

SUDBURY SELECT BOARD

TUESDAY SEPTEMBER 24, 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 Janie Dretler, Select Board Member Charles Russo, Town Manager Andrew Sheehan (via telephone)

The statutory requirements as to notice having been compiled with, the meeting was convened at 7:02 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, Kouchakdjian-present, Dretler-present, Russo-present, Roberts-present

**Opening Remarks by Chair**

- She and Board Member Dretler will host the 9/25 virtual Select Board Office Hours at 7:00 PM

**Reports from Town Manager**

- Sudbury Farms closed its operation this afternoon to address an issue in the building; the Health Department is working with Sudbury Farms to address the issue

**Reports from Select Board**

Vice-Chair Carty

- Thanked all who were involved with the 9/11 Memorial event

Board Member Dretler

- Attended the Northampton to Boston MA Central Rail Trail event this past Sunday, participants devoted their time to determine where connections could be made to extend the trail across the State – great opportunity for Sudbury and BFRT
- Commented that Town volunteers, particularly elected officials, need to do better regarding social media posts, which many times are incorrect

Board Member Kouchakdjian

- Agreed with comments made by Ms. Dretler

Board Member Russo

- Was present at the MA Central Rail Trail event on Sunday; would be great to see the Trail extended across the State
- Fire Department recently conducted drills on Willis Lake

### Public comments

Resident Kay Bell, 348 Old Lancaster Road, shared thoughts about recent school department projects and noted that Combined Facilities Director Sandra Duran has much experience, and lack of communication between two SPS supervisors resulted in confusion and project delays.

### Consent Calendar

**1. Vote to grant a special permit to Sudbury Historical Society to hold the “Sudbury Historical Society Road Race” on Monday, November 11, 2024, from 10:00 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.**

**2. Vote to Grant a Special Permit to Margaret Hale to hold the "Witches Ride” on Sunday, October 27, 2024, from 4:30 PM through approximately 5:30 PM, 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.**

**3. Vote to grant a special permit to Ronald Nix, St. Anselm Conference of the Society of St. Vincent de Paul, to hold a “Walk for the Poor” on Sunday, October 6, 2024, from 11:30 a.m. through approximately 2:30 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.**

**4. Vote whether to approve 1-day wine and malt license for a Halloween event at Goodnow Farms Chocolate, 80 Goodnow Road, on Saturday, October 19, 2024 from 6:00 PM to 10:00 PM, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.**

**5. Vote to enter into the Town record and congratulate Alexia Jennifer Hultin of Scout Troop 65 for having achieved the high honor of Eagle Scout.**

Vice-Chair Carty motioned to approve Consent Calendar Items 1, 2, 3, 4 and 5 as presented in the Select Board 9/24/24 Packet. Board Member Kouchakdjian seconded the motion.

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

VOTED: To approve Consent Calendar Items 1, 2, 3, 4 and 5 as presented in the Select Board 9/24/24 Packet

### Miscellaneous

**Interview candidate for Zoning Board of Appeals (ZBA). Following interview, vote whether to appoint Michael Hershberg to the ZBA for a term ending 5/31/29, and as a member of the Earth Removal Board with a term ending 5/31/29.**

Present: Candidate Michael Hershberg, 5 Brooks Road

Mr. Hershberg presented his related experience and his interest in being a full member of the ZBA. Mr. Hershberg is a land use attorney.

Members concurred that Mr. Hershberg had substantial related background and were pleased to have Mr. Hershberg on the ZBA.

Vice-Chair Carty motioned to appoint Michael Hershberg to the ZBA for a term ending 5/31/29. Board Member Kouchakdjian seconded the motion.

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

VOTED: To appoint Michael Hershberg to the ZBA for a term ending 5/31/29

**Interview applicant for appointment to the Community Preservation Committee (CPC). Following interview, vote whether to appoint Sam Markuse to the CPC for a term ending 5/31/2027.**

Present: Candidate Sam Markuse, 64 Puritan Lane

Mr. Markuse expressed his interest in the areas including historical preservation, recreational areas, open space, and affordable housing. He explained that as a NYDEK supervisor he understands the importance of the CPC prioritization process and how economics influence that process. Mr. Markuse commented about the benefit of ADUs in Town and how such units can benefit those who work in Sudbury.

Members concurred that Mr. Markuse had substantial related background and were pleased to have Mr. Markuse on the CPC.

