

SUDBURY SELECT BOARD

TUESDAY MAY 28, 2024

7:00 PM

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

ZOOM Meeting

Present: Chair Jennifer Roberts, Vice-Chair Dan Carty, Select Board Member Charles Russo, Select Board Member Janie Dretler, Select Board Member Lisa Kouchakdjian, 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 Roberts announced the recording of the meeting and other procedural aspects included in the meeting.

**Call to Order**

Select Board Roll Call: Carty-present, Russo-present, Kouchakdjian-present, Dretler-present, Roberts-present

**Opening remarks by Chair**

Hoped all had a good restful holiday weekend and were able to reflect on fallen heroes; mentioned she and several other Select Board Members attended the thoughtful Town Celebration commemorating those heroes

Reminded the community on June 9, 2024 from 2:00-4:00 PM the Pride Day Event will be at Curtis Middle School

**Reports from Town Manager**

Announced the Facilities Condition Assessment study began today with Alpha Facilities Group, who will be taking inventory of all Sudbury buildings with the goal being to better maintain capital assets

**Reports from Select Board**

**Board Member Carty:**

Congratulated the Sudbury graduating seniors; wishing them all a safe graduation weekend

Announced the CatchConnect launch event on June 6, 2024 at the Senior Center

Cautioned all to be aware of turtles crossing the streets/roads at this time of year

**Board Member Dretler:**

Congratulated all Lincoln and Sudbury LSRHS graduates

**Board Member Russo:**

Recognized the Memorial Day Parade and Ceremony was a most touching event and thanked all participants

Congratulated LSRHS graduates

Acknowledged Marlboro has begun construction upgrading Rte. 20, including installation of granite pavers to be completed in 2025

Board Member Kouchakdjian:

Member Kouchakdjian congratulated the graduating LSRHS students.

Member Kouchakdjian stated that she loved the commemoration of Memorial Day.

Member Kouchakdjian responded to allegations asserted against her for ethics violations by Members Russo and Member Roberts on May 6th prior to Town Meeting and over social media on the political Facebook page One Sudbury.

Member Kouchakdjian stated that she was accused of ethics violations for not recusing herself as it pertains to the gun shop by-law.

Member Kouchakdjian stated that she has previously disclosed at an open public Select Board meeting that her family owns commercial real estate in Natick that is leased to Herb Chambers. After consulting with State Ethics and in the interests of being overly cautious, she has recused herself on matters brought by Herb Chambers to the Select Board.

Member Kouchakdjian stated that she has participated in discussions regarding the matter since the citizen's petition brought to the Select Board in 2023. She stated that she has not recused as the gun shop by-law was not a matter being brought by Herb Chambers. Member Kouchakdjian stated that she was taken aback by the accusations as Members Russo and Roberts had known for quite some time about her disclosure.

Member Kouchakdjian state that she filed a 23(b)(3) disclosure with the Town Clerk's office to further dispel any notion of impropriety. Member Kouchakdjian stated the disclosure affirms that her family has no financial interest in any property owned by Herb Chambers in Sudbury and that she can be fair and impartial in all matters that come before the Select Board involving Herb Chambers. Member Kouchakdjian stated that she provided a copy of the disclosure to Town Manager Sheehan.

Member Kouchakdjian shared that last week she was one of the judges at the Curtis Civics Fair. She stated that 8th grade students did an incredible job. Member Kouchakdjian congratulated the SPS Administration and all of the teachers who supported the students.

Member Kouchakdjian shared that the LS Civics Fair will take place on Thursday, June 6th from 2:00-3:00 p.m.

Member Roberts stated regarding Member Kouchakdjian's prior remarks that she would not characterize what was said as accusations rather as questions.

**Public Comment**

Resident Manish Sharma, 77 Colonial Road, stated he recently had a good discussion with Town Manager Sheehan regarding Town auditors' financial records. He noted that Town Manager Sheehan confirmed that nothing unusual was found with those records. Mr. Sharma opined about such records being made available to residents.

