312,000	
Project Contingency Remaining:	\$196,000	62.8%
Construction Completion Date:	September, 2023	

Construction Overview:

During the winter months and early spring, the proposed addition at the Sudbury Fire Station #2 completed all concrete foundations, under slab piping, and slab on grade concrete. Wood framing, membrane roofing, interior partitions and temporary enclosures were all completed.



Foundation & Wood Framing

Attachment7.c: SFD #2 - Project Status Memo 6-23-2023 (5909 : Update on Fairbank Center and Fire Station)

During the spring, the exterior finishes were put in place, including air/vapor barrier, cementitious clapboard siding, PVC trim and brick masonry veneer. Roofing construction was completed, with the installation of metal roof edge, as well as installation of curbs and supports for rooftop mechanical units and related equipment. In-wall rough of Mechanical and Electrical systems were completed on the building interior.

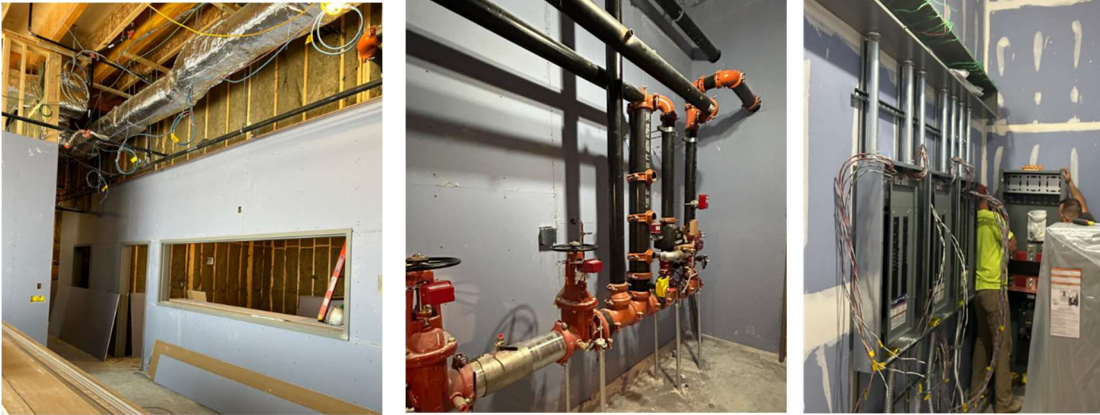


Exterior Sheathing Air-Vapor Barrier, Roofing & HVAC Units



Exterior Siding, Masonry Veneer and PVC Trim

The early summer months have seen the continuation of exterior masonry, as well as installation of interior drywall and related finishes. Interior fire protection (sprinkler system) and installation of interior electrical equipment is in process.



Sitework operations resumed as space at the site allowed and have included excavation and installation of the tight tank, located at the rear of the existing station apparatus bay.



Tight Tank Installation

Planned operations in the coming months (June, July, August, September) include:

Building Exteriors:

- Complete exterior finishes (masonry veneer & PVC trim)
- Installation of Doors and Windows

Building Interiors:

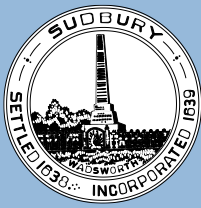
- Drywall Finishes, Painting and Vinyl Wall Coverings
- Finish Carpentry – Millwork, Cabinetry, Counter Tops

- Interior Doors & Hardware
- Flooring Finishes
- Acoustic Tile Ceilings
- Mechanical, Electrical and Plumbing Finishes
- Bathroom Fixtures & Finishes

Sitework:

- Install Storm Drainage and Underground Stormwater Retention System
- Install Sanitary and Water Connections
- Install Site Electrical - Primary and Secondary Services, Pad Transformer, Site Lighting and Emergency Generator
- Parking Lot Construction – final grading, curbing, paving & striping
- Landscape – plantings, loam, seeding

Building construction completion is anticipated in September 2023. Furniture, Fixtures and Equipment will follow with occupancy planned for late October / November 2023.



SUDBURY SELECT BOARD

Tuesday, June 27, 2023

MISCELLANEOUS (UNTIMED)

8: Firearms bylaw discussion

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Firearms bylaw discussion

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

06/27/2023 7:00 PM

ARTICLE ____ FIREARM BUSINESS USES

6/22/23

To see if the Town will vote to amend the Sudbury Zoning Bylaw as set forth below:

2200. PRINCIPAL USE REGULATIONS

A.

Insert in Section 2230, Table of Principal Use Regulations, Part C. Commercial, after "28. Marijuana Establishment" a new use category entitled "29. Firearm Business", as shown in the table below.

PRINCIPAL USE	A-RES	C-RES	WI	BD	LBD	VBD	ID	LID	IP	RD
C. COMMERCIAL										
29. Firearm Business Use	N	N	N	N	N	N	N	ZBA	ZBA	ZBA

B.

2250. Firearm Business Use.

2251. Purpose: To establish criteria for the establishment of Firearm Business Uses in the Town of Sudbury to address public safety concerns arising from the operations of such businesses and the potential disruption of peace and quiet enjoyment of the community. This section provides for separation between Firearm Business Uses and certain uses enumerated herein to maximize protection of public health, safety, and welfare in conjunction with the protections from G.L. c. 140, ss. 122-131Y and other State laws and regulations. To the extent this section or any related section can be read to potentially conflict with G.L. c. 140 or other State laws or regulations, the section shall be interpreted to minimize any conflict with State laws or regulations while maximizing the furtherance of the public safety and other public purposes underlying this section.

2252. Compatibility with State and Federal Laws and Regulations: Firearm Business Uses shall obtain and maintain all necessary Federal, State, and other required local approvals and licenses prior to beginning operations, including but not limited to a valid current State license issued pursuant to G.L. c. 140, ss. 122, as applicable. Required State and Federal licenses must be obtained before applying for a Special Permit.

2253. Applicability: This section shall apply to all Firearm Business Uses including related buildings.

2254. The hours of operation for a Firearm Business Use shall not adversely impact nearby uses. The hours of operation shall follow all state statutory and regulatory requirements, and shall be limited to Monday-Saturday, 10:00AM-5:00PM and closed on Sundays.

Deleted: , but in no case shall any Firearm Business be open before 9:00AM or remain open later than

2255. Prior to the application for a Special Permit a Firearm Business Use shall submit a security plan to the Sudbury Police Department for review and approval. Review and approval of the security plan may include an inspection of the proposed site by the Police Department. The plan must include, but not be limited to, the following:

Attachment 8.a: Firearms Bylaw AJS 2023-06-22 (5890 : Firearms bylaw discussion)

- a. Proposed provisions for security.
- b. A trained employee shall check identification and compliance with age restrictions prior to customers entering the establishment.
- c. The physical layout of the interior, including a demonstration that the size of the business is not so excessive so as to create issues with site security and video monitoring.
- d. After-hours storage of all Firearms in locked containers or by otherwise securing the Firearms with tamper-resistant mechanical locks.
- e. The number of employees.

2256. Prior to the application for a Special Permit a Firearm Business Use shall submit an operations and management plan to the Sudbury Police Department for review and approval.

2257. All Firearm Business Uses shall conduct criminal background checks of all employees in accordance with State law.

2258. No person under the age of 18 shall have access into or within a Firearm Business Use, with the sole exception that minors age 14 and older may accompany the minor's parent or legal guardian.

2259. Firearms Dealers shall videotape the point of sale of all firearms transactions and maintain videos for three (3) years to deter illegal purchases and monitor employees.

Deleted: six (6) months

2260. Firearm Business Uses shall not sub-lease space from a tenant of any building or structure and is prohibited from sub-leasing the Firearm Business Use space to another Firearm Business.

2261. Location Requirements. All distances in this section shall be measured in a straight line from the property line of the lot containing the Firearm Business Use to the nearest property line of any of the following designated uses:

- a. A Firearm Business Use shall not directly abut any property containing a residential use.
- b. A Firearm Business Use shall not be located within 500 feet of a lot which contains a public or private K-12 school, daycare center, preschool, child care facility, public park and playground, establishment catering to minors, religious organization, or existing Firearm Business Use.
- c. A Firearm Business Use shall not be located within a building containing a dwelling unit.

Deleted: any property containing

2262. Special Permit for Firearm Business Use: In addition to the requirements of Section 6200, an application for Special Permit for Firearm Business Use shall include, at a minimum, the following information:

- a. Description of Activities: A narrative providing information about the type and scale of all activities that will take place on the premises.

- b. Lighting Analysis: A lighting plan showing the location of proposed lights on the building and the lot, and a photometric plan showing lighting levels.
- c. Context Map: A map depicting all properties and land uses within a 1,000-foot radius of the lot on which the Firearm Business is proposed to be located.
- d. Comprehensive Signage Plan.
- e. Report from the Police Chief or Designee: Confirming that the applicant has submitted the plans and information described in 2255 above and that those plans have been approved.

f. The Firearm Business Use shall procure and at all times while in operation maintain insurance issued by an insurance company licensed to do business in the Commonwealth, insuring the Firearm Business Use against liability for damage to property and for injury to, or death of, any person as a result of the theft, sale, lease or transfer, or offering for sale, lease or transfer of a firearm or ammunition, or any other operation of the Firearm Business Use. The limits of liability shall not be less than \$1,000,000 for each incident of damage to property or incident of injury to death to a person; provided however, that increased limits of liability may be required by the Special Permit Granting Authority upon a finding that the size of the operation warrants greater liability. Notice of termination of any applicable insurance must be given to the Special Permit Granting Authority at least 30 days prior to the effective date of the cancellation. The Town of Sudbury shall be insured under the business owner's policy and the Town shall be indemnified against any liability, claim, or loss tied to the business.

g. A Special Permit for a Firearm Business Use shall be valid for one year. The owner of a Firearm Business Use shall annually apply to the Special Permit Granting Authority for renewal of the Special Permit, which renewal shall not exceed one (1) year.

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2263. Special Permit Criteria: In granting a Special Permit for a Firearm Business Use, in addition to the general criteria for granting a Special Permit, the Zoning Board of Appeals shall find that the following criteria are met:

- a. The lot is designed such that it provides convenient, safe, and secure access and egress for clients and employees arriving to and leaving from the lot.
- b. The establishment will have adequate and safe storage, security, and lighting.
- c. Loading, refuse, and service areas are designed to be secure and shielded from abutting uses.
- d. The establishment is designed to minimize any adverse impacts on abutters or pedestrians.
- e. The location and characteristics of the proposed use will not be detrimental to the public health, safety, and welfare of the neighborhood, which may extend into an

Attachment 8.a: Firearms Bylaw AJS 2023-06-22 (5890 : Firearms bylaw discussion)

adjacent municipality, or the Town.

- f. All signage has been reviewed and approved by the Building Commissioner or Design Review Board, as applicable, as to letter size, color, and design per section 3200 to ensure mitigation of impact to the surrounding neighborhood, consistent with applicable Federal and State law.

g. The establishment has satisfied all of the conditions and requirements in this section.

No more than two Firearm Business Uses are allowed within the Town of Sudbury at any given time. A Special Permit for Firearm Business Use is not transferable upon a sale, transfer, or assignment of the Firearms Business Use. A special permit for a Firearm Business Use shall be terminated for violation M.G.L. c. 140, ss. 122B, 130, 131N, or similar laws in other states. Upon expiration or cancellation of the policy of insurance as required herein, and if no additional insurance is obtained, the special permit shall be terminated.

2264. Severability: If any portion of this section is ruled invalid such ruling shall not affect the validity of the remainder of the section.

C. DEFINITIONS

Insert in Article 7000, Definitions, the following new definition:

Ammunition: Cartridges or cartridge cases, primers (igniters), bullets, tear gas cartridges, or propellant powder designed for use in any Firearm.

Firearm: Any device designed or modified to be used as a weapon capable of firing a projectile using an explosive charge as a propellant, including but not limited to guns, pistols, shotguns, rifles.

Firearm Accessory: Any device designed, modified, or adapted to be inserted into or affixed onto any Firearm to enable, alter, or improve the functioning or capabilities of the Firearm or to enable the wearing or carrying about one's person of a Firearm.

Firearm Business Use:

- A. Firearm Dealer: A retail or wholesale operation involving the purchase or sale of Firearms, Ammunition, and/or Firearm Accessories.
- B. Firing Range: A commercial facility designed for Firearm(s) training and/or shooting practice.
- C. Gunsmith: Any retail operation involving the repairing, altering, cleaning, polishing, engraving, blueing, or performing of any mechanical operations on any Firearm.

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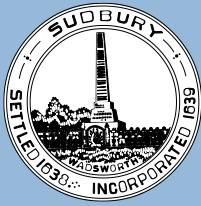
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SUDBURY SELECT BOARD

Tuesday, June 27, 2023

MISCELLANEOUS (UNTIMED)

9: Town Forum topics

REQUESTOR SECTION

Date of request:

Requestor: Chair Dretler

Formal Title: Discussion on Town Forum topics

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

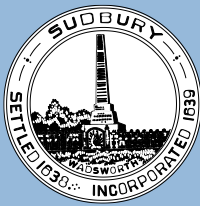
Approximate agenda time requested:

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

06/27/2023 7:00 PM



SUDBURY SELECT BOARD

Tuesday, June 27, 2023

MISCELLANEOUS (UNTIMED)

10: Approve Town Manager appointments

REQUESTOR SECTION

Date of request:

Requestor: Town Manager Sheehan

Formal Title: Vote whether to approve the Town Manager's annual re-appointments (all of which are subject to acceptance). Also vote to approve new appointments to Commission on Disability.

