

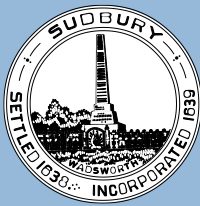
SUDBURY SELECT BOARD
TUESDAY APRIL 2, 2024
7:00 PM, ZOOM

Item #	Time	Action	Item
	7:00 PM		CALL TO ORDER
			Opening remarks by Chair
			Reports from Town Manager
			Reports from Select Board
			Public comments
CONSENT CALENDAR			
1.		<i>VOTE</i>	Vote to approve award of contract by the Town Manager to Energy Resources, 76 Watertown Road, Thomaston, CT 06787, as requested by the Town's Combined Facilities Director, to provide professional services to supply and install LED lighting replacements at seven of the Town's facilities in the amount of \$189,453.68; and further to execute any documents relative to said contract.
MISCELLANEOUS			
2.		<i>VOTE</i>	Discussion and vote whether to authorize the Town Manager or designee to issue a letter to Sudbury Housing Authority (SHA) confirming that the properties it owns and operates at 21 Great Lake Drive, 8 Oakwood Ave, 2 Beechwood Ave and 9 Richard Ave will continue to benefit from PILOTs during and after redevelopment as affordable housing. In attendance will be: Sheila M. Cusolito, Executive Director, SHA; Matthew Zajac, Deputy Director for Planning, Cambridge Housing Authority (Development consultant); Emily Horgan, Project Manager II, Cambridge Housing Authority (Development consultant)
3.		<i>VOTE</i>	Discussion and possible vote on whether to move forward with the purchase of a Park & Recreation vehicle. The vote on 10/11/22 was specifically for a hybrid vehicle which is not available for purchase. Dennis Mannone, Park & Recreation Director, to attend.
4.		<i>VOTE</i>	Discussion of the use, allocation, or reallocation of ARPA funds, including but not limited to allocating \$100,000 to the Sudbury Public Schools for classroom instructional equipment.
5.		<i>VOTE</i>	Vote to sign the 2024 Annual Town Meeting Warrant which must be delivered to residents by 4/29/24.

These agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Some items may be taken out of order or not be taken up at all. The Chair will strive to honor timed items as best as possible. The Chair reserves the right to accept public comment on any item and may establish time limits.

Item #	Time	Action	Item
6.		<i>VOTE</i>	Discussion regarding 2024 Annual Town Meeting: consent calendar, positions on articles; other.
7.			Discuss topics to be assigned for Spring 2024 - Select Board newsletter.
8.			Continuation of DEI discussion
9.		<i>VOTE</i>	Debrief of Firearms Public Information Session, and discussion on Article 16 Firearms Safety Business Use Zoning Bylaw and Town Counsel memorandum..
10.		<i>VOTE</i>	Vote to review and possibly approve the open session minutes of 2/27/24.

These agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Some items may be taken out of order or not be taken up at all. The Chair will strive to honor timed items as best as possible. The Chair reserves the right to accept public comment on any item and may establish time limits.



SUDBURY SELECT BOARD

Tuesday, April 2, 2024

CONSENT CALENDAR ITEM

1: Approve contract for Energy Resources - interior lighting

REQUESTOR SECTION

Date of request:

Requestor: Sandra Duran, Combined Facilities Director

Formal Title: Vote to approve award of contract by the Town Manager to Energy Resources, 76 Watertown Road, Thomaston, CT 06787, as requested by the Town’s Combined Facilities Director, to provide professional services to supply and install LED lighting replacements at seven of the Town’s facilities in the amount of \$189,453.68; and further to execute any documents relative to said contract.

Recommendations/Suggested Motion/Vote: Vote to approve award of contract by the Town Manager to Energy Resources, 76 Watertown Road, Thomaston, CT 06787, as requested by the Town’s Combined Facilities Director, to provide professional services to supply and install LED lighting replacements at seven of the Town’s facilities in the amount of \$189,453.68; and further to execute any documents relative to said contract.

Background Information:

This project was competitively bid and is proposed to be awarded under Mass. General Law Part 1, Title II, Chapter 25A, Section 14. The scope of work includes a combination of lighting fixture retrofit and replacements at the Flynn Building, Fire Department Headquarters, Fire Station 2, Fire Station 3, Goodnow Library, Police Station, and Town Hall with LED lights and fixtures. The contracted vendor will supply and install the LED lighting replacements and retrofit kits at these seven facilities, and remove existing fixtures with proper recycling and/or disposal. The estimated annual kWh saved is 97,714 resulting in an estimated annual energy savings of \$29,726.00. The return on this investment had a range per facility of 2.16 - 8.89 years, resulting in an average ROI of 5.1 years.

Financial impact expected: The net total investment is expected to be \$150,804.68. The contract cost of \$189,435.68 will be supplemented with an expected utility incentive of \$38,649.00. The contract amount of \$189,453.68, to be allocated from the Solar Revolving Account (119557 – 522100).

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending

Town Counsel
Select Board
Select Board

Pending
Pending
Pending

04/02/2024 7:00 PM



SUDBURY SELECT BOARD

Tuesday, April 2, 2024

MISCELLANEOUS (UNTIMED)**2: SHA re: PILOT program**REQUESTOR SECTION

Date of request:

Requestor: Sheila M. Cusolito

Formal Title: Discussion and vote whether to authorize the Town Manager or designee to issue a letter to Sudbury Housing Authority (SHA) confirming that the properties it owns and operates at 21 Great Lake Drive, 8 Oakwood Ave, 2 Beechwood Ave and 9 Richard Ave will continue to benefit from PILOTs during and after redevelopment as affordable housing. In attendance will be: Sheila M. Cusolito, Executive Director, SHA; Matthew Zajac, Deputy Director for Planning, Cambridge Housing Authority (Development consultant); Emily Horgan, Project Manager II, Cambridge Housing Authority (Development consultant)

Recommendations/Suggested Motion/Vote: Discussion and vote whether to authorize the Town Manager or designee to issue a letter to Sudbury Housing Authority (SHA) confirming that the properties it owns and operates at 21 Great Lake Drive, 8 Oakwood Ave, 2 Beechwood Ave and 9 Richard Ave will continue to benefit from PILOTs during and after redevelopment as affordable housing. In attendance will be: Sheila M. Cusolito, Executive Director, SHA; Matthew Zajac, Deputy Director for Planning, Cambridge Housing Authority (Development consultant); Emily Horgan, Project Manager II, Cambridge Housing Authority (Development consultant)

Background Information:

The Sudbury Housing Authority (SHA) wishes to present the preliminary concept for its proposed redevelopment of four single-family homes that it currently owns and operates as affordable housing (21 Great Lake Drive, 8 Oakwood Ave, 2 Beechwood Ave and 9 Richard Ave) as duplexes, which shall continue to be owned and operated by SHA as affordable housing. SHA seeks confirmation that the properties will continue to benefit from their existing PILOTs during and after redevelopment. (*See attached project narrative.*)

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting: Sheila M. Cusolito, Executive Director, Sudbury Housing Authority

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

04/02/2024 7:00 PM

March 13, 2024

Project Summary: Redevelopment of Single-Family Homes

Sudbury Housing Authority



Redevelopment of Sudbury Housing Authority's Scattered Site Single-Family Homes

As part of its mission to preserve and expand affordable housing opportunities, Sudbury Housing Authority (SHA) is excited to be embarking on an effort to redevelop a group of obsolete rental properties in its portfolio. SHA proposes to redevelop four single-family homes: 21 Great Lake Drive, 8 Oakwood Ave, 2 Beechwood Ave, and 9 Richard Ave (the "Single-Family Homes"). By leveraging both Town and private resources, SHA aims to transform these antiquated Single-Family Homes into energy efficient, high-quality duplexes in which all rental units will be affordable.



21 Great Lake Drive



8 Oakwood Ave



9 Richard Ave



2 Beechwood Ave

The four Single-Family Homes are located in the Pine Lakes neighborhood of Sudbury. Pine Lakes is a suburban neighborhood, originally known for its quaint three-season lake homes. Many homes are now larger year-round residences.

The Single-Family Homes have significant capital needs. 21 Great Lake has been vacant since 2021 due to a variety of concerns with the 1960s-built structure, particularly water/moisture damage. SHA has a vacancy waiver for 21 Great Lake to facilitate its redevelopment. 8 Oakwood Ave and 9 Richard Ave are in poor condition, like 21 Great Lake there are a variety of concerns. 2 Beechwood requires modernization.

21 Great Lake Drive is a 1,166 square foot three-bedroom split level home on a 7,405 square foot lot (0.17 acres). 8 Oakwood Avenue is a 1,240 square foot one-story 3-bedroom home on a 10,000 square foot lot (0.22 acres). 2 Beechwood Avenue is a 1,600 square foot two-story four-bedroom home on a 11,068 square foot lot (0.25 acres). 9 Richard Avenue is a 750 square foot one-story 2-bedroom home on a 5,000 square foot lot (0.11 acres).

SHA proposes to demolish the four Single-Family Homes and reconstruct one duplex at each site. The duplexes will be constructed with slab-on-grade modular construction. Overall, there will be eight affordable rental units which includes replacement of the existing four. The anticipated development cost for the project is \$3.46MM, and SHA has a \$450,000 CPA application pending for FY 2025 to support the redevelopment. SHA anticipates that the redevelopment will require modest dimensional zoning relief because of the small postage stamp lots in the Pine Lakes neighborhood.