**Consent Calendar**

- 1. Vote to authorize the Town Manager to sign Inter-Municipal Agreement (IMA) amendment for the Regional Housing Services Office (RHSO) to update the FY25 budget effective July 1, 2024, as requested by Liz Rust of RHSO.**
- 2. Vote to accept the resignation of Brenda Erickson from the Council on Aging (COA), and send a thank you letter for her service to the Town.**
- 3. Vote to appoint LSRHS History Teachers Tim Cobbett and Sandy Crawford to the Sudbury 250 Committee, both for a term expiring 9/30/26, as requested by committee chair Radha Gargeya.**
- 4. Vote to accept a \$500 donation from the Guild for Human Services, Inc. to the Commission on Disability, in support of the April 10, 2024 Lisa Drennan event, as requested by Cameron LaHaise, COD chair.**
- 5. Vote to Grant a Special Permit to the Sudbury July 4th Road Race, to hold the “Sudbury July 4th Road Race” on Thursday, July 4, 2024 from 7:00 AM through approximately 12:00 PM, subject to Police Department safety requirements, Proof of Insurance Coverage and the assurance that any litter will be removed at the race’s conclusion.**

Vice-Chair Carty requested that Consent Calendar 2 be pulled and reviewed by the Board later in the meeting.

Vice-Chair Carty motioned to approve Consent Calendar items 1, 3, 4, and 5, as presented at the Select Board meeting this evening. Board Member Russo seconded the motion.

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

VOTED: To approve Consent Calendar items 1, 3, 4, and 5, as presented at the Select Board meeting this evening.

**Discussion and potential vote on liaison and committee membership assignments for 2024-2025**

Board Members discussed Select Board liaison and committee membership assignments:

<i>Chair Roberts</i>	<i>Vice Chair Carty</i>	<i>Member Dretler</i>	<i>Member Kouchakdjian</i>	<i>Member Russo</i>
Chamber of Commerce	Board of Assessors	Sudbury 250th Committee		Cultural Council
Diversity, Equity, and Inclusion Commission	Goodnow Library Trustees	Board of Health	Capital Improvement Advisory Committee (CIAC)	Design Review Board
Finance Committee	Historical Commission	Rail Trail Advisory Committee	Conservation Commission	Earth Removal Board
Town Manager/Town Departments	Historical Districts Commission		L-S Regional High School	Land Acquisition Review Committee
Town Moderator	Sudbury Public Schools Committee		Park and Recreation Commission	Planning Board
Lincoln Board of Selectmen	Sudbury Water District		Permanent Building Committee	
Town Historian			Sudbury Housing Authority	Zoning Board of Appeals
				Commission on Disability
			Council on Aging	Energy and Sustainability Committee
<b>MEMBER OF COMMITTEE(S):</b>	<i>Vice Chair Carty</i>	<i>Member Dretler</i>	<i>Member Kouchakdjian</i>	<i>Member Russo</i>
	M.B.T.A.	Sudbury Housing Trust	M.A.G.I.C.	Local Emergency Planning Committee: CERT/MRC
Housing Production Plan Working Group	Transportation Committee			September 11 Memorial Garden Oversight Committee
	Community Preservation Committee		Policy Subcommittee	
	Policy Subcommittee			

Vice-Chair Carty motioned to approve the Sudbury Select Board Liaison and Committee Assignments 2024-2025, as presented on the screen at the Select Board Meeting of May 28, 2024. Board Member Russo seconded the motion.

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

VOTED: To approve the Sudbury Select Board Liaison and Committee Assignments 2024-2025, as presented on the screen at the Select Board Meeting of May 28, 2024

**Discussion and vote weather to consolidate election polling locations to one location at the Fairbank Community Center Gym, as requested by Town Clerk Beth Klein.**

Present: Town Clerk Beth Klein

Ms. Klein provided a proposal to combine the existing two polling places into one location - the Fairbank Community Center. She provided numerous reasons for the voting consolidation at Fairbank rather than Town Hall:

- Central A/C
- ADA compliance
- Adequate parking including accessibility and better lighting when compared to Town Hall
- Generator in place
- Less Police Detail required
- Saving on election workers' time

Ms. Klein acknowledged a decrease with in-person voting and that early voting would continue to take place at Town Hall.

Vice-Chair Carty motioned to consolidate election polling locations to one location at the Fairbank Community Center Gym, as requested by Town Clerk Beth Klein. Board Member Russo seconded the motion.

