

SUDBURY SELECT BOARD
TUESDAY SEPTEMBER 9, 2025
HYBRID MEETING, 7:00 PM
SUDBURY TOWN HALL, 322 CONCORD ROAD
(Meeting can be viewed at www.sudburytv.org)

Present: Chair Lisa Kouchakdjian, Vice-Chair Janie Dretler, Select Board Member Dan Carty, Select Board Member Charles Russo, Select Board Member Radha Gargeya, Assistant Town Manager/Finance Director Victor Garofalo, Town Manager Andrew Sheehan

Chair Kouchakdjian called the meeting to order at 7:00 PM

Roll call: Dretler-present, Russo-present, Carty-present, Gargeya-present, Kouchakdjian-present

Opening Remarks by Chair

Chair Lisa Kouchakdjian:

- Announced the Sudbury Pan-Mass Challenge Kids Race rescheduled to 9/21/25
- Mentioned the Sept. 11th Memorial Ceremony
- Announced Board of Health flu clinic - Oct. 4 at Curtis Middle School; registration required
- Announced high-risk warning for West Nile Virus and precautions; listed on Town website
- Announced Dick Williamson Celebration of Life ceremony on Sept. 14
- Park & Recreation Commission meeting last night – discussion of playground equipment

Reports from Town Manager

Town Manager Andrew Sheehan:

- Senior means tax exemption program deadline is Sept. 30th
- Thanked all for participation in the Opioid Awareness presentations sponsored by Board of Health

Select Board Reports

Vice-Chair Dretler had nothing further to add

Board Member Carty

- Extended good luck wishes to all the Sudbury sports teams this fall season
- Thanked Chair Kouchakdjian for mentioning the 9/11 Memorial event

Board Member Gargeya

- Extended condolences regarding the 9/11 tragedy
- Thanked the Health Department for sponsoring the Opioid Awareness presentation
- SPS commenced discussions regarding goal setting

Board Member Russo had nothing further to add.

Chair Kouchakdjian mentioned the LS Regional Agreement and Counsel hoping to present a draft by end of September and will be reviewed by DESE.

Public Comment

Resident Manish Sharma, 77 Colonial Road, thanked all for the Parks & Recreation award session; he is waiting for SPS financials.

Consent Calendar

- 1. Vote to grant a one-day Wine & Malt license to Sudbury Meetinghouse, to accommodate the Sudbury Meetinghouse Launch Event on Saturday, September 13, 2025 from 4:00 PM to 9:00 PM at First Parish of Sudbury, 327 Concord Rd, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability insurance.**
- 2. Vote to reappoint Thomas Plihcik to the Diversity, Equity and Inclusion Commission (DEIC) for a 1-year term expiring 5/31/26.**
- 3. Vote to accept the resignation of Kanika Pandey from the Cultural Council, and send a thank you letter for her service to the Town.**
- 4. Vote to grant a one-day Wine & Malt license to Goodnow Farms Chocolate, to accommodate the Goodnow Farms Halloween Party Event on Saturday, October 25, 2025 from 6:00 PM to 10:00 PM at Goodnow Farms, 80 Goodnow Road, subject to the use of a TIPS trained bartender and a receipt of a Certificate of Liability insurance.**
- 5. Vote to grant a one-day Wine & Malt license to Goodnow Farms Chocolate, to accommodate the Goodnow Farms Halloween Party Event on Friday, October 24, 2025 from 6:00 PM to 10:00 PM at Goodnow Farms, 80 Goodnow Road, subject to the use of a TIPS trained bartender and a receipt of a Certificate of Liability insurance.**
- 6. Vote to accept the Declaration of Restrictive Covenants and Grant of Easement regarding the Stormwater Management System for the property at 527 Boston Post Road fka 505-525 Boston Post Road subject to the Stormwater Management Permit issued for the property.**
- 7. Vote to authorize the Select Board to petition the General Court for a Special Act to amend Sudbury's Means Tested Senior Exemption, Chapter 169 of the Acts or 2012 as amended by Chapter 10 of the Acts of 2016.**

Vice-Chair Dretler motioned to approve Consent Calendar items 1-7, as listed in the Select Board agenda. Board Member Carty seconded the motion.