Vice-Chair Carty motioned to appoint Sam Markuse to the CPC for a term ending 5/31/2027. Board Member Kouchakdjian seconded the motion.

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

VOTED: To appoint Sam Markuse to the CPC for a term ending 5/31/2027

**Interview candidate for Sudbury Housing Trust. Following interview, vote whether to recommend Ashley Rieser to the Housing Trust for a term ending 5/31/25.**

Present: Ashley Rieser, 14 King Philip Road

Ms. Rieser stated that she was in favor of a more-diverse Sudbury and expanded home opportunities. She explained that as a certified financial planner, she could bring a financial planning component to the Housing Trust.

Board Members agreed that adding a strong financial perspective to the Sudbury Housing Trust would be very beneficial and concurred that Ms. Rieser's significant related background would be an asset.

Vice-Chair Carty motioned to appoint Ashley Rieser to the Sudbury Housing Trust for a term ending 5/31/25. Board Member Kouchakdjian seconded the motion.

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

VOTED: To appoint Ashley Rieser to the Sudbury Housing Trust for a term ending 5/31/25.

### **Energy & Sustainability Committee update**

Present: Rami Alwan, Chair of the Energy & Sustainability Committee

Mr. Alwan presented Committee update topics including:

- EV Charging Stations being installed at the Goodnow Library and the Fairbanks Community Center
- Solar panel installation being considered at Haskell Field, preparation of DPW building roof and Fairbank Community Center roof for solar installations, preparing Fire Stations and other Town properties
- Renewed resident aggregation plan, with significant rate discounts when compared to Eversource
- Town buildings retrofit funding by mid-October
- Sustainability Coordinator Dani Marini-King secured the Vulnerability Preparedness Grant; flooding aspects being a top priority for the Town
- Green House Gas Emissions Study presented to the Select Board; project programming in place
- Two-year SPS compositing program in place; Superintendent Crozier working with other school communities on this project
- Further consideration/development for a Federal grant regarding Town-wide compositing program
- To present a proposal for single-refuge hauler program as a “pay and go” arrangement in efforts to decrease pollution and cost
- Continued advocacy for building stretch code (MA Dept. of Energy Resources); moving towards all-electric buildings
- Providing recycling bins at the Fire Stations; supplemental funding for change of DPW HVAC systems to electric systems

Mr. Alwan addressed related questions as presented by Board Members.

### **Sudbury 250 Committee update**

Present: Radha Gargeya, Chair - Sudbury 250 Committee

Mr. Gargeya presented updates, stressing that goals associated with the special celebratory events designed to entertain and inform the community.

Mr. Gargeya provided results of the flash vote survey taken by some 646 participants in July. In consideration of the April 19, 2025 event planning, he detailed that 40% of those surveyed indicated that they favored attending Sudbury celebrations as well as celebrations taking place in other joining communities on that day.

Mr. Gargeya noted that the survey indicated that residents would be willing to attend early morning activities such as the Sudbury Minuteman March, a historic walking tour with a concert at the Wayside Inn to take place. Mr. Gargeya thanked participants for taking time to complete the survey.

Mr. Gargeya presented the brochure “Sudbury Massachusetts Celebrating 250<sup>th</sup>” which highlighted events to take place on April 19, 2025; July 4, 2025, September 27, 2025; October 25, 2025; January 26, 2026; Spring, 2026 – Sudbury 250 Day; and July 4, 2026. He recommended that Town Boards/Commissions/Committees discuss the proposed events and help inform residents of upcoming events.

Board Members asked related questions. Town Manager Sheehan confirmed that one of the State grants previously mentioned would not be awarded; with the more immediate task involving gathering cost estimates for events being proposed.

Town Manager Sheehan confirmed that contracts could now be executed via approved ARPA funding, per US Treasury guidance.

### **Discussion on Combined Facilities Director Memorandum of Agreement (MOA)**

Chair Roberts addressed the Memorandum Of Agreement between the Town (the Combined Facilities Director) and Sudbury Public Schools (SPS). She asked about possible implications for the Town if the MOA was eliminated. Town Manager Sheehan explained that 50% of related salaries would shift from SPS to the Town, which would reflect a shortage in the Town budget.

Vice-Chair Carty opined why this would be a 50% impact to the Town budget if the workload remained the same 50%. He exampled joint contracts, such as the current regionalized dispatch program.

Board Member Dretler stated that the Combined Facilities Director position and the improved SPS maintenance positions were voted for at a previous Town Meeting. She preferred those with economic experience to address this issue further; likely the SPS Superintendent, Chair of the SPS Committee, and the Town Manager.