March 12, 2024

Project Summary: Redevelopment of Single-Family Homes

Sudbury Housing Authority



All eight units will serve low-income families earning less than 80% of Area Median Income (AMI). Four of the units will replace the current homes, which participate in the State's Chapter 705 program for scattered site state-assisted public housing. SHA proposes that the four net new units be subsidized with project-based vouchers. As a result, all residents would pay no greater than 30% of their income towards rent. SHA anticipates based on its waitlist and current resident population that units will serve extremely low-income families earning less than 30% AMI. In November 2023, SHA made an initial application to the State for the new PBVs. The State invited SHA to complete a final application which was submitted in February of 2024. Awards are expected to be announced in the spring.

SHA has procured an experienced development consultant (the Cambridge Housing Authority) to provide complete project management services for the project, ensuring that it has sufficient capacity to manage the redevelopment.

Sudbury Housing Authority's Redevelopment of Single-Family Homes

21 Great Lake
8 Oakwood Ave
2 Beechwood Ave
9 Richard Ave



9 Richard Ave



2 Beechwood Ave



8 Oakwood Ave



21 Great Lake Drive



Project Context

- **Background:** SHA has been evaluating opportunities to enhance the homes it owns, as well as create more affordable housing within the community.
- **State Funding:**
 - Local housing authorities are not provided adequate funding through current State programs to complete necessary repairs and modernization. There are nearly 2,300 state-funded units that are vacant due to lack of funding available from the State.
 - SHA is capitalizing on a new funding opportunity offered by the State which provides substantially increased funding that will support local housing authorities.
 - In order to unlock this scarce opportunity, SHA must construct new units to replace the aged homes and create net new deeply affordable units for applicants on the State's public housing waitlist.



About Sudbury Housing Authority (SHA)

- SHA was established in 1973
- SHA owns, manages and maintains 92 rental housing units for low-income households.
- There are more than 10,000 households on the waitlist.
- SHA's mission is, "To provide safe, well-managed, affordable housing opportunities for those individuals and families with low or moderate household incomes"

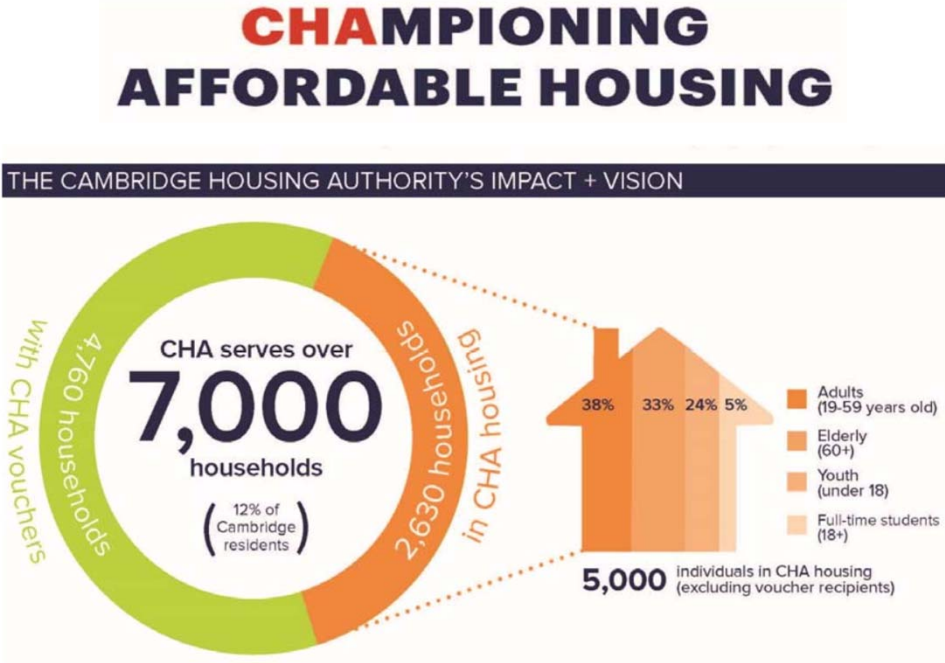




Management of the Redevelopment Project Cambridge Housing Authority's Experience

- Nationally recognized as an innovative housing authority; an original participant of HUD's Moving to Work program.
- Manages over 3,000 units of housing including over 2,600 former public housing units.
- Has a staff of 240 employees with an annual budget of approximately \$200 million.
- Leveraged over \$1 billion in financing since 2010 to improve or construct 2,371 units.

CHA has converted 98% of its federal public housing program to Project Based Vouchers (PBV) and 100% of its state public housing program using either RAD or Section 18



CHA is accredited by the Affordable Housing Accreditation Board

CHA supports housing authorities and their residents throughout all aspects of redevelopment projects:

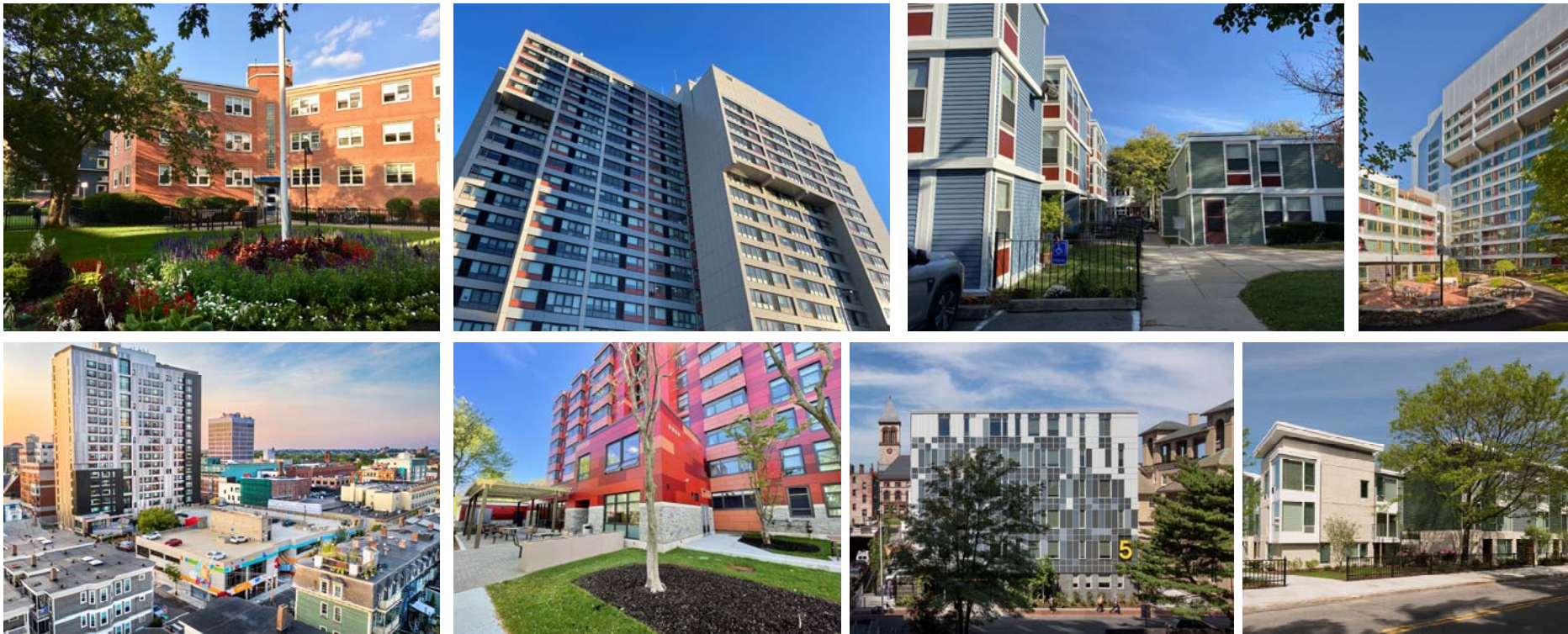
- Resident Involvement
- Zoning, Design and Environmental Reviews
- Relocation
- Construction Phasing & Negotiation
- Planning & Construction Administration
- Project Financing and Closing
- Due Diligence
- Stakeholder Engagement
- Project Management



CHA hosted an open house at the newly renovated Millers River Apartments where residents were invited to walk through the units and talk with staff about the changes!



If applicable to a project, a critical component of CHA's work is ensuring a smooth relocation process for residents. The CHA relocation team works closely with residents to find suitable housing options and to coordinate and conduct both temporary and permanent moves.



In the past ten years, CHA secured \$1.18 billion to renovate 2,371 apartments. CHA has extensive experience in Cambridge, as well as throughout Massachusetts. We currently provide consulting services to over 13 clients.

Concept Design

- Replace each single-family home with two units in duplexes
- Parking spaces at each site
- Energy efficient, new finishes, building systems, and septic systems
- Units will be deeply affordable, serving low-income individuals and families
- Use high-quality modular construction for benefits such as cost efficiency and reduced construction duration.

Images: 64 Pine Street, Sudbury Housing Authority (top)

45-47 Old Meadow Road, Sudbury Housing Authority (bottom)

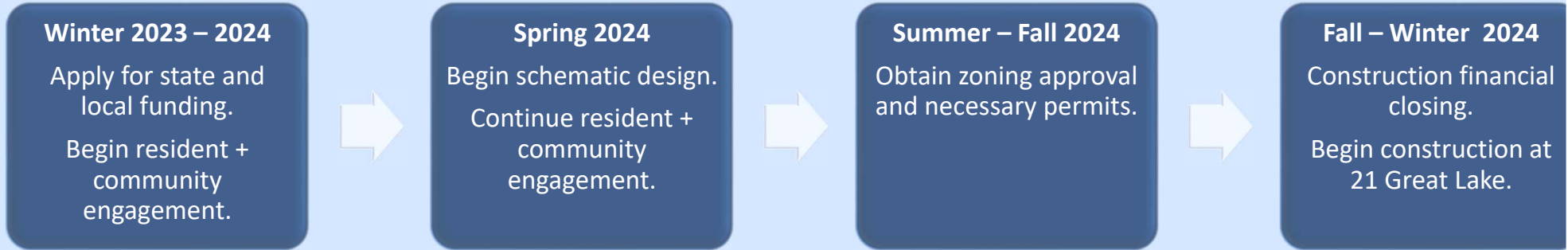




CHA's finished projects: Precedent images for the Redevelopment of Single-Family Homes.