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

VOTED: To authorize the Select Board to petition the General Court for a Special Act to amend Sudbury's Means Tested Senior Exemption, Chapter 169 of the Acts or 2012 as amended by Chapter 10 of the Acts of 2016

Public Hearing

8. CONTINUATION OF PUBLIC HEARING: Application of DashaSolutions LLC, DBA Pinspiration, 435 Boston Post Road, Unit 11, Sudbury, for a Restaurant License for the Sale of All Alcoholic Beverages, under G. L. Ch. 138, s.12, Rashida Garcia-Dancey, Manager. The premises proposed to be licensed (i.e., 435 Boston Post Road, Unit 11) is a single floor 2500 sq ft space with a single entrance and 50 maximum seated capacity. There is a back door for removing trash and accepting shipments. (Applicant has requested this be continued TO THE 9/30 MEETING without testimony.)

Town Manager Sheehan explained that the applicant was finalizing approvals regarding the application process.

Vice-Chair Dretler motioned that the Public Hearing for DashaSolutions LLC, DBA Pinspiration, 435 Boston Post Road, Unit 11, Sudbury, for a Restaurant License for the Sale of All Alcoholic Beverages, under G. L. Ch. 138, s.12, Rashida GarciaDancey, Manager; be continued TO THE 9/30/25 SELECT BOARD MEETING without testimony.

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

VOTED: That the Public Hearing for DashaSolutions LLC, DBA Pinspiration, 435 Boston Post Road, Unit 11, Sudbury, for a Restaurant License for the Sale of All Alcoholic Beverages, under G. L. Ch. 138, s.12, Rashida GarciaDancey, Manager; be continued TO THE 9/30/25 SELECT BOARD MEETING without testimony.

9. Interview Board of Registrars applicants, and vote whether to appoint Hilda Ioanilli, 192 Boston Post Rd., Republican, to the Board of Registrars of Voters for a one-year term to expire in April 2026; and appoint either Siobhan Hullinger, 55 Washington Dr., Republican, or Barbara Ryan, 155 Ford Rd., Democrat, for a three year term to expire April 2028.

Present: Beth Klein, Town Clerk; Hilda Ioanilli, Registrar Candidate; Siobhan Hullinger, Registrar Candidate; Barbara Ryan, Registrar Candidate

Ms. Klein shared information regarding duties associated with the Board of Registrars appointment, composed of three residents from two parties and herself. She added that the appointed Registrar cannot be a member of any other Town committee or board.

The three candidates presented background summaries. Board Members asked related questions and thanked the candidates for their volunteerism interests.

Vice-Chair Dretler motioned to appoint Hilda Ioanilli as the Republican Registrar of Voters for a one-year term expiring April 2026. Board Member Carty seconded the motion.

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

VOTED: To appoint Hilda Ioanilli as the Republican Registrar of Voters for a one-year term expiring April 2026

Vice-Chair Dretler motioned to appoint Barbara Ryan as the Registrar of Voters for a three-year term expiring April 2028. Board Member Carty seconded the motion.

It was on motion 4-1; Dretler-aye, Carty-no, Russo-aye, Gargeya-aye, Kouchakdjian-aye

VOTED: To appoint Barbara Ryan as the Registrar of Voters for a three-year term expiring April 2028

10. Review and endorse Rail Trail Advisory Committee CPA application

Present: John Drobinski, Chair - Rail Trail Advisory Committee

Mr. Drobinski provided related specifications regarding the installation of handicapped-accessible entries to the Rail Trail.

Chair Kouchakdjian thanked Mr. Drobinski and the Rail Trail Advisory Committee for helping advance this project for the Town. Vice-Chair Dretler confirmed the CPC application also satisfies such accessibility to Rail Trail and recreation areas in Town, as specified in the Master Plan.

Member Carty asked if it would be the Planning Department or Select Board submitting this article. Town Manager Sheehan added that a related vote from the Planning Board would be appropriate; Board Members agreed.

