

SUDBURY SELECT BOARD

TUESDAY NOVEMBER 14, 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

The statutory requirements as to notice having been compiled with, the 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: Russo-present, Kouchakdjian-present, Carty-present, Roberts-present, Dretler-present

Opening Remarks by Chair

- Emphasized the prime importance regarding the safety of Sudbury residents, and recommended residents contact the Police Department if any safety concerns arise; and confirmed that she and Board Members condemn all acts of terrorism and antisemitism; she mentioned the Town response to the terrorist acts on Israel after the event, as well as the weeks that followed.
- Acknowledged that at their 10/24/23 meeting, the Select Board outlined the response strategies for unanticipated world events; some communities members have used social media to encourage aggression against Town Staff, Board Members and other residents, which is unacceptable; she asked for compassion and understanding within the community and support the community during these challenging times.
- Thanked the community and sponsors for hosting the amazing Accessible Trick or Treat Halloween event

Reports from Town Manager

- Announced the Select Board and the Planning Board would be meeting in joint session on 11/20/23 to discuss MBTA Communities requirements, as well as progress being made with Master Plan goals
- Announced the Annual Tax Classification hearing will be discussed at the 12/5/23 meeting; the Select Board will determine the split between residential and CIP (commercial properties) to set the tax rate for FY2024
- Announced the Sudbury Holiday Village event will be Saturday, 12/2/23 at the Town Center and will include public buildings and churches from 11:00 AM to 2:00 PM; additional information on the Town website

Reports from Select Board

Vice-Chair Kouchakdjian

- Volunteered to help at the Sudbury Holiday Village event

- Thanked Janie for her special words to help a pained community at this time, she encouraged finding common purpose among all; she exemplified common purpose/goals with the Commission on Disability (COD)
- Mentioned the success of the Accessible Halloween event, which is another example reflecting how the community comes together for a common goal and support, despite individual opinion/differences
- Recognized Dan Lee who initiated the Unified Sports Program at LSRHS; another community event with a common goal for bringing young people together

Board Member Russo

- Agreed with comments presented by Chair Dretler and Vice-Chair Kouchakdjian
- Enjoyed the Siena Farm Carrot Pull; such events relate to the economic development theme

Board Member Roberts

- Echoed Select Board unity comments during this difficult time for many, and sympathized with all affected
- Extended Veterans Day remembrances and thanked all veterans for their service and sacrifice
- Announced the Community Housing Production Plan Workshop to take place on 12/13/23 at Town Hall from 7:00 PM to 9:00 PM.

Board Member Carty

- Indicated he was looking forward to the Sudbury Holiday Village event
- Congratulated HOPEsudbury for hosting the traditional online auction on 11/3/23
- Announced LSB Players performance of “Curtains” at LSRHS from 11/15/23 to 11/18//23; applauded the abilities of the student performers
- Announced the Transportation Committee received a Community Transit Grant award for the GO Sudbury! Catch Connect shuttle in the amount of \$74,865.00
- Recognized the Select Board received comments from social media that the Board was not taking action regarding the violence in Israel and Palestine; he affirmed that he stands with Israel and hoped the Town will put up the blue lights and the Menorah in Town Center to indicate support for those affected by the Hamas acts of terrorism and antisemitic hatred as displayed in Gaza

Public Comments

Manish Sharma, 77 Colonial Road, mentioned Diwali was celebrated on November 12th to proclaim good over evil. Mr. Sharma mentioned that he viewed interviews from children in Gaza who have been severely injured by current war atrocities and noted that he pledged \$100 per month from the Sudbury community to benefit these children.

Resident and member of the League of Women Voters Linda Smith, 15 Hawthorne Drive, confirmed the League could not support agenda Item #10 regarding opting out of mail-in voting for the March 25, 2024 Annual Town Election. Voting by mail was essential, and the State has funds available to assist with such voting.

