

SUDBURY BOARD OF SELECTMEN

WEDNESDAY NOVEMBER 4, 2020

(Meeting can be viewed at www.sudburytv.org)

Present: Chairman Janie Dretler, Vice-Chairman Jennifer Roberts, Selectman Daniel E. Carty, Selectman William Schineller, Selectman Charles Russo, Town Manager Henry L. Hayes, Jr., Assistant Town Manager/HR Director Maryanne Bilodeau

The statutory requirements as to notice having been complied with, the meeting was convened at 7:01 p.m. via Zoom telecommunication mode.

CALL TO ORDER/ROLL CALL

Chair Dretler conducted roll call and made announcement regarding the recording of the meeting and other procedural aspects included in the meeting.

Roll Call: Schineller-aye, Carty-aye, Russo-aye, Dretler-aye, Roberts-aye

Opening remarks by Chairman

Chair Dretler commented regarding:

- Review of the meeting agenda
- Ballot questions regarding the Fairbank Community Center and CSX land acquisition were approved
- Sudbury resident voting numbers increased from the 2016 election
- Local representatives were re-elected
- Town posting of latest State Travel Advisory during the holidays
- HOPEsudbury Telethon & Auction to take place Saturday, November 7, 3:00 p.m. to 9:00 p.m.
- MA Senate Counsel has not officially completed review of Bill H4388 to adopt the “Select Board” designation
- New MA COVID Advisory information dated November 2nd regarding early closure of businesses and activities, face coverings, and gatherings.
- Consent Calendar Item 17 will be postponed to a future date as a result of Governor Baker’s updated Advisory posting/restaurant operating hours

Reports from Town Manager

Town Manager Hayes commented regarding:

- His possible move to Sudbury with his family - appropriate disclosures would be provided if transaction is finalized.
- ADA assessments continue - draft reports will not be released, as they may contain information that is either inconsistent or inaccurate based on factors that may have changed since a visit occurred. Full report will be first released to the Board of Selectmen
- CARES Act Funds request made, Town rendering support to SPS and LSRHS
- Newsletter submissions needed, if not already provided
- Governor Baker updated COVID Advisory information for businesses and activities, which are posted on the Town website under “COVID Updates”
- Face covering orders address a growing concern with group gatherings. Entering a critical phase in the pandemic and more time will be spend indoors

- Per recommendation of Health Department, Sudbury residents are urged to adhere, cooperate, and avoid unsafe situations.
- The Health Department will continue to address citizen concerns, and recommend contacting/emailing the Health Department with concerns. Most important – requesting civility, per the Health Department.
- Contact tracing being dealt with via the Health Department, through the Contact Tracing Collaborative (CTC) run by the State is also being utilized in Sudbury due to increased incidence/tracing requirements
- Thanksgiving Advisory information included on the Town website
- Appointed Adam Duchesneau and alternate Beth Suedmeyer to MAPC (Metropolitan Area Planning Council)
- Fairbank Community Center Next Steps:
 - RFQ and OPM processes:
 - Develop timeline for entire project to determine intensity of work for OPM as budget is limited and funds for OPM will also be used for a full-time Clerk of Works once construction commences
 - Refine tasks for OPM tailored to project
 - Prepare RFQ including complete scope of work, evaluation criteria, contract document
 - Advertise in newspaper and Central Register – 3-week reply period which may include site visit
 - Send RFQ's to parties interested in applying
 - Upon receipt, evaluate all applicants based on established evaluation criteria noted in RFQ
 - Select three or more applicants for interview
 - Negotiation of price with selected candidate
 - Recommendation to Town Manager for contract
- Approximately 9,000 early voters from the 12,000+ who voted at this election. Proud of Town Clerk's Office, poll volunteers, and Police
- Comprehensive Waste Management Plan discussions have taken place
- Emergency Management Plan has been signed for implementation
- Great conversation with Sewataro Camp Operator

Town Manager Hayes read aloud the Sudbury Health Department "Health Message to Public:"

Health Message to Public
Board of Selectmen Meeting 11/4/2020

The Governor issued revised Orders this week regarding gatherings, face covering, and early closings for businesses and activities. These Orders are posted on the Town website under the COVID Updates tab. We encourage residents and business to read and familiarize with the contents. We will be reaching out to affected businesses to discuss these Orders and their responsibilities to ensure compliance.

The face covering and gathering Orders attempt to address a growing concern with groups congregating without adhering to safety protocol. We are entering a critical period of the pandemic where we will be spending more time indoors and will be at a higher risk of infection. Sudbury residents are urged to adhere and cooperate and to avoid unsafe situations.

The Health Department will continue to address citizen concerns. We encourage residents to discuss issues with store management if applicable or call or email our office. Most importantly we ask for civility, common sense, and compliance. Thank you.

Reports from Selectmen

Chair Dretler thanked staff and volunteer poll workers who made the unprecedented Election possible.

Vice-Chair Roberts asked if additional information would be forthcoming regarding necessary disclosures in connection with the possible move of Town Manager Hayes. Town Manager Hayes stated that any possible disclosures would go through the appointed authority--BOS. He stated that this represents an ethical matter, and not a public issue.

Selectman Schineller thanked all who helped with the election process in Town. He provided thanks to the Park & Recreation Commission, and recognized the efforts made by Mara Huston regarding the Fairbank Community Center. He mentioned he was looking forward to advancing the project. Selectman Schineller attended the most recent Finance Committee meeting, and noted the Committee is interested in scheduling a joint meeting with BOS to discuss financial policies and KPIs.