Recommendations/Suggested Motion/Vote: Vote whether to approve the Town Manager's annual re-appointments (all of which are subject to acceptance). Also vote to approve new appointments to Commission on Disability.

Background Information:

Serving committee members and board/committee chairs were asked to provide feedback on continuing service by May 26, 2023. Expiring appointments were posted to the public and applications were requested by June 9, 2023. See attached documentation and memo from Town Manager Sheehan.

Financial impact expected:

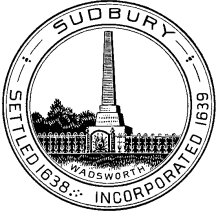
Approximate agenda time requested:

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

06/27/2023 7:00 PM



Andrew J. Sheehan
Town Manager

TOWN OF SUDBURY
Office of the Town Manager
www.sudbury.ma.us

278 Old Sudbury Road
Sudbury, MA 01776-1843
Tel: 978-639-3381
Fax: 978-443-0756
Email: townmanager@sudbury.ma.us

MEMORANDUM

TO: Sudbury Select Board
FROM: Andrew J. Sheehan, Town Manager
DATE: June 22, 2023
SUBJ.: Town Manager Appointments

Pursuant to the Sudbury Charter, Bylaws, and the General Laws of the Commonwealth of Massachusetts I am making the following appointments. These appointments are subject to confirmation by the Select Board.

Commission on Disability. These are new appointments:

- Karyn Jones, through 5/31/26
- Bessie Struck, through 5/31/2025
- Cheryl Wallace, through 5/31/24

Conservation Commission. These are all reappointments:

- David Henkels, through 5/31/26
- Jeremy Cook, through 5/31/26
- Luke Faust, through 5/31/24

Historical Commission. This is a reappointment:

- Jan Costa, through 5/31/26

Application Form

Profile

Cheryl _____ Wallace
First Name Middle Initial Last Name

Email Address

26 Bay Drive _____
Home Address Suite or Apt

Sudbury MA 01776
City State Postal Code

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Commission on Disability: Submitted

Question applies to multiple boards

TERM EXPIRATION STATUS: Do you wish to be REAPPOINTED

Yes No

Sudbury Residency

Years Lived in Sudbury

4

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on this board or commission?

I am a 54-year-old Sudbury resident, have been legally disabled since 2003, and have decades of experience living in Massachusetts as a disabled woman. I was widowed at 47 and am totally responsible for every aspect of my life. Consequently, I have a lot of experience with Medicare, Medicaid, SMOG, and Social Security.

Attachment10.b: Wallace_Cheryl_redact2022 (5895 : Approve Town Manager appointments)

Please describe your experience pertinent to this board/committee.

As a disabled person with a community of disabled friends, I have a lot of experience dealing with most organizations required to exist as a low-income MA resident. I also feel there are a lot of resources for children and seniors but very little for all those who fall in between. That would be my main area of interest in bringing new programs for this otherwise invisible demographic.

Do you have previous municipal experience? If so, in what capacity have you served?

I have volunteered for Natick and Framingham's cable access networks. I also volunteer for TCAN and ATAC, both locally funded arts programs. I'm a lifetime member of the Heinlein Society which runs blood drives at science fiction, fantasy, and steampunk conventions all over the country.

What is your educational background?

I attended the New England School of Photography and worked professionally in the field until I became ill.

None
Employer

None
Job Title

Upload a Resume

Availability

When are you available to attend board/committee meetings? (Please select all that apply) *

Town Interest

Do you or any member of your family have any business dealings with the Town? If yes, please explain.



Signature Confirmation

Check below to indicate that you have read, understand and agree to the following statement:

I agree that if appointed, I will work toward furtherance of the committee's mission statement; and further, I agree that I will conduct my committee activities in a manner which is compliant with all relevant State and Local laws and regulations, including but not limited to the Open Meeting Law, Public Records Law, Conflict of Interest Law, Email Policy and the Code of Conduct for Town Committees.

I Agree

Attachment10.b: Wallace_Cheryl_redact2022 (5895 : Approve Town Manager appointments)

Fill in your name below to confirm: I hereby submit my application for consideration for appointment to the Board(s) or Commission(s) indicated above.

Cheryl Wallace

Attachment 10.b: Wallace_Cheryl_redact2022 (5895 : Approve Town Manager appointments)

Why are you interested in serving on this board or commission?

I am interested in serving on this board due to my lengthy experience of advocating for rights of those with disabilities, as well as advocating for myself, as I also live with a disability. I have a documented disability that has started in childhood and continues to present day, which is severe OCD. This has impacted my ability to work, however was not noticeable until after I graduated high school due to my intelligence evening out the deficits that the OCD and anxiety caused for me in my childhood until adolescence. I was never put on an IEP due to my lifelong disability, however looking back, I feel disability accommodations would have benefitted me greatly in the long run. I grew in a family of high socioeconomic status, to parents with multiple advanced degrees. Unfortunately in my adolescence my anxiety had gotten to the point that I was unable to work and was put on disability benefits. During the upcoming years I was able to pursue schooling part time (I was unable to attend full-time due to how severe my anxiety was at that point in my life) and received accolades such as induction into Phi Theta Kappa. However, dealing with my lifelong disability was not an easy road, and at times I had to withdraw from classes to receive clinical support. During my adolescence, and early adulthood I was able to be involved with an incredible amount of advocacy opportunities which included advocating for individuals with psychiatric disabilities, as well as multiple speaking opportunities which included advocating for rights of those with psychiatric disabilities to state legislators as well as the Commissioner of the Department of Mental Health. Other than advocating for my needs as an individual with special needs, I am also incredibly involved in advocating for my son, who is on the autism spectrum. I am involved in advocating for his needs as well as working with the school he attends to create an educational experience that involves both the educational resources as well as the social pragmatic supports he needs to be successful in the community in the future. Before this year, I was also working at Advocates Inc. for the past seven and a half years in direct care role (as a Certified Peer Specialist) supporting individuals with severe mental illness in the community as well as in group home settings. I was trained in Human Rights Officer roles to advocate for the fair and equitable treatment of those with disabilities receiving services through Advocates, both in their community and residential settings as well as was trained in implementing support groups for the individuals to attend, and providing one on one support to those with serious mental illness to be successful in everyday life. I was involved in the Advocates Way Committee for many years, which included the CEO of Advocates as well as former medical director, department leaders from service lines such as Behavioral Health Residential Services (the service line where I worked) as well as Developmental Services, among other service lines, as well as program managers of residential facilities at Advocates Inc, and individuals supported by advocates. The Advocates Way was primarily implemented to create a living philosophy of empowering and advocating for individuals with special needs, as well as a way to hold staff working at Advocates responsible if those highly held values of respect were not being followed. I believe after working at Advocates for as long as I did the Advocates Way philosophy led to a healthy culture of respect for those living with disabilities. I have currently left my job at Advocates Inc. for the time being to be more available for advocating for my son, as he moves through the special needs school system, but I plan to go back to working at Advocates in the future. I am currently finishing the last few classes I have to graduate college online (a Bachelors of Psychology) and plan to attend graduate school and complete my Masters of Science in Psychology from home online while supporting my son through his school experience. I am a single parent, so the support of my son's special needs solely rests on me, which is why I have prioritized his needs before my professional career for the time being. I have an endless drive for advocating for the needs and rights of individuals with special needs, and feel that my personal, professional and parental experience in regard to supporting those with special needs would be a great asset to the town.

Please describe your experience pertinent to this board/committee.

I have experience both from a personal perspective (as mentioned in former question), as well as in a professional capacity (as mentioned in the former question regarding my lengthy employment at Advocates Inc.), as well as a parent of a child of special needs, in regard to being involved with the Parent Advisory Council at my son's school (he is currently out placed at a school called Pathways in Arlington. I feel that my multiple viewpoints of special needs advocacy from a personal and parental point of view as well as the fact that I am pursuing advanced degrees in Psychology would bring a wide range of perspective and experience to the disability rights discussion.

Do you have previous municipal experience? If so, in what capacity have you served?

I do not have any prior municipal experience, however I am more than happy to follow any protocol and guidelines it entails.

What is your educational background?

As I have stated one the former questions, I am currently finishing the last few classes I have to complete for my undergraduate degree in Psychology, and I plan to attend a masters of science in psychology immediately after completing my bachelor's degree.

Employer

Job Title

Upload a Resume

Availability

When are you available to attend board/committee meetings? (Please select all that apply) *

Town Interest

Do you or any member of your family have any business dealings with the Town? If yes, please explain.

Signature Confirmation

Check below to indicate that you have read, understand and agree to the following statement:

I agree that if appointed, I will work toward furtherance of the committee's mission statement; and further, I agree that I will conduct my committee activities in a manner which is compliant with all relevant State and Local laws and regulations, including but not limited to the Open Meeting Law, Public Records Law, Conflict of Interest Law, Email Policy and the Code of Conduct for Town Committees.

I Agree

Fill in your name below to confirm: I hereby submit my application for consideration for appointment to the Board(s) or Commission(s) indicated above.

Elizabeth Struck

Attachment10.c: Elizabeth Struck_COD_redacted (5895 : Approve Town Manager appointments)

TOWN OF SUDBURY APPLICATION FOR APPOINTMENT

SELECT BOARD
278 OLD SUDBURY ROAD
SUDBURY, MA 01776

FAX: (978) 443-0756
E-MAIL: selectboard@sudbury.ma.us

Board or Committee Name: Commission on Disability

Name: Karyn Jones

Address: 27 Pendleton Road Email Address: [REDACTED]

Home phone: _____ Work or Cell phone: [REDACTED]

Years lived in Sudbury: 2

Brief resume of background and pertinent experience:

I worked as a quantitative analyst at an intraday trading firm before shifting my career to the nonprofit world. I worked as a Director of Development/Philanthropy for nearly seven years at the May Institute, a national organization that provides services and support to children and adults with autism, brain injury, and other behavioral health needs. I left May Institute as I was needed at home after my second child was born. While not paid work, I now have much experience and "parental training" as an OT, PT, SLP, CBT, feeding specialist, and vision specialist. I also try as much as I can to volunteer in the community.

Municipal experience (if applicable):

I served on the COD from January 2022 to November 2022.

Educational background:

University of Chicago, Economics and Sociology
CFRE

Reason for your interest in serving:

I am very interested in trying to help make a more inclusive Sudbury. To do this I think the town needs to continue working on the ADA transition plan but also work towards educating the community so more inclusive programming and opportunities are offered in town.

Times when you would be available (days, evenings, weekends):

After 7:30pm

Do you or any member of your family have any business dealings with the Town? If yes, please explain:

No.

KJ (Initial here that you have read, understand and agree to the following statement)

I agree that if appointed, I will work toward furtherance of the committee's mission statement; and further, I agree that I will conduct my committee activities in a manner which is compliant with all relevant State and Local laws and regulations, including but not limited to the Open Meeting Law, Public Records Law, Conflict of Interest Law, Email Policy and the Code of Conduct for Town Committees.

I hereby submit my application for consideration for appointment to the Board or Committee listed above.

DocuSigned by:
Signature Karyn Jones Date April 27, 2023
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Attachment10.d: Karyn_Jones_COD_redact (5895 : Approve Town Manager appointments)

Board/Committee Reappointments 2023

15-Jun-23

Board Name	First Name	Last Name	Reappointment	Term	Appt Auth
Conservation Commission	David	Henkels	Yes	3	Town Manager
Conservation Commission	Jeremy	Cook		2	Town Manager
Conservation Commission	Luke	Faust	Yes	1	Town Manager
Disability, Commission on	Kathleen	Bell	No	3	Town Manager
Disability, Commission on	Patricia	Brown	No	1	Town Manager
Historical Commission	Jan	Costa	Yes	3	Town Manager

2023 Annual Board/Committee Reappointments Conservation Commission Feedback

From: Lori Capone

Date: 5/12/2023

David Henkels

At their regularly scheduled meeting of April 10, 2023, the Conservation Commission voted unanimously to recommend reappointment of David Henkels for a new three-year term on the Commission.

Jeremy Cook

At their regularly scheduled meeting of April 10, 2023, the Conservation Commission voted unanimously to recommend reappointment of Jeremy Cook for a new three-year term on the Commission.

Luke Faust

At their regularly scheduled meeting of April 10, 2023, the Conservation Commission voted unanimously to recommend reappointment of Luke Faust for a new three-year term on the Commission.

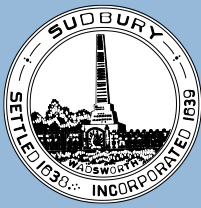
Conservation Commission Designees

Kasey Rogers

At their regularly scheduled meeting of April 10, 2023, the Conservation Commission voted unanimously to recommend reappointment of Kasey Rogers for a new three-year term on the Land Acquisition Recommendation Committee.

Ken Holtz

At their regularly scheduled meeting of April 10, 2023, the Conservation Commission voted unanimously to recommend reappointment of Ken Holtz for a new three-year term on the Rail Trails Advisory Committee.



SUDBURY SELECT BOARD
Tuesday, June 27, 2023

MISCELLANEOUS (UNTIMED)

11: Subcommittee minutes review

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Review and possibly approve the minutes of 6/9/21 Sewataro Assessment and Recommendations Subcommittee.

Recommendations/Suggested Motion/Vote: Review and possibly approve the minutes of 6/9/21 Sewataro Assessment and Recommendations Subcommittee.

