



Town of Sudbury

Planning Board

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MINUTES

2021 ANNUAL TOWN FORUM MASTER PLAN – PRIORITIES FOR SUDBURY’S FUTURE

OCTOBER 21, 2021 AT 7:00 PM

VIRTUAL MEETING

Planning Board Members Present: Chair Stephen Garvin, Vice Chair Justin Finnicum, Clerk John Hincks, Anuraj Shah, and John Sugrue.

Select Board Members Present: Chair Jennifer Roberts, Vice Chair Russo, Dan Carty, Janie Dretler, and William Schineller

Others Present: Director of Planning and Community Development Adam Duchesneau, Town Manager Henry Hayes, Jr., Nate Kelly from the Horsley Witten Group, and Krista Moravec from the Horsley Witten Group

Ms. Roberts welcomed everyone to the 2021 Annual Town Forum. She called the meeting with the Planning Board to order at 7:02 PM.

Ms. Dretler motioned to open the 2021 Annual Town Forum with the Planning Board. Mr. Russo seconded the motion. Roll Call Vote: Ms. Roberts – Aye, Mr. Russo – Aye, Mr. Carty – Aye, Ms. Dretler – Aye, and Mr. Schineller – Aye.

Mr. Garvin called the 2021 Annual Town Forum with the Select Board to order.

Mr. Hincks motioned to open the 2021 Annual Town Forum with the Select Board. Mr. Finnicum seconded the motion. Roll Call Vote: Mr. Garvin – Aye, Mr. Finnicum – Aye, Mr. Hincks – Aye, Mr. Shah – Aye, and Mr. Sugrue – Aye.

Mr. Russo provided introductory comments and stated the recently completed Town Master Plan would address goals and action plans in consideration of the next 15 to 20 years. He then summarized the Town Forum Master Plan Action Plan which involved the implementation of the Master Plan’s goals.

Mr. Duchesneau indicated the Master Plan reflected a two-year planning process and would be updated periodically. He also noted the last Master Plan had been completed in 2001. Mr. Duchesneau emphasized the goal of updating the Master Plan was to examine where the Town had been, where it was now, and where the Town wished to be in the future.

Mr. Duchesneau stated the Master Plan process included frequent meetings of the Master Plan Steering Committee (which included resident representation), scheduled Master Plan Open House events, a survey process, and input from citizens, Town Departments, and all Town boards, committees, and commissions. He indicated Mr. Sugrue had chaired the Master Plan Steering Committee.

Mr. Sugrue added the Master Plan Steering Committee was primarily comprised of residents who held membership in various Town boards, committees, and commissions. In essence, the residents shaped the Master Plan, with professional guidance from the Horsley Witten Group. Mr. Sugrue stated the Master Plan was ambitious in its goal-setting and now the residents could continue this inclusion process by determining the best implementation plans for the established goals over the next ten to twenty years.

Ms. Moravec presented an overview of the new Master Plan via the Sudbury Master Plan Implementation PowerPoint presentation. She detailed the two aspects of the document: The Baseline Report, which is a snapshot of Sudbury today, including inventories, data, trends, and mapping, which sets the stage. Ms. Moravec also referenced the second part – the actual Master Plan – which is the primary source policy document, outlining formative issues, goals, policies, and the Action Plan Matrix.

Ms. Moravec referenced the major themes/elements within the Master Plan, which were as follows:

- Route 20 Corridor (in consideration of housing development and infrastructure)
- Natural Environment
- Economic Development
- Conservation & Recreation
- Resiliency – Impacts, Natural Hazards, Climate Change
- Transportation and Connectivity (access throughout town)
- Town Facilities, Services & Infrastructure
- Public Health & Social Wellbeing
- Historic & Cultural Identity
- Housing

Ms. Moravec then detailed topics within each of the Master Plan chapters which addressed:

- Goals – what the Town hoped to achieve with the Master Plan
- Opportunities, Challenges, and Needs – which focus on important issues that impact Sudbury's future, as presented by data and voiced by the community
- Policies and Actions – which provide direction on how the Town plans to address challenges, meet local needs, and build upon available opportunities

