

IN SUDBURY SELECT BOARD

TUESDAY NOVEMBER 4, 2025

7:00 PM

Sudbury Town Hall

(Meeting can be viewed at [www.sudburytv.org](http://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 7:03 PM.

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

**Opening Remarks by Chair**

- Attended most interesting MAGIC meeting today; focus on Arts and Culture planning
- Yesterday received draft revisions of LS Regional Agreement sent by Attorney Mark Terry; DESI will review draft
- Recognized Veterans Day and those and their families who served the country; she noted that municipal offices will be closed on Veteran's Day
- Select Board Hour to be held on November 6<sup>th</sup> remotely at 7:00 PM; hosted by Vice-Chair Dretler and Board Member Gargeya
- Sudbury Holiday Village to be held on December 6<sup>th</sup> from 11:00 AM to 3:00 PM at the Fairbank Community Center

**Reports from Town Manager**

- Town website includes changes to the Sherman Bridge design plan, reflecting Sudbury and Wayland resident input from the Sherman Bridge session several weeks ago
- At the 11/18 Select Board meeting will present the Financial Condition of the Town presentation to include municipal finance aspects.
- Legislative delegation presentation at the 11/18 Select Board meeting
- Recognized Town department quick response to a fallen tree on vehicle at 29 Hudson Road; car was crushed, driver not seriously injured.

**Reports from Select Board**

Vice-Chair Dretler

- Witnessed DPW working on Fairbank Road, and rushed to action at the fallen tree and crushed car incident; thanked staff
- Attended and volunteered at the Adaptive Cycling demonstration session at Broadacre Farm – off the BFRT - great turnout, beautiful day
- Attended Fall Fest Day at Noyes School, which introduced kids to bike trails at the BFRT and MCRT
- Attended “Issues with Long-Term Care,” part of series presented at the Fairbank Community Center (sponsored by COA) on 11/29

#### Board Member Carty

- Thanked Chair Kouchakdjian for mentioning Veteran’s Day
- Annual Hope Sudbury Telethon begins Friday, 11/7; additional information on Hope Sudbury website

#### Board Member Gargeya

- Thanked all Veterans who served the country
- Attended Sudbury 250<sup>th</sup> Event – Battle of Red Horse Tavern (oldest tavern in the country) where two battles were fought
- SPS School meetings and information sessions regarding MSBA approval of school roof projects
- Select Board Office Hours with Vice-Chair Dretler and himself at 7:00 PM on 11/6

#### Board Member Russo

- Extended his thanks to all who took part in the Adoptive Cycling event, sponsored by COD (Commission on Disabilities) and the Rail Trail Advisory Committee; very well attended
- Remembered Veteran’s Day and all those who served their country; Road Race beginning at Curtis School

#### **Public Comment**

Resident Manish Sharma, 77 Colonial Road, asked about State rebates and financing for the school roof projects. He spoke about the Town improving interest rates with financial institutions.

#### **Consent Calendar**

**1. Vote to approve a one-hour extension of the licensed closing hour and serving of alcoholic beverages for licensees who make application in advance to the Town Manager's Office: Lavender, 519A Boston Post Road on Wednesday, November 26, 2025 (Thanksgiving Eve) and Wednesday, December 31, 2025 (New Year's Eve), on the condition that the kitchen remains open and food is served.**

**2. Vote to accept the Declaration of Restrictive Covenant and Grant of Easement regarding Stormwater Management System for the property at 631 Boston Post Road subject to the Stormwater Management Permit issued for the property.**

**3. Vote to accept two donations from the Sudbury Foundation: (1) \$30,000 toward Basic Needs Gift Card Program (Health Dept); and (2) \$11,000 toward Adaptive Cycling Culture (Commission on Disability). Said funds to be expended under the direction of the Health Director and Commission on Disability Chair.**

**4. Vote to confirm the Town Manager appointment of Annika Hardy, 41 Concord Road, to the Commission on Disability for a term expiring 5/31/28.**

**5. Vote to Grant a Special Permit to SMILE Mass, to hold the "Gobble Wobble" on Saturday, November 22, 2025, from 10:00 AM through approximately 1:00 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 insurance liability**

**6. Vote to accept \$30,000 grant from The Sudbury Foundation toward basic needs for vulnerable residents. Funds to be dispersed at the direction of the Health Director.**

Vice-Chair Dretler motioned to approve Consent Calendar Items 1-6, as presented in tonight's Select Board meeting packet. Board Member Carty seconded the motion.

