

IN BOARD OF SUDBURY SELECTMEN
TUESDAY, FEBRUARY 5, 2019

Present: Chairman Robert C. Haarde, Vice-Chairman Daniel E. Carty, Selectman Leonard A. Simon, Selectman Patricia A. Brown, Selectman Janie Dretler, and Town Manager Melissa Rodrigues.

The statutory requirements as to notice having been complied with, the meeting was convened at approximately 7:10 p.m. in the Lower Town Hall.

Vice-Chairman Carty called the meeting to order at 7:10 p.m.

Opening Remarks by Chairman

Vice-Chairman Carty provided the opening remarks as Chairman Haarde arrived after the opening remarks.

Vice-Chairman Carty announced that the Town Manager's office hours will be February 13, 2019, 10 a.m. in the Silva Room in the Flynn Building. The Livable Sudbury Report Presentation will be Tuesday, February 12th, 6:30 p.m., at the Goodnow Library. He welcomed the new Director of Planning and Community Development, Adam Duchesneau, who will start on February 11th.

Vice-Chairman Carty thanked Selectman Dretler for sponsoring the January Selectmen's office hours with him at Peet's Coffee. Several members of the Historical Commission visited.

Vice-Chairman Carty thanked the Sudbury Public School Committee for sponsoring the "Sleep and Adolescent Brain" presentation by Dr. Chun Len, which went very well. There is discussion about changing the school start times.

Reports from Town Manager

Town Manager Rodrigues stated that the Town budget is now available, and the first public meeting will take place with the Finance Committee on Monday, February 25th.

Town Manager Rodrigues was pleased to announce that the Town recently received the Distinguished Budget Presentation award by the Government Finance Officers Association (GFOA) for the Fiscal 2019 budget.

She stated that she will be holding Town Manager's office hours with Adam Duchesneau, Director of Planning & Community Development, at the Flynn Building Silva Room on Wednesday, February 13 from 10:00 a.m. to 11:00 a.m.

Reports from Selectmen

Selectman Simon stated that he attended the Conservation Commission meeting on Monday night, with Selectman Brown, with productive discussion highlighting the Bruce Freeman Rail Trail. He added that there will be further discussion on Monday, and a trail walk along the trail on Saturday.

Selectman Simon thanked DPW for the new brine treatment for ice on the roads. He also announced that both he and Bob Haarde are not seeking re-election to the Board of Selectmen. He thanked Chairman Haarde for all his years of service on the Board and to the Town.

Selectman Brown stated that tonight's BOS meeting overlaps with the Lincoln-Sudbury School Committee budget hearing. She attended the Finance Committee meeting last night.

Selectman Dretler had no additional comments.

Citizen's Comments on items not on agenda

None

Consent Calendar

Minutes Approval

Selectman Simon stated that there were no corrections to the minutes, but requested a map of the Sudbury Town Center land (40 acres), as mentioned in the 1/8/19 minutes. Town Manager Rodrigues responded that the Sudbury Center map would be provided in advance of the visionary session.

It was on motion unanimously

VOTED: To approve the regular session minutes of 12/11/18, 12/18/18, and 1/8/19.

Approve a Town Manager award of contract for catch basin cleaning for FY19

It was on motion unanimously

VOTED: To approve a Town Manager award of contract for catch basin cleaning for FY19 and any options thereafter for continuation of the contract.

Appointment of Christopher Morely as Town Historian

It was on motion unanimously

VOTED: To approve the Town Manager appointment of Christopher Morely, 321 Old Lancaster Road, as the Sudbury Town Historian, for a term to expire 5/31/2020.

Appointment of Ursula Lyons to the Ponds & Waterways Committee

It was on motion unanimously

VOTED: To appoint Ursula Lyons, 157 Wayside Inn Road, to the Ponds & Waterways Committee for a term to expire 5/31/22.

Approve revised Ponds & Waterways Committee Mission statement

It was on motion unanimously

VOTED: To approve the revised Ponds & Waterways Committee Mission statement

Presentation of the 2017-18 Livable Sudbury Needs Assessment report by UMass Boston

Present: Debra Galloway, Senior Center Director; Alice Sapienza, AARP Livable Sudbury Ambassador; and Jan Mutchler, UMass Boston Professor and Director of the Center for Social and Demographic Research.

At 7:15 p.m. Ms. Galloway stated that the needs assessment study was initiated as part of Sudbury's goal to become an "age and dementia friendly community" known as a Livable Community. Ms. Galloway announced that as of April 2018, Sudbury is officially part of the regional Metropolitan Area Planning Council aging initiative with thirteen other towns, and has been accepted into the AARP World Health Organization Network of Livable Communities.