Board Member Russo asked about the number of handicap parking spaces proposed. Mr. Drobinski stated a couple of spaces would be proposed for the Dunkin area, noting that the parking spaces would be clearly identified. Chair Kouchakdjian recommended that Facilities Director Sandra Duran be part of the process, as she is actively involved with related MA ADA topics. Mr. Drobinski agreed.

Vice-Chair Dretler motioned to endorse the Rail Trail Advisory Committee CPA application, as presented. Board Member Carty seconded the motion.

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

VOTED: To endorse the Rail Trail Advisory Committee CPA application, as presented

11. Presentation of FY25 budget to actual by Finance Director Victor Garofalo

Victor stated that FY25 ended very favorably. He referred to ten properties in Town with tax balances exceeding \$100,000.00. He outlined various other FY25 budget categories, including: motor vehicle excise tax, hotel/meals tax, vocational education expenses, Town licenses, investment income (implementation of US treasuries investments (which will continue to realize profits in FY26).

Mr. Garofalo detailed aspects of the Capital budget as well.

Town Manager Sheehan acknowledged that budget considerations were better now than they were last year and hoped that associated possible overrides could be avoided going forward.

Vice-Chair Dretler recommended discussion regarding the free cash policy.

Members concurred that tonight's budgetary presentation was most informative and mentioned the benefit associated with use of the new Town software program.

12. Review and discussion of Town Manager Performance Evaluation.

Town Manager Sheehan reviewed his self-assessment and noted that he appreciated the written evaluations submitted by Board Members.

Vice-Chair Dretler opined that Board Member evaluations clearly indicate that Town Manager Sheehan is doing a great job and his performance is much appreciated. Board Members agreed that Town Manager Sheehan is working with a strong team - Staff.

13. Discussion on Haynes and Nixon school roof projects. Victor Garafalo and Sandra Duran to attend.

Town Manager Sheehan provided updates regarding the school roof projects, noting that SPS is working with the MSBA (MA Schools Building Association) and their design team. He acknowledged that cost increases of approximately \$5.5M reflect escalation cost, inclusion of solar and accessibility improvements with sprinkler updates. Town Manager Sheehan indicated there may be additional updates by the end of October.

Town Manager Sheehan explained that if the Haynes School and Nixon School roof projects were approved in October, funding would likely be allocated in December and construction could likely commence in Spring. He further stated that the LSRHS roof would be addressed at the Annual Town Meeting.

14. Camp Sewataro: discussion and vote on providing direction for Town Manager

Vice-Chair Dretler commented that she requested that the Sewataro topic be included in tonight's agenda in order to provide sufficient time for consideration of associated contract renewal aspects. She stressed the importance of examining the current contract and the management of the property, which expires September 2027.

Chair Kouchakdjian stated that she would like to review all possible options that the Town might consider, including a possible triple-net lease.

Board Member Russo stated that the current lease term does not expire for another two years, and indicated that such considerations might be premature. He noted that an official open space plan was not in place to date.

Extensive discussion took place.

Board Member Carty stated that at previous Town Meetings, the residents clearly indicated they did not want housing at the Sewataro site.

Board Member Gargeya indicated that Sewataro provided a great opportunity for the Town as recreation and open space and Staff could review the lease/contract process and possibly recommend some modifications.

Vice-Chair Dretler motioned to direct the Town Manager, in consultation with Staff and Legal Counsel to review the Agreement with Camp Sewataro, LLC, including its current term, potential extension provisions and associated financials; with history provided by Board Member Russo, and to report back to the Board with recommendations no later than December 16, 2025. Chair Kouchakdjian seconded the motion.

It was on motion 3-2; Russo-no, Dretler-aye, Gargeya-aye, Carty-no, Kouchakdjian-aye

VOTED: To direct the Town Manager, in consultation with Staff and Legal Counsel to review the Agreement with Camp Sewataro, LLC, including its current term, potential extension provisions and associated financials; with history provided by Board Member Russo, and to report back to the Board with recommendations no later than December 16, 2025

15. Select Board Professional Development discussion

Board Members discussed conducting of a Select Board Professional Development session. Board Member Carty indicated such a development session was not essential compared to other priorities. Board Member Russo endorsed the idea of conducting a Select Board Goal setting session as soon as possible after Town Meeting and agreed that there might not be sufficient time to schedule such a development session. Board Member Gargeya mentioned a goal setting professional development session would be beneficial and timely, and stressed the importance of establishing a budget plan in conjunction with setting goals.

