

SUDBURY SELECT BOARD

TUESDAY, DECEMBER 6, 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 PM via Zoom telecommunication mode.

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

Call to Order/Roll Call

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

Opening Remarks by Chair

- Budget season has begun; Town Meeting Articles are being discussed
- Attended last Commission on Disability (COD) meeting, and was a productive discussion
- Attended a space analysis/asset discussion at First Parish Church with Board Member Kouchakdjian; the Church hopes to engage with the community
- Today attended Dementia Friendly event at the Senior Center with Vice-Chair Dretler, along with many from Town Staff; Interim Town Manager Bilodeau provided a presentation at the event
- Groundbreaking at Fire Station 2 takes place tomorrow

Reports from Interim Town Manager Bilodeau

- Recognized Council on Aging (COA) Director Deb Galloway, COA Staff, and the Dementia Friendly Action Team for a job well done at the Dementia Friendly Sudbury recognition event today
- The DPW Construction Program at Goodman's Hill Road Phase II should be completed this week, and the Peakham Road Project should begin the week of December 12

Vice-Chair Dretler

- Select Board Office Hours scheduled for December 15, 2022, with she and Board Member Roberts
- Confirmed Sudbury is undergoing several road construction projects at this time; she suggested those with questions should contact the Town
- Dementia Friendly Event this morning was great; the Dementia Friendly group received a certificate from the US Dementia Friendly organization
- Attended the Framingham BFRT acquisition celebration yesterday at Framingham City Hall; Framingham officials acknowledged progress made regarding the acquisition of CSX Rail Trail
- A resident contacted her about the need for road-line painting on Rte. 20 (state road), she reached out to State officials who confirmed the painting could be done in the next couple of weeks

Board Member Carty

- Preliminary Budgets released for SPS and LSRHS, with budget review on Thursday; he will report back to the Board on SPS and asked that Lisa report back on LS
- On Saturday he and Chair Russo were present at the Historical Society Holiday Village and helped children during the pictures with Santa Claus activity; great event and recognized Leila Frank for organizing the event, including happenings at the Hosmer House

Board Member Kouchakdjian

- Congratulated the Permanent Building Committee (PBC), Fire Chief Whalen, and everyone who helped advance construction of Fire Station 2
- Thanked all who worked on the Dementia Friendly project

Board Member Roberts

- Announced Select Board Office Hours will be held virtually December 15th at 12:00 PM
- Stated that Town Center looks great with holiday lighting; she thanked staff, volunteers and religious institutions in Town Center
- Tomorrow night at 7:00 PM the second of three Community Preservation Committee hearings will take place, and will include articles for SudburyTV archival project, Hop Brook Plan, Broadacres Community Garden, and the Frank Feeley Field Park Improvement – Phase 2

Public Comments on items not on agenda

Resident Manish Sharma, 77 Colonial Road, thanked all for Town holiday lighting. He asked about solar rebates and receipts from Town cost centers. He mentioned his request regarding violation of open meeting law. He commented about donations/matching gifts to the Dementia program, and possible donations from businesses/corporations.

Interim Town Manager Bilodeau to present Employee of the Year recognition

Interim Town Manager Bilodeau presented the Employee of the Year designation to Beth Porter of the Health Department. She stated that Ms. Porter organized special programs during the COVID pandemic, and helped protect the community during this difficult time. Interim Town Manager Bilodeau stated that Ms. Porter coordinated COVID clinics and flu clinics.

Board Members thanked Ms. Porter for her many contributions to the residents of Sudbury.

Board of Health (BOH) Chair Carol Bradford, 25 Maple Avenue, stated the Board could not have managed without Beth, especially in the last three years.

Board Member Roberts noted that as liaison to BOH, she has observed the challenges presented to Ms. Porter over the past three years.

BOH Member Susan Sama, 247 Hudson Road, congratulated and thanked Ms. Porter.