Background Information:
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

06/27/2023 7:00 PM

SUDBURY SELECT BOARD
SEWATARO ASSESSMENT AND RECOMMENDATIONS SUBCOMMITTEE
WEDNESDAY, JUNE 9, 2021

Present: Select Board members Charles Russo, Bill Schineller.

The statutory requirements as to notice having been compiled with, the meeting was convened at approximately 7:07 PM via Zoom telecommunication mode.

Member Russo announced the recording of the meeting and other procedural aspects included in the meeting. Select Board roll call: Russo-present, Schineller-present.

Reports from Subcommittee Members

No substantive reports were made by subcommittee members.

Citizen comments for items not on the agenda

Lisa West, 42 Hawes Road, requested a discussion around planning for swimming for residents for upcoming summers. She referenced Wayland Town Beach and Walden Pond and acknowledged the high demand for private swim clubs in town.

Updates from Subcommittee Members on assigned items

Member Russo reported his two action items were to check in on swimming and check on a third-party agreement with Town Manager Henry Hayes.

Member Schineller's action items were to check on security with Facilities Director Bill Barletta and a second one.

Member Russo reported on conversations regarding public swimming with Park and Recreation Committee Chair Mara Huston, Park and Recreation Department Head Dennis Mannone and with Town Manager Henry Hayes. The consensus was that initiating public swimming in 2021 was not feasible, that more information regarding costs and logistics would be needed, and that the current timing at the beginning of the summer was the worst timing, as this was the busiest time of year for Park and Rec summer programming. A national shortage of lifeguards was discussed and ADA infrastructure upgrade costs were discussed. Questions around how many lifeguards, what they would be paid, what kind of breakeven might occur were discussed.

Member Schineller asked if the Camp Operator could run the swimming program. He noted that swimming was also offered at the Fairbank Community Center, which might offer ADA compliance. Schineller reported on a conversation with Camp Operator Scott Brody and a review of the contract indicated the Camp Operator might be able to operate a public swimming program in the future.

Member Schineller reported on an update from Facilities Director Bill Barletta reporting on the security of the, including several cameras and two caretakers living on site, as well as evaluating the condition of the property, which reported on areas for potential updates, such as worn grass areas.

The desire to increase documentation of property usage, such as for inclusion in a table for analysis, was discussed.

Discuss and edit draft Sewataro Third-Party Use policy document and key policy decision document

Members Russo and Schineller reviewed a draft of the proposed Third-Party Use policy document and key policy decision document, which was color coded and incorporated feedback Town Manager Henry Hayes. Feedback from Camp Sewataro and further Town staff had been requested but was still to come.

The draft was reviewed to reconcile with the Property Management/Camp Operator Contract and feedback on items such as a prohibition of dogs, allowed hours of use, and typos were discussed.

Camp Sewataro Community Liaison Kristen Drummey clarified summer access hours and areas.

Discussion around permitting authority, and permissions and reservation process were discussed, including whose responsibility it would be to approve requests for use. Discussion around the Town Hall policy prohibiting religious uses was discussed and whether it should apply to the Sewataro property or not. The need for a process to make reservations, and consider group size, was discussed. Camp Sewataro Community Liaison Kristen Drummey provided comments about her role and the desire to streamline the process for Town staff. Setting criteria for approval or denial of a request to use the property to ensure transparency and fairness was discussed.

A use application form was discussed. Setting maximum capacity based on square footage was discussed.

Discussion around whether to seek profit/generate revenue or cover cost of services. Camp Sewataro Community Liaison Kristen Drummey requested to make clear that fees from events or public usage would not be collected by the Camp Operator/Property Manager, but would be kept by the Town.

The Select Board's Goals for Sewataro were reviewed.

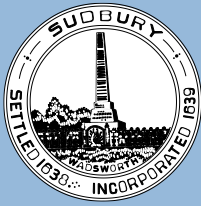
Adjourn

Member Russo read in the words of the motion.

It was on motion 2-0; Russo-aye, Schineller-aye

VOTED: To adjourn the Select Board Sewataro Subcommittee Meeting.

There being no further business, the meeting adjourned at approximately 10 PM.



SUDBURY SELECT BOARD
Tuesday, June 27, 2023

MISCELLANEOUS (UNTIMED)

12: Minutes Review

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Review and possibly approve the regular session meeting minutes of 12/20/22, 2/13/23, 2/15/23, 2/28/23. 4/4/23, 5/30/23.

Recommendations/Suggested Motion/Vote: Review and possibly approve the meeting minutes of 12/20/22, 2/13/23, 2/15/23, 2/28/23, 4/4/23, 5/30/23.

Background Information:
attached drafts sent to SB 6/16 and 6/21

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

06/27/2023 7:00 PM

SUDBURY SELECT BOARD

TUESDAY, DECEMBER 20, 2022

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

Present: Chair Charles Russo, Vice-Chair Janie Dretler, Select Board Member Daniel Carty, Select Board Member Lisa Kouchakdjian, Select Board Member Jennifer Roberts, Interim Town Manager Maryanne Bilodeau

The statutory requirements as to notice having been compiled with, the meeting was convened at 7:01 P.M. via Zoom telecommunication mode.

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

Call to Order/Roll Call

Dretler-present, Roberts-present, Kouchakdjian-present, Carty-present, Russo-present

Opening Remarks by Chair

- Extended wishes for happy holidays and mentioned Town events happening today
- Acknowledged the difficulty of this season for many, and suggested passing along well-wishes and joy

Reports from Interim Town Manager Bilodeau

- Transfer Station will be closed Saturday, December 24th; and Saturday, December 31st in observance of the holidays
- Thanked two DPW employees: Matt Pelton and Patrick Burke who recently helped a young lady
- Wished residents, the Select Board and Staff, a happy, healthy and safe holiday season

Reports from Select Board

Vice-Chair Dretler

- Wished all a happy Hanukkah on this third night of Hanukkah

Board Member Carty

- Wished all a Happy Hanukkah, Merry Christmas, and Happy New Year
- Thanked all who were part of the Warriors 4 Warriors/Patriots 4 Patriots charity hockey game between LSRHS and Concord Carlisle Regional High School, to benefit the Scott Milley Foundation
- SPS budget discussion continues; public hearing took place last night and will vote the budget on Thursday night, likely above Town Manager guidance
- Noted he would not be participating in agenda item #1 this evening regarding the Eversource transmission line

Board Member Kouchakdjian

- Reiterated well wishes for a joyous holiday season and a Happy New Year

- Noted she would be recusing herself from participating in agenda item #12 this evening regarding the Adaptive Soccer Programming

Board Member Roberts

- Wished everyone happy holidays and a Happy New Year

Public Comments on items not on agenda

None

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

Present: Michael Kane, Michael Hager, Miles Lang-Kennedy, Eversource representatives; Planning and Community Development Director Adam Duchesneau, Conservation Commission and department heads Adam and Lori Capone, Conservation Coordinator

Mr. Duchesneau confirmed that pre-construction permits had been issued to Eversource.

Ms. Capone stated that construction work officially began this week, and everything was going smoothly with no concerns at this time.

Ms. Capone detailed that weekly updates and related photos of the construction site would be posted on the Town website.

Mr. Hager explained that over the next 90 days “site prep” work will take place, including clearing, erosion control, and removal of ties; to be followed by rough grading and excavation. He stressed that informational Eversource office hours would continue as well as extensive community outreach.

Mr. Hager maintained that snow and extensive freezing could slow things down, but the team will be working throughout the winter. Mr. Hager stated that bridge work between Horse Pond Road and Dutton Road was scheduled for Fall of 2023, and bridge work on Hop Brook Lane was scheduled for 2024.

Key Performance Indicators (KPI) quarterly update on major projects

Present: Combined Facilities Director Sandra Duran, Planning and Community Development Director Adam Duchesneau, DPW Director Dan Nason

Interim Town Manager Bilodeau presented the KPI quarterly update listing.

Eversource Litigation

Interim Town Manager Bilodeau stated there was a \$151,430.78 balance in the Eversource Litigation fund.

BFRT Phase 2D project and the CSX Extension (Bruce Freeman Rail Trail Phase 3A) – Design and Construction project

As project lead for the BFRT Phase 2D project and the CSX Extension (Bruce Freeman Rail Trail Phase 3A) – Design and Construction project, Mr. Duchesneau mentioned that a contractor had been hired, the project would

take approximately two years to complete, on or around January 21, 2025, with the two projects to intersect at Station Road.

Mr. Duchesneau reiterated that Staff continued to hold bi-weekly meetings with Eversource staff.

Board Member Roberts inquired about the CSX extension and partnering with Framingham. Mr. Duchesneau responded stated that the BFRT Advisory Task Force was currently discussing this aspect.

Vice-Chair Dretler inquired about an alternative analysis. Mr. Duchesneau provided related details.

Board Member Carty inquired about the timing of a proposed CSX Extension. Mr. Duchesneau responded that another associated grant was being sought.

Town Hall Restoration

Interim Town Manager Bilodeau noted there were no updates to report.

Fairbank Community Center

Ms. Duran provided a status update regarding the construction project. She added that work on the electrical switch gear did extend the project timeline some, and a new project superintendent is on board as the previous superintendent retired.

Ms. Duran provided details regarding the Fairbank Center kitchen plan, furniture procurement, AV/IT procurement package, and pool leakage. Chair Russo inquired about the pool leak. Ms. Duran confirmed that the leak was being carefully studied.

ADA Self-Assessment & Transition Plan

Ms. Duran confirmed the Town had applied for several ADA-related school grants to help fund:

- 22 water fountains in schools and other Town property.
- ADA access to fields
- Assisted Listening devices
- Accessible pathways to Town fields – to be presented to CPC as a Town Meeting Article
- Accessible sidewalk in front of the DPW building, being presented by DPW Director Dan Nason

Mr. Nason presented the improvements made, in consideration of access and safety improvements.

Board Member Kouchakdjian asked about the plans for the remainder of the ADA proposals. Ms. Duran responded that the Town was awaiting responses from funding sources, and she would be sharing that information, such as Park & Recreation ADA proposals, as soon as additional information was provided.

Comprehensive /Wastewater Manage Plan (CWMP) Update

Mr. Nason noted that the contract between the Town of Sudbury and Woodward and Curran for engineering services for the pre-design and public outreach for the CWMP would be voted on later at this meeting.

ARPA Update

Interim Town Manager Bilodeau stated that three ARPA requests had recently been submitted, and would be presented to the Board at the January 10th Select Board Meeting.

Board Member Carty commented if a requester was not going to allocate funding, then reallocating such funding would not be fair to others.

Fire Station No. 2

Ms. Duran presented the project update confirming that the construction contract had been signed and framing of the building would take place in January.

Interview candidates for the Diversity Equity and Inclusion Commission (DEIC). Following interviews, vote whether to appoint Dianne Baxter (2 yrs.) 2 East Street, and Isabelle Li (1 yr) 134 Cold Brook Drive, for terms as requested above.

Present: Isabelle Li

Ms. Li stated that she was a junior at LSRHS, and had great interest in becoming a member of the DEIC. She stressed that she wanted to work towards inclusion in the community.

Board Members interviewed Ms. Li and thanked her for her interest.

Ms. Baxter was not present.

Vote whether to appoint DEI candidates (10 applicants): Andrea C Meggison (1 yr); Helen Huang (1 yr); Isabelle Li (1 yr); Nadja Lamaute (3 yr); Nnenna Uneke (3 yr); Pristine Cyril (2 yr); Serena S Hu (2 yr); Stephanie Hunt (3 yr); Thomas Plihcik (3 yr).

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

VOTED: To appoint DEI candidates (9 applicants): Andrea C Meggison (1 yr); Helen Huang (1 yr); Isabelle Li (1 yr); Nadja Lamaute (3 yr); Nnenna Uneke (3 yr); Pristine Cyril (2 yr); Serena S Hu (2 yr); Stephanie Hunt (3 yr); Thomas Plihcik (3 yr).

Interview candidate for Energy and Sustainability Committee. Following interview, vote whether to appoint Olga Faktorovich Allen, 19 Lakewood Drive, for a term ending 5/31/25.

Present: Olga Faktorovich Allen

Ms. Allen confirmed that she has been working in the Energy and Sustainability area for years, including environmental aspects, corporate sustainability, and assessment of carbon risks.

Vice-Chair Dretler mentioned the outstanding presentation Ms. Allen made at a Sudbury Town Meeting on the topic of Climate change and related matters.

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

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

VOTED: To appoint Olga Faktorovich Allen, 19 Lakewood Drive, for a term ending 5/31/25

Energy and Sustainability Committee update

Present: Rami Alwan, Chair of Energy and Sustainable Committee, 119 Pantry Road

Mr. Alwan highlighted several current projects and associated granting, including: electric cars, EV charging stations, the residential electricity aggregation program, the Sustainability Coordinator position, upgrading of proposed windows in the new Fairbank Center, which the Sustainability Committee is funding. Mr. Alwan included granting for the DPW Vehicle, and conversion of the Park & Recreation van, from gas to hybrid.

Vice-Chair Dretler asked how many Sudbury residents elected not to be part of the aggregate program. Mr. Alwan responded only 3%.

Vice-Chair Dretler inquired about residential ground-mounted solar panels. Mr. Alwan responded that parking areas might present the best location for such ground-mounted panels.

Board Member Roberts inquired about installation of solar paneling on new Town buildings. Mr. Alwan reiterated that the Fairbank Center building will be solar ready and solar panels will be included in the new DPW building. He noted that the cost of solar panel installation is somewhat decreasing, so the Town might want to advance such solar roofing for the new Fire Station.