- New units will contribute to a reduced carbon footprint, by using energy-efficient appliances, more insulation and all-electric heating and cooling systems.
- Units will be fully updated with new kitchens, bathrooms, flooring and fixtures.
- Unit flooring and materials will be durable and high-quality.
- Units will be equipped promote healthy homes that include better ventilation and new fire alarm systems.

Redevelopment Plan



High Rock Estates, Needham Housing Authority, Photo: Needham Housing Authority



Whittlesey Village, Acton Housing Authority, Photo: BWA Architects



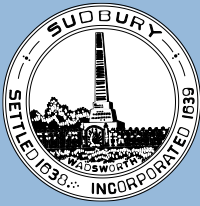
Providence Carbon Challenge, Habitat for Humanity, Image: Zero Energy Design

Why will redevelopment start with 21 Great Lake?

- Unit is already vacant, so work can start quickly.
- The new 21 Great Lake duplex can serve as a relocation resource when the other properties are being redeveloped.

Next Steps:

- Complete conveyance of properties to an SHA affiliated LLC per State Guidance to expedite design selection process.
- Select an architect
- Begin design process
 - Resident meetings and surveys will occur throughout the design process.
- Obtain necessary approvals and permits from the Town



SUDBURY SELECT BOARD
Tuesday, April 2, 2024

MISCELLANEOUS (UNTIMED)
3: Update on Park & Rec vehicle

REQUESTOR SECTION

Date of request:

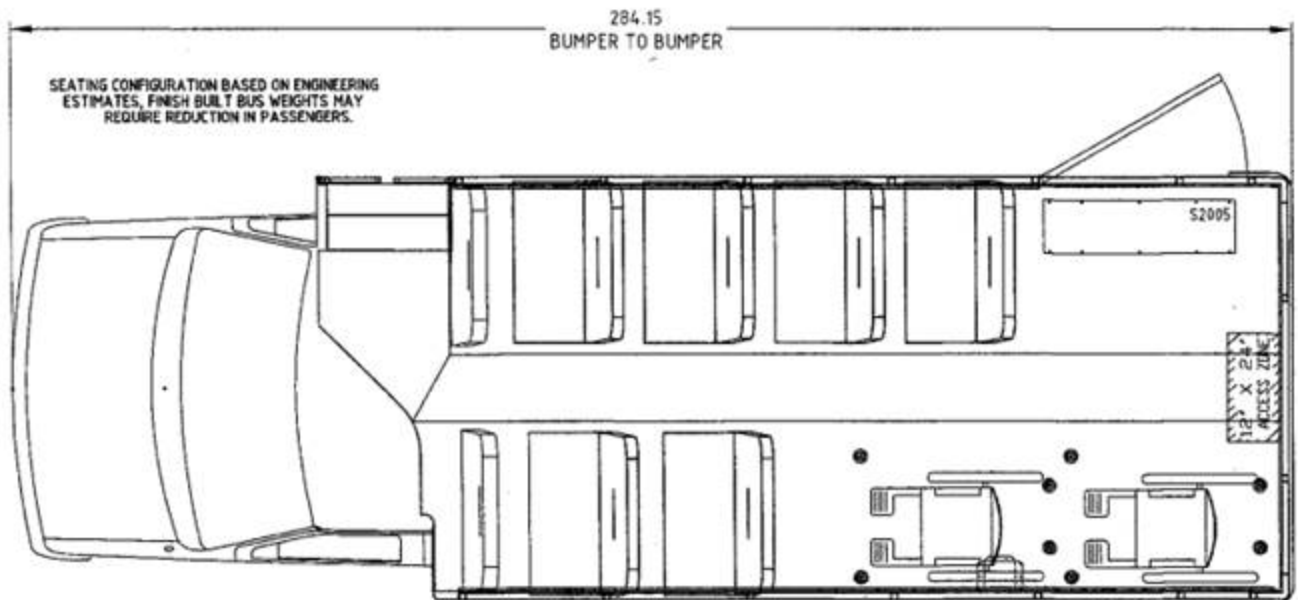
Requestor: Dennis Mannone, Park & Rec Director

Formal Title: Discussion and possible vote on whether to move forward with the purchase of a Park & Recreation vehicle. The vote on 10/11/22 was specifically for a hybrid vehicle which is not available for purchase. Dennis Mannone, Park & Recreation Director, to attend.

Recommendations/Suggested Motion/Vote: Discussion and possible vote on whether to move forward with the purchase of a Park & Recreation vehicle. The vote on 10/11/22 was specifically for a hybrid vehicle which is not available for purchase. Dennis Mannone, Park & Recreation Director, to attend.

Background Information:

Provided by Dennis Mannone: We are looking to order a gas activity bus. Attached is the pricing and specs with floor plan. We are proposing 12 passengers x 2-wheelchair 1 driver bus.



Financial impact expected:n/a

Approximate agenda time requested:

Representative(s) expected to attend meeting: Dennis Mannone, Park & Rec Director

Review:

- Select Board Office Pending
- Town Manager's Office Pending
- Town Counsel Pending
- Select Board Pending
- Select Board Pending

04/02/2024 7:00 PM



Estimate

Date: 1/2/2024
 Estimate#
 Customer ID:

To:

Salesperson: **Jay Matisko**
 774-556-2531
jmatisko@buycmg.com

Budget Quote

Qty	Item #	Description	Unit Price	Line Total
1.00	E3F	Ford E350 Cutaway Van 158" WB DRW		\$37,938.00
1.00		Engine: 7.3 Gas Engine		included
1.00		Color: Oxford White		included
1.00	47J	MFSAB Prep Package		\$117.60
1.00	20C	12,500 GVW		\$343.00
1.00	942	Daytime Running Lights		\$24.50
1.00	525	Cruise control		\$235.20
1.00	672	Front Max GAWR		\$39.20
1.00	57J	Aux Heater connection		\$24.50
1.00	54D	Mirror Man Trl		\$122.50
1.00		Quality van conversion see spec sheet 12X2		\$91,388.00

Special Instructions:

Custom or Special Orders are Non-Refundable
 This Estimate is for Budgetary Purposes and is Not a Guarantee of Cost for Services.
 Estimate is Based on Current Information From Client About the Project Requirements
 Actual Cost May Change Once Project Elements are Finalized

Subtotal	\$ 130,232.50
Sales Tax	
Grand Total	\$ 130,232.50

Thank You For Choosing The Colonial Way!

Attachment3.a: Copy of E3F 158 12 X 2 (6195 : Update on Park & Rec vehicle)



CONFIG NUMBER CB231160
 CONFIG DESCR DE516WR-F312G 12+2
 CONFIG REV DATE 10/23/2023
 ORDER QTY 4
 DIST NAME
 DIST CONTACT
 CUST NAME QUALITY VAN/COLONIAL
 CHAS FIN/FAN BODY ONLY

4) 158" - 12x2

- overhead racks

	DESCRIPTION	QTY
CHASSIS	DEDUCT FOR BODY ONLY PRICING	1
MAG-20230807	PRICE SCHEDULE MAG 08/07/2023	1
100-1-31-12	SPEC FMVSS MFSAB >10K	1
110-DE516WR-15	CORE DRW ELEV FLR 5SEC+16 WR	1
12124M7P12W313	FU/24/D158/7.3P/12500/W/ACTC	1
200-111355-12	AC 55K ACT FORD GAS EV20/SKRT	1
210-21-00-12	BATTERY OEM LOCATION FORD GAS	1
230-200-15	BUMPER 10" GALV EXH UNDER/SD	1
233-200-16	BRACE BUMPER DE/H 516	1
236-2100-12	CHAS FUEL PREP F GAS DH/DE	1
238-2-516-1-12	CHASSIS MODEL PREP FORD E516WR	1
250-311-12	DOOR ENTRANCE DE TEMP	1
260-2-12	DOOR ENTRANCE CONTROL MECH DRW	1
265-212-13	DOOR REAR EGRESS RH HINGE	1
270-01-12	DOOR REAR HINGE 1PC STAINLESS	1
280-10-13	DOOR REAR LATCH 1PT	1
290-211-13	DOOR W/C SINGLE LEAF 44X65	1
294-11-12	ELEC FRAMEWORK FORD BUS	1
300-51-12	BACK-UP ALARM	1
305-00000-20	CHILD ALERT NONE	1
310-2120-00-20	BACKUP CAMERA W/7" RVW MON	1
320-500-213-20	EXHST FORD 500/516 LEFT GAS	1
330-204-12	ENDCAPS DE NO WARNING LIGHT	1
332-223-22	EXT PANELS REAR DE STL W/DR	1
334-516-21-12	EXT PANELS ROOF DRW 516 ALUM	1
336-516-412-14	EXT PANELS SIDE DE 516WR STEEL	1
338-2516-120-20	SKRT DE 516 STL MG	1
339-222-120-20	EXT SKIRT NOBOX DE 5XX STL MG	1
345-22-12	DRIVER ENTRANCE STEP FORD BLK	1
350-516-21-1-12	FLOOR COVER BLK DRW CENTER 516	1
355-02-11-12	STEP TREAD DH/E RIB BACKED BLK	1
360-516-22-12	FLOOR SUBFLOOR DH/E516 5/8 PLY	1

