

SUDBURY SELECT BOARD

TUESDAY OCTOBER 10, 2023

7:00 PM - ZOOM

(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 7:04 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

Reports from Town Manager

- Provided progress report on the initial base coat/asphalt paving along the BFRT from Union Ave. to Morse Road, and from North Road to the West Concord line; final coats will be completed next year
- Congratulated Health Director Vivian Zeng for being named Sanitarian of the Year by the MA Environmental Health Officers Alliance

Opening Remarks by Chair

- Shared thoughts about horrific atrocities and terrorism taking place in Israel, extended condolences to those who have lost loved ones; she hoped that everyone here and around the world denounce such acts of racism, discrimination and hate
- Thanked Sudbury Police and Fire Departments for locating a Town resident
- Announced a joint meeting with the Planning Board will be scheduled in November to discuss MBTA Communities Housing; she thanked Select Board Member Russo (liaison to the Planning Board) and the Planning Board Chair for planning this joint meeting
- Acknowledged great comments regarding BFRT construction progress
- Announced Special Town Meeting October 23, 2023 at LSRHS, 7:30 PM
- Congratulated Health Director Vivian Zeng for her recognition for all the work being done in the Health Department

Reports from Select Board

Vice-Chair Kouchakdjian

- Extended her thoughts and prayers for those in Israel, and also denounced all forms of terrorist activities by Hamas
- Congratulated Health Director Vivian Zeng
- Reminded all of the Sudbury Town Forum hybrid event “Residents Shaping Sudbury’s Future” on Thursday evening, October 12th at Town Hall, 7:00 PM; people can email comments before the meeting to: Townforum@Sudbury.ma.us; thanked Town Manager Sheehan, Resident Kirsten Roopenian, Staff Member Leila Frank, Town Boards, Commissions, Committees, Town Administration and the Select Board for their support

Board Member Roberts

- Extended her deepest sympathy to those in Israel and to those with loved ones in Israel
- Announced that the Finance Committee discussed Town Meeting Articles and will be discussing the Articles at upcoming meetings as well

Board Member Russo

- Thanked Chair Dretler for promoting the Joint Meeting with the Planning Board to discuss the MBTA Housing program and related requirements
- Acknowledged District Attorney Marian Ryan and Police Chief Scott Nix for participating in a community event forum on September 27th (which he and Chair Dretler attended) concerning targeted home break-ins in the Metrowest area of those of Indian and South Asian descent appearing relevant to what injustices are currently happening in the world, and comments made by Sudbury’s DEIC (Diversity, Equity, and Inclusion Commission)
- Announced the Fire Department will host an open house on Saturday, October 14th from Noon to 3:00 PM at the Fire Department headquarters on Hudson Road
- Stated he attended the last MMA Breakfast with updates

Board Member Carty

- Seconded Select Board Member comments regarding the horrific terrorist attacks in Israel
- SPS Town Meeting Articles will be discussed with School administrators at tonight’s meeting
- Noted that the SMILE Program was discussed at the last SPS meeting stating that some 184 students were well-served by the SMILE Program
- Announced that he and Board Member Russo will be hosting the Select Board Office Hours via Zoom on October 19th at Noon

Public Comments

Resident Kay Bell, 348 Old Lancaster Road, spoke of the recent attacks on Israel and requested that the Select Board issue a proclamation against the mentioned atrocities and protect Jewish and Mid-Eastern residents in the Sudbury community.

Resident and Member of the COD, Karyn Jones, 27 Pendleton Rd., explained the accessible Trick or Treat neighborhood event to take place on October 31st from 5:00 PM to 7:00 PM in the Meadow Brook Circle neighborhood, which will be free from any impediments and will be an allergy-free experience with Trick or Treat stations at the end of each driveway. Neighbors worked on this effort in collaboration with recognized sponsors: New England Therapy Center, Middlesex Savings Bank, Child Therapy Boston, Dancers Workshop, The Farmer's Daughter, The Goodnow Chocolate Factory, Hudson Chiropractic Center, Jam Time, Kids Performing Arts Connection, League of Women Voters, Sudbury Landscape, Teddy Bear Club. She asked that the Board pass the invitation along.

Consent Calendar

Vice-Chair Kouchakdjian motioned to approve Consent Calendar items 1, 2, 4 and 5.

#1 - Vote to approve award of contracts by the Town Manager for the following Historical Commission projects: Historic Resource Inventory Survey; Hosmer House Collection Study; Hosmer House Historic Structure Report/Cultural Landscape Report; and Indigenous Cultural Landscape Study, and all related contractual matters relative thereto.