Board Member Carty asked if the EV charging stations would be available to the public. Mr. Alwan responded affirmatively.

Update and discussion on Select Board Transportation Goal

Present: Director of Planning and Community Development Adam Duchesneau

Mr. Duchesneau recommended that free cash funding in the amount of \$150,000 be presented at the 2023 Annual Town Meeting, in order to fund the current pilot program for another year. He mentioned that more permanent funding associated with the Transportation program, could be presented at the 2024 Town Meeting.

Vice-Chair Dretler asked if the Select Board could present the Transportation Article at 2023 Town Meeting. Mr. Duchesneau responded in the affirmative.

Small Wireless Facility Subcommittee Update

Present: Director of Planning and Community Development Adam Duchesneau, Attorney Lee Smith, KP Law

Interim Town Manager Bilodeau stressed that a small wireless facility bylaw was necessary, and such draft was presented by Vice-Chair Dretler and Board Member Carty of the Small Wireless Facility Subcommittee.

Mr. Duchesneau confirmed that the proposed bylaw was brought before the Planning Board at their meeting last week, and they supported the bylaw and associated Warrant Article. Mr. Duchesneau confirmed that the Planning Board would present a general wireless article at a future time.

Chair Russo asked about the relationship between the two articles. Attorney Smith explained that the two articles as described would remain separate, one being a general bylaw and the other being viewed as a zoning bylaw.

Board Members agreed to submit associated questions to Interim Town Manager Bilodeau no later than December 27th, to bring forward for a vote at the January 10th Select Board meeting.

Discussion and possible vote on First Parish License

Present: Sherri Cline, First Parish Trustee; Jan Hardenbergh, Town Historian, Town Counsel Lee Smith

Interim Town Manager Bilodeau confirmed the lease between the Town and First Parish had expired years ago. She stated that she, Attorney Smith, and Ms. Cline discussed a proposed lease.

Attorney Smith recommended implementing a lease arrangement at this time, which would not require Town Meeting approval.

Mr. Hardenbergh provided a historical background summary of the First Parish starting in 1851. Related discussion took place.

Chair Russo requested contract language which might create more certainty for the Town. Ms. Cline said she would anticipate further discussion with the First Parish Trustees and Attorney Smith.

Recess

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, Carty-aye, Roberts-aye, Kouchakdjian-aye, Russo-aye

VOTED: To recess and return to the meeting at 10:46 P M

Vote to accept the final Comprehensive Wastewater Management Plan/Single Environmental Impact Report (CWMP/SEIR) and to accept the \$250,000 Housing Choice Grant and to authorize the Interim Town Manager to execute all requisite paperwork for said acceptance and grant award

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

Mr. Nason stated that the Environmental Impact Report (CWMP/SEIR) had been presented to the Select Board.

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

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

VOTED: To accept the final Comprehensive Wastewater Management Plan/Single Environmental Impact Report (CWMP/SEIR) and to accept the \$250,000 Housing Choice Grant and to authorize the Interim Town Manager to execute all requisite paperwork for said acceptance and grant award

As the Licensing Authority for the Town of Sudbury, vote to approve a new Common Victualler License for Riceberry, 621 Boston Post Road, as requested in an application dated December 13, 2022, subject to conditions put forth by the Fire Department and Building Department

Present: Pornphan Promnok, Owner/Manager

Ms. Promnok confirmed she was proposing to operate the restaurant.

Board Member Carty inquired about a liquor license. Ms. Promnok explained that a liquor license was being considered, and the food permit is being requested at this time.

Vice-Chair Dretler motioned to approve a new Common Victualler License for Riceberry, 621 Boston Post Road, as requested in an application dated December 13, 2022, subject to conditions put forth by the Fire Department and Building Department. Board Member Kouchakdjian seconded the motion.

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

VOTED: To approve a new Common Victualler License for Riceberry, 621 Boston Post Road, as requested in an application dated December 13, 2022, subject to conditions put forth by the Fire Department and Building Department

Discussion on potential 2023 Annual Town Meeting Articles to be submitted by the Select Board, and also authorize the Interim Town Manager to submit articles on behalf of the Select Board.

Interim Town Manager Bilodeau confirmed this agenda item would remain on the agenda for the next several months. Chair Russo stated the small Wireless Facility Article and the Transportation Bylaw would likely become Town Meeting Warrant Articles, and suggested that hearings for both proposed articles should be on the January 10th agenda.

Interim Town Manager Bilodeau noted that scheduling of the Housing Trust Bylaw hearing would also be necessary.

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

Board Member Kouchakdjian recused herself from the discussion and vote.

Board Member Roberts acknowledged that her children participated in Sudbury youth soccer, but not this league. She confirmed she would be submitting a disclosure.

Chair Russo commented that the Park & Recreation Commission voted unanimously, as did the Commission on Disability. He stressed that voting in favor of this item, would help advance the ADA priorities of the Board.

Vice-Chair Dretler confirmed she was in full support of the program, and indicated that the new program should not be within the purview of the Select Board, because the adaptive soccer program is a private entity, and not a Town organization.

Vice-Chair Dretler stressed that this proposed programming provides a service that the Town cannot provide.

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

It was on motion 3-0-1; Carty-aye, Roberts-aye, Dretler-abstain, Russo-aye

VOTED: To approve the letter of support for the Sudbury Youth Soccer Association to include in their grant proposal, Expanding Adaptive Soccer Programming and Enrichment in Sudbury, Mass; to The

Sudbury Foundation for the January 1, 2023 grant cycle deadline, as edited at this evening's Select Board meeting.

Vote, as the Licensing Authority for the Town of Sudbury, to renew the Alcoholic Beverages, Common Victualler and Entertainment licenses until December 31, 2023, and the Motor Vehicle Classes 1, 2, and 3 licenses until January 1, 2024, as shown on the attached lists

Interim Town Manager Bilodeau confirmed that all aspects of the Licenses were complete.

Vice-Chair Dretler motioned as the Licensing Authority for the Town of Sudbury, to renew the Alcoholic Beverages, Common Victualler and Entertainment licenses until December 31, 2023, and the Motor Vehicle Classes 1, 2, and 3 licenses until January 1, 2024, as shown on the attached lists. Board Member Kouchakdjian seconded the motion.

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

VOTED: As the Licensing Authority for the Town of Sudbury, to renew the Alcoholic Beverages, Common Victualler and Entertainment licenses until December 31, 2023, and the Motor Vehicle Classes 1, 2, and 3 licenses until January 1, 2024, as shown on the attached lists

Vote to review and possibly approve the open session minutes of 10/25/22

The minutes for 10/265/22 were tabled to a future meeting.

Public Comments (cont.)

None

Upcoming Agenda Items

January 10

- Questions/comments on cell due 10/27
- Housing Trust Legal evaluation/opinion
- Funding remaining – Town Meeting Articles

January 24

- DEI Update

Future

- Budget finalization
- Financial Condition of the Town
- Pool at Fairbank Center

Consent Calendar

Discussion and vote whether to grant a Special Permit to the Sudbury Companies of Minute and Militia, to hold the annual Parade to Commemorate Patriot's Day on Wednesday, April 19, 2023, from 5:30 A.M.

through approximately 12:30 P.M., subject to Police Department safety requirements, Proof of Insurance Coverage and the assurance that any litter will be removed at the parade's conclusion.

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

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

VOTED: To grant a Special Permit to the Sudbury Companies of Minute and Militia, to hold the annual Parade to Commemorate Patriot's Day on Wednesday, April 19, 2023, from 5:30 A.M. through approximately 12:30 P.M., subject to Police Department safety requirements, Proof of Insurance Coverage and the assurance that any litter will be removed at the parade's conclusion

Vote to direct the Town Clerk to place the vacancy for Sudbury School Committee member on the March 27th, 2023, Annual Town Election ballot for a one year term expiring May 31, 2024 as set forth in the attached memo

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

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

VOTED: To direct the Town Clerk to place the vacancy for Sudbury School Committee member on the March 27th, 2023, Annual Town Election ballot for a one-year term expiring May 31, 2024 as set forth in the attached memo

Vote to request \$75,000 of ARPA funds designated for Mortgage Assistance Program be reallocated to the Sudbury Rent Relief Program, as requested by Sudbury Housing Trust

Board Member Carty stressed that voting this item would set an unfavorable precedent. Related Board discussion took place.

Board Member Kouchakdjian motioned to request \$75,000 of ARPA funds designated for Mortgage Assistance Program be reallocated to the Sudbury Rent Relief Program, as requested by Sudbury Housing Trust. Vice-Chair Dretler seconded the motion.

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

VOTED: To request \$75,000 of ARPA funds designated for Mortgage Assistance Program be reallocated to the Sudbury Rent Relief Program, as requested by Sudbury Housing Trust

Vote to approve award of contract by the Interim Town Manager between the Town of Sudbury and Woodard and Curran for engineering services relative to Pre-Design Investigation and Public Outreach for the CWMP pursuant to contractor's proposal dated December 8, 2022, in the amount of \$250,000 and further to execute all documents relative to said contract inclusive of amendments, if any.

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

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

VOTED: To approve award of contract by the Interim Town Manager between the Town of Sudbury and Woodard and Curran for engineering services relative to Pre-Design Investigation and Public Outreach for the CWMP pursuant to contractor's proposal dated December 8, 2022, in the amount of \$250,000 and further to execute all documents relative to said contract inclusive of amendments, if any

Adjourn

Vice-Chair Dretler motioned to adjourn the Select Board Meeting. Board Member Kouchakdjian seconded the motion.

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

VOTED: To adjourn the Select Board meeting

There being no further business, the Select Board meeting ended at 11:46 PM.

SUDBURY SELECT BOARD

MONDAY, FEBRUARY 13, 2023

JOINT MEETING WITH FINANCE COMMITTEE AND
CAPITAL IMPROVEMENT ADVISORY COMMITTEE

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

Present: Chair Charles Russo, Vice-Chair Janie Dretler, Select Board Member Daniel Carty, Select Board Member Lisa Kouchakdjian, Select Board Member Jennifer Roberts, Town Manager Andrew Sheehan, Assistant Town Manager/HR Director Maryanne Bilodeau

The statutory requirements as to notice having been compiled with, the meeting was convened at 7:00 P.M., via Zoom telecommunication mode.

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

Call To Order/Roll Call

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

Opening Remarks by Chair

- Welcomed Town Manager Sheehan and thanked Assistant Town Manager Bilodeau for her contribution when acting as Interim Town Manager

Remarks from Town Manager

- Looking forward to meeting and working with various Town boards, commissions and committees
- Thanked Assistant Town Manager Bilodeau and Finance Director Dennis Keohane for their help during the Town Manager transition period

Reports from Select Board

In consideration of a full agenda meeting reflective of the finance night meeting, Board Members did not offer individual comments. Board Members expressed their appreciation to Town Manager Sheehan and Assistant Town Manager Bilodeau.

Public Comment

None

Vote to open a joint meeting with Finance Committee (FinCom) and Capital Improvement Advisory Committee (CIAC) to discuss 2023 Annual Town Meeting capital articles and Town Capital Budget with Interim Town Manager Bilodeau and Town Staff. Interim Town Manager Bilodeau, Town staff, and other Annual Town Meeting article submitters to present.

Present: FinCom Members: Michael Joachim, Eric Poch, Susan Berry, Colin Wang, Hank Sorett, Andrew Bettinelli

Present: CIAC Members: Susan Asbedian-Ciaffi, Matthew Dallas, Michael Cooper, Susan Abrams, Tom Travers, Lisa Saklad

Present: Town Staff – Combined Facilities Director Sandra Duran, Department of Public Works Director Dan Nason, Fire Chief John Whalen, Park & Recreation Department Director Dennis Mannone, Planning and Community Development Director Adam Duchesneau, Community Preservation Coordinator Ryan Poteat, SPS Superintendent Brad Crozier, LSRHS Superintendent Bella Wong, LSRHS Director of Finance and Operations Kirsteen Patterson

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

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

VOTED: To open a joint meeting with Finance Committee (FinCom) and Capital Improvement Advisory Committee (CIAC) to discuss 2023 Annual Town Meeting capital articles and Town Capital Budget with Interim Town Manager Bilodeau and Town Staff

Mr. Poch opened the FinCom meeting and requested roll call: Susan Berry-present, Andrew Bettinelli-present, Colin Wang-present, Michael Joachim-present, Eric Poch-present

Ms. Asbedian-Ciaffi opened the CIAC meeting and requested roll call: Matthew Dallas-present, Michael Cooper-present, Sue Abrams-present, Tom Travers-present, Lisa Saklad-present, Susan Asbedian-Ciaffi-present

Mr. Poch noted that FinCom had no time to deliberate about the proposed Articles so their votes would be forwarded with the FinCom Report. FinCom Members welcomed Town Manager Sheehan.

Ms. Asbedian-Ciaffi confirmed that CIAC did have the opportunity to review the Warrant Articles at a high level, and that Ms. Duran presented the Facilities-related articles to the CIAC. Ms. Asbedian-Ciaffi anticipated that the CIAC might come up with additional questions after tonight’s meeting. Ms. Asbedian-Ciaffi welcomed Town Manager Sheehan and thanked Assistant Town Manager Bilodeau for her help during this process.

Assistant Town Manager Bilodeau presented the “FY24 Town Manger’s Capital Operating Budget” Article 4, which is within the Capital Budget.

Assistant Town Manager Bilodeau presented the Capital Bylaw and Funding Sources.