Annual Tax Classification hearing - In accordance with General Laws Ch. 40, sec. 56, as amended, to determine the percentage of local tax levy which will be borne by each class of real and personal property, relative to setting the Fiscal Year 2023 tax rate. In attendance will be the Board of Assessors (Joshua M. Fox, Esq. Trevor A. Haydon, Liam J. Vesely, Chair), Cynthia Gerry, Director of Assessing, and presenting will be Harald Scheid and Alex Cervone, Principal Regional Assessors.

Present: Cynthia Gerry, Director of Assessing; Harald Scheid and Alex Cervone, Principal Regional Assessors; Board of Assessors (Joshua M. Fox, Esq. Trevor A. Haydon, Liam J. Vesely, Chair)

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

VOTED: To continue the classification hearing - In accordance with General Laws Ch. 40, sec. 56, as amended, to determine the percentage of local tax levy which will be borne by each class of real and personal property, relative to setting the Fiscal Year 2023 tax rate

The following aspects were discussed:

- Sudbury's estimated levy for Fiscal Year 2023
- Tax Shift Factor
- Small Commercial Exemption for Fiscal Year 2023
- Senior Tax Exemption
- Possible Open Space Exemption

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

VOTED: That the Select Board of Sudbury voted in accordance with M.G.L., Ch. 40, Sec. 56, as amended, the percentage of local tax levy which will be borne by each class of real and personal property, relative to setting the Fiscal Year 2023 tax rates and sets the Residential Factor at 0.9789, with a corresponding CIP shift of 1.26, pending certification of the Town's annual tax recap by the Massachusetts Department of Revenue.

Vice-Chair Russo stated that the Select Board had not voted for the residential exemption in prior years.

Vice-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 0-5; Carty-no, Roberts-no, Dretler-no, Kouchakdjian-no, Russo-no

VOTED: To adopt the residential exemption for Fiscal Year 2023, with the intention of voting against that

The motion did not pass.

Vice-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 0-5; Dretler-no, Carty-no, Roberts-no, Kouchakdjian-no, Russo-no

VOTED: To adopt the small commercial exemption for Fiscal Year 2023, with the intention of voting against that.

The motion did not pass.

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.

Board Member Roberts suggested a developmental study be considered after the new Town Manager begins his term, which might support future changes.

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

VOTED: That the Select Board of Sudbury votes in accordance with M.G.L., Ch. 40, Sec. 56, as amended, the percentage of local tax levy which will be borne by each class of real and personal property, relative to setting the Fiscal Year 2023 tax rates and sets the Residential Factor at 0.9789, with a corresponding CIP shift of 1.26, pending certification of the Town's annual tax recap by the Massachusetts Department of Revenue.

Attorney Fox presented the Senior Tax Exemption, and noted the decline in applications this year. He explained that the average exemption as of this year was approximately \$4,300.00.

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

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

VOTED: In accordance with Chapter 169 of the Acts of 2012, the total FY2023 cap on the exemptions granted by the Means Tested Senior Tax Exemption shall be .5% (half of one percent) of the residential property tax levy.

Board Member Carty inquired about the Overlay Account. Ms. Gerry provided detail regarding the Overlay Account, funded for exemptions and abatements. She noted there were several pending appellate cases, and a sufficient amount was presently in the Overlay Account.

Meet with candidate Laurie Dell'Olio and approve this proposed appointment as Town Accountant

Chair Russo stated this agenda item would be considered at a later time.

Discussion and possible vote on whether to approve the Town Manager Contract between the Town of Sudbury and Andrew J. Sheehan, and ratify the vote taken in Executive Session

Present: Andrew J. Sheehan, Bernie Lynch, CPA

Chair Russo confirmed that the "Employment Agreement Between the Town of Sudbury and Andrew J. Sheehan, The Town Manager," had been approved at the Select Board Executive Session meeting last night. Chair Russo

thanked Mr. Sheehan, Town Manager Search consultant Bernie Lynch, Interim Town Manager Maryanne Bilodeau, and everyone involved with the search process.

