

SUDBURY SELECT BOARD

TUESDAY APRIL 29, 2025

6:30 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, Town Manager Andrew Sheehan

The statutory requirements as to notice having been compiled with, the meeting was convened at 6:31 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: Russo-present, Kouchakdjian-present, Dretler-present, Carty-present, Roberts-present.

Vice Chair Carty motioned to enter Executive Session to discuss strategy with respect to collective bargaining (Engineers and Patrol Officers) or litigation if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares, pursuant to General Laws chapter 30A, §21(a) (exception 3). Board Member Kouchakdjian seconded the motion.

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

VOTED: to enter Executive Session to discuss strategy with respect to collective bargaining (Engineers and Patrol Officers) or litigation if an open meeting may have a detrimental effect on the bargaining position of the public body and the chair so declares, pursuant to General Laws chapter 30A, §21(a) (exception 3)

At 7:03 PM, Vice-Chair Carty motioned to reconvene in open session. Board Member Kouchakdjian seconded the motion.

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

VOTED: To reconvene in open session

**Opening remarks by Chair**

- Hoped everyone had a great spring vacation
- Announced that Town Meeting starts on May 5, 2025 at LSRHS; she invited all to attend
- Acknowledged the Board voted to approve the Memorandum of Agreement contract between the Town of Sudbury and the Patrol Officers at this evening's Executive Session meeting

**Reports from Town Manager**

- Confirmed the Select Board ratified a Memorandum of Agreement Contract with the Sudbury Police Patrol Officers in Executive Session; six of the seven Town Unions have agreed on an Employment Contract.

**Reports from Select Board**

Vice-Chair Carty:

- Extended condolences to the Concord-Carlisle community regarding the tragic passing of several students

Member Russo:

- Had nothing to add

Member Kouchakdjian:

- Thanked Vice-Chair Carty for acknowledging the tragic loss affecting the Concord-Carlisle community
- Hoped all had a great spring vacation
- Thanked Chair Roberts for her stellar service to the Board and the community; including her efforts with Select Board Member Dretler regarding the Fairbank Community Center; the BFRT and extensive Select Board Policy work, and a great leader and person to work with

Member Dretler:

- Thanked staff for publicizing the virtual BFRT Design Public Hearing on May 15<sup>th</sup> at 6:30 PM; details on the Town website
- Announced the Boston Region MPO (Metropolitan Planning Organization) contained the MA TIP Program for the BFRT Phase III aspect from Sudbury into Framingham, and are accepting public comments up until May 28, 2025
- Detailed the Sudbury Historical Commission, Conservation Commission, Finance Committee and the Select Board have voted to oppose the Citizen's Petition Article 54 to reduce the CPA surcharge
- Recognized Jennifer Roberts for her six years on the Board, where she made some tough decisions with integrity and display of strong work ethic and served the Town well; especially with the CSX acquisition, BFRT, Fairbank Community Center and other projects

**Public comments**

Resident Ralph Tyler, 1 Deacon Lane, endorsed Articles 21 and 31. He stressed that improved walkways in Town are essential, adding that senior citizens in Town deserve a better transportation system.

Resident Manish Sharma, 77 Colonial Road, suggested that Town officials be vigilant about loans and funding regarding housing in Town. He requested a review of tax finances.

Resident Radha Gargeya, 120 Powder Mill Road, thanked Chair Roberts for her great leadership and contributions while serving on the Select Board. He stated that she is a remarkable public servant for the Town of Sudbury.

**Application of Eat Am Are, Inc., d/b/a Riceberry, 621 Boston Post Rd., Sudbury, Manager Pornphan Promnok, for a Change of Category from the Sale of All Alcoholic Beverages to the Sale of Wine and Malt Beverages, under G. L. Ch. 138, s.12. The licensed premises (i.e., 621 Boston Post Road) is described as: one floor and three total rooms consisting of a dining room, kitchen and bathroom.**

Present: Pornphan Promnok, Manager

Vice-Chair Carty motioned to open the public hearing for Eat Am Are, Inc., d/b/a Riceberry, 621 Boston Post Rd., Sudbury, Manager Pornphan Promnok, for a Change of Category from the Sale of All Alcoholic Beverages to the Sale of Wine and Malt Beverages, under G. L. Ch. 138, s.12. The licensed premises (i.e., 621 Boston Post Road) is described as: one floor and three total rooms consisting of a dining room, kitchen and bathroom. Board Member Kouchakdjian seconded the motion.