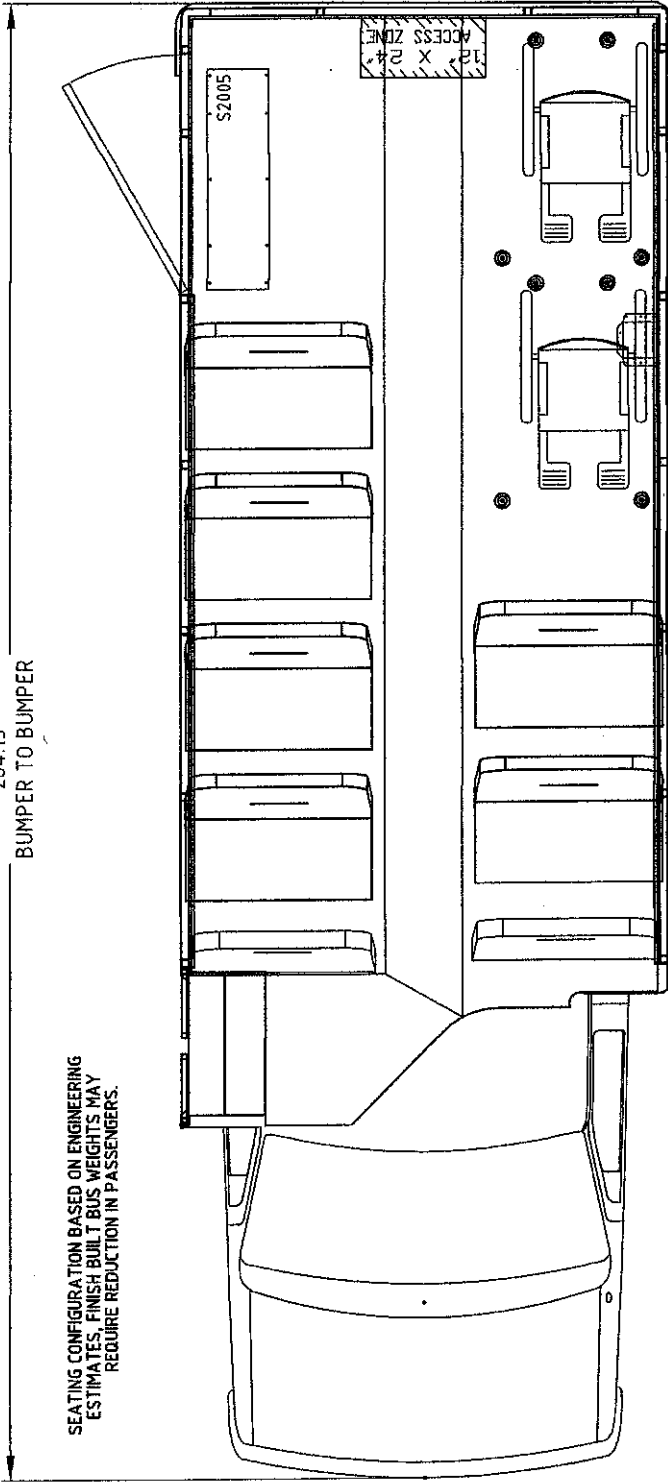
Attachment3.b: 12 x2 - MFSAB - 158WB (6195 : Update on Park & Rec vehicle)

370-441-12	FLOOR TRK LH SEAT/WC DE516WR-F	1
400-12-12	HEATER 60K WALL MOUNT FORD GAS	1
420-516-23-14	INT PANELS LOWER EMBOSS E516WR	1
422-031-15	INT PANELS REAR DH/DE AC	1
430-516-100-13	INT PNLS UPPR DRW 516 SMTH ALM	1
440-03-12	MIRROR INTERIOR 6X16 FLAT	1
440-06-12	VISOR 7X22 TINTED	1
440-12-12	PERMIT HOLDER 6X9 METAL	1
440-21-23	VANDAL LCK RR DOOR FORD E-S	1
440-90-12	ROOF AND WALL BOW INSULATION	1
450-03-18	STP/TRN 4IN FLSH W/ LED TAG	1
460-02-12	STOP/TAIL 7IN RED LED	1
470-01-12	CLEARANCE LIGHTS LED	1
472-01-12	LIGHTS DOME BODY IGN+SWITCH	1
474-01-12	LIGHTS DOME DRIVER OEM DASH/DR	1
480-05-12	TURN SIGNAL REAR 7IN AMBER LED	1
490-01-12	LIGHTS REVERSE 4IN FLUSH LED	1
494-03-12	LIGHTS STEPWELL HEADLTS+DOOR	1
510-00-12	WARNING LAMPS NONE	1
520-00-12	WARNING SYSTEM NONE	1
540-10-19	LIGHT ADA BELOW ENTRY DOOR LED	1
555-03-12	SWITCH DIMMER LIGHTS ON PANEL	1
565-22-1110-12	MIRROR EXT FD DRW REM HT BL	1
580-06-202-12	PADDING PKG DEWR GRY FB	1
600-22-001-15	PAINT BODY EXT FORD DH/DE WHIT	1
620-12-001-20	PAINT WINDOW BARS WHITE	1
630-04-5-23	RADIO OEM SUPPLIED 4SPK	1
650-51623-23	RUBRAIL FLR LVL DE516WR	1
652-51623-23	RUBRAIL SEAT LVL DE516WR	1
654-00000000-12	RUBRAIL NONE AT WINDOW LEVEL	1
656-00000000-12	RUBRAIL NONE AT SKIRT LEVEL	1
659-001-23	RUBRAIL COLOR WHT	2
660-12-12	TRIANGLE WARNING REFLECTORS 3	1
660-22-12	FIRE EXT 5LB 3A 40BC FRONT MNT	1
660-31-12	SEAT BELT CUTTER	1
690-3-01-36-202	BARRIER LH 36D GRAY FB	2
691-2-12	BARRIER SPACING LH 2PAX FMVSS	1
700-3-01-36-202	BARRIER RH 36D GRAY FB	1
701-0-12	BARRIER SPACING RH NONE	1
710-3-01-36-202	SEAT LH 36D LAP GRAY FB	2
711-27-12	SEAT SPACING LH 27IN HIP/KNEE	2
720-3-01-36-202	SEAT RH 36D LAP GRAY FB	4
721-26-12	SEAT SPACING RH 26IN HIP/KNEE	4
730-01-14	INSTALL SEAT TO FLOOR BOLT/NUT	4
730-02-14	INSTALL SEAT TO TRACK	2
750-3-1-36-15	KICKPANEL 36" DRW HSM LH BARRI	1

750-83-13	TRACK ABOVE WINDOW LH 516	1
780-500-20	SIGNAGE ID MAGELLAN	1
790-01-12	DECAL "NO STANDESS" 2IN	1
800-07-12	EMERG DOOR INT & EXT BLK LETTR	1
810-24-202-13	PARCEL RACKS OVERHEAD 516WR	1
840-01-12	STOPARM NONE	1
860-04-12	STATIC ROOF VENT NONCLOSEABLE	1
870-01-001-12	HATCH TRAN MODEL 1975 1IN W	1
880-06-12	LIFT BRAUN NCL917IB-2	1
890-22-20	LIFT INTRLK FORD DSP K-ON	1
901-11-12	WHEELCHAIR LOCATION L1 LH REAR	1
901-12-12	WHEELCHAIR LOCATION L2 LH	1
910-06-12	Q-STRAINT RETRACT BELT L-STYLE	2
920-11-19	LIGHT ADA EXT BLW LFT DOOR LED	1
920-13-12	LIGHTS 2 DOME OVR LIFT AREA	1
920-14-12	RED PILOT LIFT DOOR CONTINUOUS	1
920-62-12	ACCESSIBILITY SYMBOL 6" X 6"	2
925-02-15	WINDOW TRANSITION FORD TEMP	1
940-113-12	WINDOW LIFT DOOR TEMP AS3	1
950-113-12	WNDWS REAR BODY TEMP AS3	1
960-13-12	WNDW REAR DOOR LOWER TEMP AS3	1
970-13-12	WNDW REAR DOOR UPPER TEMP AS3	1
980-213-12	WINDOW SASH H/E TEMP TINT	9
985-02-12	UNDERCOATING FULL BODY	1
986-01-14	WARRANTY BODY 5-2-1 YR STD LIM	1
987-01-22	REASSIGNMENT CHASS PO RECEIPT	1
990-01-12	EXHAUST FLUSH WBUMPER OR SIDE	1

284.15
BUMPER TO BUMPER

SEATING CONFIGURATION BASED ON ENGINEERING ESTIMATES. FINISH BUILT BUS WEIGHTS MAY REQUIRE REDUCTION IN PASSENGERS.




DE516WR

COLLINS SEATING PLAN

- 12 Passengers & 2 W/C Position(s)
- 4 36 inch NO BELT RH Seats at 26 inch Hip to Knee
- 2 36 inch NO BELT LH Seats at 27 inch Hip to Knee

Approved By: *J. Ludwig* Date: 11/21/23

5/8" PLYWOOD SUBFLOOR TEMPLATE DRAWING #442662-5

 COLLINS BUS CORP. P.O. BOX 2946 HUTCHINSON, KS. 67504-2946 FORM: F-7.3.06 REVISION 0	THIS DRAWING AND ALL INFORMATION THEREON IS THE PROPERTY OF COLLINS IND. INC.	DRAWN BY	RM
		DATE	02/05/16
TITLE FORD DE516WR SB		DRAWING NO.	DE516WRF_436_236112



SUDBURY SELECT BOARD
Tuesday, April 2, 2024

MISCELLANEOUS (UNTIMED)

4: ARPA discussion

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion of the use, allocation, or reallocation of ARPA funds, including but not limited to allocating \$100,000 to the Sudbury Public Schools for classroom instructional equipment.

Recommendations/Suggested Motion/Vote: Discussion of the use, allocation, or reallocation of ARPA funds, including but not limited to allocating \$100,000 to the Sudbury Public Schools for classroom instructional equipment.

