

SUDBURY SELECT BOARD

TUESDAY MARCH 26, 2024

7:00 PM

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

ZOOM Meeting

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, Assistant Town Manager/HR Director Maryanne Bilodeau

The statutory requirements as to notice having been compiled with, the meeting was convened at 7:02 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

Chair Dretler

- Thanked Town Clark staff, Volunteers and Candidates for their involvement at the Town Election yesterday
- Confirmed the Select Board stands with LSRHS and the LGBTQIA/student community supporting a no-tolerance for hate stance
- Announced Earth Day Events in Town Saturday, April 20, 2024

Town Managers Report

- Congratulated the re-election of Select Board Members Janie Dretler and Dan Carty; thanked all who worked on the election
- Announced that Congresswoman Katherine Clark recognized that Sudbury will be receiving a \$500,000 Congressional earmark for a winter storm emergency operation center to be built at the Public Works location.

Select Board Reports

Vice-Chair Kouchakdjian

- Congratulated Chair Dretler and Board Member Carty on their re-elections
- Echoed that hate has no home in Sudbury
- Followed social media regarding Town elections and hopes the community can come together and support each other in the tough times/difficult decisions

Board Member Carty

- Thanked all involved with the Town Election; congratulated Chair Dretler
- Acknowledged this election season provided him an opportunity to meet new residents.
- Related to the recent \$17,000 ARPA allocation, Catch Connect grant funding will now come from state ARPA funds and reporting requirements have changed.

Board Member Russo

- Congratulate Board Member Carty and Chair Dretler
- Announced Firearms Information Session on Thursday, March 28th at the Goodnow Library at 7:00 PM
- Announced Disability Inclusion Session to be held on April 10th at the Goodnow Library

Board Member Roberts

- Congratulated Board Member Carty and Chair Dretler for their prospective re-elections; thanked Town Clerk's Office, volunteers and all others involved in the Town Election
- Noted that she, Town Manager Sheehan, and Planning Director Adam Burney participated in an economic development discussion meeting; hoping to be able to contract with an economic consultant

Public comments

None

Application of Logus Craft Beer & Wine, Inc, DBA Sudbury Craft Beer, 365 Boston Post Rd., Suite 103, Sudbury, for a Transfer of Package Store License for the Sale of Wines & Malt Beverages, under G. L. Ch. 138, s.15, from Villa TBR Corp, DBA Sudbury Craft Beer, Owner Gustavo Villatoro. The premises proposed to be licensed (i.e., 365 Boston Post Rd., Suite 103) is described as: 1st floor in Mill Village Plaza. 1250 sq feet. Single use bathroom. 2 doors that can be accessed from RT20 side and the parking lot entrance. Basement

Present: Gustavo Villatoro, Alex Alverenga

Mr. Villatoro explained the history of the business, adding that Mr. Alverenga would be maintaining the business with ownership change.

Vice-Chair Kouchakdjian motioned to approve the application of Logus Craft Beer & Wine, Inc, DBA Sudbury Craft Beer, 365 Boston Post Rd., Suite 103, Sudbury, for a Transfer of Package Store License for the Sale of Wines & Malt Beverages, under G. L. Ch. 138, s.15, from Villa TBR Corp, DBA Sudbury Craft Beer, Owner Gustavo Villatoro. The premises proposed to be licensed (i.e., 365 Boston Post Rd., Suite 103) is described as: 1st floor in Mill Village Plaza. 1250 sq feet. Single use bathroom. 2 doors that can be accessed from RT20 side and the parking lot entrance. Basement. Board Member Carty seconded the motion.

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

VOTED: To approve the application of Logus Craft Beer & Wine, Inc, DBA Sudbury Craft Beer, 365 Boston Post Rd., Suite 103, Sudbury, for a Transfer of Package Store License for the Sale of Wines & Malt Beverages, under G. L. Ch. 138, s.15, from Villa TBR Corp, DBA Sudbury Craft Beer, Owner

Gustavo Villatoro. The premises proposed to be licensed (i.e., 365 Boston Post Rd., Suite 103) is described as: 1st floor in Mill Village Plaza. 1250 sq feet. Single use bathroom. 2 doors that can be accessed from RT20 side and the parking lot entrance. Basement. Board Member Carty seconded the motion.

