

SUDBURY SELECT BOARD  
TUESDAY AUGUST 29, 2023  
LOWER TOWN HALL, 322 CONCORD ROAD  
HYBRID MEETING

7:00 PM

(Meeting can be viewed at [www.sudburytv.org](http://www.sudburytv.org))

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

In-person Hybrid meeting participants included Chair Janie Dretler, Vice-Chair Lisa Kouchakdjian, Board Member Daniel Carty, and Town Manager Andrew Sheehan

The statutory requirements as to notice having been compiled with, the hybrid meeting was convened at 7:10 PM, via Zoom telecommunication mode.

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

**Call to Order**

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

**Opening Remarks by Chair**

- Sudbury Schools open this week
- September 11th Memorial Ceremony will take place on Monday, September 11, 2023, 8:40 AM at the Memorial Garden
- The Community Preservation Committee will be accepting applications for FY25 until Friday, October 6<sup>th</sup> at 12:30 PM

**Reports from Town Manager**

- Last week the Combined Facilities Director Sandra Duran received notice that the Town was awarded a \$50,000 grant for EV charging stations via the Electric Vehicle Incentive Program
- Starting to work on the FY25 spending plan; budget forms went out recently

**Reports from Select Board**

Vice-Chair Lisa Kouchakdjian had nothing further to add.

Board Member Daniel Carty

- Asked all motorists to exercise patience and drive carefully in consideration of school openings this week

Board Member Charles Russo

- Extended well wishes to all those starting school this week, including students, family and staff

- Extended kudos to the Conservation Commission regarding bow hunting in Town; ConCom handled the topic well
- MA State flag survey information as presented by UMass
- Endorsed the “Wait Until 8<sup>th</sup>” program, to delay providing children with smartphones until the eighth grade
- Thanked Chair Dretler for postponing a policy topic to this meeting

Board Member Jennifer Roberts

- Extended well-wishes to all Sudbury students on their first day of school today and tomorrow
- Housing Production Working Group met on Thursday, August 17<sup>th</sup> at 8:00 AM; she participated in that meeting which addressed the overview and process and plans for a Fall Town Forum to gather public input regarding the Housing Production Plan

### **Public Comments**

Resident Manish Sharma, 77 Colonial Road, stated he spoke with Board Members at the last Select Board Office Hours session, and addressed employee retirement plans and Town transportation. He mentioned possible grants for SPS and LSRHS. He indicated the Board should provide additional oversight.

### **Interview candidates for the Capital Improvement Advisory Committee (CIAC). Following interview, vote whether to appoint Ark Pang, 50 Ridge Hill Road, for a term to expire 05/31/2026 and Richard Winer, 160 Orchard Drive, for a term to expire on 5/31/24**

Present: CIAC Candidates Ark Pang and Richard Winer

Mr. Pang and Mr. Winer provided summary of their backgrounds.

Vice-Chair Kouchakdjian motioned to appoint Ark Pang to the CIAC for a term to expire 05/31/2026. Board Member Roberts seconded the motion.

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

VOTED: To appoint Ark Pang to the CIAC for a term to expire 05/31/2026

Vice-Chair Kouchakdjian motioned to appoint Richard Winer to the CIAC for a term to expire on 5/31/24. Board Member Roberts seconded the motion.

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

VOTED: To appoint Richard Winer to the CIAC for a term to expire on 5/31/24

### **Vote to appoint Commission on Disability member Elizabeth (Bessie) Struck as representative to the Transportation Committee, for a term expiring 5/31/24**

Present: Resident Elizabeth Struck

Ms. Struck explained aspects of her related experiences and background.

Vice-Chair Kouchakdjian motioned to appoint Commission on Disability member Elizabeth (Bessie) Struck as representative to the Transportation Committee, for a term expiring 5/31/24. Board Member Roberts seconded the motion.

