

IN BOARD OF SUDBURY SELECTMEN
WEDNESDAY, JULY 24, 2019

Present: Chairman Daniel E. Carty, Selectman Janie Dretler, Selectman Jennifer Roberts, Selectman William Schineller and Town Manager Melissa Rodrigues.

Absent: Vice-chairman Patricia Brown

The statutory requirements as to notice having been complied with, the meeting was convened at 7:00 p.m. at Town Hall – Lower Level. Chairman Carty called the meeting to order.

Opening Remarks by Chairman

Chairman Carty announced that Real Estate and Personal Property Taxes are due on August 1, 2019.

Chairman Carty stated that a Request for Proposal (RFP) for the Town Manager Search to replace Town Manager Rodrigues has been put out and RFP details are available on the front page of the Town website. He announced that Mosquito spraying began today in areas including Powder Mill Road, Ford Road, Mossman Road and Townsend Drive.

Reports from Town Manager

Town Manager Rodrigues stated that she had nothing to report.

Reports from Selectmen

Selectman Schineller thanked staff at the Goodnow Library for remaining open this past weekend to help accommodate the extreme heat conditions in Town. He attended the Historical Commission meeting, and met with the chair, and saw the Hosmer House. The Loring Parsonage is almost ready for occupancy.

Selectman Schineller mentioned that he was present at Bella Wong's update regarding the building at 420 Lincoln Road (LS Academy). Selectman Brown was also at that meeting.

Selectman Roberts stated that she participated in the Women's Elected Municipal Officials Leadership Conference at Wellesley College last weekend, which highlighted women's participation in municipal government, networking and encouraging women to participate in town government. She was proud to represent Sudbury, a town that has considerable representation on the Selectmen's Board. The event was attended by municipal board members from other communities and Wellesley College president Johnson made an impressive presentation.

Selectman Dretler commented that there are numerous meetings going on in Town at this time. She hoped that everyone stayed cool over the weekend.

Citizen's comments on items not on agenda

There were no citizen's comments.

Update and discussion on Melone/Quarry North sale

Present: Chris Claussen, Developer – Quarry North

Selectman Roberts recused herself due to family ownership in Town Center. Mr. Claussen stated that he also presented a progress update to the Planning Board last week. Throughout the presentation/update he referenced the "Illustrative Site Plan." He covered the following areas:

- LEC environmentalist who flagged the wetlands to present to the Conservation Commission regarding emergency access and wastewater treatment

- Surveyors completed official survey of the site and located all property boundaries for an ANR requests for Planning Board approval
- Official 40R approval by the Planning Board
- Commenced hydro-geo study with MA DEP, Bill Murphy of the Health Dept. and Town of Concord representatives. Mr. Claussen detailed that hydro-geo reporting will be submitted to MADEP and a new leeching field will be included in the report.
- Perk testing results were favorable
- Preparation of an Environmental Notification Form (ENF) for MEPA (Mass. Environmental Policy Act office
- Preparation of Stormwater and Infrastructure Design to be approved by Planning Board

Mr. Claussen stated that he would expect to start applying for necessary permits in early 2020. Chairman Carty asked about potential issues, and Mr. Claussen responded there are no issues to date and he is awaiting final state 40R approval.

Town Manager Rodrigues commented that the 40R approval would likely be granted in mid-August. Selectman Dretler questioned if there would be the same number of units as originally proposed. Mr. Claussen replied that there may have to be a slight decrease, which would not affect the 40R determination. He would come back to the Board with future updates.

Energy and Sustainability Committee appointment

Chairman Carty stated that the interview with the Energy and Sustainability Committee candidate, Mr. Gary Bean, would be postponed to the next Board meeting.

Update and discussion on Broadacres Farm acquisition

Town Manager Rodrigues told the Board that Broadacres Farm is now the property of Sudbury and insurance coverage is in place. She recommended that the Board participate in a site visit with staff in the next couple of weeks. She stated that the horses are gone and the properties on the site are empty.

