

SUDBURY SELECT BOARD

TUESDAY SEPTEMBER 26, 2023

7:00 PM - ZOOM

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

Hybrid Meeting

Town Hall, 322 Concord Road, Sudbury

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

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

Opening Remarks by Chair

- Provided a BFRT progress report noting the project advancing nicely
- Safety Forum with focus on home security at Goodnow Library tomorrow night at 6:00 PM with Middlesex DA Marian Ryan – questions/comments can be sent to: DARyan@mdaoinfo@ma.gov
- Thanked Sudbury Police Department for their response to incident at 150 Wayside Inn Road

Reports from Town Manager

- Provided update regarding the Eversource project which is progressing well
- BFRT making strides; base coat of asphalt between the diamond and Morse Road with final coat to be spread next year
- A qualified and experienced planner will assume the role of Sudbury Planning Director in mid-October; hope to get the second planner position filled as well
- Recognized Shawna Risotti for assuming much of the extra work in the Planning Department, along with Beth Perry and Ryan Poteat

Chair Dretler thanked Planning Board staff for all their efforts.

Reports from Select Board

Vice-Chair Kouchakdjian

- Look forward to meeting the new Planning Director
- Remind everyone about the upcoming Town Forum (“Residents Shaping Sudbury’s Future”) on October 12th at Town Hall, 7:00 PM
- Announced she would be attending the WEMO (Women Elected Municipal Officials) Leadership Conference on Friday, September 29; the topic will be “Communicating with Confidence”

Board Member Roberts joined the meeting remotely at approximately 7:05 PM and announced she was present – Roberts-aye.

Board Member Russo had no additional comments.

Board Member Carty

- Looking forward to meeting the new Planning Director
- Sudbury Youth Police Academy had great participation this past summer (one session in July, one session in August) and will likely conduct the sessions again next year – added information on the Town website
- Per communication from Historical Commission members, mold has been identified at the Hosmer House

Board Member Roberts

- The Finance Committee met last week; begun review of Fall Town Meeting Articles

Public Comment

Resident Manish Sharma, 77 Colonial Road, thanked Board Members Kouchakdjian and Roberts for speaking with him at the last Select Board Office Hours session. He stated that he submitted tax-related questions to the AGs office and was pleased with the response he received.

Resident Kay Bell, 348 Old Lancaster Road, provided background information related to the National Disability Employment Awareness Month, which she brought forward to the Select Board. She hoped that Sudbury would continue its effort to advance disability employment.

Consent Calendar Items

Item #1 – Vote to recognize October 2023 as the 78th anniversary of National Disability Employment Awareness Month, and sign a proclamation in that regard.

Item #2 - Vote to approve award of contract by the Town Manager to Kim Lundgren Associates, Inc. at 10 Post Office Square, 8th Floor, Boston, MA 02109 as requested by the Town’s Sustainability Coordinator, to provide a Community-Scale Greenhouse Gas and Consumption-Based Emissions Inventory in the amount of \$65,780.00; and further to execute any documents relative to said contract.

Vice-Chair Kouchakdjian motioned to approve Items #1 and #2 of the Consent Calendar, as presented in the Meeting packet of 9/26/23. Board Member Russo seconded the motion.

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

VOTED: To recognize October 2023 as the 78th anniversary of National Disability Employment Awareness Month, and sign a proclamation in that regard.

VOTED: To approve award of contract by the Town Manager to Kim Lundgren Associates, Inc. at 10 Post Office Square, 8th Floor, Boston, MA 02109 as requested by the Town’s Sustainability Coordinator, to provide a Community-Scale Greenhouse Gas and Consumption-Based Emissions Inventory in the amount of \$65,780.00; and further to execute any documents relative to said contract.

DEI Commission Update on Lived Experiences Project

Present: Co-Chair of the “Lived Experiences Project,” Janine Taylor, 386 Maynard Road

Ms. Taylor presented the PowerPoint presentation “Storytelling for Change.” Ms. Taylor also recognized Stephanie Hunt and Andrea Meggison for all their help with this project.

