

## SUDBURY BOARD OF SELECTMEN

TUESDAY, MARCH 24, 2020

Present: Chairman Daniel E. Carty, Vice-Chairman Patricia A. Brown, Selectman Janie Dretler, Selectman Jennifer Roberts, Selectman William Schineller, Interim Town Manager Maryanne Bilodeau, Henry Hayes, Jr., Contracted Town Manager, Heath Director William Murphy, Director of Planning & Community Development Adam Duchesneau, Environmental Planner Beth Suedmeyer and Town Counsel Jonathan Silverstein.

The statutory requirements as to notice having been complied with, the meeting was convened at 7:37 p.m. via Zoom teleconference mode. Chairman Carty called the meeting to order.

### **Opening Remarks by Chairman**

Chair Carty mentioned various community services in connection with the COVID-19 virus, such as special shopping hours for seniors and volunteering. He noted that the Health Department deployed the Sudbury Public School nurses to assist during this time.

Chair Carty stated new meeting formatting will take place commencing with this meeting, and such formatting might increase meeting efficiency.

### **Reports from Town Manager**

Interim Town Manager Bilodeau had no reports.

### **Reports from Selectmen**

Vice-Chair Brown stated she was most impressed by the efforts of the community during the COVID-19 crisis. She also thanked those in the Health Department and the Town Manager's office for all their help during this time.

Selectman Schineller thanked all community volunteers and staff, especially the Health Department. He spoke of a possible banner in Town which says: "All in This Together." He also shared that the Historical Commission received a \$15,000 grant to assist with the inventory of older properties in Town.

Selectman Roberts thanked community members and staff for their assistance during this most challenging time. She also announced that many residents remotely attended the Boston Region MPO (Metropolitan Area Planning Council) meeting last Thursday advocating for the timely completion of the BFRT (Bruce Freeman Rail Trail). She noted that at the MPO meeting a Framingham resident and a representative from the Friends of BFRT announced their support for the completion of the BFRT.

Selectman Dretler announced that Town Social Worker, Bethany Hadvab, was requesting food, cleaning and hygiene supplies, and electronic gift cards for those residents in need at this time. She provided Ms. Hadvab's e-mail address: [hadvabb@sudbury.ma.us](mailto:hadvabb@sudbury.ma.us) and a local volunteer site [www.neighborbrigade.org](http://www.neighborbrigade.org).

Selectman Dretler mentioned the Board recently received a letter from an 8-year old resident, Adena Schwarzwald, of 27 Surrey Lane. Adena wrote that the COVID-19 "stay at home" order had resulted in decreased air pollution. Adena suggested that Sudbury consider implementing a Town bus program to encourage traffic reduction and associated environmental improvements. Selectman Dretler stated that she wrote back to Adena, as did Chair Carty.

Chair Carty affirmed that he wrote to Adena and assured her that he would present her suggestions to the Transportation Commission at their next meeting, and encouraged her to continue corresponding.

**COVID-19 Update by Interim Town Manager**

Present: Bill Murphy, Health Director

Interim Town Manager Bilodeau thanked all who work towards COVID-19 prevention and aid especially the Sudbury Health Department. She stated that all Town buildings continue to be closed to the public, and encouraged residents to call, e-mail, or use the Town website to obtain information and services.

Interim Town Manager Bilodeau detailed that the Board of Selectmen voted to postpone Town Election and that postponement of Annual Town Meeting would be considered.

Mr. Murphy provided a COVID-19 update, noting there had been 49 investigations and four positive cases identified. Mr. Murphy acknowledged that the Health Department will be receiving a grant to be utilized for additional nursing services. He would be participating in weekly CDC (Center for Disease Control), MEMA (MA Emergency Management Association) and MPH (MA Public Health) COVID-19 briefings. He maintained that residents must stay home and not congregate.