Resident Sharon Schmidt-Gross, 298 Maynard Road, indicated she has been pleading with the Town to show support for Jewish residents in light of attacks on Israel. She stated that she would stand with the Palestinian

community if they would also denounce antisemitic attacks lead by Hamas. She thanked Board Member Carty for standing in support of Israel.

Resident Joyce Minkoff, 175 Bancroft Road, confirmed that this issue is about antisemitism and thanked Board Member Carty for saying what it is. She explained that Jewish residents of Sudbury are scared to put up signs of support on their property.

Consent Calendar

#1 - Vote to accept a grant from the Massachusetts Department of Environmental Protection (DEP) under the Sustainable Materials Recovery Program in the amount of \$4,550; and further, to authorize the Town Manager to execute the Recycling Dividend Program (RDP) contract between the Massachusetts Department of Environmental Protection and the Town of Sudbury and to apply for and accept funds on behalf of the Town of Sudbury

#2 - Vote to accept a \$1,000 donation from Salem Five in support of Summer Concert Series, as requested by Dennis Mannone, Park and Recreation Director.

#3 - Vote to accept the donation of a Swim Scoreboard from Lincoln Sudbury Regional High School and the Sudbury Swim Team, valued at \$26,000, to be installed at Atkinson Pool.

#4 - Vote to accept two grants from the Body Worn Camera Grant Program offered by the Executive Office of Public Safety and Security's Office of Grants and Research (OGR) in the amount of \$63,287, as requested by Police Chief Scott Nix.

#5 - Vote to grant a 1-day Wine & Malt license to Goodnow Library Foundation, Inc, to accommodate a Donor Reception on Thursday, December 7, 2023 from 5:30 PM to 7:00 PM at Goodnow Library, 21 Concord Rd, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.

#6 - Vote to approve a one-hour extension of the licensed closing hour and serving of alcoholic beverages for licensees who make application in advance to the Town Manager's Office: Lavender, 519A Boston Post Road and Sobre Mesa, 29 Hudson Road on Wednesday, November 22, 2023 (Thanksgiving eve) and Sunday December 31, 2023 (New Year's Eve), on the condition that the kitchen remains open and food is served.

#7 - Vote to enter into the Town record and congratulate the following members of BSA Scout Troop 61 for having achieved the high honor of Eagle Scout: Matthew Gregor, Akim Abramkin, Alec Arthur, Asher Leavitt, Caleb Büttner, Cam Rogers, Finn Barrett, and Kayhaan Farahbakhshian.

Vice-Chair Lisa Kouchakdjian motioned to approve Consent Calendar agenda items #1 through #7. Board Member Roberts seconded the motion.

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

VOTED: To approve Consent Calendar agenda items #1 through #7.

Chair Dretler confirmed that Consent Calendar agenda item #8 would be discussed later in the meeting.

Interview candidates for Cultural Council. Following interview, vote whether to appoint Nancy Hudgins, 9 Kendall Road, and Athena Buenconsejo, 54 King Philip Road, both for terms ending 10/30/26.

Nancy Hudgins

Ms. Hudgins presented her background as a professional musician with experience in cultural planning and development.

Vice-Chair Kouchakdjian motioned to appoint Nancy Hudgins, 9 Kendall Road, to the Cultural Council for a terming ending 10/30/26. Board Member Roberts seconded the motion.

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

VOTED: To appoint Nancy Hudgins, 9 Kendall Road, to the Cultural Council for a terming ending 10/30/26

Athena Buenconsejo

Ms. Buenconsejo presented her background as a labor negotiator for cultural and educational establishments throughout the country, including museums in MA.

Vice-Chair Kouchakdjian motioned to appoint Athena Buenconsejo, 54 King Philip Road, to the Cultural Council for a terming ending 10/30/26. Board Member Roberts seconded the motion.

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

VOTED: To appoint Athena Buenconsejo, 54 King Philip Road, to the Cultural Council for a terming ending 10/30/26

Discussion of whether to vote to opt-out of voting of mail-in voting for the March 25, 2024 Annual Town Election, as requested by Town Clerk Beth Klein

Present: Town Clerk Beth Klein

Chair Dretler noted that residents Linda Smith and Len Simon submitted letters to the Select Board Office in support of mail-in voting for the March 25, 2024 election.