Vice-Chair Dretler commented that scheduling of a Professional Development session would be preferable.

16. Discuss Select Board goal setting

Town Manager Sheehan indicated that conducting a brief review of Select Board Goals this fall could be considered before scheduling a spring goal setting session..

Chair Kouchakdjian stated that she and Town Manager Sheehan would determine a date for discussion of a goal-setting “check-in” session in the next couple of months before Town Meeting and postpone the professional development session.

17. Discuss topics to be assigned for Fall 2025 - Select Board newsletter

After brief discussion, topic designations were made:

- Board Member Russo – New software for Town buildings
- Board Member Carty – Interview with Library Director
- Board Member Gargeya - Rte. 20 Economic Plan
- Chair Kouchakdjian and Vice-Chair Dretler indicated they would be considering possible topics.

18. Vote to review and approve minutes of 5/5/25, 5/6/25, 5/7/25 (pre-ATM), and 7/15/25

5/5/25 Minutes

Vice-Chair Dretler motioned to approve the 5/5/25 Select Board Minutes. Board Member Carty seconded the motion.

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

VOTED: To approve the 5/5/25 Select Board Minutes

5/6/25 Minutes

Vice-Chair Dretler motioned to approve the 5/6/25 Select Board Minutes, as edited. Board Member Carty seconded the motion.

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

VOTED: To approve the 5/6/25 Select Board Minutes, as edited

5/7/25 Minutes

Vice-Chair Dretler motioned to approve the 5/7/25 Select Board Minutes, as edited. Board Member Carty seconded the motion.

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

VOTED: To approve the 5/7/25 Select Board Minutes, as edited

7/15/25 Minutes

Vice-Chair Dretler motioned to approve the 7/15/25 Select Board Minutes, as edited. Board Member Carty seconded the motion.

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

VOTED: To approve the 7/15/25 Select Board Minutes, as edited

19. Upcoming agenda items

- Joint meeting with DEI on 9/30/25
- Master Plan update at upcoming meeting
- Considering additional joint meetings with other Town Boards, Committees
- Legislative updates in October
- Town Forum considerations

Adjourn

Vice-Chair Dretler motioned to adjourn the Select Board meeting. Mr. Carty seconded the motion.

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

VOTED: To adjourn the Select Board meeting

There being no further business, the Select Board meeting adjourned at 10:32 PM.

SB Meeting 9/9/25 - Documents & Exhibits

1. Vote to grant a one-day Wine & Malt license to Sudbury Meetinghouse, to accommodate the Sudbury Meetinghouse Launch Event on Saturday, September 13, 2025 from 4:00 PM to 9:00 PM at First Parish of Sudbury, 327 Concord Rd, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability insurance.

Attachments:

- 1.a One-Day - Sudbury Meetinghouse - Redacted - 9.13.25
- 1.b One-Day - Sudbury Meeting House - Departmental Approvals - 9.13.25

2. Vote to reappoint Thomas Plihcik to the Diversity, Equity and Inclusion Commission (DEIC) for a 1-year term expiring 5/31/26.

Attachments:

- 2.a plichick DEIC

3. Vote to accept the resignation of Kanika Pandey from the Cultural Council, and send a thank you letter for her service to the Town.

Attachments:

- 3.a Resigning from Board position

4. Vote to grant a one-day Wine & Malt license to Goodnow Farms Chocolate, to accommodate the Goodnow Farms Halloween Party Event on Saturday, October 25, 2025 from 6:00 PM to 10:00 PM at Goodnow Farms, 80 Goodnow Road, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability insurance.