Mr. Sheehan introduced himself and stated he was looking forward to serving as Town Manager of Sudbury and meeting with the Sudbury community.

Board Member Carty welcomed Mr. Sheehan, adding that he would provide full support to Town Manager Sheehan.

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 4-1; Roberts-aye, Dretler-aye, Kouchakdjian-aye, Carty-no, Russo-aye

VOTED: To approve the Town Manager Agreement between the Town and Andrew J. Sheehan, and ratify the vote which was taken last night in Executive Session.

Board Member Carty explained he voted “no” in consideration of a procedure which was included in the previous Town Manager’s “Agreement,” but not included within the “Agreement” with Mr. Sheehan. Chair Russo responded that the Board recognized Mr. Sheehan’s extensive municipal experience, when compared to the previous Town Manager contract.

Interview the following applicants for the Diversity, Equity and Inclusion Commission (DEI): Andrea C. Meggison (1 year term), Isabelle Li (1 year term), Kimberly Napoli (1 year term), Serena S. Hu (2-year term)

Present: Andrea C. Meggison, 45 Powder Mill Road; Serena Hu, 31 Pelham Island Road

Chair Russo said that another interview was planned for the December 13th Board meeting.

Interview with Candidate Andrea C. Meggison

Ms. Meggison provided details regarding her professional background. Select Board Members asked related questions.

Board Member Kouchakdjian asked Ms. Meggison if she would be willing to participate in Open Meeting Law training. Ms. Meggison responded affirmatively.

Interview with Candidate Serena Hu

Ms. Hu stated that she was a sophomore at LSRHS, a member of the Chinese American Association, and would look forward to representing the LSRHS population.

Select Board Members asked related questions.

Board Member Kouchakdjian asked Ms. Hu if she would be willing to participate in Open Meeting Law Training. Ms. Hu responded affirmatively.

Open 2023 Warrant and announce Annual Town Meeting dates of May 1-3, 2023 at Lincoln-Sudbury Regional High School. The deadline to submit articles for the Town Meeting Warrant is Tuesday, Jan. 31, 4:30 PM.

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

VOTED: To open the 2023 Warrant and announce Annual Town Meeting dates of May 1-3, 2023 at Lincoln-Sudbury Regional High School; with the reminder that the deadline to submit articles for the Town Meeting Warrant is Tuesday, January 31, 4:30 PM.

Update and discussion on Select Board Transportation Goal

Board Member Carty, Chair of the Transportation Committee, indicated that he wanted to be able to answer related Select Board queries, and wished to keep sensitive user information confidential in consideration of people taking transportation for medical appointments.

Several Board Members indicated that the Town should consider operationalizing the program for inclusion in the Town budget.

Chair Russo stressed the necessity of continuing the transportation program, and for the immediate future the free cash option should be considered. He indicated that receiving budgetary recommendation from Staff would be most helpful.

Board Member Carty agreed to obtain additional information for the Board.

Chair Russo itemized areas to be discussed at the next meeting:

- Reporting of upcoming CPTS discussion with Planning Director Adam Duchesneau, Transportation Committee Member Alice Sapienza, and Transportation Committee Chair Dan Carty
- Funding Recommendations per Town Staff
- All Possible funding sources
- Increased program efficiencies

Commission on Disability (COD) Chair and Transportation Committee Member Kay Bell, 348 Old Lancaster Road, stressed that the Select Board included the transportation program in its Town goals priority list. She indicated that generalized data should reflect sufficient information. She hoped the Board could find a way to continue this service.

Resident Manish Sharma, 77 Colonial Road, thanked everyone involved for their efforts. He commented there was no mention of possible insurance and corporate rebates/incentives. He mentioned the funding being provided for LSRHS transportation and stressed that additional information be presented.