Assistant Town Manager Bilodeau confirmed that the FY24 Town Manager’s Capital Operating Budget totaled \$728,525 and was totally within the levy limit. She presented the Warrant Articles within the Town Manager’s Operating Capital Budget:

- Town Wide Walkway Design & Construction (DPW) - \$50,000
- Pick-Up Truck with Plow (DPW) - \$100,000
- Snow Management Building Renovation Design (Facilities) - \$50,000
- All-Terrain Vehicle Replacement (Fire) - \$35,000
- Voip Phone System – Voice Gateway Routers (Information Systems) - \$90,000
- Copiers (Information Systems) - \$25,500
- Scanning Documents (Information Systems) - \$50,000

- Chevrolet Express Van – 14 Passenger (LSRHS) - \$54,853
- Exterior Stairwell Phase 1 Architect Design/Engineering Services (LSRHS) - \$23,172
- Schools Carpet Replacement (SPS) - \$50,000
- Schools VCT Flooring Replacement (SPS) - \$75,000
- Bathroom Partitions Repair and Replacement (SPS) - \$25,000
- Gymnasium Padding Replacement (SPS) - \$50,000
- Schools Interior Painting (SPS) - \$50,000

Mr. Joachim commented that the FY24 Town Manager’s Capital Operating Budget appeared to be less this year, and asked if some items did not make the list. Assistant Town Manager Bilodeau responded that the list reflected everything requested.

Mr. Sorett questioned the necessity of copiers. Assistant Town Manager Bilodeau provided detailed explanation for the need.

Other 2023 Annual Town Meeting Warrant Articles were presented at this time.

Board Member Kouchakdjian presented Article 15 – “Audio-Visual Package – Fairbank Community Center.” She detailed that at the 2022 Annual Town Meeting \$300,000 had been appropriated, adding that various essential technologies were lacking, including provisions for those with variant hearing abilities.

Board Member Kouchakdjian acknowledged that such A/V needs were discussed with the Permanent Building Committee, and the Select Board voted to allocate ARPA funds to Article 15.

Mr. Poch asked why these added A/V requests had to be considered at this time, and asked why Article 15 was a Select Board article. Board Member Kouchakdjian responded that the related Fairbank Article was a Select Board article last year as well. She stressed that bringing current technology into the community would be a great way to include all residents, and would be far more economical to include at this time during construction of the new Fairbank Community Center.

Mr. Joachim inquired about private funding for Article 15, stressing the financial implications in consideration of the article not being put on the prioritization list.

Board Member Roberts suggested a Fairbank Financial Report be presented.

Ms. Duran presented aspects of Article 18 in her PowerPoint report “Sudbury Public Schools FY24 Capital Night Presentation,” which provided detail regarding Article 18 - Schools HVAC Repairs and Replacements - \$450,000.

Related questions were addressed.

SPS Superintendent Crozier presented SPS School Committee sponsored Articles:

Article 19 – Curtis Middle School A/V System Replacement - \$160,000 (Includes an audio assistance component)

Superintendent Brad Crozier confirmed that Article 19 had been a priority item for some time.

Article 20 – Sudbury Public Schools Surveillance Cameras - \$310,000

Several related questions were presented.

Mr. Sorett opined that the funding of \$310,000 should be directed to academics.

Mr. Travers questioned if the proposed surveillance system would coordinate with the Police Department. Mr. Crozier responded in the affirmative.

LSRHS Superintendent presented Warrant Article 21.

Article 21 – LSRHS Camera System Replacement - \$206,652

Superintendent Wong provided details regarding camera system specifications, adding that access to footage would be viewed on an “as needed” basis.

Fire Chief John Whalen presented Warrant Articles 22 and 23.

Article 22 – Purchase of Storage Building (for Fire Station #1) - \$200,000

Mr. Sorett asked about a less costly storage building. Chief Whalen responded that he would provide additional information regarding cost, noting that the storage building would be used to house specialized Fire Department equipment.

Vice-Chair Dretler mentioned that a proposed steel building would likely not be approved by the Historic District Commission. Board Member Carty detailed that section/s was within the Historic District. Chief Whalen noted he would study that aspect, as it was part of the process.

Ms. Asbedian-Ciatti stated that the cost of the storage building needed further vetting, and perhaps required updating. Chief Whalen agreed that an updated cost estimate should be presented.

Mr. Travers asked if heating would be included in the construction of the structure. Chief Whalen responded that heating would be necessary and set between 50 and 60 degrees, especially in consideration of the rescue boat being inflated properly.

Article 23 – Purchase of Fire Engine (Replace Engine #1) - \$1,020,000

Fire Chief Whalen stated that costs for fire engines has increased considerably.

Vice-Chair Dretler asked if the new fire engine would be built to fit into the existing fire engine bays. Chief Whalen responded in the affirmative, adding that the new fire engine would be an “engine pumper” only.

Mr. Joachim asked about this Article being a capital exclusion. Board Member Roberts suggested that going forward, in consideration of an essential item such as the fire engine, stabilization funding might be considered. Assistant Town Manager Bilodeau agreed, recognizing that stabilization funding would require increased fund contribution. Vice-Chair Dretler mentioned that the Select board would continue with related discussion at a future meeting.

Chief Whalen announced the Fire Department was awarded a FEMA AFG Grant this week in the amount of \$400,000. He confirmed that the funding would be used to replace all Fire Department portable radios. Chair Russo thanked Chief Whalen for his efforts in receiving the Grant.

Planning and Community Development Director Adam Duchesneau presented Article 43:

Article 43 – Community Preservation Act Fund (CPC) – Bruce Freeman Rail Trail Extension - \$300,000

Mr. Duchesneau provided related details, including the Bruce Freeman Rail Trail Regional Connectivity map, depiction of the junction of BFRT intersection where two trails cross, and extension areas.

CPC supported Article 43, 9-0; CIAC voted in support of Article 43; 6-0.

Park & Recreation Director Dennis Mannone presented description regarding Article 45:

Article 45 – Community Preservation Act Fund (CPC) – Frank Feeley Fields Improvements Phase II - \$799,668

Mr. Mannone detailed safety requirements for Lower Feeley Fields, ADA considerations, drainage and irrigation for lower Feeley Fields. He explained the “sand silt” concept to address wet areas.

CPC supported Article 45, 9-0; CIAC voted in support of Article 45; 6-0.

Recess

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

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

VOTED: To recess and return to the meeting at 9:44 PM.

Joint meeting resumed at 9:44 PM.

Ms. Duran provided detail regarding Warrant Articles 24 -29:

Article 24 - Americans with Disabilities Act Transition Plan Recommendations - \$200,000

CIAC supported Article 24, 6-0.

Article 25 – DPW Roofing Project Funding - \$400,000

CIAC supported Article 25, 6-0.

Article 26 – DPW Building Office Renovation - \$125,000

CIAC supported Article 26, 6-0.

Article 27 – Space Use and Facility Condition Study - \$300,000

Vice-Chair Dretler opined about other Town-owned properties. Ms. Duran indicated that smaller structures such as the Hosmer House, Broadacres property, Carding Mill, and Stewataro; did not fit within this facility condition assessment article.

Mr. Joachim inquired about the \$300,000 allocation, and if this article was a necessity at this time. Ms. Duran responded that the \$300,000 reflected her estimate and she would put out an RPF based on her previous experience. Ms. Duran stated that the presented article was a part of the Master Plan as a priority, though she understood if the Article should be postponed to sometime in the future.

CIAC supported Article 27, 7-0.

Article 28 – Atkinson Pool Dehumidification Equipment Replacement - \$600,000

Ms. Asbedian-Ciaffi commented that this work should have been part of the whole Fairbank Community Center construction article, adding it appeared to be “piece meal.” Mr. Travers agreed with Ms. Asbedian-Ciaffi. Mr. Poch agreed with comments made, and recommended a full review of the Fairbank project.

Mr. Joachim asked if the project amount reflected an approximation. Ms. Duran confirmed the estimate was firm and was provided by the mechanical engineer and reflected a recent quote.

Article 29 – Atkinson Pool Maintenance and Repair Fund - \$480,000

Ms. Duran provided information regarding extensive testing of the pool, with leakage taking place.

Board Member Roberts asked if the Atkinson Pool Maintenance Article required a more comprehensive review, and if it might be better to consider all pool improvements within the main Fairbank Community Center construction project. Ms. Duran expressed her appreciation regarding support provided by the Select Board, and acknowledged the enormity of the proposed pool investments with Articles 28 and 29.

Article 42 - Community Preservation Act Fund – Accessible Pathways on Town Properties to Athletic Fields and Accessible Picnic and Bench Seating Areas Project – \$187,744

Ms. Duran confirmed Article 42 was viewed as a priority ADA item. Vice-Chair Dretler noted that two of the Town parks were within the Historical District and would have to be reviewed by the Historical District Commission (HDC). Ms. Duran responded she would be working with the HDC to make those areas more accessible.

Article 46 – Community Preservation Act Fund - Fence and Lights for Fairbank Multisport Court - \$100,000

Ms. Duran confirmed the State awarded funding of \$100,000 for this article, thanks to efforts by Representative Carmen Gentile. Vice-Chair Dretler asked when the grant funding would be received. Assistant Town Manager Bilodeau responded that she would continue monitoring and follow-up on this item.

SPS Superintendent Crozier presented Article 44:

Article 44 – Community Preservation Act Fund - Curtis Outdoor Health and Wellness Space - \$480,000

Superintendent Crozier provided related details, noting that CPC voted unanimously to endorse the project.

Public Works Director Dan Nason presented DPW Articles 33 through 37:

Article 33 – Swap body Truck (replaces pickup truck) - \$185,000

Article 34: Swap Body Truck (replaces spreader truck with wings) - \$210,000

Article 35: Sports Field Mower - \$160,000

Article 36: Multi-Purpose Tractor - \$215,000

Article 37: Front End Loader - \$345,000

Related comments and questions were presented and answered by Mr. Nason.

Vote to close joint meeting with FinCom and CIAC and resume Select Board meeting.

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

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

VOTED: To close joint meeting with FinCom and CIAC and resume the Select Board meeting

Mr. Joachim read in the words of the motion. Mr. Poch read in the words of Mr. Joachim. Ms. Berry seconded the motion.

It was on motion 6-0; Sorett-aye, Wang-aye, Berry-aye, Bettinelli-aye, Joachim-aye, Poch-aye

VOTED: To close the joint meeting with the Select Board and CIAC

Ms. Asbedian-Ciatti motioned to close the joint meeting with the Select Board and FinCom. Mr. Cooper seconded the motion.

It was on motion 6-0; Dallas-aye, Abrams-aye, Cooper-aye, Travers-aye, Saklad-aye, Asbedian-Ciatti-aye

VOTED: To close the joint meeting with the Select Board and FinCom.

Consent Calendar

Vote to approve the acceptance of a FEMA Assistance to Firefighters Grant in the amount of \$399,344.00 for the purchase of mobile and portable radios for use by the Fire Department, as requested by Fire Chief John Whalen

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

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

VOTED: To approve the acceptance of a FEMA Assistance to Firefighters Grant in the amount of \$399,344.00 for the purchase of mobile and portable radios for use by the Fire Department, as requested by Fire Chief John Whalen

Adjourn

Board Member Roberts motioned to adjourn the meeting. Board Member Kouchakdjian seconded the motion.

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

VOTED: To adjourn the meeting

There being no further business, the meeting ended at 11:57 PM.

DRAFT

SUDBURY SELECT BOARD

WEDNESDAY, FEBRUARY 15, 2023

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

Present: Chair Charles Russo, Vice-Chair Janie Dretler, Select Board Member Daniel Carty, Select Board Member Lisa Kouchakdjian, Select Board Member Jennifer Roberts, Town Manager Andrew Sheehan, Assistant Town Manager/HR Director Maryanne Bilodeau

The statutory requirements as to notice having been compiled with, the meeting was convened at 7:00 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

- Announced a number of Town committee positions open; referred to Town website

Reports from Town Manager

- Thanked community and staff for warm welcome
- Town Manager Office Hours scheduled for Thursday, February 16th, 10:00 AM to 12:00 PM; and Thursday, March 2, 4:00 PM to 7:00 PM - meeting locations will be announced soon

Reports from Select Board

Vice-Chair Dretler

- Announced “Gun Violence in America,” community forum sponsored by the Bedford Board of Health to be held on March 1st at the Bedford High School Auditorium from 7:00 PM to 8:00 PM
- The White Ribbon Group of the Sudbury-Wayland-Lincoln Domestic Violence Round Table and REACH Beyond Domestic Violence will present “Watching Dad: What we learn from our fathers about being parents and partners,” on Monday, March 20, at Goodnow Library, 7:00 PM to 8:15 PM

Board Member Carty stated he had nothing to add.

Board Member Roberts

- Thanked Staff and everyone involved for an informative Capital Night joint meeting with FinCom and CIAC
- Great to see Town Manager Sheehan at his second official Select Board meeting and happy to see Assistant Town Manager Bilodeau here as well

- Will be attending the SPS Budget hearing this evening after this meeting adjourns

Board Member Kouchakdjian

- Announced that she and Vice-Chair Dretler will be hosting the Select Board Office Hours tomorrow at 12:00 PM, via Zoom

Public Comment

None

Per Select Board Ballot Question Policy, discussion and vote to designate authors of Pro and Con arguments for the March 27, 2023 Annual Town Election Ballot Questions. If no arguments are received, Town Counsel shall prepare the arguments.

Chair Russo confirmed that a placeholder was being held for item #2. He stated that item #2 to designate Pro and Con arguments for the March 27, 2023 Annual Town Election Ballot questions, adding that Pro arguments had been submitted for both questions.