Selectman Dretler stated that the Broadacres Farm home is an historic structure and she asked if the Historical Commission is part of the planning conversations at this point. Town Manager Rodrigues replied not. Selectman Dretler recommended that the Historic Commission also view the property. Selectman Roberts asked if the Historic Commission should take the site walk with the Board. Chairman Carty thought it best that the Selectmen take the site walk first before other boards/committees do the same. Chairman Carty commented that the Historic Commission does not get involved with Town transfer of buildings but assured that the Commission would be involved shortly.

Town Manager Rodrigues recognized that the house and the farm require work in accordance with building code changes. She added that the riding arena is in very good condition.

Selectman Dretler mentioned that there are two additional structures on the site in addition to the home, the barn and the arena. Related discussion took place.

Selectman Roberts asked about maintaining the property. Town Manager Rodrigues responded that the property might be mowed several times during the year.

Selectman Dretler recommended goats on the property and some maintenance for the sidewalks. Selectman Roberts commented that the Town would not want the grounds to become unruly. Selectman Dretler stated that the Conservation Commission (ConCom) should be part of a related discussion.

Selectman Schineller asked that a summary be provided regarding this topic and parcels like it be presented at a fall forum. Selectman Roberts stated that the Board has not decided when to begin discussion about the property and suggested that Broadacres be included in the Master Plan or implement a separate Blue-Ribbon Committee. Chairman Carty agreed that the conversation mentioned by Selectman Schineller was more of a brain-storming exercise.

Town Manager Rodrigues recommended that a Blue-Ribbon Committee be appointed for Broadacres because waiting for Master Plan involvement could take some 18 months.

Chairman Carty recommended tabling the Town Forum discussion and stated that he wanted the Board to walk the Broadacres property before such a discussion took place.

Selectman Roberts recommended establishing a Broadacres Farm Blue Ribbon Committee soon. Town Manager Rodrigues recommended putting the topic on a future BOS meeting agenda. Chairman Carty recommended seeing the buildings first and then discuss next steps. Selectman Schineller again mentioned the relevance of discussing what was mentioned in open session the other day. Chairman Carty summarized that the Board spoke about a 2019 Town Forum and spoke about possible topic being the former Sudbury Station land acquired which abuts Broadacres Farm. He detailed that the Board had not taken a definitive vote about that aspect.

Town Manager Rodrigues mentioned that she had received related department head reports which she would distribute to the Board in advance of the site walk.

Appoint BOS member to the Town Manager's Complete Streets Working Group

Town Manager Rodrigues announced that the Town received grant monies for the purpose of first initiating a prioritization plan with focus on safety aspects. A staff group would be formed for this purpose and asked that a Board member be part of that appropriated group. She informed the Board that Safe Streets has been one of her goals as Town Manager, and the Town might also qualify for construction funding for such sidewalks.

Selectman Roberts asked if the sidewalks project could fold into the Complete Streets project. Town Manager Rodrigues responded affirmatively.

Selectman Dretler volunteered to be a member on the Complete Streets Working Group.

Chairman Carty motioned that Selectman Janie Dretler be appointed Board member to work on the Town Manager's Complete Streets Working Group. Selectman Roberts seconded the motion.

It was on motion unanimously.

VOTED: To Appoint Selectman Janie Dretler to work on the Town Manager's Complete Street Working Group.

Discuss topics to be assigned for the Summer 2019 Board of Selectmen Newsletter

Selectman Dretler stated that her chosen topic is the Sudbury Board of Health.

Selectman Schineller chose to compose an article regarding Town budgeting and Finance Director Dennis Keohane.

Selectman Roberts stated that she wanted to cover Town Manager Rodrigues' departure and accomplishments.

Chairman Carty stated that he would compose an article regarding Town transportation to include the Community Compact and the Shuttle pilot.

Selectman Dretler suggested that members should schedule a ride on the pilot shuttle.

