

SUDBURY SELECT BOARD

TUESDAY APRIL 2, 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

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

- Invited residents to attend Earth Day events on April 20, 2024

Town Manager Report

- Announced Board of Health will be hosting a EEE Forum on April 30th at the Goodnow Library from 7:00 PM to 8:30 PM

Select Board Reports

Vice-Chair Kouchakdjian

- Announced the WEMO (Women Elected to Municipal Office) Spring Consortium will be May 3rd from 9:00 AM to 11:00 AM

Board Member Carty

- Requested that Item 5 ATM Warrant topic be discussed after the Firearms bylaw and forum item

Board Member Russo

- Announced today is World Autism Awareness Day
- Announced that April 20th Earth Day celebration details are on the Town Website

Board Member Roberts

- Announced her presence

- Thanked all for attending the Firearms Information Session last Thursday

Public comments

Resident Jack Ryan, 155 Ford Road, acknowledged that as a lawyer, the term “de facto” used in connection with the proposed firearms article, reflects an inappropriate use of the term. He recommended that this term not be used when discussing the article.

Resident Dave Henkels, 17 Twin Pond Lane, thanked Mr. Ryan for his comment. He thanked Board Member Russo for the time and research he provided with the gun shop article. Mr. Henkels also thanked Board Member Roberts for being the moderator at the gun shop information session. He confirmed that he had viewed twelve Select Board meetings where the article was discussed and public outreach had been extended by the Board multiple times with such focus being offered at the March 28th education session.

Resident Manish Sharma, 77 Colonial Road, expressed that the Town’s dog licensing process must be updated.

Consent Calendar

#1 - 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.

Board Members Carty and Russo thanked staff for the in-depth review of this item.

Vice-Chair Kouchakdjian motioned to approve Consent Calendar Item #1 as listed on the Select Board Meeting Packet for this meeting. 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 Item #1 as listed on the Select Board Meeting Packet for this meeting.

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

Present: Sheila 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)

Ms. Cusolito presented the “Sudbury Housing Authority’s Redevelopment of Single-Family Homes – 21 Great Lake, 8 Oakwood Ave., 2 Beechwood Ave. and 9 Richard Ave.” PowerPoint. She stated that the four residences are owned by the Housing Authority, which are part of the State Housing portfolio; and renovation of the homes is needed. Ms. Cusolito confirmed the four homes qualify for expanded development.

Mr. Zajac explained the partnership with the Cambridge Housing Authority (CHA) to assist Sudbury in the redevelopment of housing, including helping SHA with securing engineers, state/public funding, and acting as project managers for such development. He confirmed that over the past 14 years, CHA has been assisting 13 MA communities with redevelopment.

Ms. Horgan mentioned the new heating systems associated with the redevelopment if the four units would be 100% electric. She stated that resident engagement will begin in Summer and Fall of 2024, with construction permits and construction to begin in the winter of 2025. Ms. Horgan stated that such construction should be completed in late 2025 or early 2026.

Ms. Cusolito noted next steps involve conveying the four properties to an SHA-affiliated LLC, per State Guidance, and to commence with the pilot program design selection process.

Ms. Hogan asked the Select Board to provide a letter to advance the project. Town Manager Sheehan stated that he has worked on similar projects, and indicated this would be a worthy project for the Town.

Chair Dretler commented that there were several options available for housing of current tenants while the homes are being reconstructed.

Board Member Carty requested documentation regarding the proposed LLC. Mr. Zajec explained this fairly new State initiative in housing, and there was enough funding to support the housing project.

Board Member Russo mentioned the current housing crisis and was impressed by this project which serves to maintain and update existing properties. He asked about the agreement formula which was agreed to by the Town and the SHA in the early 1970s.

Vice-Chair Kouchakdjian was pleased about doubling the housing capacity and asked about proposed square footage of the homes. Ms. Cusolito detailed the square footage was just under 1,000 square feet. Vice-Chair Kouchakdjian indicated that she would like to see accessibility features included in these units for the elderly and those with disabilities.

Board Member Roberts was supportive of the project; she inquired about Town budget impacts.

Vice-Chair Kouchakdjian motioned 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. Board Member Roberts seconded the motion.

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

VOTED: 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

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.