Vice-Chair Kouchakdjian motioned to approve Consent Calendar item #1. Board Member Roberts seconded the motion.

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

VOTED: To approve award of contracts by the Town Manager for the following Historical Commission projects: Historic Resource Inventory Survey; Hosmer House Collection Study; Hosmer House Historic Structure Report/Cultural Landscape Report; and Indigenous Cultural Landscape Study, and all related contractual matters relative thereto.

#2 - Vote to approve award of contract by the Town Manager for the purchase of a Fire Engine/Pumper to be utilized by the Fire Department as funded under Art. 23 of the 2023 Annual Town Meeting and approved under Ballot question No. 2 at the March 27, 2023 Annual Town Election; or act on anything relative thereto.

Vice-Chair Kouchakdjian motioned to approve Consent Calendar item #2. Board Member Roberts seconded the motion.

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

VOTED: To approve award of contract by the Town Manager for the purchase of a Fire Engine/Pumper to be utilized by the Fire Department as funded under Art. 23 of the 2023 Annual Town Meeting and approved under Ballot question No. 2 at the March 27, 2023 Annual Town Election; or act on anything relative thereto.

#4 - Vote to approve and sign the Singing Hill Conservation Restriction from Kenneth T. and Georgina M. Fenton of 8 Singing Hill Circle, Sudbury, MA.

Vice-Chair Kouchakdjian motioned to approve Consent Calendar item #4. Board Member Roberts seconded the motion.

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

VOTED: To approve and sign the Singing Hill Conservation Restriction from Kenneth T. and Georgina M. Fenton of 8 Singing Hill Circle, Sudbury, MA.

#5 - To approve execution by the Town Manager of an Agreement between the Town of Sudbury and Kimley-Horn and Associates, Inc. for professional consulting services to update the pavement management program, and any documents relative thereto.

Vice-Chair Kouchakdjian motioned to approve Consent Calendar item #4. Board Member Roberts seconded the motion.

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

VOTED: To approve execution by the Town Manager of an Agreement between the Town of Sudbury and Kimley-Horn and Associates, Inc. for professional consulting services to update the pavement management program, and any documents relative thereto.

Chair Dretler acknowledged that Consent Calendar #3 will be discussed later in the meeting.

Interview candidate for the Historical Commission. Following interview, vote whether to appoint Michael Wallace, 18 Richard Ave, as Alternate Member for a term to expire May 31, 2026.

Present: Michael Wallace

Mr. Wallace presented his background as a real estate attorney who studied American history. Members provided related questions.

Vice-Chair Kouchakdjian motioned to appoint Michale Wallace as Alternate Member to the Historical Commission for a term to expire May 31, 2026. Board Member Roberts seconded the motion.

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

VOTED: To appoint Michale Wallace as Alternate Member to the Historical Commission for a term to expire May 31, 2026.

Interview candidate for the Energy and Sustainability Committee. Following interview, vote whether to appoint Elsa Iovanella, 258 Dutton Road, for a term ending 5/31/26.

Present: Elsa Iovanella

Ms. Iovanella presented her background working with sustainability aspects from an investment perspective. Board Members asked related questions. Board Member Roberts seconded the motion.

Vice-Chair Kouchakdjian motioned to appoint Elsa Iovanella as Member of the Energy and Sustainability Committee for a term ending 5/31/26.

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

VOTED: To appoint Elsa Iovanella as Member of the Energy and Sustainability Committee for a term ending 5/31/26.

Interview candidate for Sudbury Housing Trust. Following Interview, vote whether to appoint John Ryan, 155 Ford Road, to the Sudbury Housing Trust for a term expiring 5/31/25

Present: John Ryan

Board members asked related questions. Board Member Carty recommended that the topic be discussed in Executive Session regarding the candidate's character.

Vice-Chair Kouchakdjian motioned to appoint John Ryan to the Sudbury Housing Trust for a term expiring 5/31/25. Board Member Roberts seconded the motion.

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

VOTED: To appoint John Ryan to the Sudbury Housing Trust for a term expiring 5/31/25.

Discussion and question of voting to accept Sudbury Access Corp (SAC) FY23 Financial and Operating Reports as required by their contract. Also, vote to extend the Sudbury Access Corporation (SAC) contract for a three year-term to expire November 15, 2026

Present: Jeff Winston, President - Board of Sudbury Access Corp. (SAC); Lynn Puorro, Executive Director - SudburyTV

Mr. Winston presented the "Current Meeting Coverage by Sudbury TV," Covering some 30 meetings per month which has increased substantially.