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

VOTED: To open the public hearing for Eat Am Are, Inc., d/b/a Riceberry, 621 Boston Post Rd., Sudbury, Manager Pornphan Promnok, for a Change of Category from the Sale of All Alcoholic Beverages to the Sale of Wine and Malt Beverages

Ms. Promnok presented various aspects of the license. Board Members asked several questions related to the serving of alcoholic beverages – wine and beverages.

Vice-Chair Carty motioned to close the evidentiary portion of the public hearing. Board Member Kouchakdjian seconded the motion.

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

VOTED: To close the evidentiary portion of the public hearing

Vice-Chair Carty motioned to approve the application for Eat Am Are, Inc., d/b/a Riceberry, 621 Boston Post Rd., Sudbury, Manager Pornphan Promnok, for a Change of Category from the Sale of All Alcoholic Beverages to the Sale of Wine and Malt Beverages, under G. L. Ch. 138, s.12. The licensed premises (i.e., 621 Boston Post Road) is described as: one floor and three total rooms consisting of a dining room, kitchen and bathroom. Board Member Kouchakdjian seconded the motion.

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

VOTED: To approve the application for Eat Am Are, Inc., d/b/a Riceberry, 621 Boston Post Rd., Sudbury, Manager Pornphan Promnok, for a Change of Category from the Sale of All Alcoholic Beverages to the Sale of Wine and Malt Beverages, under G. L. Ch. 138, s.12.

**Vote to close public hearing for Eat Am Are, Inc., d/b/a Riceberry, 621 Boston Post Rd., Sudbury**

Vice-Chair Carty motioned to close the public hearing for Eat Am Are, Inc., d/b/a Riceberry, 621 Boston Post Rd., Sudbury, Manager Pornphan Promnok, for a Change of Category from the Sale of All Alcoholic Beverages to the Sale of Wine and Malt Beverages, under G. L. Ch. 138, s.12. Board Member Kouchakdjian seconded the motion.

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

VOTED: To close the public hearing for Eat Am Are, Inc., d/b/a Riceberry, 621 Boston Post Rd., Sudbury, Manager Pornphan Promnok, for a Change of Category from the Sale of All Alcoholic Beverages to the Sale of Wine and Malt Beverages, under G. L. Ch. 138, s.12

**Meet with Council on Aging applicant. Following interview, vote whether to appoint Mary McLaughlin to the COA for a term expiring 5/31/27, as requested by Jill Dube, Assistant Senior Center Director.**

Present: Mary McLaughlin

Ms. McLaughlin noted that she had been volunteering with various COAs for many years. Board Members thanked Ms. McLaughlin for offering her time to the COA.

Vice-Chair Carty motioned to appoint Mary McLaughlin to the COA for a term 6/1/25 to 5/31/, as requested by Jill Dube, Assistant Senior Center Director. Board Member Kouchakdjian seconded the motion.

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

VOTED: To appoint Mary McLaughlin to the COA for a term 6/1/25 to 5/31/28, as requested by Jill Dube, Assistant Senior Center Director

**Open joint meeting with Finance Committee (FinCom), Sudbury Public School Committee (SPS), Capital Improvement Advisory Committee (CIAC) to discuss Facilities Condition Assessment. Presenters: Alpha Facilities and Sandra Duran, Combined Facilities Director.**

Present: Sudbury Finance Committee (FinCom), Sudbury Public School Committee (SPS), SPS Superintendent Brad Crozier, Capital Improvement Advisory Committee (CIAC), Ron Kramps, Alpha Facilities, Sandra Duran, Combined Facilities Director; Victor Garofalo, Finance Director

Vice-Chair Carty motioned to open joint meeting with FinCom, SPS, and CIAC to discuss Facilities Condition Assessment. Board Member Kouchakdjian seconded the motion.