Vice-Chair Brown asked how the Board could assist the Health Department at this time. Mr. Murphy responded that 911 announcement/alerts, direct e-mails, and public messaging would be most useful. The Board of Selectmen confirmed that a 911 communication plan would be submitted to Interim Town Manager Bilodeau. Interim Town Manager Bilodeau noted she had sent an initial 911 COVID-19 alert. Mr. Murphy reiterated the need for volunteers to join the Medical Reserve Corp.

Chair Carty asked if consideration had been given to utilizing particular Town buildings to isolate those infected with COVID-19. Mr. Murphy recommended that isolation at home was the best measure.

Selectman Dretler shared the Emergency Notification link found on the Sudbury website.

**Citizen's Comments on items on agenda**

There were no citizen's comments.

**Citizen's Comments on items not on agenda**

Resident Robert Stein, 7 Thompson Drive, queried about Town staff sanding a school parking lot yesterday in consideration of school closures. Interim Town Manager Bilodeau responded that she would look into the matter.

Resident Len Simon, 40 Meadowbrook Circle, commented about the meeting packet containing minimal information, especially regarding BFRT. Chair Carty responded that this meeting focused on the COVID-19 crisis.

Selectman Dretler suggested using the Question and Answer button featured in Zoom.

Mr. Simon requested that his five-page BFRT document be included in this meeting packet. Chair Carty noted such document could be included, if Mr. Simon signed and dated the document.

Mr. Simon provided MPO detail regarding BFRT red-line status by MassDOT. He affirmed that such red-lining indicated that the project did not meet the prescribed MassDOT deadline for FY2022. Mr. Simon stressed the importance of continued Town and resident advocacy/involvement.

Selectman Dretler stated that she understood Mr. Simon's concerns, and noted that residents would have another opportunity to attend a virtual MPO meeting this Thursday at 10 a.m.

### **Bruce Freeman Rail Trail (BFRT) Design Project Update**

Present: Beth Suedmeyer, Environmental Planner

Ms. Suedmeyer provided BFRT Design Project update, including chronological landmarks and various technical aspects. Ms. Suedmeyer stated she received notice from a MassDOT manager on March 20 confirming that District 3 review of the 25% design submission was complete. MassDOT hearings are not being held due to COVID-19. Ms. Suedmeyer mentioned that she and staff are currently developing one or two project-funding scenarios which would be reviewed by the MPO at their upcoming meeting, and would be posted to the Town website.

Selectman Schineller asked if additional field work was needed. Ms. Suedmeyer replied not.

Vice-Chair Brown asked if related comments and responses could be included on the BFRT Town website. Ms. Suedmeyer replied MassDOT comments could be included on the BFRT website when they were available. Ms. Suedmeyer stressed that Sudbury was currently programmed for FY22 funding and she did receive assurance despite the red-lining. The project engineer acknowledged the letter from the Board of Selectmen and relayed that MassDOT was determining when the Rail Division would be able to respond to Sudbury's request for information.

Selectman Roberts emphasized that staff must work quickly when feedback from MassDOT is received. She asked if the Board could provide help in any way. Ms. Suedmeyer replied the Board could endorse the hiring of a project consultant who could focus on the BFRT project. Mr. Duchesneau commented that a BFRT consultant would greatly aid with constant monitoring and coordination of this important project.

Selectmen Dretler and Roberts said they would research the possibility of assistance from the Sudbury BFRT Design Task Force Committee.

### **Annual Town Meeting discussion and potential decision to move the date**

Town Counsel Jonathan Silverstein stated the Town had legal authority to postpone the Annual Town Meeting. He explained that recent legislation allowed extension of Town budget, on a month-to-month basis.

Vice-Chair Brown asked for confirmation that a remote Town Meeting could be considered. Mr. Silverstein responded that a remote Town Meeting could not be held due to quorum mandates.

Mr. Silverstein recommended that the Board vote to postpone the Annual Town Meeting and not set an alternative date at this time, in consideration of possible legislation to allow postponement beyond June 30, 2020.