Present: Park & Recreation Director Dennis Mannone

Mr. Mannone presented an update regarding the Park & Recreation vehicle to be purchased and requested approval of a gas-fueled van in the amount of \$130,232.50 to be used for residents of all ages.

Chair Dretler asked if the bike rack feature would be installed on the vehicle. Mr. Mannone responded that he would request such feature.

Vice-Chair Kouchakdjian asked if the van would be wheel-chair accessible. Mr. Mannone responded in the affirmative.

Board Member Roberts noted that some monies previously allocated for the van would be coming back to the Town. She asked if a part-time person would be hired to drive the vehicle. Mr. Mannone responded that staff would be driving the van initially and would then be looking to employ a part-time driver to work less than 20 hours per week.

Board Member Carty mentioned that in the future the van could provide some transport to the train stations. Mr. Mannone was in agreement.

Board Member Russo hoped the vehicle would get good use, and that the next vehicle would have EV and hybrid possibilities.

Chair Dretler inquired about ownership of the van. Town Manager Sheehan confirmed the Town will own the van, such as Town buildings are owned. He added that Park & Recreation would be the primary user, but the understanding is that other groups can use the vehicle as well. Town Manager Sheehan commented that was no pressure to act immediately on this aspect, and if the Board requested further detail, information could be considered over the next couple of months.

Vice-Chair Kouchakdjian motioned to support the purchase of a Park & Recreation vehicle by reducing the prior allocation \$75,000 to \$150,000 from ARPA funds. Board Member Roberts seconded the motion.

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

VOTED: To support the purchase of a Park & Recreation vehicle by reducing the prior allocation \$75,000 to \$150,000 from ARPA funds

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.

Town Manager Sheehan confirmed that the ARPA funds would be allocated for the upgrading of classroom technologies, which reflects a five-year project.

Board Members discussed related aspects.

Vice-Chair Kouchakdjian motioned to support an ARPA allocation of \$100,000 to the Sudbury Public Schools for classroom instructional equipment. Board Member Roberts seconded the motion.

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

VOTED: To support an ARPA allocation of \$100,000 to the Sudbury Public Schools for classroom instructional equipment

Discuss topics to be assigned for Spring 2024 - Select Board Newsletter

Board Members discussed selected Spring 2024 – Select Board Newsletter topics:

- Chair Dretler – New Fire Station
- Vice-Chair Kouchakdjian – Town Transfer Station
- Board Member Carty – Goodnow Library
- Board Member Russo – Brightly Software for Capital Planning
- Board Member Roberts – Undecided at this time

Chair Dretler confirmed the deadline for submission of articles was April 29, 2024.

Continuation of DEI Discussion

As liaison to the DEI, Board Member Roberts acknowledged that DEI met on March 21st and conducted a good meeting with two new Co-Chairs. At their meeting, DEI agreed that selection of a training consultant was the priority and recommended DEI membership be limited to seven members. Board Member Roberts stated the revision of the DEI Mission Statement was also considered.

Town Manager Sheehan recommended the Board work with the DEI Commission sometime after Town Meeting takes place.

Board Member Roberts asked if the Board would be interested in receiving DEI training as well. Board Members agreed with being part of the training process.

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

Article 29 & Article 30

Town Manager Sheehan provided a proposed increase in Building application and Conservation application fees associated with Articles 29 and 30. He compared proposed fees to other local communities and stressed that Conservation-related fees had not increased since 1998.

Vice-Chair Kouchakdjian motioned to support Article 29 – Amend General Bylaw. Art. XV, Building Permit Fees. Board Member Russo seconded the motion.

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

VOTED: To support Article 29 – Amend General Bylaw. Art. XV, Building Permit Fees

Vice-Chair Kouchakdjian motioned to support Article 30 – Amend General Bylaws, Art. XXII, Conservation Commission Fees. Board Member Russo seconded the motion.

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

VOTED: To support Article 30 - Amend General Bylaws, Art. XXII, Conservation Commission Fees

Article 31

Vice-Chair Kouchakdjian motioned to support Article 31 – Amend Zoning Bylaw: Codification – Additional Changes. Board Member Roberts seconded the motion.