Regarding item #1, Town Manager Sheehan confirmed that SPS Superintendent Brad Crozier and the SPS School Committee submitted a joint statement regarding the SPS Override Ballot Question No. 1 (Pro argument). He added that Fire Chief John Whalen submitted a statement regarding capital exclusion for the fire engine pumper truck Ballot Question No. 2 (Pro argument). Town Manager Sheehan acknowledged that Con arguments were not submitted, and such arguments would be presented by Town Counsel.

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 designate the authors of the Pro and Con arguments for the March 27, 2023 Annual Town Election Ballot Questions, designating the School Superintendent and/or School Committee as the proponent for the Pro argument for the SPS ballot question, and the Fire Chief and/or his designee as the proponent for the pumper truck ballot question; having received no requests from Con authors, to designate Town Counsel to write the Con arguments for both ballot questions.

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

Vice-Chair Dretler stated that the Warrant Articles, as presented in tonight's packet, were clear and well done.

Town Manager Sheehan confirmed that the Board would be voting and finalizing the Warrant at the next meeting on February 28, 2023.

Adjourn

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

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

There being no further business, the meeting ended at 7:16 PM.

DRAFT

SUDBURY SELECT BOARD

TUESDAY, FEBRUARY 28, 2023

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

Present: Chair Charles Russo, Vice-Chair Janie Dretler, Select Board Member Daniel Carty, Select Board Member Lisa Kouchakdjian, Select Board Member Jennifer Roberts, Town Manager Andrew Sheehan, Assistant Town Manager/HR Director Maryanne Bilodeau

The statutory requirements as to notice having been compiled with, the meeting was convened at 7:00 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

- Thanked Town Manager Sheehan presenting the Budget Article to the Finance Committee (FinCom) last night
- Wayland holding a “Future of Rte. 20” Forum tonight, including updates to the Rte. 20 corridor; Sudbury might consider this concept
- “Climate Change” webinar presented by the Sudbury Valley Trustees tomorrow evening; details provided on the Trustees website
- MassDOT holding a Virtual Design public hearing for the Mass Central Rail Trail (Sudbury to Wayland section – Russell’s to Sudbury Substation) on March 2 via Zoom
- MWRA meetings regarding extending the water service line from the Framingham main connection; possibly to Chelmsford or Littleton, with the preferred route along the BFRT

Reports from Town Manager

- Thanked all, with special thanks to Assistant Town Manager Bilodeau and Finance Director Dennis Keohane during the Town Manager transition period
- Presented the FY24 Budget presentation to FinCom and will present the FY24 Budget to the Select Board at the March 7 meeting
- Good turnout at last week’s Town Manager Office Hours at the Goodnow Library; will host another Town Manager Office Hours tomorrow via Zoom at 4:00 PM, and Thursday, March 2, at the Goodnow Library from 4:00 PM to 5:00 PM
- Thanked DPW and all others who assisted in today’s storm
- Acknowledged he would be making difficult decisions under the Town Manager Charter, with best long-term intentions for the Town of Sudbury

Reports from Select Board

Vice-Chair Dretler

- Watched the FinCom meeting last night, noting that Town Manager Sheehan and staff were well-prepared, which provides confidence to all
- Thanked Public Works Department for their work with today's storm

Board Member Carty

- Thanked Chair Russo for mentioning the MWRA update
- Mentioned he would not be participating in Agenda item 3 tonight and would be sent to the audience for that discussion

Board Member Roberts

- At the FinCom meeting last night Town Manager Sheehan, Assistant Town Manager Bilodeau and Finance Director Keohane were most effective
- Announced she and Board Member Kouchakdjian held a Policies Subcommittee meeting including ethics policies and updates to remote meeting policies

Board Member Kouchakdjian

- Thanked Town Manager Sheehan for his presentation at the FinCom meeting last night

Public Comment

None

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.

Present: Michael Hager, Eversource; Mike Kane, Eversource; Lori Capone, Conservation; Vin Roy, Sudbury Water District

Mr. Hager presented the Sudbury-Hudson 115 kV Line Project Update.

Mr. Hager outlined progress made and plans in the following areas:

- Town Line to Bridge 128
- Bridge 128 to Dutton Road
- Dutton to Peakham Road
- Peakham Road to Horse Pond
- Horse Pond to Union Street
- Union Street to Boston Post Road
- Boston Post Road to Bridge 127
- Bridge 127 to the substation

He mentioned various restrictions within these areas.

Ms. Capone stated the last month has been challenging and required her continued monitoring. She added that the project work is going well, and the applicant has been monitoring progress as well, and that she speaks with Eversource representatives on a daily basis.

Vice-Chair Dretler was happy to report there are many Eversource updates appearing on the Town website, which is most helpful for the community.

Board Member Roberts spoke of the rail switch having been stolen, and asked if the switch had been found. Mr. Hager stated at this time, there was no resolution regarding the stolen piece, but everyone is keeping their ears and eyes open. Board Member Roberts asked that Eversource workers and representatives continue to update the Board if any related information is discovered.

Mr. Roy indicated he might have related comments closer to the spring, as the project moves along.

Chair Russo suggested the Board might have Eversource representatives come before the Board with updates, on a quarterly basis, or as needed. Town Manager Sheehan stated that Eversource meets with Staff on a bi-weekly basis, and he could provide related updates to the Select Board.

Resident Manish Sharma, 77 Colonial Road, thanked Ms. Capone for her continued diligence with the project and asked if videos of the construction project could be provided to ensure that all related work being done is permitted and done by professionals, with appropriate credentials and be shared with Police Chief Nix.

Chair Russo asked Eversource representatives could provide such assurance. Mr. Hager confirmed that all workers were professionals, especially the inspectors and a local contracting firm is also working with Eversource professionals.

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

Vice-Chair Dretler asked if Town Manager Sheehan would be available to attend the virtual public hearing. Town Manager Sheehan responded in the affirmative. Vice-Chair Dretler suggested that at least one other staff member be present at the hearing as well.

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

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

Mr. Thompson presented the "Hybrid Meeting Room" document. He noted that hybrid equipment was being allocated by ARPA funding of \$78,000, as voted by the Select Board. Mr. Thompson detailed that the hybrid technologies involving a cart setup would be accessible at:

- DPW Conference Room
- Park and Recreation building
- Goodnow Library
- Senior Center
- Town Hall (Special Cart)

Mr. Thompson detailed that the wall-mounted system was available at:

- Flynn Building – Silva Room
- Police Station – 1st Floor Meeting Room

Ms. Puorro commented that the Town Hall site was unique as SudburyTV professionals will be onsite at Town Hall.

Resident and COD Chair Kay Bell, 348 Old Lancaster Road, volunteered to be part of the trial hybrid meetings, and inquired about the testing period. Ms. Bell mentioned that everyone understand that this training will require a time commitment. She stressed the need for accessible bathrooms, especially at Town Hall.

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.

Present: Combined Facilities Director Sandra Duran, Park & Recreation Director Dennis Mannone, Permanent Building Committee Member Craig Blake, Permanent Building Committee Member Jennifer Pincus

Funding options were detailed and presented by Craig Blake and Jennifer Pincus. The Board and PBC Members examined funding options in great detail.

Vice-Chair Dretler motioned to reallocate \$233,500 of the \$1,000,000 ARPA funding (originally allocated to the Boston Post Road Fire Station #2 project) and move it to the contingency fund for the Atkinson Pool repair. Board Member Kouchakdjian seconded the motion.

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

VOTED: To reallocate \$233,500 of the \$1,000,000 ARPA funding (originally allocated to the Boston Post Road Fire Station #2 project) and move it to the contingency fund for the Atkinson Pool repair

Board Members commented that agenda items #7 and #8 were confusing. Mr. Blake acknowledged that agenda items #7 and #8 were not revised by the PBC for this evening's vote.

Chair Russo motioned that the remaining \$42,000 from unallocated ARPA funds be included in the contingency fund for the Atkinson Pool repair (totaling funding of \$275,500). Board Member Kouchakdjian seconded the motion.

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

VOTED: That the remaining \$42,000 from unallocated ARPA funds be included in the contingency fund for the Atkinson Pool repair (totaling funding of \$275,500)

Vice-Chair Dretler motioned 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.

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

VOTED: 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

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

Town Manager Sheehan endorsed the use of the consent calendar for Warrant Articles, especially for those less controversial articles.

The Board reviewed items suggested to be presented on the Consent Calendar.

Board Member Carty suggested Articles 41 and 45 be studied further.

Town Manager Sheehan confirmed that Article 32 – Pickup Truck with Plow, had been withdrawn.

Discussion took place regarding pre-recorded Article videos as a form of education for the voters. Town Manager Sheehan agreed with providing pre-recorded Article presentations.

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

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

VOTED: To approve the items for Consent Calendar as shown on the Town Manager's Screen tonight, with exception of Articles 14, 24, 26, 27 and 45.

Chair Russo stated it was wise to establish a baseline for Consent Calendar items, which can be changed/modified.

Town Manager Sheehan confirmed that Article 32 – Pickup Truck with Plow, had been withdrawn.

Discussion regarding 2023 Annual Town Meeting Logistics, process, calendar, and other topics

Town Manager Sheehan asked if the Board would consider a conversation with Moderator Kate Blake regarding possible video presentations and Town Meeting presentations, in effort to make the Town Meeting process more efficient. Board Members agreed.

Chair Russo suggested conducting a trial run for the electronic voting process. Board Member Carty recommended that a group of LSRHS students test the electronic voting technology, as community service time. Board Members favored the concept presented by Board Member Carty.

Town Manager Sheehan confirmed that the vendor would be present at the Town Meeting to address any possible technical issues.

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

Board Member Kouchakdjian motioned to approve the open session minutes of 8/30/22, as amended. Board Member Carty seconded the motion.

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

VOTED: To approve the open session minutes of 8/30/22, as amended

Public Comments (cont.)

None

Upcoming agenda items

March 7:

- Town Manager's Budget Hearing Presentation
- Continued Warrant Article Consideration

Future Agenda Items:

- Open Meeting and Executive Session Review of Minutes
- Legislative Update Meeting
- Rte. 20 painting of lines
- MWRA report discussion
- Annual Town Report
- Consideration of potential business and economic committee
- Financial policies discussion
- Town Counsel Contract
- KPI Memo/Presentation

Consent Calendar

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

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

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

VOTED: To sign the Annual Town Election Warrant for March 27, 2023, which must be posted and delivered to residents by March 20, 2023

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

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

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

VOTED: To review the Select Board Winter 2023 Newsletter articles and approve for distribution

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.

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

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

VOTED: 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

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.

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

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

VOTED: 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

Adjourn

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

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

VOTED: To adjourn the Select Board meeting

There being no further business, the meeting ended at 11:08 PM.

SUDBURY SELECT BOARD

TUESDAY, APRIL 4, 2023

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

Present: Chair Charles Russo, Vice-Chair Janie Dretler, Select Board Member Daniel Carty, Select Board Member Lisa Kouchakdjian, Town Manager Andrew Sheehan

Absent: Select Board Member Jennifer Roberts

The statutory requirements as to notice having been compiled with, the meeting was convened at 7:06 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: Dretler-present, Kouchakdjian-present, Carty-present, Russo-present

Opening Remarks by Chair

- Governor Healy signed a number of COVID-related extensions, including remote meetings to be extended to March 31, 2025
- Thanked all who participated in the well-run Town Election
- State Attorney General announced the MBTA Communities program is now a requirement

Reports from Town Manager

- Thanked everyone who turned out at Town Election
- DPW starting drainage work on Peakham Road, minor traffic delays
- DPW street sweeping has commenced
- Earth Day events on April 22, including Town-wide cleanup at the Earth Day event at the Goodnow Library, 10:00 AM to 2:00 PM
- Thanked everyone who showed up at Town Manager Office Hours last week, next Town Manager Office Hours scheduled for on April 27, beginning at 2:00 PM in the Silva Room, Flynn Building

Reports from Select Board

Vice-Chair Dretler

- Police Department conducting rape prevention defense program – “Women’s Basic Physical Defense” - three classes offered in May, will accept the first ten residents who respond
- Complete Street projects moving forward at Old Lancaster, Union Road, Concord Road, Peakham Road, Hudson Road and Fairbank Road

Board Member Carty

- Congratulated Chair Russo for his Select Board run at Town Election, and congratulated all others who ran

- Learning opportunities: Sudbury Historical Society presenting “Broadacres Legacy – the Story of Lenora Hayes,” at the Loring Parsonage was interesting and well attend, and the Goodnow Library on April 2nd held “The Signs are all around us,” a community forum on history, memory and roadside markers, with discussion relative to those signs
- Look out for turtles who are near the waterways and crossing the road during this season

Board Member Kouchakdjian

- Mentioned a great turnout at Town Election, and congratulated Chair Russo
- LS School Committee will be voting on the new LSRHS Superintendent tomorrow evening

Public Comment

None

As the Local Licensing Authority, vote on whether to approve the application of Sudbury Sundries, Inc, d/b/a Sudbury Sundries, 100 Boston Post Rd., Sudbury, for a Package Store License for the Sale of Wine & Malt Beverages, under G. L. Ch. 138, s.15, Ashraf Youssef, Manager. The premises proposed to be licensed (i.e., 100 Boston Post Road) is described as: Left unit of a 2-unit commercial building. Single entrance in the left front and single exit in the rear. Approximately 2600 Sq. Ft.

