

Sudbury Select Board

Handbook Subcommittee Virtual Meeting

Monday, September 15, 2025

7:00 p.m.

Subcommittee Members Present: Janie Dretler and Lisa Kouchakdjian

Others present: None

Member Kouchakdjian opened the meeting at 7:00 p.m. and read the open meeting remarks. The Subcommittee did a roll call of all members. Both members Dretler and Kouchakdjian stated they were present for the meeting.

Member Kouchakdjian moved to approve the August 27, 2025 Handbook Subcommittee meeting minutes. Member Dretler seconded the motion. The motion passed 2-0, each member stating aye.

The Subcommittee continued to edit the draft Handbook.

Member Dretler will accept all the changes and clean up the document, make sure the formatting is consistent and send it to Member Kouchakdjian. The Subcommittee agrees that Town Manager Sheehan should review the draft Handbook prior to providing the document to the full Select Board. The Subcommittee expects to have the draft ready for Town Manager Sheehan's review after the next meeting.

The Subcommittee will select a next meeting date via email.

Member Dretler moved to adjourn the meeting at 7:59 p.m. Member Kouchakdjian seconded the motion. The motion passed 2-0 each member stating aye.