

## SUDBURY SELECT BOARD

TUESDAY JUNE 25, 2024

7:00 PM

(Meeting can be viewed at [www.sudburytv.org](http://www.sudburytv.org))

ZOOM Meeting

Present: Chair Jennifer Roberts, Vice-Chair Daniel Carty, Select Board Member Lisa Kouchakdjian, Select Board Member Charles Russo, Town Manager Andrew Sheehan

Absent: Select Board Member Janie Dretler

The statutory requirements as to notice having been compiled with, the meeting was convened at 7:01 PM, via Zoom telecommunication mode.

Chair Roberts 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

### **Opening remarks by Chair Roberts**

- Annual Sudbury 4<sup>th</sup> of July Parade will begin at 1:00 PM on Thursday, July 4<sup>th</sup>; the theme is “Red, White and You,” a tribute to Sudbury
- Sewartaro Liberty Ledge Citizen Swim to begin weekends starting June 29<sup>th</sup> to September 2<sup>nd</sup>
- Working with DEI Commission regarding the hiring of a consultant; a contract has been signed with stipend of approximately \$5,000 for related services

### **Reports from Town Manager**

- Marcia Rasmussen of the Planning Department received notice from MA DCR that a \$250,000 MA Trails grant has been received for design and plans associated with Phase 3 of the BFRT; he thanked Ms. Rasmussen, the Rail Trails Advisory Committee and others for their efforts in securing the grant

### **Reports from Select Board**

Vice-Chair Carty:

- 4<sup>th</sup> of July Road Race to take place on Thursday, July 4<sup>th</sup>
- CatchConnect transportation service launches on July 1, including free rides for the month of July and August (rate will be \$2.00 commencing in September); Sudbury partnering with Wayland for MWRTA medical shuttle transportation program into Boston on Tuesdays, Wednesdays and Thursdays, to begin in August
- Congratulations to Gabby Pierce, LSRHS junior, who was awarded the national championship for the triple jump

- Select Board Office Hours to take place tomorrow, June 26<sup>th</sup> at noon; he and Board Member Russo will conduct the meeting via Zoom

Board Member Kouchakdjian:

- Congratulated Marcia Rasmussen for her work in securing the recent BFRT grant from DCR.

Board Member Russo:

- Sudbury Cultural Council Chair Erica O'Brien stated the Council is promoting public awareness/engagement and offering available grants for arts, humanities and performance programs; with renewed focus for Sudbury

### **Public Comments**

None

### **Consent Calendar**

**1. Vote to approve for FY25 the following DPW contracts: Contract No. 2025-BIP-2 Townwide Roadway Resurfacing to Sunshine Paving (2nd contract term) awarded on a time and materials basis; Contract No. 2025-PRES-1 Townwide Roadway Resurfacing to Indus (first contract term) awarded on a time and materials basis; said contracts to be executed by the Town Manager**

**2. Vote to accept the resignation of Elizabeth A. Struck, 655 Boston Post Road, #1104, from the Commission on Disability, and send a letter of thanks for her service to the Town**

Vice-Chair Carty motioned to approve Consent Calendar items 1 & 2, as presented in this evening's meeting packet. Board Member Kouchakdjian seconded the motion.

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

VOTED: To approve Consent Calendar items 1 & 2, as presented in this evening's meeting packet

**Interview candidate for appointment to the Conservation Commission. Following interview, vote whether to appoint Karl Fries, 40 Concord Road, as an associate member of the Conservation Commission, for a term expiring 5/31/27**

Present: Karl Fries, 40 Concord Road

Mr. Fries expressed his interest in becoming a member of the Conservation Commission. He stated that he also had interest in being involved with the Sudbury Finance Committee as well. Mr. Fries commented that he had a financial background.

Vice Chair Carty motioned to support the Town Manager's appointment of Karl Fries as an associate member of the Conservation Commission for a term expiring 5/31/27. Board Member Kouchakdjian seconded the motion.

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

VOTED: To support the Town Manager's appointment of Karl Fries as an Associate Member of the Conservation Commission for a term expiring 5/31/27

**GHG Emissions Inventory Presentation and general update on sustainability efforts, grants, etc. Attending will be consultants Mike Steinhoff, Director of Climate Analysis, Kim Lundgren Associates; Ben Gould, President & Co-founder, EcoDataLab; Sandra Duran, Facilities Director; Rami Alwan, Energy and Sustainability Committee Chair; and Dani Marini-King, Sustainability Coordinator**

Present: Mike Steinhoff, Director of Climate Analysis, Kim Lundgren Associates; Ben Gould, President & Co-founder, EcoDataLab; Sandra Duran, Sudbury Facilities Director; Rami Alwan, Sudbury Energy and Sustainability Committee Chair; Dani Marini-King, Sudbury Sustainability Coordinator

Ms. Marini-King introduced the presenters and confirmed that the GHG Emissions Inventory topic was addressed at the annual Town Meeting.