Ms. Klein recommended opting out of the mail-in voting for the March 25, 2024 election in consideration that the Presidential-related election and the fact that it takes three to five weeks to prepare for these elections. She suggested in-person voting a week before the March 25th Town Election voting, as well as absentee voting.

Vice-Chair Kouchakdjian thanked Town Clerk Beth Klein and her colleagues for their hard work and for all they do for the community. Vice-Chair Kouchakdjian stated she does not support opting out. She indicated that she supports making voting easier and more flexible.

Board Member Roberts stated that she could not support the opt-out of voting by mail either, and asked if more help or operational improvements could assist the Town Clerk's Office with the March 25th election.

Board Member Russo stated he could not support the opt-out voting by mail, as such action would reverse established mail in voting practices in place since the Covid pandemic. He opined about the possibility of requesting additional funding to help with the process.

Board Member Carty stated he was not a fan of mail-in voting, but recognized the importance of voting consistency, and therefore could not support the request for opting-out of voting by mail in this situation.

Ms. Klein highlighted challenging aspect of mail-in voting for the March 25th election which included limited manpower, insufficient number of mailing machines, work space, labeling machines and tabulators. Board Member Russo suggested use of ARPA funding, if possible.

Chair Dretler stated she was not in support of opting-out of mail-in voting for the March 25th election; and the Town would consider ways to promote efficiency with the mail voting process for this election.

Town Manager to present the Financial Condition of the Town and Preview of FY2025

Present: Finance Director Dennis Keohane

Town Manager Sheehan provided details within the “Financial Condition of the Town – 2023” topics including:

- Town Charter
- Financial Condition of Sudbury
- Financial Forecasting
- Financial Summary (Projected)
- Revenue Forecast
- Expenditure Forecast
- What Drives Budgetary increases?
- Expenditure Forecast (FY25-FY27)
- Expenditures
- Forecast Sensitivity – 3% Future Guidance
- Identified Needs
- Long-Term Sustainability

After the presentation, Board Members provided related comments/questions. Extensive discussion took place.

Recess

Vice-Chair Kouchakdjian motioned to recess for five minutes. Board Member Russo seconded the motion.

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

VOTED: To recess for five minutes

The meeting resumed at 10:04 PM.

Review the Select Board Fall 2023 Newsletter articles and approve for distribution

Vice-Chair Kouchakdjian motioned to approve the Select Board Fall 2023 Newsletter articles and approve for distribution. Board Member Russo seconded the motion.

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

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

Consent Calendar

Item 8 - Vote to approve award of contract by the Town Manager to Brightly Software, Inc., at the request of the Combined Facilities Director, for professional consulting services related to the implementation of Asset Essentials software, said software to be used for the Town's continuing operational needs including the proposed Facility Department's Facility Condition and Space Use assessment of Town Buildings; said award shall include all related contractual matters relative thereto for extended years.

Board Member Carty inquired about the software contract amount. Town Manager Sheehan detailed the contract amount would be just under \$100,000 for three years.

Vice-Chair Kouchakdjian motioned to approve Consent Calendar Item #8. Board Member Roberts seconded the motion.

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

VOTED: To approve Consent Calendar Item #8

Vote to review and possibly approve open session minutes of 10/10/23 and 10/24/23

Open Session Minutes of 10/10/23

Vice-Chair Kouchakdjian motioned to approve the 10/10/23 open session minutes, as edited. Board Member Roberts seconded the motion.

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

VOTED: To approve the 10/10/23 open session minutes, as edited

Open Session Minutes of 10/24/23

Vice-Chair Kouchakdjian motioned to approve the 10/24/23 open session minutes, as edited. Board Member Roberts seconded the motion.

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

VOTED: To approve the 10/24/23 open session minutes, 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).

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

There being no further business, open session ended at 10:17 PM.

