

Sudbury Select Board

Policies and Procedures Subcommittee Virtual Meeting

Friday, February 17, 2023

12:00 p.m.

Subcommittee Members Present: Lisa Kouchakdjian and Jennifer Roberts

Member Roberts called the Subcommittee meeting to order at 12:07 p.m. Member Roberts read the open meeting remarks. The Subcommittee did a roll call of all members. Both members Roberts and Kouchakdjian stated they were present for the meeting.

Member Roberts did not have opening remarks. Member Kouchakdjian did not have any opening remarks.

Public Comments:

None.

Code of Conduct/Code of Ethics Policies:

Member Roberts reviewed the subcommittee's work to this point regarding a potential code of conduct and code of ethics policies. Member Kouchakdjian reported that she has prepared a draft code of conduct policy. She stated that at the Massachusetts Municipal Conference she learned of several code of conduct policies from other municipalities, Berlin and Auburn as examples. Member Kouchakdjian reported that she has begun reviewing those policies to see if we can use them as models. Member Kouchakdjian will continue to work on her draft by incorporating some of the language from the policies from other municipalities.

Members Roberts and Kouchakdjian discussed the differences between what is characterized as conduct versus ethics.

Member Roberts will send Member Kouchakdjian the Select Board Code of Conduct.

Remote Participation Policy/Appointment Policy:

Member Roberts stated that as a subcommittee not a lot of changes had been made to the policy as we have waited for guidance from the

Commonwealth on the remote meeting policy. Member Roberts stated that according to the Massachusetts Municipal Association (MMA) there are some legislative bills that have been filed. There is one bill that is an extension of the current bill that could move forward. The MMA will be reaching out to communities regarding this issue.

Members Roberts and Kouchakdjian reviewed draft edits that Member Roberts and former Member Schineller previously made to the remote meeting policy.

Members Roberts and Kouchakdjian discussed the value of having some type of remote option for meetings in a hybrid format. Members shared their thoughts on the importance of hybrid meetings. Member Roberts will follow up with the Chair of the Select Board to reiterate the importance of addressing issues surrounding the remote meeting policy. Member Roberts suggested that the subcommittee at the very least recommend an increase of two members of the Select Board being remote.

Member Roberts took public comment during this agenda item. Pat Brown 34 Whispering Pine Road. Pat Brown recommended that the Subcommittee look at the date of the policy and update the dates as necessary.

Pat Brown also commented on the Code of Ethics and Code of Conduct issues. Pat Brown stated that the Select Board has enforcement authority over boards appointed by the Select Board, but the Select Board has no authority over Board members who are appointed by the Town Manager or Board members who are elected.

Minutes:

Members Roberts and Kouchakdjian reviewed and edited minutes from September 9, 2022. Member Kouchakdjian moved to approve the minutes as edited. Member Roberts seconded the motion. Motion passed by roll call vote 2-0.

Member Roberts stated aye.

Member Kouchakdjian stated aye.

Next meeting will be Friday, March 10th at 12:00 p.m.

Final Public Comment:

None.

Motion to adjourn by Member Kouchakdjian. Seconded by Member Roberts. Motion passed 2-0 by roll call vote.

Member Roberts stated aye.

Member Kouchakdjian stated aye.

Meeting adjourned at 1:06 p.m.