Consent calendar

1. Vote to sign a proclamation to recognize June 7, 2024 as Colby Caravaggio Day in the Town of Sudbury.

2. Vote to accept the resignation of Ken Nathanson, 5 Whispering Pine Road, from the Energy and Sustainability Committee and send a thank you letter for his service to the Town thank you letter for his service to the Town.

4. Vote to authorize the Town Manager to execute a contract with Weather Shield, Inc. in the amount of \$138,000 to be expended under the direction of the Combined Facility Director for the purpose of the replacement of the Fire Station 3 Roof system, or act on anything relative thereto.

5. Vote to authorize the Town Manager to execute a contract with Cape Cod Builders, Inc. in the amount of \$328,000 to be expended under the direction of the Combined Facility Director for the purpose of the replacement of the DPW building roof system, or act on anything relative thereto.

6. Vote to approve action by the Town Manager to sign a lease and power purchase agreement with Solect Energy for the installation of solar panels on the DPW Building Roof in accordance with the affirmative vote on Article 35 of the 2022 Annual Town Meeting, and to allow Town Counsel to make non-substantive edits.

7. Vote to accept the Massachusetts Office on Disabilities Municipal ADA Grant of up to \$250,000 for assisted listening systems in various municipal locations and to authorize the Town Manager to enter into contracts associated with said grant in consultation with KP Law as appropriate.

8. Vote to accept two grants for the Sudbury Police Department: (1) a K9 ballistic vest for Officer Rico donated by Vested Interest in K9s, Inc., valued at \$1800; and (2) a \$10,446 grant from the Sudbury Foundation toward the purchase of two E-Patrol Bikes to be used for Rail Trail patrols.

Vice-Chair Kouchakdjian motioned to approve Consent Calendar items 1, 2, 3, 4, 5, 6, and 8, as presented in this evening's Meeting packet. Board Member Russo seconded the motion.

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

VOTED: To approve Consent Calendar items 1, 2, 3, 4, 5, 6, and 8 as presented in this evening's Meeting packet

Board Members agreed to discuss Consent Calendar Item #7 later in the meeting.

Report from Finance Committee on ATM articles. Attending will be Michael Joachim and Eric Poch, FinCom Co-chairs

Present: FinCom Co-Chairs Michael Joachim, Eric Poch

The FinCom co-chairs presented ATM articles including:

- FinCom Review of Operating and Capital Budget Articles
- Review of Budget Process with report to be finalized on April 1
- Summary recommending approval of \$121,605,022 Operating Budget and Capital Budget of \$5,039,247 with three exceptions: Articles 40, 16 and 28 (seeking additional information)

In regard to Article 40, Mr. Poch mentioned that the Parkinson Field driveway article could be in conflict with the BFRT, and related funding seemed excessive. Chair Dretler commented that passage of the article would provide a significant parking area for the BFRT. Vice-Chair Kouchakdjian noted that the Article will address safety issues in the area and asked if the FinCom would consider re-examining the project. Mr. Joachim responded that he would share additional information with the FinCom Members.

Board Member Carty stated that in accordance with established process, Article 40 must be fully vetted. Board Members agreed.

As FinCom liaison, Board Member Roberts confirmed that CPC fully examined all aspects of Article 40, including related expert analysis. She suggested that analysis be presented to FinCom. Town Manager Sheehan mentioned the associated effects of inflation (cost increases) since COVID, and recommended consideration take place in light of efficiency and consistency with the Town Charter. Mr. Poch confirmed that the Parkinson Field article would be further reviewed by FinCom with the focus on the BFRT.

Board Member Russo suggested that FinCom consider Article 40 as part of the BFRT construction project with focus on associated efficiency and cost escalation likely to continue. Board Member Russo asked FinCom Co-chairs when the EV charging article might be considered. Mr. Joachim mentioned the proposed article would likely be considered by FinCom in the next several weeks, and the Committee is awaiting information regarding the associated expenses after such stations be installed.