Chair Carty moved and Selectman Dretler seconded the motion.

It was on motion unanimously

VOTED: In accordance with the authority granted to the Board by the provisions of G.L. c.39, §9, after careful consideration of the implications of the rapid spread of COVID-19, present lack of containment, and risk to most vulnerable populations inherent in public gatherings, as well as all of the other reasons listed in the Board's Declaration of Emergency which are incorporated herein by reference, the Board declares that there will be a delay in the date of the Annual Town Meeting; this delay will encourage participation in Town Meeting and avoid the situation where voters are forced to choose between participating in the Town Meeting and managing their health in a manner most appropriate for them.

**Review Town Meeting articles, possibly take positions on articles, and assign motions and presentations**

Selectman Dretler indicated that she anticipated changes with warrant articles. Interim Town Manager Bilodeau affirmed that she would review capital projects with department heads and senior staff, and then present to the Board.

Mr. Silverstein agreed with the reworking of proposed articles. Board members concurred that taking positions on Town articles should be postponed.

**Discussion on the Fairbank Community Center/Town Forum**

Selectman Roberts recommended that the Fairbank Town Forum be postponed in consideration of COVID-19. She suggested rescheduling the virtual Forum to Wednesday, April 29th, or May 2.

Selectman Dretler confirmed that the Fairbank Community Center was a timely and critical project, especially in consideration of future emergency usage needs.

Selectman Roberts reiterated that the Fairbank Community Center was an important Town resource.

**Citizen's comments (cont.)**

Resident Len Simon expressed concern about the Citizen Comment segment undergoing change. He presented several questions for the BFRT project manager:

- If the BFRT project would still remain red-lined at the upcoming MPO meeting on Thursday.
- If construction funding would be extended to FY23.
- If Ms. Suedmeyer intended to go forward with the entire CSX purchase at Town Meeting.

Chair Carty confirmed that he would submit Mr. Simon's questions to Ms. Suedmeyer.

**Upcoming Agenda Items**

*For March 31, 2020 Meeting:*

- Review of Town Meeting Warrant articles
- Interview candidate for Sudbury Housing Trust
- Meet with petitioners to discuss Town Meeting Articles: polystyrene reduction, checkout bag charge, disposable plastic pollution reduction bylaw, and bicycle safety road signs.
- Discuss Town Manager and Board of Selectmen Policies
- COVID-19 Status Report
- BFRT Update
- Citizen's Comments and Meeting Format Review

*For Future Meetings:*

- Financial Policies
- Social Media policies

**Consent Calendar**

**Vote to approve the Amendment to Interim Town Manager Contract between the Town of Sudbury and Maryanne Bilodeau, and ratify the vote taken in Executive Session**

Chair Carty motioned and Vice-Chair Brown seconded the motion.

It was on motion unanimously

VOTED: To approve the Amendment to Interim Town Manager Contract between the Town of Sudbury and Maryanne Bilodeau, and ratify the vote taken in Executive Session.

There being no further business, the meeting adjourned at 10:35 p.m.

Attest: \_\_\_\_\_

Maryanne Bilodeau

Interim Town Manager-Clerk

**Documents & Exhibits – 3/24/20**

**6.** Review Town Meeting articles, possibly take positions on articles, and assign motions and presentations. The Board will not take positions at this meeting on the Budget, Fairbank, CSX, Fire Station, or articles not yet presented.

**Attachments:**

6.a Articles list ATM 2020 3-19-20 FINAL Version

**9.** Upcoming Agenda Items

**Attachments:**

9.a POTENTIAL UPCOMING AGENDA ITEMS\_3\_24\_20

**10.** Vote to approve the Amendment to Interim Town Manager Contract between the Town of Sudbury and Maryanne Bilodeau, and ratify the vote taken in Executive Session.

**Attachments:**

10.a Interim TM Contract Amendment 3-18-20