Ms. Moravec also stressed the fundamental Master Plan processes going forward:

- Implementation – Prioritization – inclusive of “Big Idea Projects,” or more long-term projects (Route 20 Corridor, Coordinated Town-Wide Historic Preservation Program, etc.)
- High Impact Projects – Bruce Freeman Rail Trail, Mass Central Rail Trail, Comprehensive Wastewater Management Plan, etc.
- Critical Path Action Items – Those necessary foundations to help advance the “Big Idea Projects” (Route 20 Corridor Visioning Study, Town-Wide Historic Preservation Plan, Facilities Assessment and Maintenance Plan, Housing Strategy, Comprehensive Wastewater Management Plan, etc.)

Ms. Moravec provided examples of aspects of an Implementation Action Plan which included an advocate who would advance a particular Action Item, a timeframe (short-term, mid-term, long-term (10+ years)), and ongoing action to reach the ultimate goal of the plan. Ms. Moravec emphasized that implementation accountability was a goal process requirement and such accountability could be advanced

via individual tracking (progress updates provided by Departments, Boards, Committees, Commissions, etc.). An Implementation Committee could also coordinate and monitor progress, assess the status of various Action Items, evaluate priorities, and identify new opportunities.

Mr. Garvin noted the consideration now would be to transition from the planning phase to the implementation process in consideration of the 200+ Action Items. He indicated the proposal was for the Planning Board to serve as the Implementation Committee. Mr. Garvin stated the formation of small working groups would further advance public input and create a venue for residents to share their expertise in achieving the goals of the Master Plan. He stated the working groups would work together and provide updates to the Planning Board.

Hank Sorett of 58 Longfellow Road asked about sewer plans for Route 20/Boston Post Road and increased development in that area. Mr. Garvin responded that a wastewater treatment plan could lead to more development, or not; and there was not much to consider until a preliminary assessment was presented to the Town.

Mr. Sorett indicated his interest in controlling development on Route 20/Boston Post Road and mentioned the increase of traffic on Route 117/North Road due to development at the Melone property (Cold Brook Crossing). Mr. Garvin confirmed the traffic mitigation funds from the project would aid in traffic management along this roadway.

Mr. Duchesneau encouraged residents to provide their prospective on various projects. Mr. Garvin agreed and Mr. Duchesneau invited residents to volunteer to fill board, committee, and commission appointments.

Ms. Roberts acknowledged the benefits of residents being involved in advancing the goals of the Master Plan.

Thomas Martin of 55 Hudson Road, Apartment 6A, inquired about possible underground rail trail options to help with traffic congestion. Mr. Duchesneau explained such underground trail options were not part of the plan and suggested residents review the Town website to understand the status regarding the Bruce Freeman Rail Trail, as well as the involvement with various state entities. Mr. Duchesneau also suggested residents could contact the Planning and Community Development Department for related information.

Mr. Garvin encouraged residents to provide related comments to the Planning Board and the Select Board.

Jan Hardenbergh of 7 Tippling Rock Road suggested residents examine both the Master Plan long-term goals and short-term goals, as well as the different traffic analysis aspects of the plan.

Mr. Schineller asked about the working groups. Mr. Garvin indicated a working group member would be assigned the advocate role and the group would meet on a regular basis for an anticipated three to six months to address the topic. The working group would present their ideas to the Planning Board for consideration and updates.

Henry Noer of 55 Goodman's Hill Road requested working group updates be included as part of an email distribution list. Mr. Garvin agreed with such an update plan and recommended all updates be easily accessed on the Town's website as well. Mr. Duchesneau confirmed the Planning and Community Development Department could provide additional information/update outreach options.

Mr. Schineller asked what might happen after the working groups had met for the three to six-month time period. Mr. Duchesneau indicated possible Zoning Bylaw amendments might be considered and he also noted longer-range goals may necessitate the working groups to continue with meetings.