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

VOTED: To approve Consent Calendar Items 1-6, as presented in tonight's Select Board meeting packet

### **7. Discussion on Master Plan Update by the Planning Board**

Present: Adam Burney Director Planning and Community Development

Mr. Burney reviewed aspects of the presented "Sudbury Master Plan – Action Items," which included Actions with Town advocacy groups/departments and proposed timeframes – short-term (within 5 years), mid-term (5-10 years), ongoing and long-term (more than 10 years). He shared several related high-level updates:

#### **Route 20 Corridor**

Mr. Burney confirmed that the Route 20 Corridor study was completed in June and reflected many related recommendations, including additional planning for economic development in Town, which would help businesses in Sudbury.

Mr. Burney commented that such planning for the Rte. 20 Corridor would consider connectivity, zoning aspects which would include housing, commercial properties and historical considerations. He mentioned collaboration with the State. He stressed the important factors including: expanding the village business zoning district, adding a minimum public space allocation, addition of a definition for various medical related centers (health spas), revision of sign bylaw (Section 3200), consideration of removal of the Water Resources Protection Overlay District (most controversial) and adding requirements for EV charging stations.

In relation to Route 20 Corridor advancements, Mr. Burney mentioned the continued pursuit of a municipal wastewater system; construction of connecting sidewalks along Rte. 20 and added pedestrian

crossings; improved lighting (especially at the Horse Pond Road intersection); collaboration with MassDOT to allow the Town to take control of Rte. 20 between Fire Station #2 and Massasoit Avenue; pursue measures for connection of the Chiswick Park roadway to Rte. 20 and Union Avenue to create a complete street; to improve pedestrian/bicycle/vehicular interconnections between commercial properties and to consider relocating utility lines underground along the corridor.

#### Economic Development

Mr. Burney acknowledged that a Town Economic Development staff person would be in place soon, and a Strategic Development Plan for Rte. 20 would be worked on. Mr. Burney noted that potential zoning bylaw amendments would be considered in order to advance economic development.

#### Transportation and Connectivity

Mr. Burney commented about the expansion of Catch Connect services; currently there is no cost to riders for those transportation services. He added that the Catch Connect service includes door to door rides from 8:00 AM to 6:00 PM, Monday-Friday.

Mr. Burney mentioned that there will be added pedestrian crossings around the Rte. 20 area, with improved lighting at the Horse Pond Road intersection.

#### Historical and Cultural Identity

Mr. Burney explained that the Sudbury Historical Districts Commission is working with consultant Peter Benton to draft guidelines for specific historic districts in Town.

#### Natural Environment

Mr. Burney stressed the importance of making stormwater management and water protection a priority in Town.

#### Conservation and Recreation Land

Mr. Burney explained that the BFRT is not officially open yet, but Phase 3 of the project is in process and various items are being finalized with the State; consideration of applications and potential funding sources for rail trail connections throughout Town.

#### Town Facilities, Services and Infrastructure

Mr. Burney recognized that a Town facilities inventory had been released for public review. He added that the facilities study provided a baseline and basis for capital planning regarding facilities and services.

#### Housing

Mr. Burney noted that the Sudbury Housing Trust is moving forward with the Hudson Road housing project. He added that several potential housing plans are being considered at this time.

#### Resiliency

Mr. Burney mentioned that the Sustainability and Resiliency Committee is making progress with related initiatives as passed at Town Meeting.

Public Health and Social Wellbeing

Mr. Burney stated that a Master Plan Implementation Committee will likely be in place in 2026 and topics regarding employment, available transportation around Town, and expanded health services will be communicated to residents.

Related discussion with Select Board members took place.

**8. Discussion regarding vacancy on Sudbury School Committee**

Board Members discussed the process for replacing outgoing SPS Committee member Mandy Sim.

Chair Kouchakdjian thanked Town Manager Sheehan for providing the Board with information regarding how other communities address such School Committee replacements. She acknowledged that Select Board members would present their own questions to School Committee candidates at an upcoming joint meeting with the SPS School Committee to make for the selection of a new Committee member.

**9. Discussion on next steps for Eversource litigation funds**

Board Member Carty recused himself from the discussion.

Town Manager Sheehan detailed that a balance of \$150,331.00 remained in litigation funding. He confirmed that Eversource satisfied all related requirements.

Board Member Russo motioned to allocate \$150,331.00 remaining in litigation funding to the Free Cash account. Board Member Gargeya seconded the motion.