Town Manager Rodrigues commented that an article regarding the role of the Historic Commission and the Historical Society was an area Vice-Chairman Brown requested.

Town Manager Rodrigues stated that the draft articles must be submitted by July 29 and offered to help members with the process. Chairman Carty reminded that the articles should have approximately 500 words.

Discussion on Fairbank Community Center building project

Selectman Dretler announced that there would be a Fairbank Working Group meeting tomorrow. Town Counsel is reviewing the contract from the project architect.

Town Manager Rodrigues mentioned that the Fairbank website had been updated per Board recommendation.

Discussion and possible vote on BOS membership on Town Committees

The Board had some discussion regarding the memberships. Selectman Schineller asked about the Budget Strategies Task Force. Town Manager Rodrigues responded potential budget issues are also addressed by the Budget Strategies Task Force and the groups meet twice last year.

Selectman Schineller moved in the words of the motion, as amended. Selectman Roberts seconded the motion.

It was on motion unanimously

VOTED: Board of Selectmen membership on Town Committees: Dan Carty and Bill Schineller members of the Military Support Network, Jennifer Roberts member of CERT (Community Emergency Response Team), William Schineller member of 9/11 Memorial Garden Oversight Committee, Dan Carty member of the Transportation Committee, Patricia Brown member of MAGIC (Minuteman Advisory Group on Interlocal Coordination), CPC (Community Preservation Committee), Janie Dretler member of Sudbury Housing Trust, William Schineller member of Park & Recreation Commission and Jennifer Roberts member of the Cultural Council.

Citizen's comments (cont.)

Resident Bill Schineller, 37 Jarman Road, stated that he participated in the Sewataro walk yesterday. Town Manager Rodrigues stated that staff, owner Mark Taylor, and several RFP respondents participated in the walk as well.

Mr. Schineller asked about the number of RFP respondents. Town Manager Rodrigues answered that there are six or seven parties that have responded thus far.

Discuss upcoming agenda items

Chairman Carty inquired about scheduling a Broadacres Farm site walk. Town Manager Rodrigues responded she would schedule the walk to include participation of the Building Inspector, DPW Director, Facilities Director and the Fire and Police chiefs.

Chairman Carty recommended that the Board conduct an Executive Session meeting on August 6 at 5:30 p.m. at the Police Station to address Stone Farm and Camp Sewataro.

Other topics to be discussion at the regular session Board meeting on August 6 include:

- Interim Town Manager's Contract
- The Citizens Police Academy as presented by Chief Nix
- Coffee Works discussion
- Board of Health update from director
- Policy discussion to include social media
- Goal setting process

Chairman Carty requested that any suggested agenda topics for the August 6th meeting should be e-mailed to him by July 31.

The Board spoke of future agenda items. Chairman Carty suggested the topic of goal setting. Selectman Schineller suggested the inclusion of traffic study. Town Manager Rodrigues commented that Director of Planning and Community Development Adam Duchesneau should be involved with that study. Selectman Dretler offered to further research the traffic aspects.

Selectman Roberts stressed that the traffic assessment should be done in order to define the problem areas. Selectman Dretler agreed with Selectman Roberts. Chairman Carty commented the traffic assessment study could be included in the Complete Streets topic.

Town Manager Rodrigues stated that she met with DLS (Division of Local Services) and thought they might present to the Board in mid-September. Chairman Carty commented that he was part of the DLS conversation and noted that DLS indicated that Sudbury was in relatively good financial shape in comparison to other towns.

Chairman Carty mentioned that another Executive Session might be needed to address the RFPs for Camp Sewataro and the Town Manager Search Firm.

Selectman Dretler added that a Bruce Freeman Rail Trail update be provided sometime in September. Selectman Schineller commented that the Rail Trail website needs to be updated.