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

04/02/2024 7:00 PM

Town of Sudbury ARPA Funds

**Mar. 1, '23, Rev. Jan. 10, '24, Feb. 22, '24, Mar. 7, '24,
Mar. 21, '24**

Total Allotment:	5,875,013.78
Distributions Received as of 12/13/2022:	5,875,013.78
Final Distribution*	-

* Final Distribution received 9/29/22

Select Board Allocations (as of 2/1/2024):

Project	Allocation	Expenditures	Unexpended	Leftover
ARPA Consultant (Powers & Sullivan) voted \$40,000 on Jan. 4, 2022; Jan 2023 not needed	-	-	-	40,000 not needed
Additional Social Worker Services	170,000.00	34,475.35	135,524.65	
Basic needs gift cards (Jail Diversion Prog., Senior Center, Social Work Dept)	20,000.00	19,585.95	414.05	
Mental Health Counselor	166,000.00	-	166,000.00	
Health - Nursing Services	50,000.00	20,161.20	29,838.80	
SPS: Summer academic program	520,000.00	445,743.96	74,256.04	
SPS: Social and Emotional Learning	420,000.00	309,053.20	110,946.80	
LSRHS: Ventilation system upgrades	100,000.00	67,619.00	32,381.00	
Fairbank Community Center: Water line replacement	131,431.18	131,431.18	-	2/28/2023 reallocated to FB contingency
Fire: Equipment	31,205.44	31,205.44	-	
Fairbank Community Center construction funding to provide contingency funds/other funding in light of higher project bidding results	1,868,568.82	1,868,568.82	-	
HOPE Sudbury Community Resource Fund	75,000.00	75,000.00	-	
Police - Medical Equipment	9,500.00	-	9,500.00	
Health - Sudbury Community Food Pantry COVID-19 mitigation	100,000.00	100,000.00	-	
Fire Station #2 living/office addition increased project costs	766,500.00	-	716,500.00	\$233,500 Reallocated to Pool Dive Well; \$50,000 allocated to FD#2 improvements to existing bldg
Health - Funds to hire a consultant/trainers to assist with development of the DEI Commission's mission and action steps.	15,000.00	-	15,000.00	
Housing - COVID Small Grant Program for deferred maintenance due to COVID loss of income, available to homeowners and small landlords (\$75k):	75,000.00	61,685.68	13,314.32	

Attachment 4.a: ARPA Status Update 2024-03-21 AJS (6191 : ARPA discussion)

Housing - Sudbury Rent Relief Program	-	-	-
Police - Body Camera/Cruiser Camera Program	150,000.00	148,116.55	1,883.45
Consultant - Economic Development Consultant	35,000.00	-	35,000.00
Info Systems - Website - scan of all documents	35,000.00	-	35,000.00
Info Systems - Website - skilled web developer	40,000.00	13,400.00	26,600.00
Fire - Opioid impacts offset	12,500.00	-	12,500.00
Housing - Tenant rental assistance program for residents impacted by COVID (\$125k):	200,000.00	199,999.97	0.03
Park & Rec - 2021 Ford Transit Passenger Van	225,000.00	-	225,000.00
Hybrid Meeting Equipment	78,000.00	78,000.00	-
FB Community Center AV Design \$	\$13,460.00	-	13,460.00
Atkinson Pool Dive Well Repair	\$276,000.00	-	276,000.00
Community Transit Grant Match	\$17,000.00	-	17,000.00
Fire Sta. #2: improvements to existing bldg	\$50,000.00		\$50,000.00
Fire Sta. #3: additional roof funds	85,000		85,000
Total Allocated Projects (as of 2/1/2024)	5,735,165.44	3,604,046.30	2,081,119.14

Sudbury Rent Relief Program

\$233,500 from Fire St 2; \$42,500 from Unallocated

Unallocated (as of 2/1/24) 139,848.34

Allocated as of 2/27/2024 5,735,165.44

Expenditures as of 2/27/2024 3,604,046.30

Unexpended as of 2/27/2024 2,131,119.14

Additional ARPA Requests - February 2024	
SPS classroom technology	100,000
Fairbank scissor lift	36,500
250th anniversary celebrations	25,000
Employee/Volunteer Appreciation	10,000
Community Building. (Pride Day, Earth Day, Holiday Village, etc.)	10,000
Total	181,500

Attachment4.a: ARPA Status Update 2024-03-21 AJS (6191 : ARPA discussion)



SUDBURY SELECT BOARD
Tuesday, April 2, 2024

MISCELLANEOUS (UNTIMED)

5: Sign ATM Warrant

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to sign the 2024 Annual Town Meeting Warrant which must be delivered to residents by 4/29/24.

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office Pending

Town Manager's Office Pending

Town Counsel Pending

Select Board Pending

Select Board Pending

04/02/2024 7:00 PM



SUDBURY SELECT BOARD
Tuesday, April 2, 2024

MISCELLANEOUS (UNTIMED)

6: Discussion on 2024 ATM articles

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Discussion regarding 2024 Annual Town Meeting: consent calendar, positions on articles; other.

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office Pending

Town Manager's Office Pending

Town Counsel Pending

Select Board Pending

Select Board Pending

04/02/2024 7:00 PM

Annual Town Meeting Articles
May 6, 2024

#	Article Title	Sponsor/ Submitted by	Category	Article Presenter	SB Position Vote	SB Position	Date SB voted	FinCom Position Vote	FinCom Position	CIAC Position Vote	CIAC Position	CPA Position Vote	CPA Position	Report SB position at ATM	Funding Source	Requested Amount	Required Vote	Consent Calendar (Y/N)
1	Hear Reports	Select Board	Finance/Budget	TBD											-		Majority	
2	FY24 Budget Adjustments	Select Board	Finance/Budget	Sheehan													Majority	
3	FY25 Budget	Town Manager	Finance/Budget	Sheehan	5-0	Support		6-1	Support						Levy	\$121,605,022	Majority	
4	FY25 Town Manager's Capital Budget	Town Manager	Finance/Budget	Sheehan	5-0	Support		7-0	Support						Levy	\$713,697	Majority	
5	FY25 Transfer Station Enterprise Fund Budget	Town Manager	Finance/Budget	Sheehan	5-0	Support		7-0	Support						Enterprise	\$329,869	Majority	Y
6	FY25 Pool Enterprise Fund Budget	Town Manager	Finance/Budget	Sheehan	5-0	Support		7-0	Support						Enterprise	\$537,783	Majority	Y
7	FY25 Recreation Field Maintenance Enterprise Fund Budget	Town Manager	Finance/Budget	Sheehan	5-0	Support		7-0	Support						Enterprise	\$243,663	Majority	Y
8	FY24 Snow & Ice Transfer	Town Manager	Finance/Budget	Sheehan				HOLD							Free Cash	0	Majority	Y
9	Unpaid Bills of Prior Fiscal Years	Town Accountant	Finance/Budget	Keohane				N/A	No Position						Free Cash	\$0	Four-Fifths	
10	Chapter 90 Highway Funding	Director of Public Works	Finance/Budget	Nason	5-0	Support		7-0	Support					State	-	Majority	Y	
11	FY25 Stabilization Fund	Select Board	Finance/Budget	Carty	5-0	Support		7-0	Support					Free Cash	\$201,507	Majority	Y	
12	FY25 Revolving Fund Spending Limits	Finance Director	Finance/Budget	Keohane	5-0	Support		7-0	Support					Fees	-	Majority	Y	
13	Capital Stabilization Fund	Town Manager	Finance/Budget	Sheehan	5-0	Support		7-0	Support					Free Cash	\$250,000	Majority	Y	
14	Revoke Opioid Settlement Stabilization Fund	Board of Health	Finance/Budget	Sheehan/ Zeng	5-0	Support		7-0	Support								Two-Thirds	
15	Means Tested Senior Tax Exemption Extension	Board of Assessors	Finance/Budget	Josh Fox	5-0	Support		7-0	Support								Majority	Y
16	Amend Zoning Bylaw: Firearms Safety Business Use	Select Board	Other	Russo	3-2	Support											Two-Thirds	
17	Acquisition of MBTA Buildings	Historical Commission	Other	Sheehan/ Hagger	5-0	Support		7-0	Support	6-0	Support						Two-Thirds	
18	Swap Body Trucks w/Plow & Various Bodies - 2 of same vehicle	Director of Public Works	Other	Nason	5-0	Support		7-0	Support	6-0	Support			Free Cash	\$560,000	Majority	Y	
19	Pickup Truck with Plow	Director of Public Works	Other	Nason	5-0	Support		7-0	Support	6-0	Support			Free Cash	\$120,000	Majority	Y	
20	Town Wide Culvert and Drainage Reconstruction	Director of Public Works	Other	Nason	5-0	Support		7-0	Support	7-0	Support			Levy	\$625,000	Two-Thirds		
21	DPW Roof Top HVAC Unit Replacements	Facilities Director	Other	Duran	5-0	Support		7-0	Support	7-0	Support			Levy	\$200,000	Majority	Y	
22	DPW Salt Shed Vinyl Cover Replacement	Facilities Director	Other	Duran	5-0	Support		7-0	Support	7-0	Support			Levy	\$125,000	Majority	Y	
23	Atkinson Pool Renovation	Facilities Director	Other	Duran	5-0	Support		7-0	Support	7-0	Support			Debt	\$2,350,000	Two-Thirds		
24	SPS - School Classroom Instructional Equipment Replacement	SPS School Committee	Other	Crozier	5-0	Support		7-0	Support	7-0	Support			Free Cash	\$100,000	Majority	Y	
25	SPS - Haynes Elementary School Dehumidification HVAC	SPS School Committee	Other	Duran	5-0	Support		7-0	Support	6-0	Support			Free Cash	\$150,000	Majority	Y	
26	LSRHS Lighting Control Replacement	Lincoln-Sudbury Regional School Committee	Other	Stephens	5-0	Support		7-0	Support	6-0	Support			Free Cash	\$144,585	Majority	Y	
27	LSRHS Exterior Stairwell Replacement	Lincoln-Sudbury Regional School Committee	Other	Stephens	5-0	Support		7-0	Support	6-0	Support			Free Cash	\$130,965	Majority	Y	
28	Electric Vehicle Charging Stations - Goodnow Library	Goodnow Library Trustees	Other											Free Cash	\$80,000	Majority		
29	Amend General Bylaw, Art. XV, Building Permit Fees	Town Manager	Other	Sheehan				6-0-1	Support								Majority	
30	Amend General Bylaws, Art. XXII, Conservation Commission Fees	Town Manager	Other	Sheehan				6-0-1	Support								Majority	
31	Amend Zoning Bylaw: Codification - Additional Changes	Town Clerk	Other	Klein													Two-Thirds	
32	Amend Zoning Bylaw: Section 6390A, Site Plan Review Lapse and Appeal Modification	Planning Board	Other														Two-Thirds	
33	Amend Zoning Bylaw Article IX: Insert Section 4700C Multi-Family Overlay District (MBTA Zoning)	Planning Board	Other														Two-Thirds	
34	Amend Zoning Bylaw Article IX: Insert Section 5600 Inclusion of Affordable Housing	Planning Board	Other														Two-Thirds	
35	Community Preservation Act Fund - Wayside Inn Road Bridge Reconstruction	Community Preservation Committee	Community Preservation		5-0	Support		6-0-1	Support	6-0	Support					\$400,000	Majority	Y
36	Community Preservation Act Fund - Bruce Freeman Rail Trail Phase 3	Community Preservation Committee	Community Preservation		5-0	Support		7-0	Support	6-0	Support					\$600,000	Majority	Y
37	Community Preservation Act Fund - Sudbury Housing Authority Allocation	Community Preservation Committee	Community Preservation					7-0	Support							\$450,000	Majority	Y
38	Community Preservation Act Fund - Sudbury Housing Trust Allocation	Community Preservation Committee	Community Preservation					7-0	Support							\$380,000	Majority	Y
39	Community Preservation Act Fund - Remediation of Water Chestnuts from Hop Brook Pond System	Community Preservation Committee	Community Preservation		5-0	Support		7-0	Support							\$56,221	Majority	Y
40	Community Preservation Act Fund - Parkinson Field Driveway Design	Community Preservation Committee	Community Preservation		4-1	Support		2-5	Oppose	2-4	Oppose					\$100,000	Majority	Y
41	Community Preservation Act Fund - Community Garden	Community Preservation Committee	Community Preservation		5-0	Support		7-0	Support							\$40,000	Majority	Y
42	Community Preservation Act Fund - Regional Housing Services Office (RHSO) Membership Fee	Community Preservation Committee	Community Preservation		5-0	Support		7-0	Support							\$33,000	Majority	Y
43	Community Preservation Act Fund - Return of Unspent Funds	Community Preservation Committee	Community Preservation		5-0	Support		7-0	Support							\$28,051	Majority	Y
44	Community Preservation Act Fund - General Budget and Appropriations	Community Preservation Committee	Community Preservation		5-0	Support		7-0	Support							\$864,693	Majority	Y
45	Amend General Bylaws, Chapter 20, by Adding "Disability"	Petition	Petition	Kay Bell													Majority	