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

VOTED: To consolidate election polling locations to one location at the Fairbank Community Center Gym, as requested by Town Clerk Beth Klein

**Discussion on After-School Care**

Chair Roberts acknowledged that this topic was not included as a Select Board goal at the current time.

Board Member Kouchakdjian opined that it might be time that the Select Board seriously consider this matter, as it was a vital problem for parents and families in the community. She indicated that Town Manager Sheehan would likely not have the time to manage a related after-school care committee, and it could be under the direction of Park & Recreation and a third-party could provide the service.

Vice-Chair Carty commented that he had not heard from many residents regarding this topic and if an RFP was to be considered, more conversation would be necessary before further action could be taken.

Board Member Dretler inquired about School Committee participation and stated the Select Board might not have purview regarding this topic. Chair Roberts commented that the Select Board did not have purview over the School Committee.

Board Member Russo commented about the importance of Town Manager's input, noting that the Select Board would need to be provided with additional information.

Chair Roberts recognized the challenging financial position of the Town at this time.

Town Manager Sheehan addressed the challenges in relation to the proposed childcare proposal, including childcare staff, the Sudbury Extended Day (SED) program and Park & Recreation staffing. He expressed concerns about the Town being in this business and mentioned that the Fairbank Center might not necessarily have the space available for such an added programming and that use of ARPA funding would be temporary in this case. Town Manager Sheehan agreed with comments presented by Board Members regarding additional information being necessary before any related decisions were made.

Board Member Kouchakdjian mentioned aspects associated with short-term and long-term solutions, with a primary issue being transportation.

Chair Roberts stated that related conversation would be tabled for now.

#### **Discussion on Select Board office hours**

Vice-Chair Carty presented several potential Select Board office hours options. Board Members agreed to consider options presented relative to the Select Board office hours schedule at an upcoming Select Board meeting. Members agreed that Wednesdays and Thursdays would work best.

#### **ARPA: Move to reallocate \$36,000.00 from Mental Health Counselor Services to Per Diem Nursing Services and close out the Mental Health Counselor Services allocation; and close out the unexpended balance of \$32,381.00 from LSRHS ventilation upgrades.**

Town Manager Sheehan confirmed the Health Director requested reallocation of \$36,000 be allotted to Per Diem Nursing Services. He explained that ventilation upgrades at LSRHS had been completed and the unexpended balance of \$32,381.00 could be redirected.

Vice-Chair Carty stated that in consideration of ARPA funding time restraints and possible unspent allocations, an ARPA update should be scheduled as soon as possible. Board Member Russo stressed that such considerations should be viewed as a priority.

Vice-Chair Carty motioned to reallocate \$36,000.00 from Mental Health Counselor Services to Per Diem Nursing Services and close out the Mental Health Counselor Services allocation; and close out the unexpended balance of \$32,381.00 from LSRHS ventilation upgrades. Board Member Russo seconded the motion.

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

VOTED: To reallocate \$36,000.00 from Mental Health Counselor Services to Per Diem Nursing Services and close out the Mental Health Counselor Services allocation; and close out the unexpended balance of \$32,381.00 from LSRHS ventilation upgrades

**Review the Select Board Spring 2024 Newsletter Articles and approve for distribution**

Vice-Chair Carty motioned to approve Select Board Spring 2024 Newsletter Articles as presented, and approve for distribution. Board Member Russo seconded the motion.

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

VOTED: To approve Select Board Spring 2024 Newsletter articles and approve for distribution

**Upcoming agenda items****June 11, 2024:**

- Select Board Policy recommendations
- Fire Department ambulance fees
- Select Board 2024 Annual reappointments
- Potential DEI discussion

**June 25, 2024:**

- GHG Emissions Inventory Presentation

**Potential Future Items:**

- Chair Roberts recommended that Board Members submit any other agenda topic ideas at this time or via email. Board Member Kouchakdjian confirmed she would submit suggested agenda topics via the designated topic form.
- Board Member Russo recommended that ARPA-related topics be included on an upcoming Select Board agenda.
- Board Member Russo suggested that Planning Board Director Adam Burney lead an open space plan discussion with the Board. Chair Roberts commented that she would contact Mr. Burney regarding such presentation.
- Board Member Carty suggested monthly overview of Select Board topics in a KPI-type format. He also recommended that the Board have Select Board appointed committees/commissions provide quarterly updates to the Board, as well as inclusion of SPS/LSRHS civics projects and their timing.

