

Policy Review Subcommittee  
(Subcommittee of the Board of Selectmen)

Minutes

November 9, 2018

Silva Room, Flynn Building, 278 Old Sudbury Road, Sudbury

PRESENT: Bob Haarde, Janie Dretler, Pat Brown

The meeting convened at 9:10 am.  
The June 20 minutes were approved.

There was continued discussion of the May 15, 2018, draft of the Selectmen's Policies. These included:

- 1) Draft social media policy from K-P Law added
- 2) Gender neutral policy added
- 3) Town Trusts policy will be added
- 4) Questions remain concerning the Fee Schedule (AirB&B, Uber?)

Discussion of Financial Policies was again deferred, since neither the Town Manager nor the Finance Director could attend.

Alcohol Policy was discussed broadly. The currently policy refers to state law, and state law may have changed since the policy was adopted (1998). We will request the Town Manager to review state law changes.

Question (page 25) on "will" and "deems". Will infractions be reported to the Local Licensing Authority (LLA)—the Board of Selectmen—or are they reported only when the Chief of Police or designated representative deems they should be?

The Board of Health sets tobacco regulations (most recently in 2017) and enforces them. The Selectmen's Policies should incorporate those regulations by reference, so we automatically incorporate any updates. We also need to understand whether and how the Board of Health regulates vaping, and what compliance checks are required.

Staff should review fees set forth on pages 34 and 35.

Where is the “Town of Sudbury Traffic Rules and Orders” set out? (page 40)

The Subcommittee would like to bring a subset of the policies (say, five at a time) back to the full Board for review and adoption.

Selectwoman Dretler will add a table of contents to the document, and the Subcommittee will receive a new version prior to the next meeting.

The Subcommittee agreed to meet again at 9 am on December 4.

The meeting adjourned at 10:11 am.

Supporting Document: May 15, 2018 consolidated draft of Selectmen’s Policies