Attachment 6.a: 2024 ATM_Articles_for website (6115 : Discussion on 2024 ATM articles)



SUDBURY SELECT BOARD
Tuesday, April 2, 2024

MISCELLANEOUS (UNTIMED)

7: Spring 2024 Select Board Newsletter Topic Discussion

REQUESTOR SECTION

Date of request:

Requested by: Leila S. Frank

Formal Title: Discuss topics to be assigned for Spring 2024 - Select Board newsletter.

Recommendations/Suggested Motion/Vote:

Background Information:

List of previous topics attached

Financial impact expected:N/A

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Select Board Office Pending

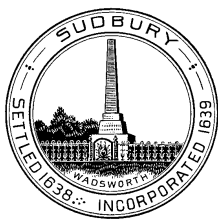
Town Manager's Office Pending

Town Counsel Pending

Select Board Pending

Select Board Pending

04/02/2024 7:00 PM



Town of Sudbury

Office of Select Board

Flynn Building
278 Old Sudbury Rd
Sudbury, MA 01776-1843
978-639-3381
Fax: 978-443-0756

sbadmin@sudbury.ma.us

Date: March 28, 2024
To: Select Board
From: Leila Frank
Re: **Spring 2024 Select Board Newsletter Topics**

To help facilitate discussion of topics for the upcoming Select Board Newsletter, below is a list of topics from previous editions.

WINTER 2024

Elections 2024
Firearm Safety
Gun Shops Conversation

SUMMER 2023

Fairbank Community Center
Housing Production Plan
PFAS in the Water
Future Costs for Town Services
Climate Change & Sustainability

SPRING 2023

Sudbury's New Health Director Vivian Zeng
Citizen Police Academy
Commission on Disability - 30 Year Anniversary
New Sustainability Coordinator Dani Marini-King

WINTER 2023

Introducing Town Manager Andy Sheehan
Americans with Disabilities Act
Legislative Priorities 2023-2024
Annual Town Meeting
Transportation Committee

SPRING 2024 NEWSLETTER DEADLINES

SB Meeting to Discuss Topic Assignments- Tuesday, April 2
Submission Deadline- Monday, April 29
SB Meeting Approval- Tuesday, May 28



SUDBURY SELECT BOARD
Tuesday, April 2, 2024

MISCELLANEOUS (UNTIMED)

8: DEI discussion

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Continuation of DEI discussion

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

04/02/2024 7:00 PM

TOWN OF SUDBURY

SUDBURY DIVERSITY, EQUITY, AND INCLUSION COMMISSION

Original version approved by the Select Board: 11/17/20; Amended 04/06/21, 02/02/22

Latest version approved 09/27/22 (creation as ongoing Commission)

Mission:

The Select Board created the Sudbury Diversity, Equity, and Inclusion (DEI) Commission to support diversity and foster equity, inclusion, and belonging for every member of the Sudbury community, respecting all aspects of individuals' identities. The Commission will also critically consider intersections among these groups to facilitate learning, understanding, and unity.

The Commission shall consist of up to thirteen voting members and up to six non-voting Advisory members. The Commission shall make recommendations to the Sudbury Select Board on policies and programs to measure, promote, and increase diversity, equity, and inclusion of Sudbury's historically disenfranchised populations. The Commission will offer programming and promote awareness of various DEI subjects to help identify and eliminate conscious or unconscious bias and prejudice, reject discrimination, and build a more inclusive community where everyone feels a sense of belonging.

Goals:

The Commission will meet at least monthly and share a quarterly update with the Select Board which will then oversee the implementation of any recommended actions.

The Commission will focus on the following goals:

- a. Provide DEI training for members of the DEI Commission and other boards, committees, and commissions, as requested by such groups.
- b. Gather first-hand experiences related to DEI from individuals who live, work, visit, or attend school in Sudbury.
- c. Solicit feedback and provide input to the Town manager related to Town departments as well as to commissions, boards, and committees, as requested by such groups.
- d. Collaborate with groups focused on DEI-related matters.
- e. Facilitate DEI discussions and education forums for town residents.
- f. Identify ways to promote awareness, engagement, and community building around diverse experiences to create a more inclusive community.
- g. Partner with the Select Board and Town to identify DEI-related challenges and brainstorm solutions.

Membership:

The Sudbury, Diversity, Equity, and Inclusion Commission shall be appointed by the Select Board according to the following list and will be reflective of the diversity of the Sudbury community. All appointments are staggered over three (3) years. Members may be reappointed when their terms are complete.

The membership will be established through an open application process for all residents of the town and students or parents of students who attend school in Sudbury. The Select Board's Office will notify all residents and students of membership openings, including faith communities, local civic organizations,

Town boards, commissions, and committees, local media (print, digital, and social media) and any other outlet that can help reach the broadest range of residents and students.

At the first meeting following May 31st each year, the voting members of the Commission shall elect leadership (a Chair and Vice-Chair or Co-Chairs and a Clerk) from among its voting members. The Chair or Co-Chairs will schedule/run meetings and be the designated communications link(s) with the Select Board and Town Manager. Voting members may serve as communication liaisons to other Town committees, commissions, and boards.

Membership (voting members) will include:

- Sudbury residents, including students or parents of students attending Sudbury schools. Students or parents of students attending Sudbury schools may be residents of other municipalities (up to 13 members)
- Persons of color and individuals with diverse life experiences and non-traditional backgrounds are encouraged to apply.

Areas of expertise/experience for voting members may include but not be limited to:

- Business representatives
- Education
- Parent or caregiver
- Student
- Human Resources
- Immigration law
- Medical and Healthcare
- DEI practitioner
- Real estate/Affordable Housing
- Social Work

Advisory (non-voting members):

- Sudbury Police Chief or delegate from Sudbury Police Department.....(1)
- Town of Sudbury Town Manager or delegate.....(1)
- Sudbury Public School and/or Lincoln Sudbury Regional High School employee.....(1)
- One member nominated by the Sudbury Clergy Association.....(1)
- Commission on Disability Member.....(1)
- Select Board liaison.....(1)

The Commission consists of a group of voting members and a smaller group of Advisory members. Voting members must be available and willing to attend most scheduled meetings. They may draw upon the expertise of Advisory members, who will be requested to attend meetings and /or discuss topics for which their expertise is needed. Voting members may elect a Clerk who will ensure that full minutes and a list of members in attendance are kept of each meeting and promptly submitted to the Commission for approval, filing with the Town Clerk, posting to the Town’s website, and disseminating to the Advisory membership.