She said that a Livable Community is defined as a great place for people of all ages to live, and part of the designation includes setting goals to improve livability in the community.

Ms. Sapienza stated that discussions regarding the needs assessment topic commenced in 2014 with The Sudbury Foundation, Friends of Sudbury Seniors, and the Town of Sudbury leading the initiative.

Ms. Mutchler stated that a week from tonight the complete assessment report will be presented at the Goodnow Library, and tonight she will present a summary. The purpose of the study was to define Sudbury's effort to be

“all age” and dementia friendly, as well as inclusive in pursuit of a more livable community for all residents. The project focus is structured around livability principles within the age-friendly community structure as established by the World Health Organization. The physical, social, and service factors are paramount with an emphasis on equity and inclusion in the areas of:

- Transportation
- Housing
- Social Participation
- Respect and Social Inclusion
- Civic Participation and Employment
- Communication and Information
- Community Support and Health Services
- Outdoor Space and Buildings

Ms. Mutchler stated that the components of the needs assessment began with two community forums in the Fall of 2017 which included three key informant interviews with Town leadership, and the review of Town documents describing current projects. During the Spring and Summer of 2018, online resident surveys took place for residents 18+ years old, followed by the study of eight focus groups, including clergy, caregivers, older residents who have lived in Sudbury a number of years, disabled residents and other community organization members.

Ms. Mutchler stated that the strong points the assessment report showed that residents valued:

- The “small-town” environment
- The feeling of safety provided by the Town’s public safety services.
- Town amenities (public schools, Senior Center, Parks and Recreation)
- Scenic beauty/open spaces
- Opportunities for social participation
- Sense of volunteerism and civic engagement.

The areas of concern and recommended improvement included:

- Usability of assets – Call for improvement for sidewalks, pathway lighting, timing of traffic lights crosswalks, limited benches and restrooms.
- Unmet transportation needs – Limited transportation options to health services, employment and social/community events.
- Communication Challenges – information gaps
- Need for stronger relationships between residents and Town leadership – continuing the communication theme.

Ms. Mutchler summarized the housing and affordability challenges discovered in the assessment to include the fact that the older residents cannot stay in Sudbury (due to financing) when their children are no longer in schools, and they cannot find downsizing options in the Town. Residents who are not financially secure report a lower sense of inclusion.

In respect to inclusionary concerns by participants, Ms. Mutchler highlighted one important finding – that 42% of respondents do not know anyone living within 30 minutes on whom they can rely for help.

Selectman Dretler asked about the number of survey respondents. Ms. Mutchler replied that there were about 400 respondents.

In concluding her presentation, Ms. Mutchler made the following recommendations for Livable Sudbury:

- *Improve awareness* regarding existing amenities and community resources (COA, Library).
- *Remove obstacles* in taking advantage of existing amenities and resources (parking, lighting).

- *Build on ongoing momentum* in transportation, housing, planning for the Senior Center and Community Center (increased planning).
- *Strengthen inclusion*, especially among those with participation limitations and those who are not financially secure (Not losing sight of actual finances of many).
- *Promote community conversations* about completing goals and priorities (expansion of commercial space and protection of green space, as well).
- *Strengthen sense of community* and address isolation (consideration of those not having connections within 30 minutes of home).

Selectman Dretler inquired about what actions other communities take. Ms. Mutchler said that there was no template for prescribed action and every community is different. The inclusion piece is unique to Sudbury, so continued discussion for change is essential to maintain a certain population especially regarding transportation and housing.

Vice-Chairman Carty agreed that the transportation issue is very important and was very interested in related actions taken by other towns.

Ms. Sapienza responded that she is building a library of such information including AARP reports. Boston is a Livable Community and is actively studying transportation for various neighborhoods similar to Sudbury.

Selectman Brown mentioned that many people do not use the web or internet, so hard copies of any related information must be made available at various Town locations. Ms. Mutchler agreed.

Selectman Brown asked the UMass consultants to provide the Town with new options as they arise.

Selectman Simon stated that many interesting discoveries have come out of this assessment especially in the area of "exclusion." He asked if there is respondent contact information. Ms. Mutchler stated that the respondent information was anonymous.

Selectman Simon suggested the implementation of a suggestion box. Ms. Galloway mentioned that there is such a suggestion box at the Council on Aging (COA).

Selectman Dretler recommended a follow-up survey be sent to respondents. Ms. Mutchler agreed that follow-up might be useful and suggested the Town utilize methods already developed. Selectman Dretler mentioned the use of flyers.

Ms. Sapienza stated that the clergy connection is important, and suggested sharing the results with the clergy association. Clergy will then provide community information to residents who register with a particular denomination.