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

VOTED: To appoint Commission on Disability member Elizabeth (Bessie) Struck as representative to the Transportation Committee, for a term expiring 5/31/24

**Review draft Select Board Minutes Policy**

Board Members reviewed the draft “Minutes Policy” and included edits/additions to the document.

Vice-Chair Kouchakdjian motioned to approve the Select Board Minutes Policy dated August 29, 2023, as edited. Board Member Roberts seconded the motion.

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

VOTED: To approve the Select Board Minutes Policy dated August 29, 2023, as edited

**Review Liaison Policy**

Members reviewed the draft Select Board Liaison and Work Assignments document, and discussed the function of the liaison role.

Vice-Chair Kouchakdjian motioned to approve the liaison policy dated August 29, 2023, as edited. Board Member Carty seconded the motion.

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

VOTED: To approve the Liaison Policy dated August 29, 2023, as edited

**Vote to ratify the vote taken in Executive Session on 8/15/23 with respect to collective bargaining (Firefighters)**

Vice-Chair Kouchakdjian motioned to ratify the Memorandum of Agreement dated August 15, 2023, between the Town of Sudbury and the Sudbury Permanent Firefighters’ Association, Local 2023, International Association of Firefighters, AFL-CIO, and to authorize the Town Manager to execute said Memorandum of Agreement. Board Member Russo seconded the motion.

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

VOTED: To ratify the Memorandum of Agreement dated August 15, 2023, between the Town of Sudbury and the Sudbury Permanent Firefighters’ Association, Local 2023, International Association of Firefighters, AFL-CIO, and to authorize the Town Manager to execute said Memorandum of Agreement

**Vote to accept Fall Town Meeting Articles**

Town Manager Sheehan presented the draft Fall 2023 Special Town Meeting running list of potential Articles:

<u>Description</u>	<u>Sponsor</u>
1. Recodification of Town Bylaws - general bylaws	Town Clerk
2. Recodification of Town Bylaws - general bylaws	Town Clerk
3. Recodification of Town Bylaws - zoning bylaw	Town Clerk
4. Recodification of Town Bylaws - zoning bylaw	Town Clerk
5. Establish Opioids Stabilization Fund, G.L. c. 40, s. 5B	Health Director
6. Funding for Atkinson Pool - Design	Combined Facilities Director
7. Additional Funding for Fairbank Community Center	PBC/Town Manager
8. Fund Collective Bargaining Agreement	Town Manager
9. Town Affairs, c. III, s. 9	Select Board
10. Nixon Roof schematic design	Sudbury Public Schools
11. FY2024 Chapter 70 school aid	Sudbury Public Schools
12. FY2024 Supplemental Special Education Tuition Reimb.	Sudbury Public Schools
13. Resolution in Support of Changing the Massachusetts State Seal and Flag	Citizen Petition

Chair Dretler presented the article proposal made by Board Member Carty at the previous Select Board meeting to limit resident membership on Town boards/commissions/committees to only one such appointment at any given time. Board Member Russo agreed that such proposal should not be included as a potential Town Meeting article.

Board Member Russo recommended that articles regarding transfer of Melone Stabilization Funding be allocated to the installation of traffic signals at Route 117/Powder Mill/Mossman, in consideration that the incidence of vehicle accidents has increased. Town Manager Sheehan confirmed that such transfer of Melone funds was possible. Chair Dretler acknowledged that traffic lights for the mentioned intersections had been previously endorsed by the Board and should be presented at the Special Fall Town Meeting, if possible. Board Members agreed with retaining Route 117 traffic lights and transference of associated Melone Stabilization funding on the draft Fall 2023 Special Town Meeting article list:

<u>Description</u>	<u>Sponsor</u>
Fund Traffic Signals at Route 117/Powder Mill/Mossman	DPW Director
Close Melone Stabilization Fund; transfer balance to Capital Stabilization Fund (DLS, p. 21)	Town Manager

Board Member Carty requested that additional information related to several articles, (primarily the Fairbank Community Center articles) be presented to the Board. He expressed concern about related discussions between the Permanent Building Committee, Combined Facilities Director and Staff. Board Member Roberts commented that Town Manager Sheehan was taking a collaborative/team approach with the PBC; ultimately this matter

involves the work of the PBC and such a discussion in public meeting is necessary. She added that such public discussion might have taken place during a PBC meeting.

