

Sudbury Select Board

Policies and Procedures Subcommittee Virtual Meeting

Thursday, May 14, 2026

1:00 p.m.

Subcommittee Members Present: Dan Carty and Lisa Kouchakdjian

Others present: Town Manager Andy Sheehan

Member Kouchakdjian opened the meeting at 1:00 p.m. and read the open meeting remarks. The Subcommittee did a roll call of all members. Both members Carty and Kouchakdjian stated they were present for the meeting.

Public Comment:

None.

The Subcommittee does not have any minutes to review.

The Subcommittee began its work reviewing the Access to Town Counsel Policy. Member Carty referenced a revoked statute in this policy which needs to be corrected. Members made suggestions for changes to the policy. Member Carty asked whether Sudbury Public Schools has access to town counsel. The Subcommittee requested that counsel weigh in on language regarding the ability of Sudbury Public Schools to access town counsel. Member Kouchakdjian requested language that residents do not have access to town counsel except for the purposes of a citizen's petition where they would have access to counsel through staff.

The Subcommittee discussed the Ballot Question Policy. The Subcommittee agreed to check the time references in the Policy based upon the referenced statute. Town Manager Sheehan and staff will take a look at the dates in the table in the policy and include a purpose for the 46-day reference.

The Subcommittee discussed the BYOB Policy and whether this policy should be included within the general Alcohol Rules and Regulations Policy. The Subcommittee agreed the issue of BYOB should go before the full Board to determine whether the Select Board wants to allow BYOB. The Subcommittee agreed that BYOB should be in the broader alcohol

policy, but the issue of whether BYOB is allowed will be a full decision of the full Select Board.

For the next meeting, the Subcommittee will review Citations and Proclamations, Citizen's Comment & Office Hours Procedure, Collective Bargaining, Deed & Easement Procedure, Regional Governing Electric Companies, and Entertainment License.

Member Carty took the action item to make sure that all state statutes referenced in policies are current statutes.

The next meeting will take place on June 15th at 2:00 p.m.

Member Carty would like "review action items" at the top of each Subcommittee agenda.

Motion to adjourn by Member Carty. Member Kouchakdjian seconded the motion. Motion passed 2-0, each member stating aye. Meeting adjourned at 1:57 p.m.