Selectman Simon suggested distribution of resident welcome packages, or a buddy system, or interaction with the Town social worker.

Town Manager Rodrigues suggested including a flyer in the Town Warrant mailings.

Selectman Dretler asked Ms. Mutchler if the focus groups would be specifically named in the Assessment Report. Ms. Mutchler confirmed. Selectman Dretler emphasized that the timing of this assessment coordinates with the timing of the Town's new Master Plan creation.

Resident Master Plan Steering Committee member, Bob May, 98 Maynard Farm Road, said that the report was somewhat confusing in its language, and suggested further clarification. He mentioned that Brookline has a committee to track its Livable Community action plan, and suggested that Sudbury needs such a group to "own" the project. He recommended that the Town Planner might provide a yearly Livable Sudbury report update once

the goals are established. He also suggested that the Town partner with local relators to distribute an information booklet to newcomers.

Discussion on Fairbank Community Center

Town Manager Rodrigues stated that architect Tom Puolos (from Williams Architects who participated in the PROS Consulting work) has been contracted to amend the Fairbank Community Center plan. The new plan would try to include SPS administrative offices, remove the track, the big gymnasium, terrace, fitness area, and the second floor of the addition proposed by PROS. The new plan should be completed by the end of February, and the goal is to have the new cost estimate be closer to \$20 million and would reflect a phasing plan. She stressed that time was of the essence in order to be presented at May Town Meeting, and she would begin meetings with all stakeholders – Council on Aging (COA), Park and Recreation, and Sudbury Public Schools (SPS). Selectman Dretler agreed to represent the Board and assist Town Manager Rodrigues with all related meetings.

Selectman Brown queried if there would be enough time in order to present the new plan to the FinCom and CIAC. Town Manager Rodrigues responded that there would be time, as long as all stakeholders were fully involved and ready to bring the project before FinCom and CIAC in late March.

Resident and COA chairman John Beeler, 57 Wagonwheel Road, stated that there are only 75 days before May Town Meeting, and on January 8, 2019 the COA voted not to support this proposed plan, the phasing approach may not be conducive for seniors. He referred to the PROS report which placed COA in low priority, affirming that 23% of the Sudbury population are seniors and all users need to be included in the Town process.

Town Manager Rodrigues acknowledged that on January 8th the COA voted not to support the “staff Fairbank Center plan.” She pointed out, however, that the new plan being discussed is not the “staff plan,” and that the “phasing” aspect would be included in the new plan with very comprehensive language.

COA and Master Plan Steering Committee member, Bob May, stated that COA is providing options to the proposed new plan, and wants to bring all services of the Town together in a “class A” building.

Accept Annual Town Meeting articles submitted by 1/31/19

Town Manager Rodrigues stated that the warrant is officially closed, and there are 35 articles with no citizens’ petition articles. Article 28 will be assigned to the Planning Board. She suggested that Articles 2, 9, 10, 14, 15, 16, and 17 be put on the Consent Calendar, and that SPS Article 23 might be withdrawn.

Vice-Chairman Carty inquired about Article 22 – Purchase of a Fire Engine. Town Manager Rodrigues responded that the requested funding of \$570,000 would be coming from Free Cash.

Town Manager Rodrigues mentioned that Articles 24 (Fairbank Community Center Design and Construction) and 25 (Camp Sewataro Acquisition) did not have requested dollar amounts assigned as yet.

Selectman Brown asked about CPC Articles. Town Manager Rodrigues responded that she did not believe that she had all of the CPC Articles. She reiterated that Article 28 – Amend Zoning: Melone Smart Growth Overlay District (40R zoning), was referred to the Planning Board.

Town Manager Rodrigues stated that she would soon be submitting completed Articles to the Board.

Selectman Brown asked if capital articles must appear first. Town Manager Rodrigues replied that there is no particular reason, just customary.

Vice-Chairman Carty suggested that it would be preferable to re-order the Articles, so that Article 19 –Funding of CWMP Impact Report (sewer article), Article 24 – Fairbank Community Center Design and Construction Funds, and Article 25 – Camp Sewataro Acquisition be grouped together.

It was on motion unanimously

VOTED: Vote to accept ATM articles submitted by 1/31/19, vote on order of articles, take positions on articles, and designate articles for the consent calendar. Also vote to refer any Zoning Bylaw amendments and street acceptance articles to the Planning Board.