Mr. Steinhoff presented "CBEI & Geographic Inventory and Policy Analysis," and subtopics including:

- Recent Climate History in Sudbury
- Wholistic Approach to Understanding GHGs
- Local Geographic Analysis
- Possible to Meet/Exceed State Targets
- Building Energy – 52% of Total
- On-Road Transportation – 31% of Total
- Refrigerants – 14% of Total
- Solid Waste – 1% of Total
- Municipal Operations – 2.7% of Total
- Summary: Targeted Action + Everyday Decisions – Switch from Fossil Fuel, local governments advocating together, leading by example, avoid new fossil fuel hookups and adjust permitting processes to track progress around home energy systems and charging infrastructure.

Mr. Gould presented related topics, including:

- "Consumption-Based Emissions Inventory (CBEI) – Household activity – goods, food, buildings, transportation
- CBEI-Based Emissions Inventory
- CBEI Policy Strategies – Advance sector-based actions
- Sources of Emission Reductions by 2050
- CBEI Projections

Board Members asked related questions after PowerPoint presentations were made.

Board Member Kouchakdjian mentioned the importance of new housing/renovations using mentioned implementations.

Mr. Alwan mentioned using one town contractor hauler being used for town-wide collected composting. Every new home should have a built-in charge unit to provide for a hybrid or fully electric vehicle. He stressed the benefits associated with installation of residential solar panels.

Board Member Russo mentioned the importance of the resilience aspect of climate change, which focuses on local effects rather than world-wide considerations. He mentioned the Mass Save benefits.

Chair Roberts mentioned the State's Climate Leader Program. Ms. Marini-King mentioned the requisites for the Town, including a specialized stretch code and a zero-emission vehicle policy (municipal and school vehicles), which is being presented as a pilot program at this time.

Ms. Duran commented that she would be in full support of the proposed stretch code and in consideration of associated cost, and mentioned other energy incentives are being installed, such as EV chargers at the Fairbank Center, and solar roofing on municipal buildings.

Resident and Member of the Sustainability Committee, Olga Faktorovich of 19 Lakewood Drive, stated that energy-related State and Federal funding would become available. She appreciated the Board's desire to proceed with mentioned incentives.

Chair Roberts recommended meeting again in another month or so to continue discussion regarding the energy topic.

#### **Update from Sudbury 250 Committee**

Present: Radha Gargeya, Committee Chair – Sudbury 250 Committee

Mr. Gargeya provided a quarterly project update including several events that have already taken place and numerous other events being planned. The 250 Committee is compiling a record of related stories/chronicles and is reaching out to many people such as Town historians, the Chamber of Commerce. Mr. Gargeya explained the Committee is also connecting with representatives from other 250 Committee communities, especially those on the battle route such as Acton, Lincoln, and Concord.

Mr. Gargeya noted that a related logo contest was announced four days ago, and details can be found on the Town website. He added that many items such as tee shirts, mugs, etc. will have the Sudbury 250<sup>th</sup> logo printed on them.

Mr. Gargeya, Town Manager Sheehan and Board Members discussed various possible funding sources, including: ARPA funding, CPA funding and proposed legislative funding in the amount of \$50,000 as proposed by State Representative Carmine Gentile.

Chair Roberts recommended the Board submit a letter to MA legislators to indicate how important such funding would be.

Mr. Gargeya commented that funding in the amount of \$50,000 to \$75,000 would be needed.

Town Manager Sheehan mentioned that ARPA funding in the amount of \$25,000 be a possibility. He suggested that the Select Board continue the discussion and perhaps vote on ARPA funding at the meeting of July 16<sup>th</sup>. Board Members were in agreement.

#### **Discussion on Key Performance Indicator (KPI) procedure and topics**

Vice-Chair Carty mentioned that the KPI process should be reviewed and included on a quarterly basis.

Chair Roberts commented that if done correctly, KPI presentations would be of benefit to the community. Board Member Russo indicated there was merit to maintaining transparency to track goals in this way.

Board Member Kouchakdjian indicated that utilization of the KPI process was not needed, because she asks Town Manager Sheehan when she has questions about capital projects and involves the work of the administration operations, particularly Town Manager.