Board Member Kouchakdjian asked Ms. Duran about several related aspects. Ms. Duran indicated that she reported to the Town Manager and to the SPS Superintendent, and noted that the work order process had not been appropriately used.

Board Member Russo suggested that existing models be further analyzed before any change is considered.

Board Member Kouchakdjian motioned to appoint Chair Roberts to attend a joint meeting with a representative from the SPS Committee, Superintendent Brad Crozier, Town Manager Andy Sheehan regarding the Combined Facilities Director Memorandum of Agreement (MOA). Vice-Chair Carty second the motion.

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

VOTED: To appoint Chair Roberts to attend a joint meeting with a representative from the SPS Committee, Superintendent Brad Crozier, Town Manager Andy Sheehan regarding the Combined Facilities Director Memorandum of Agreement (MOA)

Ms. Duran stated that she would be honored to continue serving Sudbury as the Combined Facilities Director.

### **Discussion on follow-up and next steps after 9/5/24 Select Board Goals Session**

Chair Roberts suggested that the two Rail Trail topics be recognized as Select Board Goal #6, as done at last year’s Select Board Goals.

Board Member Dretler suggested that at next year's goal setting session all potential goals be shared before the meeting. She further recommended that the Board schedule a meeting with the moderator before the goal setting meeting takes place.

Board Members assumed coverage and updates for the following goals:

- Board Member Dretler            Bruce Freeman Rail Trail
- Board Member Russo            MA Central Rail Trail and Fairbank Community Center
- Vice-Chair Carty                Transportation
- Board Member Kouchakdjian    Vocational Education

Board Member Kouchakdjian suggested setting a timeline for providing goal updates/information. Vice-Chair Carty agreed that such update schedule be discussed on a quarterly basis.

Board Member Dretler noted that it might be beneficial to view how other Towns conduct the Select Board goal setting process.

Town Manager Sheehan noted the Select Board goal setting process varied when comparing various communities. He suggested that in late May or June the Board might consider beginning to discuss goals for the next year.

Board Member Dretler motioned to accept the Select Board Goals, as discussed, this evening. Board Member Russo seconded the motion.

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

VOTED: To accept the Select Board Goals, as discussed, this evening

Chair Roberts recommended continuing the Goals topic to the Select Board meeting on October 8, 2024.

### **ARPA Update**

Town Manager Sheehan presented the "Town of Sudbury ARPA Funds" spreadsheet dated 9/24/24. He noted that a balance of approximately \$80,000 remained and calculations regarding the Fire Station allocation was being worked on.

Town Manager Sheehan explained the recent US Treasury decision regarding timely contract aspects. He confirmed he would be meeting with Town Counsel regarding signatures.

### **Vote to review and possibly approve open session minutes of 5/28/24 and 8/13/24**

#### **5/28/24 Minutes**

Members agreed to postpone review of the 5/28/24 minutes in consideration of statements made by Select Board Member Kouchakdjian.

**8/13/24 Minutes**

Board Member Kouchakdjian motioned to approve the 8/13/24 Select Board Minutes, as edited. Board Member Russo seconded the motion.

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

VOTED: To approve the 8/13/24 Select Board Minutes, as edited

**Upcoming agenda items**

**10/8/24 Topics:**

- Housing production plan as recommended by Planning and Community and Community Development Department
- Select Board Goals and associated deliverables discussion
- Update from Select Board Policy Subcommittee regarding the Code of Conduct Policy

**10/22/24 Topics:**

- Transportation Update with recommendations and steps going forward

**Future Meeting Topics:**

- Discussion of potential Warrant Articles for Annual Town Meeting (discuss in November)
- MWRA Expansion Discussion

**Adjourn**

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

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

VOTED: To adjourn the Select Board Meeting

There being no further business, the Select Board meeting ended at 10:39 PM.

## **SB Meeting – 9/24/24 Documents & Exhibits**

1. Vote to grant a special permit to Sudbury Historical Society to hold the “Sudbury Historical Society Road Race” on Monday, November 11, 2024, from 10:00 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:**

- 1.a CharitableWalkApplication2024-SHS\_SB
- 1.b SHS RR Feedback 2024

2. Vote to Grant a Special Permit to Margaret Hale to hold the "Witches Ride" on Sunday, October 27, 2024, from 4:30 PM through approximately 5:30 PM, 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.