Interview candidate for appointment as a Zoning Board of Appeals associate and member of the Earth Removal Board

Present: Jennifer Pincus, 25 Blueberry Hill Lane

Chairman Carty asked Ms. Pincus what interested her regarding being an associate for ZBA (Zoning Board of Appeals). Ms. Pincus responded that she is an architect and has extensive zoning experience which she finds interesting. She has lived in town for 25 years and anything related to town growth and planning is of interest to her.

Selectman Schineller asked Ms. Pincus what the relationship between zoning and taxes might be. Ms. Pincus responded that there is a relationship with the very large projects only.

Selectman Roberts asked Ms. Pincus about the possible change in the Town's character. Ms. Pincus responded that the tear-down and expansion of the Town's older homes creates a change of character and demographics of the Town.

Selectman Dretler asked Ms. Pincus about 40B zoning and larger Town developments. Ms. Pincus commented that recently she has attended many related Town meetings to gain better understanding about this zoning.

Chairman Carty asked Ms. Pincus if she has attended ZBA meetings. Ms. Pincus responded that since the associate member position was advertised, she has been attending ZBA meetings since May especially paying close attention to the Stone Farm project.

Chairman Carty detailed that the associate ZBA member fills in to vote if another ZBA member is not able to vote or not present at the meeting. Ms. Pincus spoke of the Mullen Rule.

Selectman Roberts reiterated that there must be a balance of growth and character preservation.

Chairman Carty commented on the relationship between being an Earth Removal member and a ZBA member. Town Manager Rodrigues commented that the Earth Removal Board does not meet often, and met two times in two years in consideration of the Meadow Walk project which reflected earth/erosion disturbance and related mitigation of such impact.

Selectman Schineller asked if ZBA would issue a special permit for the Camp Sewataro project. Town Manager Rodrigues responded that ZBA would most likely issue a new permit as applied for by the prospective Camp operator. Ms. Pincus indicated that there would probably be changes made with existing use.

Selectman Schineller motioned to appoint Jennifer Pincus as a Zoning Board of Appeals associate and a member of the Earth Removal Board. Selectman Roberts seconded the motion.

It was on motion unanimously

VOTED: To approve the appointment of Jennifer Pincus, 25 Blueberry Hill Lane, as a Zoning Board of Appeals associate and a member of the Earth Removal Board for a term ending 5/31/20.

Consent Calendar

Chairman Carty stated that he would abstain from voting regarding item #11 – appointment of Election Officers in consideration that his wife is an election officer. He suggested that item #12 regarding All Alcohol license to Goodnow Library and item #13 regarding approval of the regular session minutes of June 11th be pulled for further discussion.

Appoint Election Officers for a one-year term commencing August 15, 2019 and ending August 14, 2020

Selectman Dretler motioned to appoint Election Officers for a one-year term, commencing August 15, 2019 and ending August 14, 2020, as recommended by the Democratic and Republican Town Committee Chairmen and the Town Clerk.

It was on motion

Dretler – aye, Roberts – aye, Schineller – aye and Carty – abstain.

VOTED: To appoint Election Officers for a one-year term, commencing August 15, 2019 and ending August 14, 2020, as recommended by the Democratic and Republican Town Committee Chairmen and the Town Clerk.

Grant a 1-day All Alcohol license to Goodnow Library Foundation, Inc, to accommodate a Fundraising Cocktail Party on Sunday. September 8, 2019

Selectman Schineller asked about the Certificate of Liability. Town Manager Rodrigues responded that the certificate and vote is contingent on Ms. Frank of the Selectmen's office receiving all the necessary documentation.

Selectman Schineller motioned and Selectman Dretler seconded the motion.

It was on motion unanimously

VOTED: To grant a 1-day All Alcohol license to Goodnow Library Foundation, Inc, to accommodate a Fundraising Cocktail Party on Sunday. September 8, 2019 from 5:00 PM to 9:00 PM at Goodnow Library, 21 Concord Rd, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.