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

VOTED: To allocate \$150,331.00 remaining in litigation funding to the Free Cash account

**10. Update on Vocational Education goal. Member Radha Gargeya to provide update.**

Board Member Gargeya presented the MA Vocational Letter he drafted to Mr. Dave Koffman, Senior Executive and legislative Director of the Massachusetts Municipal Association (MMA), which included excerpt from the Boston Globe Article "Mass vocational schools are straining at the seams. They say they need more State funds to keep up with the demand," dated 10/9/24.

Board Members provided comment and agreed to sign the letter of request for possible funding sources for towns to join vocational districts and capacity enhancements at vocational schools.

Town Manager Sheehan noted that the letter would likely be considered at the annual MMA meeting in January, 2026.

Board Members agreed to sign the letter and to include cc notations to legislators and DESE (Department of Elementary and Secondary Education).

**11. Move to approve the proposed adjustment to Fire Department, Town Clerk, Cemetery and Public Works permits and fees, as outlined in the memo from the Assistant Town Manager, Finance**

**Director, dated October 31, 2025 with changes to take effect on November 5, 2025, except the Road Opening Fee which will take effect July 1, 2026.**

Board Members confirmed they reviewed the proposed increase in municipal fees as described. Board Member Russo indicated that he was pleased to see the updates and appreciates the justifications provided.

Town Manager noted that Finance Director Victor Garofalo and Management Analyst James Goudie-Murray worked diligently on this proposal.

Board Members discussed proposed charges associated with cemetery fees and provided several revisions.

Vice-Chair Dretler motioned to approve the proposed adjustment to Fire Department, Town Clerk, Cemetery and Public Works permits and fees, as outlined in the memo from the Assistant Town Manager, Finance Director, dated October 31, 2025 and discussed at tonight's Select Board Meeting, with changes to take effect on November 5, 2025, except the Road Opening Fee which will take effect July 1, 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 approve the proposed adjustment to Fire Department, Town Clerk, Cemetery and Public Works permits and fees, as outlined in the memo from the Assistant Town Manager, Finance Director, dated October 31, 2025 and discussed at tonight's Select Board Meeting, with changes to take effect on November 5, 2025, except the Road Opening Fee which will take effect July 1, 2026

**12. Vote to sign the December 1, 2025 Special Town Meeting Warrant and notify the Town Clerk of Ballot Questions for the December 16, 2025 Special Town Election.**

Town Manager Sheehan thanked staff for working expediently on this Warrant, which reflects a total of 9 articles (including the Citizen's Petition article regarding Town walkways) and main focus on SPS roof project for the Haynes and Nixon schools and three other articles regarding solar canopies in various Town locations, as submitted by Combined Facilities Department. He noted that two articles deal with liquor licenses and increase in fees for tax demands.

Board Member Carty stated the warrant articles would be discussed in greater detail at the next Select Board meeting. He opined about why the two roof articles were not submitted by the School Department. Town Manager Sheehan responded that the two articles reflect a collaboration effort with SPS.

Combined Facilities Director noted that the roof projects are now in the design phase and a vendor began review of the design; she noted that tax credits could still be in effect.

Town Manager Sheehan stated that Town Counsel would be providing any required edits.

Vice-Chair Dretler motioned to sign the December 1, 2025 Special Town Meeting Warrant and notify the Town Clerk of Ballot Questions for the December 16, 2025 Special Town Election. Board Member Carty seconded the motion.

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

VOTED: To sign the December 1, 2025 Special Town Meeting Warrant and notify the Town Clerk of Ballot Questions for the December 16, 2025 Special Town Election

**13. Discussion of potential Select Board warrant articles for 2026 Annual Town Meeting.**

Board Members discussed property Conservation Restrictions and transportation funding.

Town Manager Sheehan confirmed that additional information would be provided at the next Select Board meeting on November 18.

**14. Review the Select Board Fall 2025 Newsletter articles and approve for distribution.**

Chair Kouchakdjian thanked Kirsten Roopenian of the Planning Board and Planning Staff member Beth Perry for helping with her article. Board Member Gargeya offered to edit his article.

Vice-Chair Dretler motioned to approve the Select Board Fall 2025 Newsletter articles and approve for distribution. Board Member Carty seconded the motion.

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

VOTED: To approve the Select Board Fall 2025 Newsletter articles and approve for distribution

**15. Review and possibly approve meeting minutes of 9/30/25.**

Vice-Chair Dretler motioned to approve the Select Board Meeting Minutes of 9/30/25, as edited. Board Member Carty seconded the motion.