Ms. Taylor confirmed the Project was modeled after the “Lived Experiences Project,” in Needham. She mentioned that The Sudbury Foundation contributed \$5,000 toward the project, and there were some 106 responses to the survey. She noted that 37 of those surveys had usable information, and some reflected shared stories without providing additional information.

Ms. Taylor spoke of next steps which included continuing to gather related feedback, execute priorities, and review progress. She stressed the importance of shortening the survey and managing realistic expectations of what the DEIC can do. She invited those who participated in the survey to attend the next DEIC meeting on 10/19/23.

Chair Dretler stated the Select Board would review the information presented, and requested the “Lived Experiences Project” documents be submitted to the Board in order to be shared in the minutes as supplemental information.

Ms. Taylor confirmed that DEI works closely and cooperatively with COD; DEI is considering working with other groups in Town as well.

Vote to approve/sign the Special Town Meeting Warrant for Monday, October 23, 2023, which must be delivered to residents by October 6, 2023. Also, vote positions on warrant articles

Present: Town Counsel Lee Smith

Town Manager Sheehan reviewed the Warrant Articles as presented.

Board Members discussed Sudbury Public School Articles 11, 12, 13; and reviewed recommended article language, as drafted by Attorney Smith.

Vice-Chair Kouchakdjian motioned to approve and sign the Special Town Meeting Warrant, subject to non-substantive revisions by Town Counsel, for Monday, October 23, 2023 at 7:30 PM. Board Member Russo seconded the motion.

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

VOTED: To approve and sign the Special Town Meeting Warrant, subject to non-substantive revisions by Town Counsel, for Monday, October 23, 2023 at 7:30 PM.

Article 1 – Codification of Town Bylaws – Renumbering and Non-Substantive Ministerial Changes

Vice-Chair Kouchakdjian motioned to support Article 1 – Codification of Town Bylaws - Renumbering and Non-Substantive Ministerial Changes. Board Member Russo seconded the motion.

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

VOTED: To support Article 1 – Codification of Town Bylaws - Renumbering and Non-Substantive Ministerial Changes.

Article 2 – Codification of Town Bylaws – Additional Specific Changes

Board Member Carty indicated that for Article 2, he disagreed with the approach.

Vice-Chair Kouchakdjian motioned to support Article 2 – Codification of Town Bylaws – Additional Specific Changes. Board Member Russo seconded the motion.

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

VOTED: To support Article 2 – Codification of Town Bylaws – Additional Specific Changes

Article 5 – Establish Opioids Stabilization Fund

Vice-Chair Kouchakdjian motioned to support Article 5 – Establish Opioids Stabilization Fund. Board Member Russo seconded the motion.

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

VOTED: To support Article 5 - Establish Opioids Stabilization Fund.

Article 9 – Repurpose Melone Stabilization Fund

Vice-Chair Kouchakdjian motioned to support Article 9 – Repurpose Melone Stabilization Fund. Board Member Russo seconded the motion.

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

VOTED: To support Article 9 - Repurpose Melone Stabilization Fund

Article 10 – Route 117/Powder Mill Road/ Mossman Road Intersection Improvements

Vice-Chair Kouchakdjian motioned to support Article 10 - Route 117/Powder Mill Road/ Mossman Road Intersection Improvements. Board Member Russo seconded the motion.

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

VOTED: To support Article 10 – Route 117/Powder Mill Road/ Mossman Road Intersection Improvements

Article 14 – Resolution: Massachusetts Official Seal and Motto

Vice-Chair Kouchakdjian motioned to support Article 14 – Resolution: Massachusetts Official Seal and Motto. Board Member Russo seconded the motion.