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

VOTED: To open joint meeting with FinCom, SPS, and CIAC to discuss Facilities Condition Assessment

SPS Chair Nicole Burnard motioned to open the joint meeting with FinCom, CIAC and Select Board.

It was on motion 4-0; Sim-aye, Jones-aye, McCready-aye, Burnard-aye

VOTED: To enter the joint meeting with FinCom, CIAC and Select Board.

CIAC Member Susan Asbedian-Ciaffi stated that CIAC did not have a quorum.

FinCom Member Eric Poch motioned to open the joint meeting with the Select Board, FinCom, CIAC and SPS.

It was on motion 5-0; Baranowsky-present, Sousa-present, Lynch-present, Sorett-present, Poch-present

VOTED: To enter the joint meeting with the Select Board, SPS, and CIAC.

Mr. Ron Kramps, Alpha presented the "Overview of Findings Facility Condition Assessment and Spece Analysis of the Town of Sudbury:"

- Assessment and review of all Town buildings - 643,729 gross square feet of Town facilities were examined – (5 schools and 15 other permanent facilities).
- Town of Sudbury Current Replacement Value - \$538 Million
- Town of Sudbury Space Analysis Overview Findings -Town hall not well used
- Suggested Next Steps

Vice-Chair Carty asked about outbuildings, like Carding Mill. Ms. Duran responded that outbuildings were not addressed in this study.

Vice-Chair Carty asked if the Town had the expertise to run the supposed software with Brightly on a going basis. Mr. Kramps confirmed that Brightly support would be available, if needed. Ms. Duran indicated that Alpha was a manageable program.

CIAC Member Tom Travers asked about Alpha maintenance. Ms. Duran noted that efficiencies were added, especially with the schools.

SPS Member Mandy Sim asked if the system software could be updated. Mr. Kramps replied in the affirmative.

Board Member Kouchakdjian asked if an ADA compliance section was omitted. Ms. Duran stated that ADA aspects were considered in a previous study, and this study reflected more of a “brick and mortar” study. Board Member Kouchakdjian inquired about piping in school buildings before 1985. Mr. Kramps stated he would provide that information in a note.

Board Member Russo asked about space summary of all buildings. Mr. Kramps explained the color-coding system used to indicate types of spaces/services.

FinCom Member Hank Sorett mentioned historic compliance when considering Town Hall renovation expense. Mr. Kramps explained that increased cost for historic compliance was not included in the study.

Mr. Sorett asked if energy modifications were included in the study. Mr. Kramps responded in the affirmative. Ms. Duran added that the new opt-in stretch code was not reflected in this study because no new construction was shown in this phase of the study.

Board Member Dretler asked if inflation rates could be predicted. Mr. Kramps responded in the affirmative.

SPS Member Karyn Jones asked about next steps. Mr. Kramps noted that next steps would consider a capital improvement plan.

Chair Roberts mentioned cost impacts, based on averages. Mr. Kramps concurred. Town Manager Sheehan mentioned rolling stock influence, adding that technology needs to be worked into a capital plan, and this is a good starting place.

Town Manager Sheehan suggested integrating such a capital plan into the five- and fifteen-year plans and working with the facilities department. Ms. Duran suggested creating 5- and 20-year plans, as well as determining what might be needed in the near future and use a capital predictor with guidance from Mr. Kramps.

**Atkinson Pool Update**

Town Manager Sheehan opined that the contingency amount is key when considering a working pool. He noted that options were discussed earlier today, and the consensus reflected that the Atkinson Pool is a great community asset. He stated it would cost at least \$1 million to repurpose the pool. Town Manager Sheehan confirmed that the team continues determining a realistic estimate, which might be closer to \$835,000. Mr. Garofalo indicated that it was difficult to commit to a number today as there were challenges when considering a facility made of concrete; he confirmed that Atkinson Pool roof work would commence in August.

Board Member Dretler stated that Town residents support the pool project, reflective of a 38-year-old pool needing leak repair. She stated that she appreciated all the work done by Staff.

Mr. Garofalo stated that a contingency number is being studied to address any unanticipated aspects.

Mr. Poch stated that request for additional funds requires a Town Meeting vote; he stressed the importance of being deliberate about this matter and not rushing this decision.

