

IN SUDBURY SELECT BOARD

TUESDAY OCTOBER 22, 2025

7:00 PM, ZOOM

REMOTE MEETING

(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:

- “Livable Communities” hybrid event October 23, 2025 at Goodnow Library – 7:00 PM to 8:30 PM
- Accessible “Trick O’ Treat,” October 31, 2025 in the Meadowbrook neighborhood, 5:00 PM – 7:00 PM; all welcome
- Sudbury Holiday Village scheduled for December 6, 2025 at the Fairbank Community Center

Reports from Town Manager

Town Manager Andrew Sheehan:

- Thanked all who attended the Sherman’s Bridge meeting recently – good turnout by Sudbury and Wayland residents – options are being considered, additional information will be presented soon

Reports from Select Board

Vice-Chair Janie Dretler:

- Nothing further to report at this time

Board Member Dan Carty:

- Nothing further to report at this time

Board Member Radha Gargeya:

- Extended best wishes to those who celebrate Diwali and the Festival of Lights

- Attended the MMA breakfast meeting on October 17 as did Finance Director Victor Garofalo; topic focus was review of FY25 State revenues and first quarter FY26 revenue indicators

Board Member Charles Russo:

- Extended well wishes to Sudbury sport teams nearing the end of the sports season
- Adaptive Cycling event to take place Saturday, October 25th on the BFRT at the Broadacres parking lot at 11:00 AM – 3 PM
- Attended the Jamie Eldridge session last evening with Board Member Gargeya; interesting to view municipal topics from a different perspective

Public Comment

Resident Manish Sharma, 77 Colonial Road, wished all community members a happy Diwali. Expressed concern that Select Board members did not have access to proposed cost estimates for the two school roof projects. He noted that Home Depot has competitive roofing material costs which the Town should consider.

He mentioned the Town's relationship with the AICPA Board, and asked for related financials. He suggested that someone be appointed representative for the LS and SPS food services.

Resident Alicia Carrillo, 68 Basswood Avenue, expressed concern about Sherman's Bridge proposals and requested that the Select Board postpone the appointment of a resident to a seat on the Community Preservation Committee (CPC) due to confusion associated with CPC review of candidate applications.

Consent Calendar

1. Vote to correct the reappointment expiration dates of two Cultural Council members: Rich Gallup, 11 Shady Hill Lane, and Anna Ryan, 54 Cider Mill Road, both with terms expiring 10/31/2026, as requested by Erica Puccio, SCC chair.

2. Vote to archive Selectmen's Policies and Procedures document formerly adopted 8/23/1999.

3. Vote to grant a one-day Wine & Malt license to Goodnow Library Association, to accommodate a Donor Event on Wednesday, November 12, 2025 from 6:00 PM to 7:00 PM at Goodnow Library, 21 Concord Road, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability insurance.

Board Member Carty recommended continued archiving of individual Select Board Policies and Procedure documents.

Vice-Chair Dretler motioned to approve Consent Calendar Items 1, 2, and 3; as presented in this evening's meeting packet. Board Member Gargeya seconded the motion.

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

VOTED: To approve Consent Calendar Items 1, 2 and 3; as presented in this evening's meeting packet.

4. PUBLIC HEARING: Application of Sudbury Wine, Spirits, and Provisions LLC, 410 Boston Post Road, Sudbury, MA 01776, for a change of Ownership Interest in Sudbury Wine, Spirits, and Provisions.

Present: Attorney Josh Fox, Representative for Owners

Vice-Chair Dretler motioned to open the Public Hearing: Application of Sudbury Wine, Spirits, and Provisions LLC, 410 Boston Post Road, Sudbury, MA 01776, for a change of Ownership Interest in Sudbury Wine, Spirits, and Provisions. Board Member Carty seconded the motion.

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

VOTED: To open the Public Hearing: Application of Sudbury Wine, Spirits, and Provisions LLC, 410 Boston Post Road, Sudbury, MA 01776, for a change of Ownership Interest in Sudbury Wine, Spirits, and Provisions.

Mr. Fox explained that the owners of Sudbury Wine, Spirits, and Provisions LLC, Joe and Maryanne Saia, are preparing to transfer the LLC into two Revocable Trusts for each of them for estate planning reasons. He confirmed the owners would retain 50/50 ownership.

Vice-Chair Dretler asked if another level of approval was required for the transfer. Mr. Fox responded that ABCC required a signed document by the two owners.