Chair Russo opined about Mr. Sharma's mention of fundraising, via corporate support/funding/sponsorships. Interim Town Manager Bilodeau stated she would defer such inquiries to Finance Director Dennis Keohane.

Discuss and possible vote to approve proposed 2023 Municipal Update Newsletter Schedule of Deadlines for Select Board assignment, submission and approval

Board Member Carty motioned to approve proposed 2023 Municipal Update Newsletter Schedule of Deadlines for Select Board assignment, submission and approval. Board Member Kouchakdjian seconded the motion.

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

VOTED: To approve proposed 2023 Municipal Update Newsletter Schedule of Deadlines for Select Board assignment, submission and approval

Vote to review and possibly approve the open session minutes of 9/13/22

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

VOTED: To approve the open session minutes of 9/13/22, as edited

Public Comments (cont.)

None

Upcoming agenda items

December 13, 2022:

- Town Counsel Evaluation Process
- Vocational Education Update

December 20, 2022:

- Small Wireless Facility Subcommittee Update
- Transportation Committee Update
- First Parish Lease

January 10, 2023:

- BFRT Advisory Update
- Financial Condition of the Town

Consent Calendar

Vote to accept a donation of \$30 to the Commission on Disability, account 118348/483100: Handicap Parking Contributions & Donations, from Patricia A Brown, 34 Whispering Pine 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 5-0; Roberts-aye, Kouchakdjian-aye, Carty-aye, Dretler-aye, Russo-aye

VOTED: To accept a donation of \$30 to the Commission on Disability, account 118348/483100: Handicap Parking Contributions & Donations, from Patricia A Brown, 34 Whispering Pine Road

Adjourn

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

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

VOTED: To adjourn the meeting

There being no further business, the Select Board meeting adjourned at 10:28 PM.

SB Meeting 12/6/22 - Documents & Exhibits

5. Annual Tax Classification hearing - In accordance with General Laws Ch. 40, sec. 56, as amended, to determine the percentage of local tax levy which will be borne by each class of real and personal property, relative to setting the Fiscal Year 2023 tax rate. In attendance will be the Board of Assessors (Joshua M. Fox, Esq. Trevor A. Haydon, Liam J. Vesely, Chair), Cynthia Gerry, Director of Assessing, and presenting will be Harald Scheid and Alex Cervone, Principal Regional Assessors.

Attachments:

- 5.a FY 2023 Classification Hearing
- 5.b TAX CLASSIFICATION HRG 2022

6. Meet with candidate Laurie Dell'Olio and approve this proposed appointment as Town Accountant.

Attachments:

- 6.a Town Accountant Memo to Board 12-6-2022
- 6.b L Dell'Olio Resume for Select Board 12-6-2022

8. Interview the following applicants for the Diversity, Equity and Inclusion Commission (DEI): Andrea C. Meggison (1 year term), Isabelle Li (1 year term), Kimberly Napoli (1 year term), Serena S. Hu (2 year term). Following interviews, vote to appoint candidates for terms as noted above.

Attachments:

- 8.a DEI New Applicant Recommendations
- 8.b DEI Candidate Names and Term Preferences
- 8.c DEI Applications and Resumes Nov 2022

10. Update and discussion on Select Board Transportation Goal

Attachments:

- 10.a Go Sudbury! 11292022SB spend actual and projected
- 10.b Draft_CTPS_Sudbury_scope_2022 edited
- 10.c TAXI SURVEY comments
- 10.d UBER SURVEY comments
- 10.e MATERIALS FROM 9.13

11. Discuss and possible vote to approve proposed 2023 Municipal Update Newsletter Schedule of Deadlines for Select Board assignment, submission and approval.

Attachments:

- 11.a Proposed SB Newsletter 2023 Schedule

12. Vote to review and possibly approve the open session minutes of 9/13/22.

Attachments:

- 12.a SB_draft1_9.13.22_min_for_review

14. Upcoming agenda items

Attachments:

- 14.a Upcoming items 12.06.22