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

VOTED: To support Article 14 – Resolution: Massachusetts Official Seal and Motto

Goal Setting - follow up and review of deliverables

Chair Dretler recapped the six high priority Select Board goals as voted at the Select Board Goal Setting meeting. She suggested edits to Goal #6 regarding advancement of the CSX goal language. Board members agreed with the edits presented.

Vice-Chair Kouchakdjian motioned to approve Select Board Goals for 2023-2024: Goal #1 – develop a long-term comprehensive plan to fund operating and capital budgets; Goal #2 – address staff needs and succession planning; Goal #3 – Investigation of Vocational Education access options; Goal #4 – MBTA Zoning; Goal #5 – Economic

Development; Goal 6 – Advance design and construction of Phase 3A of CSX – Route 20 of the Bruce Freeman Rail Trail. Board Member Russo seconded the motion.

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

VOTED: To approve Select Board Goals for 2023-2024: Goal #1 – develop a long-term comprehensive plan to fund operating and capital budgets; Goal #2 – address staff needs and succession planning; Goal #3 – Investigation of Vocational Education access options; Goal #4 – MBTA Zoning; Goal #5 – Economic Development; Goal 6 – Advance design and construction of Phase 3A of CSX – Route 20 of the Bruce Freeman Rail Trail.

Board Member Carty indicated that the MBTA Zoning Bylaw should be discussed in joint with the Planning Board in order to be presented at Sudbury Annual Town Meeting in the spring. He stated that the Economic Development goal should also be discussed with the Planning Board. Board Members were in agreement.

Vice-Chair Kouchakdjian mentioned possible short-term solutions regarding the Vocational Education goal. She suggested that she and Town Manager Sheehan discuss short-term and long-term goals with SPS. There was discussion about deliverables and edits made.

Board Member Roberts recommended that further definition regarding the priority goal regarding Economic Development was needed before discussing this topic with the Planning Board.

Chair Dretler stated that she would include language edits as agreed upon tonight into one document including the six priority goals.

Vice-Chair Kouchakdjian motioned to approve the Select Board goal deliverables, as discussed and edited. Board Member Russo seconded the motion.

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

VOTED: To approve the Select Board goal deliverables, as discussed and edited.

Discussion on potential Firearms bylaw. See July 11, 2023 Select Board Meeting packet at <https://sudbury.ma.us/selectboard/?p=9884> for related documents

Town Manager Sheehan provided a Firearms bylaw draft. Chair Dretler recommended the Board dedicate an upcoming meeting to the Firearms bylaw topic, in order to help advance resident awareness regarding the potential bylaw.

Vice-Chair Kouchakdjian stated she would be supportive of such a meeting to be held in November and reflect both pros and cons.

Board Member Russo commented that a meeting in November would not provide enough preparation time. He added that inclusion of firearms experts/professionals at a ‘guided’ meeting, would be most beneficial.

Board Member Carty questioned the need for and intent of such a meeting in November.

Board Member Roberts agreed that topic experts should be present at this dedicated meeting with the Select Board.

Board Members discussed definitions and language as presented in the current bylaw, as well as, interior and exterior fire ranges, gun shops, zoning and insurance aspects and related Attorney General ruling on the extension of the bylaw in Acton.

Discussion on Select Board Policies on Fraud, Procurement, Gifts and Grants

Members discussed various aspects of the Fraud Policy, Gift & Grant Acceptance Policy and Procurement Policy, as presented.

Vice-Chair Kouchakdjian motioned to approve the policies voted today, September 26, 2023: Fraud Policy, Gift and Grant Acceptance Policy, and Procurement Policy. Board Member Russo seconded the motion.

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

VOTED: To approve the policies voted today, September 26, 2023: Fraud Policy, Gift and Grant Acceptance Policy, and Procurement Policy. Board Member Russo seconded the motion.

Acknowledge and discuss Open Meeting Law Complaint against the Select Board filed by resident Manish Sharma and dated September 19, 2023; review and discuss response to complaint

Board Member Russo stated such complaints could be viewed as public harassment and nine complaints by the same resident have been overturned.