Approve disposal of vehicles and equipment as requested by DPW Director Daniel Nason

Selectman Dretler motioned and Selectman Roberts seconded the motion.

It was on motion unanimously

VOTED: In accordance with the Town of Sudbury Bylaws, Article XII, Town Property, Section 1. Disposal of Town-Owned Personal Property, vote to approve disposal of the vehicles and equipment listed in the request of DPW Director Daniel Nason, dated July 10, 2019, having an estimated value of \$21,820; said disposal to be in accordance with applicable Massachusetts General Laws, inclusive of c.30, s.15.

Approve the FY20 amendment extending the contract between the MetroWest Regional Transit Authority (RTA) and the Town of Sudbury

Selectman Dretler motioned to approve the FY20 amendment extending the contract between the MetroWest Regional Transit Authority (RTA) and the Town of Sudbury to provide transportation services for elderly and disabled persons through the Council on Aging effective July 1, 2019, as requested by Debra Galloway, Council on Aging Director, said Agreement to be executed by the Town Manager. Selectman Roberts seconded the motion.

It was on motion unanimously

VOTED: To approve the FY20 amendment extending the contract between the MetroWest Regional Transit Authority (RTA) and the Town of Sudbury to provide transportation services for elderly and

disabled persons through the Council on Aging effective July 1, 2019, as requested by Debra Galloway, Council on Aging Director, said Agreement to be executed by the Town Manager.

Accept a grant in the amount of \$10,834 from The Sudbury Foundation to fund and install three water bottle filling stations

Selectman Dretler motioned and Selectman Roberts seconded the motion.

It was on motion unanimously

VOTED: To accept a grant in the amount of \$10,834 from The Sudbury Foundation to fund and install three water bottle filling stations at Atkinson Pool, LSRHS, and Haskell Field.

Approve the regular session minutes of June 11, 2019

Chairman Carty stated that minutes are not transcripts and that is why the Town has SudburyTV. He reminded that members must adhere to the due date for submission of edits/amendments to minutes. Town Manager Rodrigues reiterated that the minutes reflect a summary of the meeting.

Chairman Carty stated that he read all member amendments/comments and called out the fact that his words within the Policy section of the minutes had been changed and he felt that the change altered his intended comment/language. Selectman Dretler stated that she “redlined” Chairman Carty’s language due to the many comment omissions that she initially stated.

Town Manager Rodrigues affirmed that the recording secretary does an excellent job and suggested that members go to the Town Manager if they have related concerns. Chairman Carty emphasized that he wanted his altered language amended to “recommended” rather than “inquired.”

Selectman Dretler explained that she spent considerable time reviewing the SudburyTV recording of the June 11, 2019 meeting and felt that many of her intended statements were not included.

Selectman Schineller stated that he noted the increased “redlined” comments and then added his comments regarding the Fairbank Center section. Selectman Roberts questioned if discussed expectations were excessive and suggested a possible meeting.

Selectman Roberts inquired about how other Boards and committees summarize meetings. Selectman Dretler stated that Planning Director Adam Duchesneau completed such minutes in a different manner.

Chairman Carty recommended going forward, members utilize editing by redlining with several different colors; one for each member.

Selectmen Dretler moved to approve the regular session minutes of June 11, 2019 as amended. Selectman Schineller seconded the motion.

It was on motion unanimously

VOTED: To approve the regular session minutes of June 11, 2019 as amended.

Chairman Carty motioned to postpone voting on item #2, interview candidate for appointment to the Energy and Sustainability Committee, since the candidate was not present. Selectman Dretler motioned and Selectman Schineller seconded the motion.

It was on motion unanimously

VOTED: To postpone the interview and appointment of candidate to the Energy and Sustainability Committee. Following interview, vote whether to approve the appointment of Gary Bean, 3 Wilshire Street, for a term ending 5/31/22.

There being no further business, the meeting adjourned at 8:40 p.m.

Attest: _____

Melissa Murphy-Rodrigues
Town Manager-Clerk