Chair Roberts supports the KPI approach, Select Board Members would receive the same information at the same time. She supported a readout-approach on a quarterly basis, without getting into excessive detail.

Town Manager Sheehan supported the effort to get communications out to the community. He mentioned presenting various KPI-type formats to the Board; limiting the presentation to the main projects. Chair Roberts suggested limiting the KPI reporting to approximately five project updates.

Town Manager Sheehan agreed to present formatting options at an upcoming Select Board meeting.

### **Discussion on goal setting process and schedule for Select Board and Town Manager**

Chair Roberts mentioned that she would like to schedule the Select Board Goal Setting session in August, with Town Manager Sheehan presenting his goals in September.

Board Members discussed possible dates and times to conduct the Select Board Goal Setting session.

Town Manager Sheehan and Board Members considered input from department heads, as well as ways of getting such input.

After some discussion, Board Members concurred that scheduling the meeting in September would be preferable.

### **Vote to review and possibly approve the minutes of 4/23/24 and 5/14/24.**

#### 4/23/24 Minutes

Vice-Chair Carty motioned to approve the 4/23/24 Select Board Minutes, as edited. Board Member Russo seconded the motion.

It was on motion 4-0; Kouchakdjian-aye, Carty-aye, Russo-aye, Robets-aye

VOTED: To approve the 4/23/24 Select Board Minutes, as edited

#### 5/14/24 Minutes

Vice-Chair Carty motioned to approve the 5/14/24 Select Board Minutes, as edited. Board Member Russo seconded the motion.

It was on motion 4-0; Kouchakdjian-aye, Carty-aye, Russo-aye, Robets-aye

VOTED: To approve the 5/14/24 Select Board Minutes, as edited

**Upcoming Agenda Items**

**July 16, 2024:**

- Vote on ARPA funding for Sudbury 250 Committee, as presented by Chair Roberts
- ARPA funds update request by Board Member Russo

**Future Meeting Topics:**

- Update on Business and Economic Goals, as requested by Board Member Kouchakdjian
- Update on after school care program, as requested by Board Member Kouchakdjian
- Discussion regarding remote meeting policy, as requested by Board Member Kouchakdjian
- Legislators' presentations at the Select Board meeting on September 10th

**Adjourn**

Vice-Chair Carty motioned to adjourn the Select Board meeting. Board Member Kouchakdjian seconded the motion.

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

VOTED: To adjourn the Select Board meeting

There being no further business, the Select Board meeting ended at 9:54 PM.

## **SB Meeting – 6/25/24 Documents & Exhibits**

1. Vote to approve for FY25 the following DPW contracts: Contract No. 2025-BIP-2 Townwide Roadway Resurfacing to Sunshine Paving (2nd contract term) awarded on a time and materials basis; Contract No. 2025-PRES-1 Townwide Roadway Resurfacing to Indus (first contract term) awarded on a time and materials basis; said contracts to be executed by the Town Manager.

2. Vote to accept the resignation of Elizabeth A. Struck, 655 Boston Post Road, #1104, from the Commission on Disability, and send a letter of thanks for her service to the Town.

### **Attachments:**

2.a Struck Resignation Letter

3. Interview candidate for appointment to the Conservation Commission. Following interview, vote whether to appoint Karl Fries, 40 Concord Road, as an associate member of the Conservation Commission, for a term expiring 5/31/27.

### **Attachments:**

3.a Application-for-Appointment - Karl Fries

3.b Karl Fries Volunteer Application\_redact

4. GHG Emissions Inventory Presentation and general update on sustainability efforts, grants, etc. Attending will be consultants Mike Steinhoff, Director of Climate Analysis, Kim Lundgren Associates; Ben Gould, President & Co-founder, EcoDataLab; Sandra Duran, Facilities Director; Rami Alwan, Energy and Sustainability Committee Chair; and Dani Marini-King, Sustainability Coordinator

### **Attachments:**

4.a Sudbury\_GHG\_Pathways\_Select\_Board

5. Update from Sudbury 250 Committee. Radha Gargeya, committee chair, to attend.

### **Attachments:**

5.a 2024\_Q2\_Sudbury250\_SSB\_Report

5.b Sudbury 250 event ideas 5\_30\_24

5.c Sudbury 250 Logo Chosen » Sudbury 250 Committee

8. Vote to review and possibly approve the minutes of 4/23/24 and 5/14/24.

### **Attachments:**

8.a SB\_draft1\_5.14.24\_min.for.review

8.b SB\_draft1\_4.23.24\_min\_for\_review

9. Upcoming agenda items

### **Attachments:**

9.a Upcoming agenda.items 6.25.24