Board Member Russo asked if the Town loses any rights by signing this agreement. Town Manager Sheehan responded not. Chair Kouchakdjian asked for public comment and there was none.

Vice-Chair Dretler motioned to close the evidentiary portion of the Public Hearing. Board Member Carty seconded the motion.

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

VOTED: To close the evidentiary portion of the Public Hearing.

Vice-Chair Dretler motioned to approve the Application of Sudbury Wine, Spirits, and Provisions LLC, 410 Boston Post Road, Sudbury, MA 01776, for a change of Ownership Interest in Sudbury Wine, Spirits, and Provisions. Board Member Carty seconded the motion.

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

VOTED: To approve the Application of Sudbury Wine, Spirits, and Provisions LLC, 410 Boston Post Road, Sudbury, MA 01776, for a change of Ownership Interest in Sudbury Wine, Spirits, and Provisions.

5. Vote to appoint David Kaplan, 112 Puritan Lane, to the vacant at large seat on the Community Preservation Committee to complete a 3-year term which began June 1, 2024, and expires May 31, 2027.

Present: Candidate David Kaplan, 112 Puritan Lane

As a one-year resident of Sudbury, Mr. Kaplan stated that he enjoys the rail trails in Town as well as the school system. He noted that he has interest in the preservation of agricultural lands such as the Broadacres Farm and has interest in affordable housing in Sudbury, as well.

Vice-Chair Dretler mentioned that she watched the CPC meeting, where Mr. Kaplan was interviewed and voted on unanimously. She added that the vacancy was advertised for some time.

Town Manager Sheehan confirmed that related advertising postings were advertised since May 23, 2025.

Board Member Carty asked that in the future, such advertisements for open positions include a date certain for application submittal deadline. He stated that this aspect could be fine-tuned when reviewing Select Board Policy Regulations.

Vice-Chair Dretler motioned to appoint David Kaplan, 112 Puritan Lane, to the vacant at large seat on the Community Preservation Committee to complete a 3-year term which began June 1, 2024, and expires May 31, 2027. Board Member Carty seconded the motion.

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

VOTED: To appoint David Kaplan, 112 Puritan Lane, to the vacant at large seat on the Community Preservation Committee to complete a 3-year term which began June 1, 2024, and expires May 31, 2027

6. Vote to call a Special Town Meeting on Monday, December 1, 2025, open the Warrant for same, and close the Warrant on Nov. 3, 2025.

Town Manager Sheehan stated that a Special Town Meeting was proposed for December 1, 2025, for vote primarily on the Sudbury roof replacements for the Haynes School and Nixon School.

Related procedural questions were posed by Board Member Carty. Town Manager Sheehan provided clarification.

Vice-Chair Dretler motioned to call a Special Town Meeting on Monday, December 1, 2025, open the Warrant for same, and close the Warrant on Nov. 3, 2025. Board Member Carty seconded the motion.

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

VOTED: To call a Special Town Meeting on Monday, December 1, 2025, open the Warrant for same, and close the Warrant on November 3, 2025.

7. Select Board review and discussion of 5- and 15-year Capital Improvement Plan. Vote to open joint meetings with committees in attendance with a quorum.

Present: Finance Committee Members, Combined Facilities Director, Public Works Director, Police Chief, Fire Chief, Parks & Recreation Director, IT Director, Sustainability Coordinator, SPS Superintendent, LSRHS Superintendent

FinCom Co-Chair Mike Ferrari opened the joint meeting with the Select Board and other Boards. Joachim-present, Poch-present, Sorett-present, Lynch-present, Bettinelli-present, Fries-present, Baranowsky-present, Ferrari-present.

Other representatives from Town departments and Boards were present, without quorum.

Town Manager Sheehan acknowledged that this was the first such extensive (15-year Capital Improvement Plan) being presented.

Town Manager Sheehan and Assistant Town Manager/Finance Director Victor Garofalo presented the “15-Year Capital Plan.”

Town Manager Sheehan detailed that each Town department was tasked with review of facilities, vehicles, equipment and infrastructure needs. He added that capital needs were included in the master spreadsheet and monthly meetings were conducted to discuss project timelines, related costs and possible funding sources in the boarding timeline (15-year timeline) as well as the yearly timeline.

Town Manager Sheehan presented capital funding sources to include: Tax Levy, Free Cash, Stabilization Funds, Overlay Surplus, Debt-in levy or excluded, Capital or Debt Exclusions, Community Preservation Act, Other funds: e.g., Ambulance, Enterprise, etc.