FY25 Operating Budget Presentation

Town Manager Sheehan presented PowerPoint “Article 3 – Town Manager’s Proposed Budget,” which included the related topics:

- Home Rule Charter
- Backdrop
- Budget Calendar
- Revenues – RE and Personal Property Taxes, State Aid, Medicaid Reimbursements, Local Receipts, Other Available, Free Cash
- Expenditures – Education, General Government, Public Safety, Public Works, Human Services, Culture & Recreation (Town Departments); Reserve Fund, Town-Wide Operating and Transfers, Town Debt Service, Employee Benefits (Town and SPS) OPEB Trust Contribution
- Big Picture – Steps for Eligible Employees; All collective Bargaining agreements expire 6/30/24 7 units
- School Budget - Level Service Budget, Significant challenges beyond FY25
- Level Service Budget – No Increase in Headcount – No New Initiatives
- Debt Service – Increasing 76.10% - Fairbank Center, Fire Station 2, Town-Wide Drainage and Reconstruction, Stearns Mill Dam, CSX Acquisition
- Employee Benefits – \$756,597.00 (4.81% Increase)
- OPEB Trust Contribution - \$650,000.00

- Looking Ahead – Challenge includes need to develop a long-term plan for a sustainable operating and capital budgets; fixed costs rising faster than revenue, unable to add capacity necessary to provide service expected by residents.

Comprehensive discussion with Select Board Members took place.

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

Present: Combined Facilities Director Sandra Duran

- Article 3 - FY25 Budget
- Article 4 - FY25 Town Manager's Capital Budget
- Article 5 - FY25 Transfer Station Enterprise Fund Budget
- Article 6 - FY25 Pool Enterprise Fund Budget
- Article 7 - FY25 Recreation Field Maintenance Enterprise Fund Budget

Vice-Chair Kouchakdjian motioned to support Town Meeting Articles 3 through 7, as presented in tonight's meeting packet. Board Member Roberts seconded the motion.

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

VOTED: To support Town Meeting Articles 3 through 7, as presented in tonight's meeting packet

Article 26 - LSRHS Lighting Control Replacement

Vice-Chair Kouchakdjian motioned to support Town Meeting Article 26, as presented in tonight's meeting packet. Board Member Roberts seconded the motion.

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

VOTED: To support Town Meeting Article 26, as presented in tonight's Select Board Packet

Article 27 - LSRHS Exterior Stairwell Replacement

Vice-Chair Kouchakdjian motioned to support Town Meeting Article 27, as presented in tonight's meeting packet. Board Member Roberts seconded the motion.

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

VOTED: To support Town Meeting Article 27, as presented in tonight's meeting packet

Ms. Duran confirmed the charging station article was still being examined with thoughts of expanding the number of charging stations from two to four and two stubs for potential expansion.

CPC Articles

Article 35 - Community Preservation Act Fund - Wayside Inn Road Bridge Reconstruction

Vice-Chair Kouchakdjian motioned to support Town Meeting Article 35, as presented in tonight's meeting packet. Board Member Roberts seconded the motion.

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

VOTED: To support Town Meeting Article 35, as presented in tonight's meeting packet

Article 36 - Community Preservation Act Fund - Bruce Freeman Rail Trail Phase 3

Vice-Chair Kouchakdjian motioned to support Town Meeting Article 36, as presented in tonight's meeting packet. Board Member Roberts seconded the motion.

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

VOTED: To support Town Meeting Article 36, as presented in tonight's meeting packet

Article 39 - Community Preservation Act Fund - Remediation of Water Chestnuts from Hop Brook Pond System

Vice-Chair Kouchakdjian motioned to support Town Meeting Article 39, as presented in tonight's meeting packet. Board Member Roberts seconded the motion.