### **Attachments:**

- 2.a Witches Ride Application 2024\_SB
- 2.b Witches Ride Dept Feedback 2024

3. Vote to grant a special permit to Ronald Nix, St. Anselm Conference of the Society of St. Vincent de Paul, to hold a “Walk for the Poor” on Sunday, October 6, 2024, from 11:30 a.m. through approximately 2:30 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:**

- 3.a St Anselm Walk Application 2024\_SB
- 3.b St Anselm Walk Feedback 2024

4. Vote whether to approve 1-day wine and malt license for a Halloween event at Goodnow Farms Chocolate, 80 Goodnow Road, on Saturday, October 19, 2024 from 6:00 PM to 10:00 PM, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.

### **Attachments:**

- 4.a Goodnow Farms Chocolate Halloween Party 2024\_SB
- 4.b Department Feedback\_Goodnow Chocolate 2024\_1 Day WM

5. Vote to enter into the Town record and congratulate Alexia Jennifer Hultin of Scout Troop 65 for having achieved the high honor of Eagle Scout.

### **Attachments:**

- 5.a Troop 65 invite

6. Interview candidate for Zoning Board of Appeals (ZBA). Following interview, vote whether to appoint Michael Hershberg to the ZBA for a term ending 5/31/29, and as a member of the Earth Removal Board with a term ending 5/31/25.

### **Attachments:**

- 6.a Hershberg\_ZBA\_Appoint\_Recommend
- 6.b Michael\_Hershberg.redact

7. Interview applicant for appointment to the Community Preservation Committee (CPC). Following interview, vote whether to appoint Sam Markuse to the CPC for a term ending 5/31/2027.

### **Attachments:**



- 7.a Markuse\_CPC\_Appoint\_Recommend
- 7.b CPC appl Markuse.redact

8. Interview candidate for Sudbury Housing Trust. Following interview, vote whether to recommend Ashley Rieser to the Housing Trust for a term ending 5/31/25.

**Attachments:**

- 8.a Rieser Recommendation Letter to SB for SHT 240912
- 8.b Ashley Rieser\_Sudbury Housng Trust Application\_redact

9. Energy & Sustainability Committee update. Chair Rami Alwan to attend.

**Attachments:**

- 9.a Energy and Sustainability Committee Mission Statement\_Updated 07.11.23
- 9.b ESC update\_Alwan

10. Sudbury 250 Committee update. Chair Radha Gargeya to attend.

**Attachments:**

- 10.a Sudbury 2025 Committee\_12.05.23
- 10.b 2024\_Q3\_Sudbury250\_SSB\_Report
- 10.c sudbury-250-brochure-09.20.24

11. Discussion on Combined Facilities Director Memorandum of Agreement (MOA)

**Attachments:**

- 11.a Facilities-Director job description and MOA 3-3-22
- 11.b SRD Signed Offer Letter -Combined Facilities Director Sandra Duran 5-10-22 FINAL from TM and SPS
- 11.c FY25 Categorized 5 Year Capital Plan
- 11.d SPS Affiliated Facilities Projects conducted and overseen by CFD Curduring term of MOA.docx - Google Docs
- 11.e ADA Transition Plan Update to School Committee 9.20.2024 (1)
- 11.f SPS comm mtg 9.19
- 11.g SPS Capital projects update 9.23
- 11.h Total funding CFD affiliated FY23 & 24 Capital Projects during term of MOA 9.22.2024 - SUMMARY

12. Discussion on follow-up and next steps after 9/5/24 Select Board Goals Session

**Attachments:**

- 12.a Memo on 2025 Prioritized Goals
- 12.b SB Mission Statement and Values within Goal Categories
- 12.c SB 2025 Goal Summary Sheet
- 12.d Copy of SB 2025 List of Possible Goals and Ranking Worksheet Updated with names

13. ARPA update

**Attachments:**

- 13.a ARPA Status 07-22-24 - AS Comments 2024-09-24
- 13.b KP eUpdate ARPA version 2

14. Vote to review and possibly approve open session minutes of 5/28/24 and 8/13/24.

**Attachments:**

- 14.a SB\_draft1\_5.28.24\_min.for.review
- 14.b SB\_draft1\_5.28.24\_min.for.review.LK edits 9.23
- 14.c SB\_draft1 08.13.24 min for review

**15. Upcoming agenda items**

**Attachments:**

- 15.a Upcoming agenda.items 09.24.24