Present: Ashraf Youssef, Owner/Applicant; Attorney Tom McEnaney- Town Counsel, KP Law; Police Chief Scott Nix

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 4-0; Dretler-aye, Carty-aye, Kouchakdjian-aye, Russo-aye

VOTED: To reopen the public hearing on whether to approve the application of Sudbury Sundries, Inc, d/b/a Sudbury Sundries, 100 Boston Post Rd., Sudbury, for a Package Store License for the Sale of Wine & Malt Beverages, under G. L. Ch. 138, s.15

Chair Russo displayed recent documents submitted by Mr. Youssef regarding the proposed setup at Sudbury Sundries.

Chief Nix took the oath and explained the related incidence report. He detailed that on September 20, 2012 an arrest took place at Sudbury Sundries. It was discovered that synthetic marijuana and bath salts (though not illegal at the time) were sold at the site, and primarily involved teenagers in surrounding communities; there were physical attacks.

Attorney McEnaney asked if Mr. Youssef stopped selling the related drugs, after the incident. Chief Nix stated those substances continued to be sold, well after being made illegal. Vice-Chair Dretler confirmed that Mr. Youssef was not being transparent during the last Select Board meeting. Board Members agreed with the statement made by Vice-Chair Dretler, and Board Members stressed the importance of selling liquor in the Town, and full transparency. Mr. Youssef maintained he did not lie.

Chair Russo stated that the findings presented were strong, and the testimony presented by Chief Nix was impactful. He further noted that several neighbors submitted letters against issuance of a Package Store License

for the Sale of Wine & Malt Beverages. Chair Russo stressed that the Board has serious concerns about issuance of such license.

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 4-0; Dretler-aye, Carty-aye, Kouchakdjian-aye, Russo-aye

VOTED: As the Local Licensing Authority, voted to deny the application of Sudbury Sundries, Inc, d/b/a Sudbury Sundries, 100 Boston Post Rd., Sudbury, for a Package Store License for the Sale of Wine & Malt Beverages, under G. L. Ch. 138, s.15

Vote to close Public Hearing and resume Select Board meeting

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 4-0; Dretler-aye, Carty-aye, Kouchakdjian-aye, Russo-aye

VOTED: To close Public Hearing and resume Select Board meeting

Interview two applicants for appointment to the Historic Districts Commission (HDC). Following interview, vote whether to appoint Peter Iovanella, 258 Dutton Road, as an associate member, and John Griffith ("Griff") Noble, 47 Concord Road, as full member, both for 5-year terms to expire 1/1/2028.

Present: Peter Iovanella and John Griffith Noble

Mr. Iovanella confirmed his home is in the Wayside Inn Historic District and has a background in construction and real estate. He acknowledged his membership on the Sudbury Capital Improvement Advisory Committee (CIAC).

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 4-0; Dretler-aye, Carty-aye, Kouchakdjian-aye, Russo-aye

VOTED: To appoint Peter Iovanella, 258 Dutton Road, as an associate member on the Historic Districts Commission (HDC) for a 5-year term to expire 1/1/2028.

John Griffith Noble

Mr. Noble stated he has lived in historic houses all his life, and his historic districts experience could help the HDC.

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 4-0; Dretler-aye, Carty-aye, Kouchakdjian-aye, Russo-aye

VOTED: To appoint John Griffith Noble, 258 Dutton Road, as a full-member on the Historic Districts Commission (HDC) for a 5-year term to expire 1/1/2028.

Interview applicant for the Historical Commission. Following interview, vote whether to appoint Bill Andreas, 29 King Philip Road, for a term expiring 5/31/2026.

Present: Bill Andreas

Mr. Andreas confirmed he was a HDC member for many years; is an archeologist and would like to help the Town identify and help secure the archeological assets in Sudbury. He stated that he specializes in American Indian remains

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 4-0; Dretler-aye, Carty-aye, Kouchakdjian-aye, Russo-aye

VOTED: To appoint Bill Andreas, 29 King Philip Road, to the Historical Commission for a term expiring 5/31/2026

Discussion and possible vote on ATM articles 38 and 41

Present: Adam Duchesneau, Director of Planning & Community Development

Article 38 – Amend General Bylaws, Article IX, Section 4200, Water Resource Protection Overlay Districts Mr. Duchesneau provided a PowerPoint presentation on Article 38. He detailed aspects of permitted issues and prohibited usage within the Water Resource District.

Mr. Duchesneau indicated that the solution involved adding new language to Section 4200, and proceeded to detail such language changes.

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

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

VOTED: To support Article 38 - Amend General Bylaws, Article IX, Section 4200, Water Resource Protection Overlay Districts

Article 41 – Community Preservation Act Fund – 67-73 Nobscot Road Acquisition, Design, and Construction (\$438,000)

Mr. Duchesneau explained that the Sudbury Housing Trust has been considering this property for affordable housing use, and there is no final consensus as yet. He added property owner is considering this possible development, as well. Mr. Duchesneau indicated a final decision would likely not be determined before May Town Meeting.

Board Members discussed the possible development at 67-73 Nobscot Road.

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 4-0; Carty-aye, Dretler-aye, Kouchakdjian-aye, Russo-aye

VOTED: To support Article 41 - Community Preservation Act Fund – 67-73 Nobscot Road Acquisition, Design, and Construction (\$438,000)

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

Petition Article 55 – Control of Firearms Zoning

Chair Russo confirmed that Town Counsel recommendation had not been received yet. Town Manager Sheehan stated that a related amendment might be presented at Town Meeting.

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 4-0; Dretler-aye, Kouchakdjian-aye, Carty-aye, Russo-aye

VOTED: That the Select Board will report at Town Meeting regarding its position on Warrant Article 55 regarding the control of firearms within Sudbury zoning.

Article 15 - Fairbank Community Center A/V Equipment and Associated Funding - \$200,00

Member Kouchakdjian shared her rewrite of Article 15 with the Board. Town Manager Sheehan confirmed that the rewrite of Article 15 by Board Member Kouchakdjian was included on the Warrant, which will be sent to the printer tomorrow. Member Kouchakdjian confirmed she had submitted her rewrite document to Town Manager Sheehan.

Amended Article language as included by Member Kouchakdjian, read: “This Article supports additional funds needed to provide modern audio-visual and assisted listening technology in the Fairbank Community Center.” Chair Russo commented that the rewrite of the Article reflected significant improvement.

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 4-0; Dretler-aye, Carty-aye, Kouchakdjian-aye, Russo-aye

VOTED: To accept and include Article 15 on the Warrant, as drafted.

Vote to sign the 2023 Annual Town Meeting Warrant which must be delivered to residents by 4/24/2023

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 4-0; Dretler-aye, Carty-aye, Kouchakdjian-aye, Russo-aye

VOTED: To sign the 2023 Annual Town Meeting Warrant, which must be delivered to residents by 4/24/2023.

Update on MWRA Metro West project

Town Manager Sheehan provided a MWRA Metro West project update and shared the MWRA community’s map. He stressed that related discussions are early in the process, and MWRA is seeking to share capacity, and

improve circulation within the network. Town Manager Sheehan confirmed that associated costs and not been finalized for Metro-West yet; with no decisions made. He noted the next meeting would be held on April 10.

Vice-Chair Dretler commented that only one Board member should attend that meeting, otherwise subcommittee guidelines would be applicable. Chair Russo stated he would explore that aspect further with Town Counsel, noting that Board Member Carty was the liaison to the Sudbury Water District.

Discuss Open Meeting Law Complaint against Chair Russo filed by resident Manish Sharma and dated November 17, 2022; review and discuss Attorney General's response to complaint dated March 22, 2023.

Chair Russo provided summary regarding the complaint, adding that the decision regarding the complaint was made (dismissed) and on record.

Vocational education discussion led by Board Member Kouchakdjian

Board Member Kouchakdjian confirmed she received communication from Assabet Tech, indicating they are not adding new members at this time.

Chair Russo recommended that Board Member Kouchakdjian reach out to Minuteman Tech when school closes for summer vacation, and to also contact Nashoba Technical School again. Board Member Kouchakdjian stated she would be in contact with Nashoba Technical School this week, and will report to the Board.

Discuss topics to be assigned for Spring 2023 - Select Board newsletter.

Board Member Kouchakdjian – 30-year Anniversary of Sudbury Commission on Disability

Chair Russo – OPEB

Board Member Carty – Youth Academy at the Sudbury Police Department

Vice-Chair Dretler – Recently hired Health Director

Board Members suggested that Board Member Roberts might considering composing an article on the Sustainability Coordinator

Public Comments (cont.)

None

Upcoming agenda items

April 28

- Executive Session – Collective Bargaining
- First Parish License
- Warrant Article 14 – GO Sudbury!
- Warrant Article 15 – Fairbank A/V Equipment

Future Meeting Items

- Proposed Business and Economic Committee

- Joint Meeting with Planning Board regarding MBTA Community Housing

Consent Calendar

Vote to proclaim April 7, 2023 as Commission on Disability Day in Sudbury and sign a proclamation in that regard

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 4-0; Dretler-aye, Carty-aye, Kouchakdjian-aye, Russo-aye

VOTED: To proclaim April 7, 2023 as Commission on Disability Day in Sudbury and sign a proclamation in that regard

Vote to proclaim May 2023 as Military Month and sign a proclamation in that regard

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 4-0; Dretler-aye, Carty-aye, Kouchakdjian-aye, Russo-aye

VOTED: To proclaim May 2023 as Military Month and sign a proclamation in that regard

Vote to accept the grant of Walkway Easement set forth in the Easement document entitled “Easement for Pedestrian Access” executed by property owner Roman Catholic Archbishop of Boston, for property located at 178 Concord Road and shown on “Easement Plan, Property of the Roman Catholic Archbishop of Boston, 178 Concord Road, Sudbury, MA”; subject to receipt of the executed Easement document.

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 4-0; Dretler-aye, Carty-aye, Kouchakdjian-aye, Russo-aye

VOTED: To accept the grant of Walkway Easement set forth in the Easement document entitled “Easement for Pedestrian Access” executed by property owner Roman Catholic Archbishop of Boston, for property located at 178 Concord Road and shown on “Easement Plan, Property of the Roman Catholic Archbishop of Boston, 178 Concord Road, Sudbury, MA”; subject to receipt of the executed Easement document

Vote to approve award of contract by the Town Manager to Ellingwood Construction, Inc. in the amount of \$465,200 to commence work on the Town’s Complete Streets project; and further to execute any documents inclusive of funded change orders required relative to said contract.

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 4-0; Dretler-aye, Carty-aye, Kouchakdjian-aye, Russo-aye

VOTED: To approve award of contract by the Town Manager to Ellingwood Construction, Inc. in the amount of \$465,200 to commence work on the Town's Complete Streets project; and further to execute any documents inclusive of funded change orders required relative to said contract

Vote to approve the Town Manager's execution of a contract with Pare Corporation in regard to engineering services related to design of a section of walkway along Peakham Road as requested by the DPW utilizing existing DPW funding; and further to execute any documents inclusive of change orders required relative to said contract.

Chair Russo recused himself from the discussion and voting on this article.

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

It was on motion 3-0; Kouchakdjian-aye, Carty-aye, Dretler-aye

VOTED: To approve the Town Manager's execution of a contract with Pare Corporation in regard to engineering services related to design of a section of walkway along Peakham Road as requested by the DPW utilizing existing DPW funding; and further to execute any documents inclusive of change orders required relative to said contract

Vote to accept a \$100,000 grant awarded to The Friends of the Sudbury Senior Citizens, Inc. from the Cummings Foundation. This grant will be utilized to fund the purchase and installation of kitchen equipment at the new Fairbank Community Center currently under construction.

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 4-0; Dretler-aye, Carty-aye, Kouchakdjian-aye, Russo-aye

VOTED: To accept a \$100,000 grant awarded to The Friends of the Sudbury Senior Citizens, Inc. from the Cummings Foundation. This grant will be utilized to fund the purchase and installation of kitchen equipment at the new Fairbank Community Center currently under construction

Vote to accept the resignation of Steven Greene, 38 Elaine Road, from the Historical Commission, and send a thank you letter for his service to the Town.

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 4-0; Dretler-aye, Carty-aye, Kouchakdjian-aye, Russo-aye

VOTED: To accept the resignation of Steven Greene, 38 Elaine Road, from the Historical Commission, and send a thank you letter for his service to the Town

Vote to accept a \$30,000 grant from The Sudbury Foundation awarded to the Social Work office to purchase gift cards, which will provide residents access to basic needs, as requested by the Town Social Worker.

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 4-0; Dretler-aye, Carty-aye, Kouchakdjian-aye, Russo-aye

VOTED: To accept a \$30,000 grant from The Sudbury Foundation awarded to the Social Work office to purchase gift cards, which will provide residents access to basic needs, as requested by the Town Social Worker

Adjourn

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

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

VOTED: to adjourn the meeting of the Select Board

There being no further business, the meeting ended at 9:05 PM.

SUDBURY SELECT BOARD

TUESDAY MAY 30, 2023

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

Present: Chair Janie Dretler, Vice-Chair Lisa Kouchakdjian, Select Board Member Daniel Carty, Select Board Member Jennifer Roberts, Select Board Member Charles Russo, Town Manager Andrew Sheehan

The statutory requirements as to notice having been compiled with, the meeting was convened at 7:01 PM via Zoom telecommunication mode.

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

Call to Order/Roll Call

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

Opening Remarks by Chair

- Thanked all who participated in the Bruce Freeman Rail Trail groundbreaking event
- Thanked all participants and volunteers who put together the Memorial Day Parade, she attended the Memorial Day ceremony at Grinnell Park
- Mentioned agenda modifications commencing with tonight's meeting; mainly addressing Consent Calendar items at the beginning.