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

VOTED: To support Town Meeting Article 39, as presented in tonight's meeting packet

Article 40 - Community Preservation Act Fund - Parkinson Field Driveway Design

Vice-Chair Kouchakdjian motioned to support Town Meeting Article 40, as presented in tonight's meeting packet. Board Member Roberts seconded the motion.

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

VOTED: To support Town Meeting Article 40, as presented in tonight's meeting packet

Article 41 - Community Preservation Act Fund - Community Garden

Vice-Chair Kouchakdjian motioned to support Town Meeting Article 41, as presented in tonight's meeting packet. Board Member Roberts seconded the motion.

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

VOTED: To support Town Meeting Article 41, as presented in tonight's meeting packet

Article 42 - Community Preservation Act Fund - Regional Housing Services Office (RHSO) Membership Fee

Vice-Chair Kouchakdjian motioned to support Town Meeting Article 42, as presented in tonight's meeting packet. Board Member Roberts seconded the motion.

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

VOTED: To support Town Meeting Article 42, as presented in tonight's meeting packet

Article 43 - Community Preservation Act Fund - Return of Unspent Funds

Vice-Chair Kouchakdjian motioned to support Town Meeting Article 43, as presented in tonight's meeting packet. Board Member Carty seconded the motion.

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

VOTED: To support Town Meeting Article 43, as presented in tonight's meeting packet

Article 44 - Community Preservation Act Fund - General Budget and Appropriations

Vice-Chair Kouchakdjian motioned to support Town Meeting Article 44, as presented in tonight's meeting packet. Board Member Russo seconded the motion.

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

VOTED: To support Town Meeting Article 44, as presented in tonight's meeting packet

Consent Calendar (Cont.)

7. Vote to accept the Massachusetts Office on Disabilities Municipal ADA Grant of up to \$250,000 for assisted listening systems in various municipal locations and to authorize the Town Manager to enter into contracts associated with said grant in consultation with KP Law as appropriate.

Present: Sandra Duran

Ms. Duran confirmed that this item only applies to newly proposed work, and she would be providing the Board with related updates.

Vice-Chair Kouchakdjian motioned to approve Consent Calendar Item 7, as presented in this evening's meeting packet. Board Member Carty seconded the motion.

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

VOTED: To approve Consent Calendar Item 7, as presented in this evening's meeting packet

Discussion of Firearms Information session, agenda, review of PowerPoint, etc.

Board Member Russo presented the proposed Firearms Information Session agenda, as well as a related PowerPoint presentation to be reviewed at the session. Board Member Roberts offered to act as moderator at the session.

Board Member Russo indicated that a professional from Gifford Law Center was considering appearing at the session. Board Member Russo confirmed that he would send the related communication thread to Board Members.

Board Member discussed plans for the session.

Update from Select Board Policy Subcommittee on current status of policy review

Vice-Chair Kouchakdjian noted that she, Town Manager Sheehan and Board Member Roberts (members of the Select Board Policy Subcommittee) have been meeting regularly and have discussed the Code of Conduct Policy. She added that Town Counsel is reviewing that policy.

Board Members discussed licensing of outdoor amusements (circuses and carnivals). Board Member Roberts mentioned the carnival/circus issue in 1971, when Sudbury voted not to continue such events. Board Member Russo agreed this item be given further consideration, in light of Town economic development aspects. Janie asked if other communities review this as a license instead of a policy. Vice-Chair Kouchakdjian and Board Member Roberts agreed to discuss this aspect further at an upcoming Subcommittee meeting.

Town Manager Evaluation

Chair Dretler acknowledged that Town Manager submitted his self-assessment to the Board. Board Members agreed to continue discussion of this topic to the April 23rd Select Board Meeting and thanked Town Manager Sheehan for his patience.

Town Manager Sheehan provided his self-assessment presentation outlining Town Manager goals which included advancing areas of vocational education, financial planning, succession planning, Town communications and productive relationships with Staff and the community.

Chair Dretler requested that board Members submit any related comments to Patty Golden, no later than April 17, 2024.