Attachment8.a: 18311 (6192 : DEI discussion)

Meetings will be open to the public, recorded, and will include community wide surveys and discussion groups.

Compliance with State and Local Laws and Town Policies:

The members of the Sudbury Diversity, Equity, and Inclusion Commission are responsible for conducting their activities in a manner which follows all relevant state and local laws and regulations, including but not limited to the Open Meeting Law, Public Records Law, and Conflict of Interest Law, as well as all Town policies which affect Commission membership. In particular, all appointments are subject to the following:

The Code of Conduct for Select Board Appointed Committees

The Town's Email Communication for Committee Members Policy

Anyone appointed to serve on a Town committee by the Select Board agrees that they will use the email communication in strict compliance with the Town of Sudbury's email policy and further understands that any use of email communication outside of this policy can be considered grounds for removal from the Commission by the Select Board.

Use of the Town Website

The Commission will keep minutes of all meetings and post minutes and other Commission materials on the Town's website. The Commission will post notice of meetings on the Town's website as well as at the Town Clerk's Office.



SUDBURY SELECT BOARD
Tuesday, April 2, 2024

MISCELLANEOUS (UNTIMED)

9: Debrief Firearms Public Information Session

REQUESTOR SECTION

Date of request:

Requestor: Chair Dretler

Formal Title: Debrief of Firearms Public Information Session, and discussion on Article 16 Firearms Safety Business Use Zoning Bylaw and Town Counsel memorandum..

Recommendations/Suggested Motion/Vote: Debrief of Firearms Public Information Session, and discussion on Article 16 Firearms Safety Business Use Zoning Bylaw and Town Counsel memorandum.

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

04/02/2024 7:00 PM



SUDBURY SELECT BOARD
Tuesday, April 2, 2024

MISCELLANEOUS (UNTIMED)

10: Minutes review/approval

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to review and possibly approve the open session minutes of 2/27/24.

Recommendations/Suggested Motion/Vote: Vote to review and possibly approve the open session minutes of 2/27/24.

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Select Board Office	Pending
Town Manager's Office	Pending
Town Counsel	Pending
Select Board	Pending
Select Board	Pending

04/02/2024 7:00 PM

SUDBURY SELECT BOARD

TUESDAY FEBRUARY 27, 2024

7:00 PM – HYBRID MEETING

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

SUDBURY POLICE STATION TRAINING ROOM, 75 HUDSON ROAD, SUDBURY MA

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 7:00 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, Roberts-present, Dretler-present

Opening remarks by Chair

- Condolences to the Shahani family who lost a family member to home fire on Goodman's Hill Road; thanked all safety officials from Sudbury and surrounding communities for their selfless efforts
- Sudbury Health Department sponsoring Household Hazardous Waste Collection Day on Saturday, March 30, 2024 from 8:00 AM to 12:00 PM at Sudbury DPW building; it's a free event, however, pre-registration recommended and Sudbury residence identification required

Reports from Town Manager

- Shared condolences to the Shahani family; thanked first responders for their difficult work and their expert training

Reports from Select Board

Vice-Chair Kouchakdjian

- Expressed her condolences and thanked public safety officials for all they do every day; thoughts with the public safety officers/responders who were impacted by the fire and rescue
- Recent reporting of home break ins; recommended that all listen to Police recommendations

Board Member Carty

- Echoed condolences to the Shahani family, and thanked all Town officials who were involved in the tragic event
- Extended good luck to LSRHS sports team members in the final tournaments, including LSRHS girls' hockey (#3 in Division 1)

- Catch Connection transport service may start as early as July 1, 2024

Board Member Russo

- Echoed his condolences to the Shahani family for their loss; thanked first responders for their efforts and who take personal risk everyday
- Echoed Vice-Chair Kouchakdjian's safety recommendations regarding recent home and auto break ins
- He also recommended residents consider maintenance of gutters, down spouts, street storm drains clearing and other maintenance tasks which are important

Board Member Roberts

Board Member Roberts announced her presence, and:

- Echoed condolences to the family on Goodman's Hill Road and the loss of the loved one due to the tragic fire – stressed the community is here to support the family, and prayers for healing of public safety officials who were affected physically and mentally
- Attended the well-done, informative documentary "Trigger: The Ripple Effect of Gun Violence," sponsored by the Presbyterian Church in conjunction with the League of Women Voters on the topic of gun violence and prevention.

Public comments

Katina Fontes, Chair of the Goodnow Library Board of Trustees inquired about the Town Meeting article concerning electric car charging stations at the Goodnow Library. She indicated the article should have come before the Select Board for inclusion on the Town Meeting Warrant.

Resident Jack Ryan, 155 Ford Road, stressed that he had been a trial attorney for years and mentioned that some Select Board Members might be forgetting residents' rights to public discourse and that freedom of speech can take many forms. He stated that First Amendment rights cannot be stunted by this Board.

Resident Manish Sharma, 77 Colonial Road, expressed his condolences for those involved in the recent home fire, as well as Sudbury safety officials. He asked for Town Manager approval to place a memorial lamp at Town Hall.

Resident Kay Bell, 348 Old Lancaster Road, requested that the Citizens Petition Article not be placed on the Consent Calendar at Town Meeting.

Resident Len Simon, 44 Meadowbrook Circle, agreed with comments made by Jack Ryan and emphasized that residents must be given the opportunity to voice their opinions. He indicated that residents have been excluded from the proposed firearms article. Mr. Simon stated there have been multiple requests to discuss the topic.

Eva Rockwell, 437 Coldbrook Drive, spoke about the war in Israel and hoped the Board would take a position regarding ceasefire, stressing that "we don't need any more Americans dying and we must protect interests at home.

Molly Conger, 36 Country Village Lane, explained that AWG is a non-profit organization for people to get antivirals for HV and herpes patients. She stated that reports show an increase in such serous viruses due to increase in immigration which could infect the population.

Michael Whitmann, 105 Hudson Road, opined about stopping migrant entry into US and stated that importing is not the cure for our problems and US does need more problems.

Bill Shaner, 36 Country Village Line, mentioned Black History month and stated that Martin Luther King Jr. should not be put on pedestal and documents have become available via FBI, proving that King was an adultery and womanizer. He urged the Board to discontinue such praise.

Chair Dretler ended the Public Comment segment, adding that the last four comments presented were not verified as being brought forth by Sudbury residents.

Consent Calendar

#1 - Vote to sign Annual Town Election Warrant for March 25, 2024, which must be posted and delivered to residents by March 18, 2024

#2 - Vote to accept the resignations of Andrea Meggison, Nalini Luthra, and Nadja Lamaute, effective immediately, from the Diversity, Equity and Inclusion Commission (DEIC) and send a letter of thanks for their service to the Town.

#3 - Vote to reappoint Historic Districts Commission (HDC) member Anuraj Shah for a term expiring 1/1/29.

#4 - Vote to accept donation of two granite benches from the Thursday Garden Club to be installed in Town Center at the WWI Memorial garden and the Blue Star memorial at Grinnell Park.

#5 - Vote to accept grant from the Executive Office of Public Safety/Department of Fire Service in the amount of \$10,300.66, as requested by Fire Chief John Whalen.

#6 - Vote to approve award of a two-year contract with Dr. Megan Betts by the Town Manager as a sole source procurement for Medical Director Services for the Fire Department's Advanced Life Support Program in the amount of \$5,000 per year, as requested by Fire Chief John Whalen.

#7 - Vote to Grant a Special Permit to the National Brain Tumor Society, to hold the "National Brain Tumor Society Ride" on Sunday, May 19, 2024, from 9:00 A.M. through approximately 1:00 P.M., subject to compliance with conditions outlined by the Police and Fire Departments, DPW and Park and Recreation, subject to receipt of a certificate of liability.

#8 - Vote to authorize the Town Manager to execute the contract for the Hosmer House Historic Structure and Cultural Landscape Report with Architectural Preservation Studio, DPC.

Board Member Carty asked that Items 1, 2 and 8 be further discussed.

Vice-Chair Kouchakdjian motioned to approve Consent Calendar Items 3, 4, 5, 6 and 7, as listed on the agenda. Board Member Russo seconded the motion.

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

VOTED: to approve Consent Calendar Items 3, 4, 5, 6 and 7, as listed on the agenda

As the Licensing Authority for the Town of Sudbury, in accordance with MGL c138, s. 12, vote to approve a Change of Manager for TFD II, LLC d/b/a The Farmer's Daughter Sudbury, 534 Boston Post Road, Suite 201 from Patrick Kennedy to Chandra Gouldrup and a Pledge of License, as requested in an application dated January 18, 2024.

Present: Chandra Gouldrup – The Farmer’s Daughter Sudbury

Vice-Chair Kouchakdjian motioned to approve a Change of Manager for TFD II, LLC d/b/a The Farmer's Daughter Sudbury, 534 Boston Post Road, Suite 201, from Patrick Kennedy to Chandra Gouldrup and a Pledge of License, as requested in an application dated January 18, 2024. Board Member Carty seconded the motion.

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

VOTED: As the Licensing Authority for the Town of Sudbury, in accordance with MGL c138, s. 12, vote to approve a Change of Manager for TFD II, LLC d/b/a The Farmer's Daughter Sudbury, 534 Boston Post Road, Suite 201 from Patrick Kennedy to Chandra Gouldrup and a Pledge of License, as requested in an application dated January 18, 2024

Discussion and update on Goal 6: Advance design and construction of Phase 3A-CSX/Rt 20 of the Bruce Freeman Rail Trail; review letter of support for inclusion on the Transportation Improvement Program (TIP).