Also, it was on motion unanimously

VOTED: To re-order the articles so that Article 19 – Funding of CWMP Impact Report, Article 24 – Fairbank Community Center Design and Construction Funds, Article 25 – Camp Sewataro Acquisition be grouped together at the end of other articles, and to accept all the other articles as presented, with Article 28 – Amend Zoning: Melone Smart Growth Overlay District, being assigned to the Planning Board, and Articles 2, 9, 10, 14, 15, 16, and 17 be put on the Consent Calendar. Voted to refer Article 28 to the Planning Board for a public hearing

Chairman Haarde recommended that the Board take positions on articles later.

Review draft Winter 2019 Board of Selectmen Newsletter and approve for distribution

Selectman Dretler requested a minor language correction to her article “Employee of The Year” be made. She suggested that the word “everyday” be removed from the article.

It was on motion unanimously

VOTED: To accept the draft Winter 2019 BOS Newsletter with the modification as mentioned by Selectman Dretler.

Discussion on prioritization of capital projects

Town Manager Rodrigues presented her two Debt Service documents -- one with identifying capital projects in column presentation, and a brief debt service page. A 30-year bond would be preferred for the Fairbank Community Center Project, not a 20-year bond, because of the size of the bond. She gave detail on the Town’s debt service going forward.

Vice-Chairman Carty stated that this outline was exactly what he was looking for, and would be greatly beneficial for planning ahead. He asked how the graph relates to what has taken place in the last few years. Town Manager Rodrigues responded that this was a visionary exercise, and that there is not much difference in the last couple of years, but that Town debt was decreasing slowly.

Chairman Haarde commented that it is wise to plan 32 years in advance for budgeting purposes.

Selectman Simon recommended reviewing the topic in further detail. Town Manager Rodrigues agreed as more numbers are presented with Articles. Chairman Haarde stated that the capital debt plan should be reviewed before and after each Town Meeting. Selectman Brown agreed on the importance of analyzing large capital projects on a regular basis. Selectman Dretler would like to be informed of all the projects that might come up this year.

Selectman Simon liked the three-column graph approach that Town Manager Rodrigues presented and suggested that a review take place after the Division of Local Services (DLS) recommendations. Town Manager Rodrigues stated that such a review would be possible, but there would not be any further funding available after the DLS presentation. Selectman Simon mentioned that the sewer project, Sewataro and Fairbank would incur substantial debt.

Disband the Strategic Financial Planning for Capital Funding Committee (SFPCFC)

Vice-Chairman Carty shared that CPC did not want to be involved in the capital process, and that continuing with the Strategic Financial Planning for Capital Funding Committee would be redundant since there are several other finance/capital committees.

Selectman Dretler commented that Town Manager Rodrigues does most of this planning. Town Manager Rodrigues agreed, and she is already implementing much of the things that the committee suggested.

Vice-Chairman Carty stated that there would be one more SFPCFC meeting at the beginning of March before disbanding the Committee. Selectman Brown agreed with the disbanding the Committee after that March meeting.

Selectman Simon stated that the Board did not vote to approval the proposal of SFPCFC as presented at the last Board meeting. Vice-Chairman Carty responded that the bylaw regarding repurposing of stabilization funding bylaw was amended. The Board voted not to go forward with an override, and a new stabilization fund was created.

It was on motion unanimously

VOTED: To disband the Strategic Financial Planning for Capital Funding Committee as of April 1, 2019 unless some contingency arises where the Committee cannot meet before April 1.

Selectman Dretler thanked SFPCFC members for their efforts, and she watched and or attended all of the meetings and appreciated the discussion about the difference options. Vice-Chairman Carty stated that the members are a great group of people who handled all aspects of differences in a professional manner.

Citizens' comments (cont.)

There were no citizen's comments.

Discuss upcoming agenda items

Town Manager Rodrigues said that she will not be present at the February 26th Board meeting, and that Assistant Town Manager Maryanne Bilodeau will be present. She suggested that the Board have another meeting between now and February 26th in order to sign the Quarry North Land agreement.

The Board agreed to include discussion of possible Town Forum topics at the February 26th meeting. Town Manager Rodrigues said that this topic should also be included on a March agenda. On March 5th there is a joint meeting with FinCom and CIAC to address the capital projects.

Town Manager requested that the March 12th agenda include the Town Budget presentation and the Town Manager Evaluation, also possible discussion on a Town Forum before May Town Meeting. The Sudbury Water District voted to dispose of its land to the Quarry North developers. This was a necessary piece for the Quarry North Development to go forward. Selectmen must vote, review, and endorse the closing language of the land disposition agreement, which will be officially documented with the signed P&S between February 26th and the beginning of March.

Chairman Haarde and Selectman Simon will conduct office hours in late February with date and time to be announced.

There being no further business, the meeting adjourned at 9:20 p.m.

Attest: _____

Melissa Murphy-Rodrigues
Town Manager-Clerk