Vote to review and possibly approve the open session minutes of 2/6/24 and 2/12/24

2/6/24 Minutes

Vice-Chair Kouchakdjian motioned to approve the Select Board minutes of 2/6/24, as edited. Board Member Carty 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 2/6/24, as edited

2/12/24 Minutes

Vice-Chair Kouchakdjian motioned to approve the Select Board minutes of 2/12/24, 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 2/12/24, as edited

Adjourn

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

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

VOTED: To adjourn the Select Board Meeting

There being no further business, the meeting ended at 10:52 PM.

SB Meeting 3/26/24 - Documents & Exhibits

1. Application of Logus Craft Beer & Wine, Inc, DBA Sudbury Craft Beer, 365 Boston Post Rd., Suite 103, Sudbury, for a Transfer of Package Store License for the Sale of Wines & Malt Beverages, under G. L. Ch. 138, s.15, from Villa TBR Corp, DBA Sudbury Craft Beer, Owner Gustavo Villatoro. The premises proposed to be licensed (i.e., 365 Boston Post Rd., Suite 103) is described as: 1st floor in Mill Village Plaza. 1250 sq feet. Single use bathroom. 2 doors that can be accessed from RT20 side and the parking lot entrance. Basement.

Attachments:

- 1.a Legal Notice_Sudbury Craft Beer_WM Package Transfer
- 1.b Department Feedback_Sudbury Craft Beer_Transfer 2024

2. Vote to sign a proclamation to recognize June 7, 2024 as Colby Caravaggio Day in the Town of Sudbury.

Attachments:

- 2.a Proclamation_Caravaggio_03.26.24

3. Vote to accept the resignation of Ken Nathanson, 5 Whispering Pine Road, from the Energy and Sustainability Committee and send a thank you letter for his service to the Town.

Attachments:

- 3.a Resignation of Ken Nathanson for the ESC
- 3.b Members » Energy and Sustainability Committee

6. Vote to approve action by the Town Manager to sign a lease and power purchase agreement with Solect Energy for the installation of solar panels on the DPW Building Roof in accordance with the affirmative vote on Article 35 of the 2022 Annual Town Meeting, and to allow Town Counsel to make non-substantive edits.

Attachments:

- 6.a KP-#901666-v2-SUDB_-_Solect_PPA__DPW_site_revised
- 6.b KP-#901677-v2-SUDB_-_Solect_Lease__DPW_site_revised

8. Vote to accept two grants for the Sudbury Police Department: (1) a K9 ballistic vest for Officer Rico donated by Vested Interest in K9s, Inc., valued at \$1800; and (2) a \$10,446 grant from the Sudbury Foundation toward the purchase of two E-Patrol Bikes to be used for Rail Trail patrols.

Attachments:

- 8.a Sudbury PD, MA - Rico - 1st
- 8.b FW_Sudbury Foundation Grant Application Status

9. Report from Finance Committee on ATM articles. Attending will be Michael Joachim and Eric Poch, FinCom co-chairs.

Attachments:

- 9.a Finance Committee Presentation to Select Board 2024

10. FY25 operating budget presentation

Attachments:

- 10.a Article 3 FY25 Op Budget DJK-AJS UPDATE 3-22-2024

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

Attachments:

11.a 2024 ATM_Articles_for website

12. Discussion of Firearms Information session, agenda, review of PowerPoint, etc.

Attachments:

12.a Town Forum_info_session_03.28.24 AJS

12.b Firearms-Safety-Zoning-Info-Session-FLYER (1)

12.c SB Firearm Bylaw Info Session Presentation 03.25.2024

13. Update from Select Board Policy Subcommittee on current status of policy review.

Attachments:

13.a LICENSING OF OUTDOOR AMUSEMENTS POLICY 03.08.24 clean version

13.b LICENSING OF OUTDOOR AMUSEMENTS POLICY 03.08.24

14. Town Manager evaluation

Attachments:

14.a 6. Town Manager Review Form 03.25.22

15. Vote to review and possibly approve the open session minutes of 2/6/24 and 2/12/24.

Attachments:

15.a SB_draft1_2.06.24_min.for_review

15.b SB_draft1_2.12.24_min_for_review