CIAC Member Richard Winer acknowledged that the pool leak is located somewhere within the plumbing system and should be fixed before anything is replaced. Mr. Garofalo agreed that the first step would be to locate the leak.

Ms. Duran stated that finding the leak is complex in consideration of concrete surrounding the area, and noted that other associated piping had been replaced.

Chair Roberts stated that she appreciated Staff reviewing associated options, and noted that Town support is very significant.

SPS Chair Burnard motioned to close the joint meeting of the SPS at 10:03 PM. Ms. Sim seconded the motion.

It was on motion 4-0; Sim-aye, McCready-aye, Jones-aye, Burnard-aye

VOTED: To close the joint meeting of the SPS

FinCom Member Eric Poch motioned to close the joint meeting of FinCom. Mr. Sorett seconded the motion.

It was on motion 5-0; Sorett-aye, Sousa-aye, Lynch-aye, Baranowsky-aye, Poch-aye

VOTED: To close the joint meeting of the FinCom.

**Vote to close joint meeting with FinCom, SPS, and CIAC, and resume Select Board meeting**

Vice-Chair Carty motioned to close the joint meeting with FinCom, SPS, and CIAC, and resume Select Board meeting. Board Member Kouchakdjian seconded the motion.

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

VOTED: To close the joint meeting with FinCom, SPS, and CIAC, and resume Select Board meeting.

**Discussion on Annual Town Meeting and Warrant Articles, including consent calendar and article positions**

**Article #2 – FY25 Budget Adjustments**

Vice-Chair Carty motioned to Indefinitely postpone Article #2. Board Member Kouchakdjian seconded the motion.

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

VOTED: To Indefinitely postpone Article #2 – FY25 Budget Adjustments

Town Manager Sheehan stated that Article #43 – MBTA Buildings – Funding for Acquisition would be discussed at the Select Board meeting before Town Meeting on Monday at 6:45 PM.

**Discussion on Annual Town Meeting statement about Citizen's petition Article 54**

Board Members agreed that support of Article 54 would not be in the best interest of the Town. Board Member Dretler stated that she would bring a related edited statement to the Select Board meeting on Monday before Town Meeting.

Board Member Kouchakdjian motioned to approve the statement of the Select about Citizen's petition Article 54 and authorize Janie Dretler to edit such statement.

It was on motion 4-0-1; Kouchakdjian-aye, Dretler-aye, Carty-abstain, Russo-aye, Roberts-aye

VOTED: To approve the statement of the Select about Citizen's petition Article 54 and authorize Janie Dretler to edit such statement

**Vote to review and possibly approve the minutes of 2/24/25 and 2/25/25**

**2/24/25 Minutes**

Board Member Kouchakdjian motioned to approve Select Board joint meeting minutes of 2/24/25, as edited. Board Member Dretler seconded the motion.

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

VOTED: To approve Planning Board minutes of 2/24/25, as edited

**2/25/25 Minutes**

Board Member Kouchakdjian motioned to approve Select Board minutes of 2/25/25, as edited. Board Member Dretler seconded the motion.

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

VOTED: To approve Select Board minutes of 2/25/25, as edited

**Consent Calendar**

**Vote to designate the week of May 18-24, 2025 as National Public Works week in the Town of Sudbury, and to sign a proclamation in that regard, as requested by DPW Director Tina Rivard**

**Vote to confirm the Town Manager's appointment of Kimberly Burns to the Historical Commission with a term ending May 31, 2027**

**Vote to accept the resignation of Kelly Cronin from the Sudbury Housing Trust, and send a letter of thanks for her service to the Town.**

Vice-Chair Carty motioned to approve Consent Calendar items 6-8, as outlined in the Select Board packet. Board Member Dretler seconded the motion.