Reports from Town Manager

- Fairbank Community Center update – the playground continues to be closed to the public; summer camp running from July 7 to August 11 will take place at the Haskell Field as it was last year
- State will release updated calculations regarding subsidized housing requirements for each MA community; Sudbury will likely remain over 10%

Reports from Select Board

Member Dan Carty:

- Congratulated the graduating class at LSRHS
- BFRT Groundbreaking ceremony was well-attended
- Viewed the new electric Police Department pickup truck
- Department of Public Works is hosting a wastewater public meeting on June 17, 2023
- Looking forward to his meeting with Boy Scout Troop 65 this week regarding citizenship in the community

Member Charlie Russo:

- Wished all a good Memorial Day weekend in remembrance of all soldiers who made the ultimate sacrifice

- Thanked the Girl Scouts for planting geraniums at the graves of Town soldiers
- Conducted a civics action activity with 1st graders including a mock voting exercise regarding a splash pad playground and a dog park; splash pad won
- Senator Eldridge and Representative Gentile were in attendance at the Sudbury Commission on Disability (COD) 30th anniversary event

Vice-Chair Lisa Kouchakdjian:

- Echoed comments made by other Board Members

Board Member Roberts:

- Acknowledged an especially great and moving Memorial Day celebration in Town yesterday in remembrance of all those who made the ultimate sacrifice for us

Public Comment

Resident and COD Chair Kay Bell, 348 Old Lancaster Road, commented that all COD member viewpoints are embraced and appreciated; she asked the approved COA meeting minutes from 2/2/23 and 3/2/23 be added to the record. Ms. Bell confirmed that six residents applied for the member vacancy most recently.

Resident Manish Sharma, 77 Colonial Road, welcomed Chair Dretler back to the Board as Chair again. Thanked all who attended the BFRT ground-breaking ceremony, and confirmed he had attended and encouraged that pledges/donations to the BFRT be made. Mr. Sharma indicated that donations toward a picnic table would be worthy. He mentioned there are missing revenues for the Town, noting that COA projects had to be delayed for this reason. Mr. Sharma hoped that this year such allocations could be made in a timelier fashion in order to accommodate all residents.

Consent Calendar

Vote to accept the resignation of Patricia Brown, 34 Whispering Pine Road, from the Commission on Disability (COD) effective 5/11/23, and send a thank you letter for her service to the Town

Town Manager Sheehan further detailed that Patricia Brown would not be seeking re-appointment to COD, and agreed to remain on the Commission until a successor was officially named.

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

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

VOTED: To accept the resignation of Patricia Brown, 34 Whispering Pine Road, from the Commission on Disability (COD) when a successor is appointed; and to send a thank you letter for her service to the Town.

Vote to approve sale of Bond Anticipation Notes (BANS) as requested by Dennis Keohane, Finance Director

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

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

VOTED: To approve sale of Bond Anticipation Notes (BANS) as requested by Dennis Keohane, Finance Director

Vote to Grant a Special Permit to the Sudbury July 4th Road Race, to hold the “Sudbury July 4th Road Race” on Tuesday, July 4, 2023 from 7:00 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.

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

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

VOTED: To Grant a Special Permit to the Sudbury July 4th Road Race, to hold the “Sudbury July 4th Road Race” on Tuesday, July 4, 2023 from 7:00 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 Bikes Not Bombs to hold the “36th Annual Bike-A-Thon” on Sunday, September 10, 2023, from 11:00 A.M. through approximately 3:00 P.M., with a rain date of Sunday, September 24, 2023, subject to Police Department safety requirements, proof of insurance coverage and the assurance that any litter will be removed at the race’s conclusion.

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

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

VOTED: To grant a special permit to Bikes Not Bombs to hold the “36th Annual Bike-A-Thon” on Sunday, September 10, 2023, from 11:00 A.M. through approximately 3:00 P.M., with a rain date of Sunday, September 24, 2023, 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 approve execution by the Town Manager of a 3-year contract for web-based Open Government Permitting and Licensing software for use by the Building, Health and DPW Departments.

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

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

VOTED: To approve execution by the Town Manager of a 3-year contract for web-based Open Government Permitting and Licensing software for use by the Building, Health and DPW Departments

Approve award by the Town Manager of a contract between the Town and Lapinski Electric, Inc. for Rte 117 Traffic Signal Improvements to be performed pursuant to Contractor’s bid (Contract# 2023-117TS-1) dated March 30, 2023, in the amount of \$677,246.25 and a contract between the Town and TEC, Inc. for

contract administration for the above project in the amount of \$79,200, and further, to execute all documents relative to said contract inclusive of amendments, if any.

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

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

VOTED: To Approve award by the Town Manager of a contract between the Town and Lapinski Electric, Inc. for Rte 117 Traffic Signal Improvements to be performed pursuant to Contractor's bid (Contract# 2023-117TS-1) dated March 30, 2023, in the amount of \$677,246.25 and a contract between the Town and TEC, Inc, for contract administration for the above project in the amount of \$79,200, and further, to execute all documents relative to said contract inclusive of amendments, if any

Vote to appropriate \$100,000 from Meadow Walk mitigation funds to the Park & Recreation Commission for Feeley Field Phase 2 project.

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

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

VOTED: To appropriate \$100,000 from Meadow Walk mitigation funds to the Park & Recreation Commission for Feeley Field Phase 2 project

Miscellaneous**Interview candidate for appointment to the Council on Aging (COA). Following interview, vote whether to appoint Patricia Tabloski, 35 Maple Avenue, to the COA for a term expiring 5/30/26.**

Present: Patricia Tabloski, Candidate

Chair Russo opined about COA term requirements. Town Manager Sheehan confirmed that regulations dedicated that a COA member could exercise the right to take a year off of the COA, and then be appointed to another term.

Ms. Tabloski presented her related COA experience and suggested that additional COA programs be offered to middle-aged residents during evening hours, in order to help such residents, obtain resources for their elderly parents.

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

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

VOTED: To appoint Patricia Tabloski, 35 Maple Avenue, to the COA for a term expiring 5/30/26

Meet with Senator James B. Eldridge and Representative Carmine L. Gentile for annual legislative update

Present: Senator James B. Eldridge and Representative Carmine L. Gentile

Senator Eldridge addressed questions presented by the Select Board which included:

- State Aid/Funding - Sudbury Public Schools
- MBTA Communities Act - New State Housing Secretary will provide additional advice
- School Transportation - Federal funding for electric school buses
- Municipal Remote Meetings - push to make such meetings permanent
- Vocational Education Planning - millionaires tax beginning to invest in education and transportation
- Regional Transportation aspects
- Rail Trail - associated offerings
- Sudbury Sustainability - Legislation continues to advocate for associated granting; Municipal buildings/clean energy incentives - will update the Board

Representative Gentile addressed topics presented by the Select Board as well as additional related information, and some of his priorities which included:

- Sudbury COD 30th anniversary - seeking to increase Sudbury COD funding
- MBTA Communities Act timelines
- Funding from State Clean Water Act for Sudbury
- Reaching out to the Attorney General regarding SPS bus transportation - Concord/Carlisle School system owns buses, and have purchased three electric buses. He will provide periodic updates to the Board
- Funding of \$120,000 for Sudbury Transportation Program - GO!Sudbury funding secured; recognized Board Member Carty and the Sudbury Transportation Committee for related work. He will be providing updates to the Board
- Consideration of Remote Voting Wayland Pilot Program
- Continuing advocating for Sudbury Sustainability incentives
- Suggested the Town become a member of a vocational school education program again.
- Continued legislation efforts for Sudbury ADA Transition advancements

Discussion on remote policy and discussion on hybrid and in-person meetings

Chair Dretler confirmed that she would like to see more in-person/hybrid Select Board meetings take place in the Fall. She suggested that the Board plan to conduct two such hybrid meetings during the Summer (July 25th and August 29).

Board Member Roberts referred to the “Policy on Remote Participation” document, as edited by Town Counsel. Chair Dretler recommended the Select Board Policy Subcommittee present the final document version to the Board at an upcoming meeting.

Board Members discussed related aspects under the Remote Participation section: “Minimum Requirements for Remote Participation.”

Discussion and vote whether to create/appoint a Housing Production Plan Working Group consisting of membership to assist in updating the Town of Sudbury's Housing Production Plan

Present: Jessica Cerullo, Kathleen Precourt, (at-large candidates); Ryan Poteat, Community Preservation Coordinator

Mr. Poteat confirmed that the Housing Production Plan needed updating. Chair Dretler confirmed that COD membership should be included in the Working Group. Mr. Poteat stated he was pleased with the Housing Production Plan consultant selection.

Board Member stressed that all members of the Working Group must be "community driven," and not be represented as "activists."

Board Members Roberts and Carty volunteered to act as the Select Board designees to the Working Group.

Chair Dretler motioned to nominate Jennifer Roberts as the Select Board designee to the Housing Production Plan Working Group. Vice-Chair Kouchakdjian seconded the motion.

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

VOTED: To appoint Jennifer Roberts as the Select Board designee to the Housing Production Plan Working Group

Working Group Candidates Jessica Cerullo and Kathleen Precourt provided brief background summaries for the Board.

Board Member Carty motioned to appoint Kathleen Precourt as the at-large member to the Housing Production Plan Working Group. Vice-Chair Kouchakdjian seconded the motion.

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

VOTED: To appoint Kathleen Precourt as the at-large member to the Housing Production Plan Working Group

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

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

VOTED: To create the Housing Production Plan Working Group and appoint the members listed on page 118 of the packet; Jennifer Roberts as Select Board designee member; Kathleen Precourt as an at-large member, and inclusion of a COD member to be appointed at a later time

Chair Dretler confirmed that a COD member would be voted at an upcoming Select Board meeting.

Discussion and possible vote on Liaison Assignments for 2023-2024

Select Board Liaison Assignments were discussed.

Board Member Russo indicated that he would like to be a member of the MWRA group. Chair Dretler confirmed that such discussion about MWRA consideration would take place at a future meeting.

Vice-Chair Kouchakdjian motioned to accept the Sudbury Select Board Liaison and Committee Assignments for 2022-2023, as displayed. Board Member Roberts seconded the motion.

It was on motion: Roberts-aye, Carty-aye, Kouchakdjian-aye, Russo-no, Dretler-aye

VOTED: To accept the Sudbury Select Board Liaison and Committee Assignments for 2022-2023 as displayed

Chair Dretler confirmed that Select Board Membership were not being voted on at this meeting.

Discussion on business & economic committee

Vice-Chair Kouchakdjian suggested establishing a business and economic committee; she indicated that the time was right to establish such a committee especially in consideration of two new rail trails and potential opportunities.

Board Members endorsed the idea of a business & economic committee, but felt formation of such a committee should not be established at this time, and will be discussed again when a new Director of Planning and Community Development was in place.

Review the Select Board Spring 2023 Newsletter articles and approve for distribution

Board Members mentioned several Newsletter edits.

Vice-Chair Kouchakdjian motioned to approve the Select Board Spring 2023 Newsletter articles, as amended and approve for distribution. Board Member Russo seconded the motion.

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

VOTED: To approve and distribute the Select Board Spring 2023 Newsletter articles, as amended

Review and possibly approve the meeting minutes of 1/10/23, 1/23/23, and 1/24/23

1/10/23 Minutes

Board Members agreed to table the minutes for 1/10/23.

1/23/23 Minutes

Vice-Chair Kouchakdjian motioned to approve the minutes of 1/23/23, as edited. Board Member Russo seconded the motion.

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

VOTED: To approve the minutes of 1/23/23, as edited

1/24/23 Minutes

Vice-Chair Kouchakdjian motioned to approve the minutes of 1/24/23, as edited. Board Member Russo seconded the motion.

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

VOTED: To approve the minutes of 1/24/23, as edited

Upcoming agenda items

- DEI Update – per Dan
- Establish updated policy regarding social media and Town website
- Update regarding Atkinson Pool leak
- Dissolving of Water Resource Protection Committee
- LS Agreement update
- Town Forum selection
- Select Board policies to be reviewed

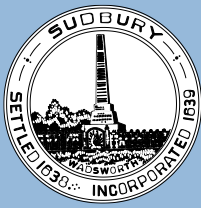
Adjourn

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

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

VOTED: To adjourn the Select Board meeting

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



SUDBURY SELECT BOARD

Tuesday, June 27, 2023

EXECUTIVE SESSION

13: Executive Session minutes review

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to close open session, and enter executive session to review, approve and possibly release executive session meeting minutes pursuant to G.L. c. 30A, § 21(a)(7) (Purpose 7), citing to the Open Meeting Law, G.L. c. 30A, §§ 22(f), (g).

Recommendations/Suggested Motion/Vote: Vote to close open session, and enter executive session to review, approve and possibly release executive session meeting minutes pursuant to G.L. c. 30A, § 21(a)(7) (Purpose 7), citing to the Open Meeting Law, G.L. c. 30A, §§ 22(f), (g).

Background Information:
attached drafts of 3/26/19, 8/6/19, 10/1/19, 3/17/20

Financial impact expected:

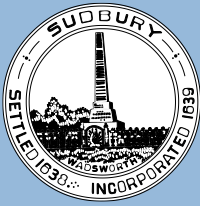
Approximate agenda time requested:

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

06/27/2023 7:00 PM



SUDBURY SELECT BOARD
Tuesday, June 27, 2023

EXECUTIVE SESSION

14: Close executive session

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Close executive session and not resume open session.

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

06/27/2023 7:00 PM