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

VOTED: To support Article 31 - Amend Zoning Bylaw: Codification – Additional Changes

Article 32

Vice-Chair Kouchakdjian motioned to support Article 32 – Amend Zoning Bylaw: Section 6390A, Site Plan Review Lapse and Appeal Modification. Board Member Russo seconded the motion.

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

VOTED: To support Article 32 – Amend Zoning Bylaw: Section 6390A, Site Plan Review Lapse and Appeal Modification

Article 33

Vice-Chair Kouchakdjian motioned to support Article 33 – Amend Zoning Bylaw Article IX: Insert Section 4700C Multi-Family Overlay District (MBTA Zoning). Board Member Russo seconded the motion.

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

VOTED: To support Article 33 – Amend Zoning Bylaw Article IX: Insert Section 4700C Multi-Family Overlay District (MBTA Zoning)

Article 34

Vice-Chair Kouchakdjian motioned to support Article 34 – Amend Zoning Bylaw Article IX: Insert Section 5600 Inclusion of Affordable Housing. Board Member Roberts seconded the motion.

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

VOTED: To support Article 34 - Amend Zoning Bylaw Article IX: Insert Section 5600 Inclusion of Affordable Housing

Article 37

Vice-Chair Kouchakdjian motioned to support Article 37 – Community Preservation Act Fund – Sudbury Housing Authority Allocation

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

VOTED: To support Article 37 – Community Preservation Act Fund – Sudbury Housing Authority Allocation

Article 38

Article 38 – Community Preservation Act Fund – Sudbury Housing Trust Allocation

Chair Dretler suggested that any related questions from Board Member be send along to the Town Manager before voting on the Article.

Article 45

Article 45 – Amend General Bylaws, Chapter 20, by Adding “Disability”

Board Member Carty recommended that the Article petitioner provide the Board with related information at the next Board meeting.

Vice-Chair Kouchakdjian asked if Town Counsel had reviewed the Article. Town Manager Sheehan responded in the affirmative.

Chair Dretler stated she would invite the petitioner to the next Board Meeting.

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

Board Member Russo presented the new draft language, which was modeled from the Town of Acton Article. Members provided comments. Board Member Russo mentioned it would be wise to stick with the original report.

Board Member Roberts suggested conducting an additional information session via zoom. Board Member Russo and Board Member Carty endorsed having another session before Town Meeting.

Vice-Chair Kouchakdjian noted that Article 16 required additional community engagement before going to Town Meeting.

Vice-Chair Kouchakdjian motioned to withdraw Article 16. Chair Dretler seconded the motion.

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

VOTED: To keep Article 16 on the 2024 Annual Town Meeting Warrant

Intense Select Board discussion took place. Board Member Russo stated that this Article has been discussed by the Select Board in more meetings than any other recent Warrant Article.

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

Vice-Chair Kouchakdjian motioned to sign the 2024 Annual Town Meeting Warrant, subject to minor changes made by Town Counsel. Board Member Roberts seconded the motion.

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

VOTED: To sign the 2024 Annual Town Meeting Warrant, subject to minor changes made by Town Counsel

Vote to review and possibly approve the open session minutes of 2/27/24

Open Session Minutes – 2/27/24

Vice-Chair Kouchakdjian motioned to approve the open session minutes of 2/27/24, as edited. 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 open session minutes of 2/27/24, as edited

Adjourn

Vice-Chair Kouchakdjian motioned to adjourn the Select Board Meeting. Board Member Roberts 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 10:40 PM.

SB Meeting – 4/2/24 - Documents & Exhibits

2. 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)

Attachments:

- 2.a Redevelopment of Single Family Homes Project Summary_V4
- 2.b 2024_03_27_Redevelopment of Single Family Homes Select Board Presentation (1)

3. 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.

Attachments:

- 3.a Copy of E3F 158 12 X 2
- 3.b 12 x2 - MFSAB - 158WB

4. 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.

Attachments:

- 4.a ARPA Status Update 2024-03-21 AJS

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

Attachments:

- 6.a 2024 ATM_Articles_for website

7. Discuss topics to be assigned for Spring 2024 - Select Board newsletter.

Attachments:

- 7.a SB Newsletter Previous Topics_03.28.24

8. Continuation of DEI discussion

Attachments:

- 8.a 18311

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

Attachments:

- 10.a SB_draft1_2.27.24_min_for_review