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

VOTED: To approve Consent Calendar items 6-8, as outlined in the Select Board packet

**Upcoming Agenda items**

- 5/5/25 and 5/6/25 brief meetings before Annual Town Meeting at 6:45 PM

**May 20, 2025**

- Vote Select Board Chair and Vice-Chair
- HPP presented by Planning Board
- Potential COA candidate to be interviewed
- Town Manager Review Process

May 15, 2025 – MPO Design Hearing - BFRT (Sudbury Section); public comment to be received by 5/28

**Continue executive session to review and approve executive session meeting minutes pursuant to G.L. c. 30A, § 21(a)(7) “[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” (“Purpose 7”), citing to the Open Meeting Law, G.L. c. 30A, §§ 22(f), (g).**

Vice-Chair Carty motioned to continue executive session to review and approve executive session meeting minutes pursuant to G.L. c. 30A, § 21(a)(7) “[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” (“Purpose 7”), citing to the Open Meeting Law, G.L. c. 30A, §§ 22(f), (g)., and not return to open session. Board Member Kouchakdjian seconded the motion.

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

VOTED: To continue executive session to review and approve executive session meeting minutes pursuant to G.L. c. 30A, § 21(a)(7) “[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” (“Purpose 7”), citing to the Open Meeting Law, G.L. c. 30A, §§ 22(f), (g)., and not return to open session

There being no further business in open session, the meeting ended at 11:04 PM.



## **SB Meeting 4/29/25 - Documents & Exhibits**

**2.** Continue executive session to review and approve executive session meeting minutes pursuant to G.L. c. 30A, § 21(a)(7) “[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” (“Purpose 7”), citing to the Open Meeting Law, G.L. c. 30A, §§ 22(f), (g).

### **Attachments:**

- 2.a SB Executive Session 12-21-21\_approved\_no\_release
- 2.b SB 01\_04\_22\_Executive Session\_approved\_NO\_RELEASE
- 2.c SB 01\_24\_22\_Executive Session\_approved\_NO\_RELEASE
- 2.d SB Executive Session 5.07.24\_min for review
- 2.e SB Executive Session draft for review 2.25.25
- 2.f SB Executive Session for review 3.25.25

**4.** Application of Eat Am Are, Inc., d/b/a Riceberry, 621 Boston Post Rd., Sudbury, Manager Pornphan Promnok, for a Change of Category from the Sale of All Alcoholic Beverages to the Sale of Wine and Malt Beverages, under G. L. Ch. 138, s.12. The licensed premises (i.e., 621 Boston Post Road) is described as: one floor and three total rooms consisting of a dining room, kitchen and bathroom.

### **Attachments:**

- 4.a Riceberry Alcohol License Change Application\_SB
- 4.b Department Feedback\_Riceberry Change\_2025

**6.** Vote to designate the week of May 18-24, 2025 as National Public Works week in the Town of Sudbury, and to sign a proclamation in that regard, as requested by DPW Director Tina Rivard.

### **Attachments:**

- 6.a National Public Works Week 2025

**7.** Vote to confirm the Town Manager's appointment of Kimberly Burns to the Historical Commission with a term ending May 31, 2027.

### **Attachments:**

- 7.a Burns\_Kimberly\_HC\_2025\_redacted

**9.** Meet with Council on Aging applicant. Following interview, vote whether to appoint Mary McLaughlin to the COA for a term expiring 5/31/27, as requested by Jill Dube, Assistant Senior Center Director.

### **Attachments:**

- 9.a select board letter re board appointee to fill vacancy 2025 JB and MM
- 9.b COA appointment application Mary McLaughlin

**10.** Open joint meeting with Finance Committee (FinCom), Sudbury Public Schools Committee (SPS), Capital Improvement Advisory Committee (CIAC) to discuss Facilities Condition Assessment. Presenters: Alpha Facilities and Sandra Duran, Combined Facilities Director.

### **Attachments:**

- 10.a FCA Briefing to Town of Sudbury 042925

**13.** Discussion on Annual Town Meeting and warrant articles, including consent calendar and article positions.

### **Attachments:**

- 13.a 2025 TM Article List.4.2.25

**14.** Discussion on Select Board Annual Town Meeting statement about Citizen's petition Article 54.

**Attachments:**

14.a DRAFT Vote No Citizen Petition Article 54 ATM25 SB Statement

**15.** Vote to review and possibly approve the minutes of 2/24/25 and 2/25/25.

**Attachments:**

15.a SB\_draft1\_2.24.25\_min for review

15.b SB\_draft1\_2.25.25\_min for review

**16.** Upcoming agenda items

**Attachments:**

16.a Upcoming agenda.items 04.29.25