Town Manager Sheehan confirmed that additional information and associated funding would be presented at the next Board meeting.

Chair Dretler suggested that Board Members submit additional comments/questions to Town Manager Sheehan.

Vice-Chair Kouchakdjian motioned to accept the Fall 2023 Special Town Meeting Articles as listed, and to strike Article #7 - Town Affairs; include Route 117 Traffic lights; close the Melone Stabilization Fund, and transfer balance to the Capital Stabilization Fund. Board Member Russo seconded the motion.

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

VOTED: To accept the Fall 2023 Special Town Meeting Articles as listed, and to strike Article #7 - Town Affairs; include Route 117 Traffic lights; close the Melone Stabilization Fund, and transfer balance to the Capital Stabilization Fund

Vice-Chair Kouchakdjian motioned to close the Fall 2023 Special Town Meeting Warrant. Board Member Roberts seconded the motion.

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

VOTED: To close the Fall 2023 Special Town Meeting Warrant

**Review and possibly vote to approve open session minutes of 7/25/23**

Vice-Chair Kouchakdjian motioned to approve the open session minutes of 7/25/23, as edited. Board Member Roberts seconded the motion.

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

VOTED: To approve the open session minutes of 7/25/23, as edited

**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), and not return to open session.**

Vice-Chair Kouchakdjian motioned 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), and not return to open session. Board Member Roberts seconded the motion.

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

VOTED: 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), and not return to open session. Board Member Roberts seconded the motion.

There being no further business, the meeting ended at 9:18 PM.

## **SB Meeting 8/29/23 - Documents & Exhibits**

1. Interview candidates for the Capital Improvement Advisory Committee (CIAC). Following interview, vote whether to appoint Ark Pang, 50 Ridge Hill Rd, for a term to expire 05/31/2026 and Richard Winer, 160 Orchard Dr, for a term to expire on 5/31/24.

**Attachments:**

- 1.a CIAC Recommendations 08.15.23
- 1.b CIAC\_Richard Winer\_rd
- 1.c Pang\_CIAC\_rd
- 1.d Pang\_Resume\_PDF

2. Vote to appoint Commission on Disability member Elizabeth (Bessie) Struck as representative to the Transportation Committee, for a term expiring 5/31/24.

**Attachments:**

- 2.a COD Rep to Transportation Committee

3. Review draft Select Board Minutes Policy

**Attachments:**

- 3.a Minutes.policy

4. Review liaison policy

**Attachments:**

- 4.a FINAL\_Select Board Liaison Assignments 2023-2024 062723
- 4.b SELECTMEN'S LIAISON AND WORK ASSIGNMENTS Policy 05.12.23 with markup
- 4.c SELECTMEN'S LIAISON AND WORK ASSIGNMENTS Policy 05.12.23
- 4.d DC supporting documents for 8\_15\_23 SB meeting
- 4.e 08152023SB#6LiaisonPolicyDiscussion

6. Vote to accept Fall Town Meeting Articles. Warrant closed at 4:30 PM today, 8/29/23.

**Attachments:**

- 6.a Article Fall 2023 STM

7. Review and possibly vote to approve open session minutes of 7/25/23.

**Attachments:**

- 7.a SB\_draft1\_7.25.23\_min for review

8. 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).

**Attachments:**

- 8.a HOLD\_BOS ES 11-03-15\_for\_review
- 8.b SB ES 04.04.23\_for\_review
- 8.c SB ES 7.25.23 for review