SB Meeting – 11/14/23 - Documents & Exhibits

1. Vote to accept a grant from the Massachusetts Department of Environmental Protection (DEP) under the Sustainable Materials Recovery Program in the amount of \$4,550; and further, to authorize the Town Manager to execute the Recycling Dividend Program (RDP) contract between the Massachusetts Department of Environmental Protection and the Town of Sudbury and to apply for and accept funds on behalf of the Town of Sudbury.

Attachments:

- 1.a Sudbury 2023 SMRP Award Letter
- 1.b Spring23_Checklist_RDP
- 1.c Sudbury Spring23 RDP Contract

2. Vote to accept a \$1,000 donation from Salem Five in support of Summer Concert Series, as requested by Dennis Mannone, Park and Recreation Director.

Attachments:

- 2.a PRec Donation

4. Vote to accept two grants from the Body Worn Camera Grant Program offered by the Executive Office of Public Safety and Security's Office of Grants and Research (OGR) in the amount of \$63,287, as requested by Police Chief Scott Nix.

Attachments:

- 4.a GOV Award Letter - Sudbury PD
- 4.b GOV Award Letter_Sudbury

5. Vote to grant a 1-day Wine & Malt license to Goodnow Library Foundation, Inc, to accommodate a Donor Reception on Thursday, December 7, 2023 from 5:30 PM to 7:00 PM at Goodnow Library, 21 Concord Rd, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.

Attachments:

- 5.a Goodnow Donor Reception 2023_SB
- 5.b Department Feedback_Goodnow Donor Reception_One Day WM

7. Vote to enter into the Town record and congratulate the following members of BSA Scout Troop 61 for having achieved the high honor of Eagle Scout: Matthew Gregor, Akim Abramkin, Alec Arthur, Asher Leavitt, Caleb Büttner, Cam Rogers, Finn Barrett, and Kayhaan Farahbakhshian.

Attachments:

- 7.a BSA troop 61 eagle scouts

8. Vote to approve award of contract by the Town Manager to Brightly Software, Inc., at the request of the Combined Facilities Director, for professional consulting services related to the implementation of Asset Essentials software, said software to be used for the Town's continuing operational needs including the proposed Facility Department's Facility Condition and Space Use assessment of Town Buildings; said award shall include all related contractual matters relative thereto for extended years.

Attachments:

- 8.a Agenda Request Brightly Explanation

9. Interview candidates for Cultural Council. Following interview, vote whether to appoint Nancy Hudgins, 9 Kendall Road, and Athena Buenconsejo, 54 King Philip Road, both for terms ending 10/30/26.

Attachments:

- 9.a Sudbury Cultural Council Connection.Gitelman.email
- 9.b Athena Buenconsejo_Cultural Council.redact
- 9.c Hudgins_redact

10. Discussion of whether to vote to opt-out of mail in voting for the March 25, 2024 Annual Town Election, as requested by Town Clerk Beth Klein.

Attachments:

- 10.a ATE Voter Turnout 2020-2024
- 10.b Comparision between pre covid and post covid elections. rev.
- 10.c LWV Response to Mail Voting Proposal

11. Town Manager to present the Financial Condition of the Town and Preview of FY2025.

Attachments:

- 11.a 2023 Financial Condition and Forecast 2023-11-14

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

Attachments:

- 12.a Sudbury Municipal Update Newsletter Fall 2023_SB_v2

13. Vote to review and possibly approve open session minutes of 10/10/23 and 10/24/23.

Attachments:

- 13.a SB_draft1_10.24..23_min_for_review
- 13.b SB_draft1_10.10.23_min_for_review

14. 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:

- 14.a BOS Executive Session 09-16-15_for_review
- 14.b BOS Executive Session 4-24-19_for_review
- 14.c BOS Executive Session 06-18-19_for_review
- 14.d BOS Executive Session 12_3_19_for_review
- 14.e BOS Executive Session draft_11-17-20.for_review
- 14.f BOS Executive Session 12-15-20_for_review
- 14.g SB Executive Session draft 09.12.23_for_review