Town Manager Sheehan and Assistant Town Manager Garofalo presented next steps, which included: refinement of plans to coordinate with available funding, finalize funding strategies, present FY27 capital request, gather input from Select Board/Finance Committee/CIAC and to provide an annual review and update of the plan, the first such input session taking place in January.

It was noted that the 15-year capital plan delineated 600 assets and approximately \$192 million in potential costs over the 15 years. Assistant Town Manager Garofalo commented that many calculations and priorities could change as the plan/s are refined.

In consideration of Capital Asset Planning, the group discussed the importance of reviewing maintenance, repair, replacement and setting guidelines for dealing with funding shortage.

Board Member Gargeya acknowledged that the Capital Improvement Plan presented tonight took many hours of preparation and thought. He asked if the FY27 Capital Budget included funding from the MSBA. Assistant Town Manager/Finance Director Garofalo responded the Budget did not include MSBA funding, as the 11.3-million-dollar school roof projects must be presented this way, and the same for the roof project at LSRHS.

Board Member Carty stated that he appreciated tonight's extensive Capital Improvement Plan review and noted that the last time such a thorough review took place was in 2020 and noted there is an opportunity here to improve what was presented in the past. Board Member Carty favored the inclusion of suggested funding sources as presented this evening and inquired about the capabilities of the Asset Software which the Town now owns. Town Manager Sheehan responded that the Asset Software captured every asset

component of the Town and included related maintenance and replacement schedules for all assets and aids in maintaining the buildings. Assistant Town Manager/Finance Director Garofalo noted the capabilities also included positioning various assets to be considered in a staggered fashion in order to help with balancing projects and funding schedules.

Member Russo thanked everyone for the work involved with the presented Capital Improvement Plan; he stressed the importance of asset priorities and suggested establishing a public input process for various projects (such as considering putting related capital projects on the Town website). Town Manager Sheehan explained that including such projects on the Town website is the plan.

CIAC Member Tom Travers stated that the presentation was a great way to start this long-range planning project and stressed the importance of considering manpower and space planning when reviewing future capital projects. Town Manager Sheehan said that such topic would be discussed later in the process and now the consideration would be inventory.

The group discussed facility asset management via the spreadsheet. FinCom Member Eric Poch noted that the planning described this evening was a great way to proceed with great tools, he shared his concern regarding high rates and full asset base of today and added that the first year's projected spending was extremely high. It reflected 462% of the annual average. He recommended that maintenance costs be moved from capital planning to an operating budget as soon as possible. Mr. Poch said he would send along some of his notes to be shared with Town Manager Sheehan. FinCom Member John Baranowsky addressed present value formulas and future cost projections; he offered to work with Town administration to address such concerns offline.

FinCom and the Select Board discussed the new capital asset management spreadsheet; Assistant Town Manager Garofalo detailed that all listed items were for existing assets.

Chair Kouchakdjian confirmed that the Town had waited for this type of comprehensive planning for a long time and thanked Town Manager Sheehan and Assistant Town Manager Garofalo for all efforts expended to present an excellent plan going forward.

Town Manager Sheehan stated he was very pleased with tonight's attendance by many Town committee members and thanked all for the feedback received. He suggested if anyone had further questions, to send them to him. He thanked Mr. Garofalo for his tremendous efforts and also thanked all department heads who helped.

FinCom Co-Chair Joachim closed the FinCom meeting. Co-Chair Ferrari seconded the motion. Roll vote was taken to close the meeting: Joachim-aye, Poch-aye, Sorett-aye, Lynch-aye, Bettinelli-aye, Fries-aye, Baranowsky-aye, Ferrari-aye.

8. Review proposed 2026 Select Board meeting schedule, and make edits if necessary.

Board Member Carty recommended the Board add a Select Board meeting on January 6, 2026. Board Member Russo suggested that the January 6th meeting be kept as a placeholder and if it needed to be cancelled for any reason, it could be. Board Member Gargeya appreciated the Board recognize the LSRHSC meetings as well when scheduling Select Board meetings. Chair Kouchakdjian offered to share

the Select Board calendar with LSRHSC and to request that they avoid scheduling on days the Select Board is scheduled to meet.

Vice-Chair Dretler motioned to accept the 2026 Select Board Calendar as identified, with the addition of a January 6, 2026, Select Board meeting. Board Member Carty seconded the motion.

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

VOTED: To accept the 2026 Select Board Calendar as identified, with the addition of a January 6, 2026 Select Board meeting.