Chair Dretler asked about fundraising. Mr. Winston affirmed the Board did not conduct fundraising activities, and were funded by the cable companies only. Mr. Winston confirmed he would provide the Board with additional details.

Board Members agreed that programming by SAC and SudburyTV coverage was great, and the increased number of programming/recordings was ever increasing for the better.

Vice-Chair Kouchakdjian motioned to extend the SAC contract for a 3-year term to expire November 15, 2026. Board Member Carty seconded the motion.

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

VOTED: To extend the SAC contract for a 3-year term to expire November 15, 2026

Vice-Chair Kouchakdjian motioned to accept the Sudbury Access Corp. FY 2023 Financial Operating Report. Board Member Roberts seconded the motion.

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

VOTED: To accept the Sudbury Access Corp. FY 2023 Financial Operating Report

Discuss and take positions on 2023 Fall Special Town Meeting articles. Also in attendance will be SPS Superintendent Brad Crozier and SPS Director of Business and Human Resources Donald Sawyer

Present: Brad Crozier, SPS Superintendent; Don Sawyer, SPS Director of Business and Human Resources

Mr. Crozier presented the SPS Article Presentation.

Article 11 - Nixon Elementary School Roof Schematic Design Fees - \$248,000

Mr. Crozier presented the language associated with Article 11, as recommended by Town Counsel. Board Members asked related questions.

Chair Dretler stressed the importance of conducting a related feasibility study, noting that she would like to see additional collaborations between the Town and SPS.

Article 12 – Increase to FY2024 Sudbury Public Schools General Fund – Appropriation for additional Chapter 70 State Aid – \$232,380

Mr. Crozier noted that the State did approve this one-time allocation, and there were no changes to motion language by Town Counsel. Extensive discussion regarding Chapter 70 took place.

Article 13 - Funding of State approved Special Education Out-of-District Tuition Cost increase - \$184,755

Mr. Crozier mentioned that Town Counsel made recommendation regarding the motion language of Article 13.

Select Board Members agreed the amended motion language including source of funding reflected improvement.

Chair Dretler stated the Select Board would not be taking positions on the SPS articles at this meeting.

Article 3 – Codification of Zoning Bylaws – Renumbering

Vice-Chair Kouchakdjian motioned to support Article 3 – Codification of Zoning Bylaws – Renumbering. Board Member Roberts seconded the motion.

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

VOTED: To support Article 3 – Codification of Zoning Bylaws – Renumbering

Article 4 – Codification of Zoning Bylaws – Additional Changes

Vice-Chair Kouchakdjian motioned to support Article 4 - Codification of Zoning Bylaws – Additional 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 4 - Codification of Zoning Bylaws – Additional Changes

Article 6 – Atkinson Pool Funds - \$100,000

Vice-Chair Kouchakdjian motioned to support Article 6 - Atkinson Pool Funds - \$100,000. 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 6 – Atkinson Pool Funds

Article 7 – Fairbank Community Center – Supplemental Funds - \$900,000

Vice-Chair Kouchakdjian motioned to support Article 7 – Fairbank Community Center – Supplemental Funds. Board Member Roberts seconded the motion.

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

VOTED: To support Article 7 - Fairbank Community Center – Supplemental Funds

Chair Dretler stated the Board would meet on October 23rd at 6:30 PM to review the remaining Warrant Articles.

Vote whether to approve 1-day wine and malt license for a Halloween event at Goodnow Farms Chocolate, 80 Goodnow Road, on Saturday, October 21, 2023 from 6:00 PM to 10:00 PM, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.

Present: Tom Rogan, 80 Goodnow Road

Mr. Rogan provided details regarding the proposed Halloween event. He explained that he had consulted with Police Chief Nix regarding the event.

Board Member Roberts motioned to approve 1-day wine and malt license for a Halloween event at Goodnow Farms Chocolate, 80 Goodnow Road, on Saturday, October 21, 2023 from 6:00 PM to 10:00 PM, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability. Vice-Chair Kouchakdjian seconded the motion.

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

VOTED: To approve 1-day wine and malt license for a Halloween event at Goodnow Farms Chocolate, 80 Goodnow Road, on Saturday, October 21, 2023 from 6:00 PM to 10:00 PM, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability

Discuss topics to be assigned for Fall 2023 - Select Board Newsletter

MRC Planning and availability of volunteers	Vice-Chair Kouchakdjian
Status of Body Cameras for Police	Board Member Russo
Interview new Planning Director	Board Member Roberts

Board Member Carty had not chosen a topic; Chair Dretler had not chosen a topic

Town Manager Sheehan mentioned the deadline for Newsletter Article submission is October 30, 2023.