Present: Planning and Community Development Assistant Marcia Rasmussen

Ms. Rasmussen stated that consultants Fuss & O’Neill would likely finalize the 25% Design Plan in several months as the plan must be submitted by the end of June 2024 to receive proposed grant. She confirmed that the Town submitted such grant application on February 16, 2024; she acknowledged the Planning Department is striving to meet various deadlines, and the review letter of support for inclusion on the Transportation Improvement Program (TIP) would help towards that goal.

Ms. Rasmussen explained that Phase 3A involves the 200 feet into Framingham, which finishes the Sudbury section of the BFRT. She added that Town Counsel is preparing the Memorandum of Understanding.

Ms. Rasmussen confirmed that CPC has voted to support the final \$600,000 for Phase 3 and is requesting \$500,000 in other funding.

Board Members thanked Ms. Rasmussen for her contribution to the advancement of the BFRT.

Vice-Chair Kouchakdjian motioned that the Board approve the letter of support to the Boston Metropolitan Organization for inclusion on the Transportation Improvement Program (TIP). Board Member Carty seconded the motion.

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

VOTED: The Board approve the letter of support to the Boston Metropolitan organization regarding for inclusion on the Transportation Improvement Program (TIP)

Board Member Roberts left the meeting at 7:56 P.M.

Discussion of Town Meeting Warrant Article submission process

Present: Combined Facilities Director Sandra Duran

Board Member Carty inquired about inclusion of the missing Warrant Article – the Goodnow Trustees charging station. Town Manager Sheehan stated that the funding for such article could come from a grant or from the Town solar agreement.

Vice-Chair Kouchakdjian agreed with Board Member Carty about the article submission process being consistent.

Board Member Carty recommended that the charging station article be included on the Town Meeting Warrant.

Board Members discussed related topics.

Board Member Roberts rejoined the meeting at 8:15 P.M.

Town Manager Sheehan offered to consult with Town Counsel about the matter.

Board Member Roberts asked Ms. Duran about the estimate associated with the proposed article. Ms. Duran indicated that she could not verify the \$80,000 estimate.

Chair Dretler asked Ms. Duran if she would join in continued review of the proposed article at the next Select Board meeting to help the Board determine the viability of the article for inclusion on the Town Meeting Warrant. Ms. Duran agreed to participate at the next Select Board meeting.

Discussion regarding 2024 Annual Town Meeting: consent calendar, positions on articles; other

Board Member Russo mentioned the importance of Warrant Articles 31 and 33, and suggested it might be wise to not present them at the same night of Town Meeting. Chair Dretler expressed her uncertainty about moving the order of the articles.

Discussion took place regarding moving Article 33 closer to Article 16.

Ms. Bell stressed the importance of keeping the Petition Article – Amend General Bylaws, Chapter 20, by Adding “Disability,” off of the Consent Calendar.

Board Member Carty commented that Consent Calendar was modified due to Covid, and hoped to see a decrease in Consent Calendar Articles to allow for added public discussion, particularly with CPC Articles. Board Member Russo mentioned that most residents were pleased to see shorter Town Meetings, and the Consent Calendar helped that happen. Vice-Chair Kouchakdjian indicated that many Town Meeting participants appreciated the Consent Calendar option in consideration of Town Meeting efficiencies and stated she had no problem leaving various articles on the Consent Calendar.

Board Member Russo increasing the number of articles on the Consent Calendar. Chair Dretler suggested putting Capital Article items 17, 18, 20, 21 on the Consent Calendar, and asked Members to take a straw poll for inclusion of those mentioned articles on the Consent Calendar; Kouchakdjian-aye, Carty-aye, Russo-aye, Roberts-aye, Dretler-aye.

Another Board Member Straw poll was taken to include Articles 23 through 26 on the Consent Calendar: Carty-no, Kouchakdjian-aye, Russo-aye, Roberts-aye, Dretler-aye.

Discussion and possible vote on Firearms Safety Business Use Bylaw public forum, including potential dates, time, venue, agenda, and related matters

Select Board Members discussed possible dates for the scheduling of the Firearms Safety Business Use Bylaw Public Forum.

Robust discussion regarding the Forum process and content took place.

Vice-Chair Kouchakdjian suggested that a draft Forum agenda be presented to the Board at an upcoming meeting.

Select Board Members agreed to schedule the Forum on March 28, 2024 at the Goodnow Library via hybrid Zoom communication mode.

Discussion and vote on ARPA funding and request from Fire Chief John Whalen to reallocate \$50,000

Town Manager Sheehan reviewed the ARPA PowerPoint presentation, adding that \$275,000 of ARPA funds remained. He explained that several Town departments sought to redirect funds and reallocate ARPA funds.

Vice-Chair Kouchakdjian motioned to approve the request from Fire Chief John Whalen to reallocate \$50,000 to cover costs associated with the enhancement of Fire Station #2. Board Member Russo seconded the motion.

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

VOTED: To approve the request from Fire Chief John Whalen to reallocate \$50,000 to cover costs associated with the enhancement of Fire Station #2

Act on request of the Sudbury Public Schools to authorize the Superintendent to submit to the Massachusetts School Building Authority Statement of Interest forms for the Nixon Elementary School and Haynes Elementary School, relative to replacement of roofs.

Present: SPS Superintendent Brad Crozier, Combined Facilities Director Sandra Duran

Mr. Crozier explained that a Select Board vote was critical and would assist with the Town obtaining MSBA funding of one-third towards accelerated repair projects.

Board Member Russo commented that in the future he would prefer to review Statement of Interest forms before voting. He thanked Mr. Crozier for seeking the additional project funding.

Vice-Chair Kouchakdjian motioned to submit to the Massachusetts School Building Authority statement of interest forms for the Nixon Elementary School and Haynes Elementary School, relative to replacement of roofs. Board Member Carty seconded the motion.

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

VOTED: To submit to the Massachusetts School Building Authority statement of interest forms for the Nixon Elementary School and Haynes Elementary School, relative to replacement of roofs

Vice-Chair Kouchakdjian motioned that Vote #1 Resolved: Having convened in an open meeting on February 27, 2024, prior to the SOI submission closing date, the Select Board of Sudbury, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated March 1, 2024, for the General John Nixon located at 472 Concord Rd. in Sudbury which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future: Category 5. Replacement of school facility systems, specifically the roofs, due to poor condition and age.; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Sudbury Public Schools to filing an application for funding with the Massachusetts School Building Authority. Board Member Carty seconded the motion.

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

VOTED: Vote #1 Resolved: Having convened in an open meeting on February 27, 2024, prior to the SOI submission closing date, the Select Board of Sudbury, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated March 1, 2024, for the General John Nixon located at 472 Concord Rd. in Sudbury which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future: Category 5. Replacement of school facility systems, specifically the roofs, due to poor condition and age.; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Sudbury Public Schools to filing an application for funding with the Massachusetts School Building Authority

Vice-Chair Kouchakdjian motioned that Vote #2 Resolved: Having convened in an open meeting on February 27, 2024, prior to the SOI submission closing date, the Select Board of Sudbury, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated March 1, 2024, for the Josiah Haynes Elementary Schools located at 169 16 Packet Pg. 79 Haynes Rd. in Sudbury which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future: Category 5. Replacement of school facility systems, specifically the roofs, due to poor condition and age.; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Sudbury Public Schools to filing an application for funding with the Massachusetts School Building Authority. Member Carty seconded the motion.

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

VOTED: Vote #2 Resolved: Having convened in an open meeting on February 27, 2024, prior to the SOI submission closing date, the Select Board of Sudbury, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building

Authority the Statement of Interest Form dated March 1, 2024, for the Josiah Haynes Elementary Schools located at 169 16 Packet Pg. 79 Haynes Rd. in Sudbury which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future: Category 5. Replacement of school facility systems, specifically the roofs, due to poor condition and age.; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Sudbury Public Schools to filing an application for funding with the Massachusetts School Building Authority.

Discussion and possible vote on Diversity, Equity, and Inclusion Commission (DEI) Status and Mission

Board Member Roberts provided update regarding the modified DEI Mission Statement, Membership and training. She added that DEI would be meeting on Thursday, February 29, 2024 to solidify the number of DEI members and plan for professional training.

Related Select Board discussion took place.

Review the Select Board Winter 2024 Newsletter articles and approve for distribution

Board Members reviewed 2024 Newsletter article as presented. Board Member Carty reported a modification to his article.

Members discussed content of articles, with particular focus on the Firearms Bylaw Town Meeting Article.

Chair Dretler read in the words of the motion. Vice-Chair Kouchakdjian moved in the words of the Chair. Board Member Carty seconded the motion.

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

VOTED: To approve the Select Board Winter 2024 Newsletter articles and approve for distribution, with Board Member Carty presenting an edit to his article.

Vote to review and possibly approve the open session minutes of 1/9/24

Vice-Chair Kouchakdjian motioned to approve the open session minutes of 1/9/24, as edited. Board Member Russo seconded the motion.

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

VOTED: To approve the open session minutes of 1/9/24, as edited

Consent Calendar Items #1, #2 and #8

Board Members discussed aspects of Consent Calendar items #1 and #2.

Vice-Chair Kouchakdjian motioned to approve Consent Calendar items #1 and #2. Board Member Russo seconded the motion.

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

VOTED: To approve Consent Calendar items #1 and #2

Consent Calendar #8

Board Member Russo suggested that the topic might require a more dedicated Historical Commission focus going forward, and hoped the art aspect might be addressed in the future. Town Manager Sheehan confirmed this vote reflected the overall structure, which would affect the artwork.

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

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

VOTED: To approve Consent Calendar item #8

Vice-Chair Kouchakdjian motioned to adjourn the Select Board Meeting. Board Member Russo seconded the motion.

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

VOTED: To adjourn the Select Board Meeting

There being no further business, the meeting ended at 10:37 P.M.