**Consent Calendar Item #2****2. Vote to accept the resignation of Brenda Erickson from the Council on Aging (COA) and send a thank you letter for her service to the Town.**

Board Member Carty asked why Ms. Erickson was resigning from COA. Town Manager Sheehan responded that Ms. Erickson appeared to be resigning due to personal reasons.

Board Member Carty motioned to accept the resignation of Brenda Erickson from the Council on Aging (COA) and send a thank you letter for her service to the Town. Board Member Russo seconded the motion.

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

VOTED: To accept the resignation of Brenda Erickson from the Council on Aging (COA) and send a thank you letter for her service to the Town.

Vice-Chair Carty motioned to close Open Session and enter into Executive Session to conduct strategy session in preparation for negotiations with nonunion personnel and/or to conduct contract negotiations with nonunion personnel, namely the Town Manager, pursuant to General Laws chapter 30A, §21(a)(exception 2).

Also, discuss strategy with respect to potential litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares (Eversource), pursuant to General Laws chapter 30A, §21(a)(3), and not resume Open Session. Board Member Kouchakdjian seconded the motion.

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

VOTED: to close Open Session and enter into Executive Session to conduct strategy session in preparation for negotiations with nonunion personnel and/or to conduct contract negotiations with nonunion personnel, namely the Town Manager, pursuant to General Laws chapter 30A, §21(a)(exception 2).

Also, discuss strategy with respect to potential litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares (Eversource), pursuant to General Laws chapter 30A, §21(a)(3), and not resume Open Session.

There being no further business, Open Session adjourned at 9:10 PM.



## **SB Meeting 5/28/24 Documents & Exhibits**

1. Vote to authorize the Town Manager to sign Inter-Municipal Agreement (IMA) amendment for the Regional Housing Services Office (RHSO) to update the FY25 budget effective July 1, 2024. as requested by Liz Rust of RHSO.

**Attachments:**

- 1.a Regional Housing Services Office IMA - FY24 fully executed
- 1.b RHSO IMA Amendment - FY25

2. Vote to accept the resignation of Brenda Erickson from the Council on Aging (COA), and send a thank you letter for her service to the Town.

**Attachments:**

- 2.a select board letter re coa resignation 2024

3. Vote to appoint LSRHS History Teachers Tim Cobbett and Sandy Crawford to the Sudbury 250 Committee, both for a term expiring 9/30/26, as requested by committee chair Radha Gargeya.

**Attachments:**

- 3.a Email\_250

5. Vote to Grant a Special Permit to the Sudbury July 4th Road Race, to hold the “Sudbury July 4th Road Race” on Thursday, July 4, 2024 from 7:00 A.M. through approximately 12:00 P.M., subject to Police Department safety requirements, Proof of Insurance Coverage and the assurance that any litter will be removed at the race’s conclusion.

**Attachments:**

- 5.a CharitableWalkApplication 4July 2024\_SB
- 5.b 4th of July Race Approvals 2024

6. Discussion and potential vote on liaison and committee membership assignments for 2024-25

**Attachments:**

- 6.a FINAL\_Select Board Liaison Assignments 2023-2024 062723

7. Discussion and vote whether to consolidate election polling locations to one location at the Fairbank Community Center Gym, as requested by Town Clerk Beth Klein.

**Attachments:**

- 7.a Polling consolidation plan 2024

9. Discussion on Select Board office hours.

10. ARPA: Move to reallocate \$36,000 from Mental Health Counselor Services to Per Diem Nursing Services and close out the Mental Health Counselor Services allocation; and close out the unexpended balance of \$32,381 from LSRHS ventilation upgrades.

**Attachments:**

- 10.a ARPA letter 2024-05-28
- 10.b ARPA Status 4-24-24\_5.22.24

11. Review the Select Board Spring 2024 Newsletter articles and approve for distribution.

**Attachments:**

- 11.a Select Board Newsletter Articles Spring 2024

12. Upcoming agenda items

**Attachments:**

- 12.a Upcoming agenda.items 5.28.24