Review and possibly approve open session minutes of 9/12/23 and 9/14/23

9/12/23 Open Session Minutes

Vice-Chair Kouchakdjian motioned to approve the Select Board Minutes of 9/12/23, as edited. Board Member Roberts seconded the motion.

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

VOTED: To approve the Select Board Minutes of 9/12/23, as edited

9/14/23 Open Session Minutes

Vice-Chair Kouchakdjian motioned to approve the Select Board Minutes of 9/14/23, as edited. Board Member Roberts seconded the motion.

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

VOTED: To approve the Select Board Minutes of 9/14/23, as edited

Consent Calendar Item #3

Vote to accept a \$100 donation from Roche Bros to the Commission on Disability, to be used toward the "Accessible Trick or Treat" event

Vice-Chair Kouchakdjian recused herself from the discussion and left the meeting at approximately 10:31 PM.

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

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

VOTED: To accept a \$100 donation from Roche Bros to the Commission on Disability, to be used toward the "Accessible Trick or Treat" event

Adjourn

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

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

VOTED: To adjourn the Select Board Meeting

There being no further business, the meeting ended at 10:33 PM.

SB Meeting 10/10/23 - Documents & Exhibits

2. Vote to approve award of contract by the Town Manager for the purchase of a Fire Engine/Pumper to be utilized by the Fire Department as funded under Art. 23 of the 2023 Annual Town Meeting and approved under Ballot question No. 2 at the March 27, 2023 Annual Town Election; or act on anything relative thereto.

Attachments:

2.a Fire Apparatus Art 23 ATM2023

3. Vote to accept a \$100 donation from Roche Bros to the Commission on Disability, to be used toward the "Accessible Trick or Treat" event.

Attachments:

3.a Roche Bros donation

4. Vote to approve and sign the Singing Hill Conservation Restriction from Kenneth T. and Georgina M. Fenton of 8 Singing Hill Circle, Sudbury, MA.

Attachments:

4.a KP-#883619-v1-CR_16939_-_Sudbury_Approved_for_Local_Signatures_10-2-23

5. To approve execution by the Town Manager of an Agreement between the Town of Sudbury and Kimley-Horn and Associates, Inc. for professional consulting services to update the pavement management program, and any documents relative thereto.

Attachments:

5.a Kimley-Horn PMP Agreement

6. Interview candidate for the Historical Commission. Following interview, vote whether to appoint Michael Wallace, 18 Richard Ave, as Alternate Member for a term to expire May 31, 2026.

Attachments:

6.a M_Wallace_HC_2023_Red

6.b wallace_memo

7. Interview candidate for the Energy and Sustainability Committee. Following interview, vote whether to appoint Elsa Iovanella, 258 Dutton Road, for a term ending 5/31/26.

Attachments:

7.a Elsa_Iovanella_Application_red

7.b New ESC Member

8. Interview candidate for Sudbury Housing Trust. Following Interview, vote whether to appoint John Ryan, 155 Ford Road, to the Sudbury Housing Trust for a term expiring 5/31/25.

Attachments:

8.a Ryan_John_Redacted Sudbury Housing Trust_2023

8.b Recommendation to appoint John Ryan to Housing Trust

9. Discussion and question of voting to accept Sudbury Access Corp (SAC) FY23 Financial and Operating Reports as required by their contract. In attendance will be Lynn Puorro, SudburyTV Executive Director and Jeff Winston of SAC. Also, vote to extend the Sudbury Access Corporation (SAC) contract for a three year-term to expire November 15, 2026.

Attachments:

- 9.a SAC_FY2023 report
- 9.b SAC Asset Inventory_complete
- 9.c SAC contract Extension 2017

10. Discuss and take positions on 2023 Fall Special Town Meeting articles. Also in attendance will be SPS Superintendent Brad Crozier and SPS Director of Business and Human Resources Donald Sawyer.

Attachments:

- 10.a Article spreadsheet STM 2023 9.27.23
- 10.b Staff Responses to Russo Questions

11. Vote whether to approve 1-day wine and malt license for a Halloween event at Goodnow Farms Chocolate, 80 Goodnow Road, on Saturday, October 21, 2023 from 6:00 PM to 10:00 PM, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.

Attachments:

- 11.a Liquor Permit paperwork
- 11.b Dept feedback

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

Attachments:

- 12.a SB Newsletter Previous Topics_10.02.23

13. Review and possibly approve open session minutes of 9/12/23 and 9/14/23.

Attachments:

- 13.a SB_draft_9.12.23_for_review
- 13.b SB_draft1_9.14.23_min_for_review