Emily Amico of 93 Ford Road stated she was a Sudbury School Department nurse and asked about Sudbury Public Schools involvement in the Master Plan update process. Mr. Duchesneau offered to provide Ms. Amico with the school-related Action Items and associated timelines. Mr. Garvin confirmed the Master Plan Steering Committee was composed of several Sudbury Public Schools and Lincoln-Sudbury Regional High School representatives, who had active participation and input in the Master Plan. Ms. Roberts stressed the importance of Sudbury schools and related transportation aspects as well as capital infrastructure and financial policies.

Isaac Tesfay of 165 Concord Road inquired about access to Master Plan mailings. Mr. Duchesneau mentioned related information could potentially be included in town-wide mailings. Mr. Schineller liked the idea of including such information with town-wide mailings, such as tax bills mailings.

Ms. Roberts mentioned the utilization of social media as a means to distribute updates, as well as informing residents of Master Plan working group listings/opportunities.

Kevin Lahaise of 195 Horse Pond Road opined about changes in a volatile world and questioned if the new Master Plan allowed for possible changes. Mr. Duchesneau confirmed the Master Plan was a living document and always anticipated changes. He added the community was not bound to advance every Action Item or goal indicated in the plan. Mr. Duchesneau also noted sometimes initiatives arise which may not be included in the Master Plan, such as the purchase of Camp Sewataro.

Mr. Garvin stated technology/dynamics were subject to change when considering this type of planning. Mr. Hincks indicated planning cycles had been historically long, but efforts were being put forth to make these processes more time efficient.

Ms. Dretler commented about more-global change such as climate change and the COVID pandemic, which has directed the Town's focus to resiliency and public health needs.

Chair of the Commission on Disability, Patricia Guthy, of 24 Pinewood Avenue, noted that she was a member of the Master Plan Steering Committee and inquired if the Master Plan could also incorporate specific ADA regulations and the Town self-evaluation report produced under the guidance of the Institute for Human Centered Design (IHCD). Mr. Garvin indicated his appreciation of the input provided by Ms. Guthy and acknowledged the concepts referred to were put into the Master Plan. Ms. Roberts suggested that ADA implementation measures be considered within the recreation and health wellbeing sections of the Master Plan.

Peg Espinola of 228 Goodman's Hill Road mentioned the Town's Diversity, Equity, and Inclusion Commission had been formed after the Master Plan was released. She raised questions regarding Chapter 40B housing. Mr. Garvin responded that inclusionary housing and senior housing aspects were included in the Master Plan. Ms. Roberts maintained that affordable housing was a prime element within the diversity plan for Sudbury.

Chair of the Zoning Board of Appeals, Vice Chair of the Housing Trust, and former Master Plan Steering Committee member, John Riordan, of 12 Pendleton Road, stressed the importance of having an Economic

Development Specialist for the Town. Mr. Riordan acknowledged he had once served in the position of Economic Development Specialist for the City of Marlborough and that position helped open many opportunities for Marlborough.

Ms. Roberts thanked everyone in the community, including Town staff, for their participation in the Annual Town Forum.

Ms. Dretler motioned to close the 2021 Annual Town Forum with the Planning Board. Mr. Russo seconded the motion. Roll Call Vote: Ms. Roberts – Aye, Mr. Russo – Aye, Mr. Carty – Aye, Ms. Dretler – Aye, and Mr. Schineller – Aye.

Mr. Hincks motioned to close the 2021 Annual Town Forum with the Select Board. Mr. Sugrue seconded the motion. Roll Call Vote: Mr. Garvin – Aye, Mr. Finnicum – Aye, Mr. Hincks – Aye, Mr. Shah – Aye, and Mr. Sugrue – Aye.

Ms. Dretler motioned to adjourn the Select Board meeting. Mr. Russo seconded the motion. Roll Call Vote: Ms. Roberts – Aye, Mr. Russo – Aye, Mr. Carty – Aye, Ms. Dretler – Aye, and Mr. Schineller – Aye.

Mr. Hincks motioned to adjourn the Planning Board meeting. Mr. Sugrue seconded the motion. Roll Call Vote: Mr. Garvin – Aye, Mr. Finnicum – Aye, Mr. Hincks – Aye, Mr. Shah – Aye, and Mr. Sugrue – Aye.

There being no further business, the 2021 Annual Town Forum meeting was adjourned at 8:31 PM.