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

VOTED: To approve the Select Board Meeting Minutes of 9/30/25, as edited

**16. Upcoming agenda items.**

- Cultural Council agenda item to be included on the Select Board 11/12/25 agenda
- School representatives/School committees and Finance Committee members to be invited to next meeting
- Update on Citizen's Petition - petitioner to present at future meeting.
- KPI recommendation for big projects in Town to be included in State of Town presentation per Board Member Carty
- Facilities Working Group update at future meeting, per Board Member Carty
- Options regarding the process involved with building a new elementary school at future meeting, per Vice-Chair Dretler

**Adjourn**

Board Member Carty motioned to adjourn the Select Board meeting. Board Member Russo seconded the motion.

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

VOTED: To adjourn the Select Board meeting

There being no further business, the Select Board meeting was adjourned at 10:26 PM.



## **Documents & Exhibits**

**1.** Vote to approve a one-hour extension of the licensed closing hour and serving of alcoholic beverages for licensees who make application in advance to the Town Manager's Office: Lavender, 519A Boston Post Road on Wednesday, November 26, 2025 (Thanksgiving Eve) and Wednesday, December 31, 2025 (New Year's Eve), on the condition that the kitchen remains open and food is served.

### **Attachments:**

- 1.a Serving Hours Extension - Lavender - 2025\_Redacted
- 1.b Extension of Hours - Lavender - Departmental Approvals

**2.** Vote to accept the Declaration of Restrictive Covenant and Grant of Easement regarding Stormwater Management System for the property at 631 Boston Post Road subject to the Stormwater Management Permit issued for the property.

### **Attachments:**

- 2.a 631 Boston Post Road - SWMP Declaration of Restrictive Covenants and Grand of Easement 251023

**3.** Vote to accept two donations from the Sudbury Foundation: (1) \$30,000 toward Basic Needs Gift Card Program (Health Dept); and (2) \$11,000 toward Adaptive Cycling Culture (Commission on Disability). Said funds to be expended under the direction of the Health Director and Commission on Disability chair.

### **Attachments:**

- 3.a Basic Needs Gift Card Program
- 3.b Wheels in Motion\_ Building an Adaptive Cycling Culture in SudburyPacket (3)

**4.** Vote to confirm the Town Manager appointment of Annika Hardy, 41 Concord Road, to the Commission on Disability for a term expiring 5/31/28.

### **Attachments:**

- 4.a Annika\_Hardy\_Redacted\_2025
- 4.b Annika\_Hardy\_Resume\_2025

**5.** Vote to Grant a Special Permit to SMILE Mass, to hold the "Gobble Wobble" on Saturday, November 22, 2025, from 10:00 AM through approximately 1:00 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 insurance liability.

### **Attachments:**

- 5.a Walk Run Application - Gobble Wobble - 11.22.25 - Redacted
- 5.b Walk Run - Gobble Wobble - Departmental Approvals - 11.22.25

**6.** Vote to accept \$30,000 grant from The Sudbury Foundation toward basic needs for vulnerable residents. Funds to be dispersed at the direction of the Health Director.

### **Attachments:**

- 6.a The Basic Needs Gift Card ProgramPacket

**7.** Discussion on Master Plan Update by the Planning Board

### **Attachments:**

- 7.a Master Plan - Action Item Matrix for SB Update 251023

**8.** Discussion regarding vacancy on Sudbury School Committee

**9.** Discussion on next steps for Eversource litigation funds

**10.** Update on Vocational Education goal. Member Radha Gargeya to provide update.

**Attachments:**

10.a MA\_VocEd\_MMA\_letter\_20251104

**11.** Move to approve the proposed adjustments to Fire Department, Town Clerk, Cemetery and Public Works permits and fees, as outlined in the memo from the Assistant Town Manager, Finance Director dated October 31, 2025 with changes to take effect on November 5, 2025, except the Road Opening Fee which will take effect July 1, 2026.

**Attachments:**

11.a Select Board Memo - Fee-Permit Increase 11-4-25 (002)

**12.** Vote to sign the December 1, 2025 Special Town Meeting Warrant and notify the Town Clerk of Ballot Questions for the December 16, 2025 Special Town Election.

**Attachments:**

12.a Articles submitted

**13.** Discussion of potential Select Board warrant articles for 2026 Annual Town Meeting

**14.** Review the Select Board Fall 2025 Newsletter articles and approve for distribution.

**Attachments:**

14.a Municipal Update Newsletter Fall 2025 (1)

**15.** Review and possibly approve meeting minutes of 9/30/25.

**Attachments:**

15.a SB\_draft1\_9.30.25\_min for review

**16.** Upcoming agenda items

**Attachments:**

16.a Upcoming agenda.items 11.04.25