Attachments:

- 4.a One-Day - Goodnow Farms - 10.25.25 - Redacted
- 4.b One-Day -Goodnow Farms - Departmental Approvals - 10.25.25

5. Vote to grant a one-day Wine & Malt license to Goodnow Farms Chocolate, to accommodate the Goodnow Farms Halloween Party Event on Friday, October 24, 2025 from 6:00 PM to 10:00 PM at Goodnow Farms, 80 Goodnow Road, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability insurance.

Attachments:

- 5.a One-Day - Goodnow Farms - 10.24.25 - Redacted
- 5.b One-Day -Goodnow Farms - Departmental Approvals - 10.24.25

6. Vote to accept the Declaration of Restrictive Covenants and Grant of Easement regarding the Stormwater Management System for the property at 527 Boston Post Road fka 505-525 Boston Post Road subject to the Stormwater Management Permit issued for the property.

Attachments:

- 6.a Chase Bank - 505-525 Boston Post Road - SWMP Easement and Restrictive Covenant 250827

7. Vote to authorize the Select Board to petition the General Court for a Special Act to amend Sudbury's Means Tested Senior Exemption, Chapter 169 of the Acts or 2012 as amended by Chapter 10 of the Acts of 2016.

Attachments:

- 7.a KP-#989922-v1-SUDB_ltr_to_legislators_
re__means_tested_senior_tax_special_act
- 7.b Article 55 Means Tested Senior Tax Exemption Amendment and Special Act

8. CONTINUATION OF PUBLIC HEARING: Application of DashaSolutions LLC, DBA Pinspiration, 435 Boston Post Road, Unit 11, Sudbury, for a Restaurant License for the Sale of All Alcoholic Beverages, under G. L. Ch. 138, s.12, Rashida Garcia-Dancey, Manager. The premises proposed to be licensed (i.e., 435 Boston Post Road, Unit 11) is a single floor 2500 sq ft space with a single entrance and 50 maximum seated capacity. There is a back door for removing trash and accepting shipments. (Applicant has requested this be continued to the 9/30 meeting without testimony.)

Attachments:

- 8.a Pinspiration Alcohol License Application_SB
- 8.b Department Feedback_Pinspiration

9. Interview Board of Registrars applicants, and vote whether to appoint Hilda Ioanilli, 192 Boston Post Rd., Republican, to the Board of Registrars of Voters for a one-year term to expire in April 2026; and appoint either Siobhan Hullinger, 55 Washington Dr., Republican, or Barbara Ryan, 155 Ford Rd., Democrat, for a three-year term to expire April 2028.

Attachments:

- 9.a Ioanilli_Hilda_redact
- 9.b Hullinger_Siobhan_redact
- 9.c Barbara Ryan BOR appl
- 9.d General Law - Part I, Title VIII, Chapter 51, Section 18
- 9.e General Law - Part I, Title VIII, Chapter 51, Section 20
- 9.f General Law - Part I, Title VIII, Chapter 51, Section 21
- 9.g General Law - Part I, Title VIII, Chapter 51, Section 25

10. Review and endorse Rail Trail Advisory Committee CPA application

Attachments:

- 10.a Text for CPC app MCRT access v02_clean
- 10.b CPA-Project-Application-Interactive-FY27-250528

11. Presentation of FY25 budget to actual by Finance Director Victor Garofalo.

Attachments:

- 11.a Memo Select Board FY 25 Budget to Actual - Sept 9 2025 Meeting

12. Review and discussion of Town Manager Performance Evaluation.

Attachments:

- 12.a Select Board Town Manager Composite Evaluation 2025 Updated with RG comments

16. Discuss Select Board goal setting

Attachments:

- 16.a 2025 Sudbury Select Board Goals & Deliverables for website

17. Discuss topics to be assigned for Fall 2025 - Select Board newsletter.

Attachments:

17.a SB Newsletter Previous Topics_09.02.25

18. Vote to review and approve minutes of 5/5/25, 5/6/25, 5/7/25 (pre-ATM), and 7/15/25.

Attachments:

18.a SB_draft1_5.05.25_min

18.b SB_draft1_5.06.25_min

18.c SB_draft1_5.07.25_min

18.d SB_draft1_7.15.25_min for review

19. Upcoming agenda items

Attachments:

19.a Upcoming agenda.items 09.09.25