Board Member Carty commented that such complaints reflect harassment should be viewed as a safety issue and requested this matter be discussed in Executive Session with the Sudbury Chief of Police and SPS Superintendent.

Vice-Chair Kouchakdjian motioned to acknowledge and sign correspondence regarding the Open Meeting Law complaint against the Select Board filed by resident Manish Sharma, and dated September 19, 2023. Board Member Russo seconded the motion.

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

VOTED: To acknowledge and sign correspondence regarding the Open Meeting Law complaint against the Select Board, filed by resident Manish Sharma and dated September 19, 2023.

Adjourn

Vice-Chair Kouchakdjian motioned to adjourn the Select Board meeting. Board Member Russo 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 adjourned at 10:55 PM.

SB Meeting 9/26/23 - Documents & Exhibits

1. Vote to recognize October 2023 as the 78th anniversary of National Disability Employment Awareness Month, and sign a proclamation in that regard.

Attachments:

- 1.1.a NDEAM 2023 Proclamation-Request-Form
- 1.1.b Seventy-eighth NDEAM Oct 2023

2. Vote to approve award of contract by the Town Manager to Kim Lundgren Associates, Inc. at 10 Post Office Square, 8th Floor, Boston, MA 02109 as requested by the Town's Sustainability Coordinator, to provide a Community-Scale Greenhouse Gas and Consumption-Based Emissions Inventory in the amount of \$65,780.00; and further to execute any documents relative to said contract.

Attachments:

- 1.2.a Sudbury-KLA-EcoDataLab - Combined Proposal Docs

3. DEI Commission update on Lived Experiences Project.

Attachments:

- 2.3.a Storytelling for Change 9-14-23 (002)

4. Vote to approve/sign the Special Town Meeting Warrant for Monday, October 23, 2023, which must be delivered to residents by October 6, 2023. Also, vote positions on warrant articles.

Attachments:

- 2.4.a Article spreadsheet STM 2023 9.26.26
- 2.4.b 2023_STM_Warrant_9.20.23
- 2.4.c KP-#882082-v2-2023_STM_Warrant_9-20-23_draft AJS 9.20.26 CLEAN
- 2.4.d FCC Funding Sources
- 2.4.e Staff Responses to Russo Questions

5. Goal Setting - follow up and review of deliverables.

Attachments:

- 2.5.a Memo on 2024 Prioritized Goals
- 2.5.b SB 2024 List of Goals REVISED/EDITED
- 2.5.c SB Mission Statement and Values in Categories
- 2.5.d 2023-24 Voc Ed. Goal_LK
- 2.5.e 2023-24 CSX Goal_JD
- 2.5.f 2023-24 MBTA Communities Act Goal_CR
- 2.5.g 2023-24 Economic Development_JR

6. Discussion on potential Firearms bylaw. See July 11, 2023 Select Board Meeting packet at <https://sudbury.ma.us/selectboard/?p=9884> for related documents.

Attachments:

- 2.6.a Firearms Bylaw AJS 2023-09-18
- 2.6.b KP-#862208-v1-SUDB-_2023_ATM_Article_55_Opinion_(pdf)
- 2.6.c maps

7. Discussion on Select Board Fraud, Procurement and Gifts and Grants Policies.

Attachments:

- 2.7.a FraudPolicy 2023-09-08_v2

- 2.7.b Gifts + Grants 2023-08-30 AJS 2023-09-08_v2
- 2.7.c Procurement 2023-09-08_v2

8. Acknowledge and discuss Open Meeting Law Complaint against the Select Board filed by resident Manish Sharma and dated September 19, 2023; review and discuss response to complaint.

Attachments:

- 2.8.a Response to Sharma OML 2023-09-26
- 2.8.b OML AGO Response
- 2.8.c AGcomplaintform