9. Upcoming agenda items

- Future Meeting - Vocational Education aspects as presented by Board Member Gargeya
- Future Meeting – Possible remaining litigation monies from the Eversource project – Board Member Russo
- In the next two meetings – Town Meeting Articles discussion, Wireless Overlay District – Board Member Carty
- Future Meeting – Review of DLS Report, Policy Subcommittee updates
- Future Meeting – Distribution of Subcommittee Handbook shortly – Chair Kouchakdjian
- Town Manager Sheehan announced the DLS Report was received yesterday – to discuss at the November 18th meeting

10. Close Regular Session, and vote to enter into Executive Session for the purpose of discussing collective bargaining matters related to negotiation strategy for all Town unions, wherein strategy discussion with respect to collective bargaining in open session may have a detrimental effect on the bargaining position of the public body pursuant to MGL chapter 30a §21(a)(3).

Vice-Chair Dretler motioned to close Regular Session, and vote to enter into Executive Session for the purpose of discussing collective bargaining matters related to negotiation strategy for all Town unions, wherein strategy discussion with respect to collective bargaining in open session may have a detrimental effect on the bargaining position of the public body pursuant to MGL chapter 30a §21(a)(3); and not return to open session. Board Member Carty seconded the motion.

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

VOTED: To close Regular Session, and vote to enter into Executive Session for the purpose of discussing collective bargaining matters related to negotiation strategy for all Town unions, wherein strategy discussion with respect to collective bargaining in open session may have a detrimental effect on the bargaining position of the public body pursuant to MGL chapter 30a §21(a)(3); and not return to open session.

There being no further business, the meeting was adjourned at 9:55 PM.

Documents & Exhibits

1. Vote to correct the reappointment expiration dates of two Cultural Council members: Rich Gallup, 11 Shady Hill Lane, and Anna Ryan, 54 Cider Mill Road, both with terms expiring 10/31/2026, as requested by Erica Puccio, SCC chair.

Attachments:

1.a SCC reappts recommendation

2. Vote to archive Selectmen's Policies and Procedures document formerly adopted 8/23/1999.

Attachments:

2.a Selectmen Policies and Procedures
2.b Selectmen Policies and Procedures

3. Vote to grant a one-day Wine & Malt license to Goodnow Library Association, to accommodate a Donor Event on Wednesday, November 12, 2025 from 6:00 PM to 7:00 PM at Goodnow Library, 21 Concord Road, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability insurance.

Attachments:

3.a One-Day Application - Goodnow Library Foundation - 11.12.25_Redacted
3.b One-Day - Goodnow Library Foundation - Departmental Approvals - 11.12.25

4. PUBLIC HEARING: Application of Sudbury Wine, Spirits, and Provisions LLC, 410 Boston Post Road, Sudbury, MA 01776, for a change of Ownership Interest in Sudbury Wine, Spirits, and Provisions.

Attachments:

4.a Change of Ownership Interest - App. 1_Redacted
4.b Change of Ownership Interest - Sudbury WSP - Departmental Approvals

5. Vote to appoint David Kaplan, 112 Puritan Lane, to the vacant at-large seat on the Community Preservation Committee to complete a 3-year term which began June 1, 2024 and expires May 31, 2027.

Attachments:

5.a PCD Letter of Rec David Kaplan oBo CPC
5.b David Kaplan CPC Memeber Application 10-8-25
5.c David Kaplan CPC Membership letter

6. Vote to call a Special Town Meting on Monday, December 1, 2025, open the Warrant for same, and close the Warrant on Nov. 3, 2025.

Attachments:

6.a STM STE Winter 2025 Schedule

7. Select Board review and discussion of 5- and 15- year Capital Improvement Plan. Vote to open joint meetings with committees in attendance with a quorum.

Attachments:

7.a Capital Plan Memo Select Board 10-10-25
7.b FY27 - 5-15 Year Capital Plan - Read Only

8. Review proposed 2026 Select Board meeting schedule, and make edits if necessary.

Attachments:

8.a LS dates DRAFT 2026 Select Board meeting schedule

9. Upcoming agenda items

Attachments:

9.a Upcoming agenda.items 10.22.25

10. Close Regular Session, and vote to enter into Executive Session for the purpose of discussing collective bargaining matters related to negotiation strategy for all Town unions, wherein strategy discussion with respect to collective bargaining in open session may have a detrimental effect on the bargaining position of the public body pursuant to MGL chapter 30a §21(a)(3).

Attachments:

10.a GIC SB Memo

10.b doc03634620251016145336

11. Vote to close Executive Session and not resume Open Session.