Selectman Carty attended the LSRHS School Committee meeting on October 27th and are considering school shutting down the week of Thanksgiving and the week after Thanksgiving. He further detailed that LS is working on active COVID testing for teachers and students, and maybe reaching out for funding options. He also shared that SPS has hired an Assistant IT director in consideration of increased remote learning aspects.

Selectman Carty noted that the SPS School committee met on November considering COVID testing differently in consideration that the State is making two million rapid test kits available to symptomatic students.

Selectman Carty summarized that the Sudbury Taxi Program is accelerating and as of last week, 51 people have enrolled in the program, and wheelchair provision is also included. The Transportation Committee will likely apply for additional grant monies from MAPC. He attended the Goodnow Library Trustees meeting, and he and Town Manager Hayes will be meeting with the Chair of the Trustees. Selectman Carty attended his first MBTA Advisory Board meeting today. Mass Trail Grants 2021 have been advertised and applications are due by February 1, 2021.

Selectman Russo announced that 87% of Sudbury voters voted at this Election.

Selectman Russo shared that a virtual Master Plan Open House would be taking place, and additional information will be made available in the next couple of weeks.

Vice-Chair Roberts thanked all involved with a successful Election Day.

Vice-Chair Roberts received an email from the Finance Committee with several questions regarding this evening's agenda, including a request for scheduling of joint meetings with BOS. The Finance Committee would like to have discussion regarding the budget process and update on the KPI reporting status. The Finance committee expressed interest in the mentioned re-instatement of the Budget Strategies Task Force.

As liaison to the Sudbury Housing Authority, Vice-Chair Roberts commented that a member of the Housing Authority expressed frustration regarding BOS support of assessment regarding certain properties, such the Broadacres property, a property behind the DPW building, and a property at Frost Farm. She noted that the Housing Authority is scheduling a site walk with the MA Housing Authority. Vice-Chair Roberts noted that the Housing Authority was surprised to learn that the property behind the DPW site might be considered as a water treatment plant. As a Board member, she felt it necessary to stand behind the support that the Board offered at the February 2020 meeting. She asked if the Board might consider any other available properties in Town.

Citizen Comments

There were no citizen's comments.

Interview candidates for appointment to the Cultural Council

Present: Bethany Shaw, Diana Peters, Erica O'Brien – Candidates for appointment to the Cultural Council

Ms. Shaw introduced herself and as a member of the Sudbury Art Association, and noted that she loved the community and arts/culture, which would be beneficial for the Town.

Selectman Russo asked Ms. Shaw about her goals for the Cultural Council. Ms. Shaw responded that she sought to bring additional art and culture to the Town.

Selectman Schineller acknowledged the contributions that Ms. Shaw had made to the Sudbury Art Association.

Chair Dretler thanked Ms. Shaw for her artistic contribution to the Sudbury schools and the Sudbury Arts Market.

The Board moved on to the next candidate, Diana Peters.

Ms. Peters introduced herself and spoke of her background as a voice actor with design experience.

Vice-Chair Roberts thanked Ms. Peters for her contribution in the areas of art, radio and print.

Selectman Russo commented that he appreciated Ms. Peters' plans for post-COVID activities.

The Board moved on to the next candidate, Erica O'Brien.

Ms. O'Brien introduced herself and mentioned her background at the MA College of Art and Design, and expressed her desire to work with the community again.

Selectman Carty suggested that the Cultural Council consider the staggering of appointment terms. Resident and chair of the Cultural Council, Ellen Gitelman, 19 Raynor Road, responded there have not been any simultaneous member resignations on the Council.

Vice-Chair Roberts motioned and Selectman Russo seconded the motion.

It was on motion 5-0; Carty-aye, Roberts-aye, Russo-aye, Schineller-aye, Dretler-aye

VOTED: To appoint Bethany Shaw, 850 Boston Post Road, Diana Peters, 62 Maynard Road, and Erica O'Brien, 3 Country Village Lane, to the Cultural Council for terms to expire 10/30/23.

Cynthia Gerry, Director of Assessing, to provide an overview of the Tax Classification process

Present: Director of Assessing Cynthia Gerry

Ms. Gerry acknowledged that on December 1st the Board would be voting on the Tax Classification, and the percentage of tax levy. She proceeded with an overview of the Annual Tax Classification process.

Ms. Gerry provided a summary of the tax exceptions, including the Residential Exception, the Small Commercial Exception, the Open Space Exemption (which is not applicable in Sudbury), and Senior Means Exemption.

Selectman Schineller stated that the current small business tax exemption did not seem to be enough. Selectman Schineller also inquired about overlay accounts/balance.

Selectman Russo inquired about the decline in some commercial property values and the status of 61A properties.

Vice-Chair Roberts asked about current economic impacts, and split rate considerations.

Selectman Carty asked about vacant land tax category. Ms. Gerry commented that classification 130 represents buildable land.

Chair Dretler mentioned the vacant land aspect in Sudbury.

Selectman Carty asked about the CSX corridor in relation to the 388 land code. Ms. Gerry responded that the CSX land has been categorized in the 388 land use code for a number of years.

Selectman Russo asked if financial impact of COVID had more impact with one taxable category when compared to the other categories. Selectman Schineller commented that there should be more deliberation on the topic. Selectman Russo suggested contacting the Chamber of Commerce in regards to this matter.

Ms. Gerry confirmed she would be providing the Board with additional information regarding their questions before the Tax Classification Hearing on December 1.

Discussion and possible vote to authorize the Town Manager to enter-award a contract/agreement for Bruce Freeman Rail Trail (BFRT) contract for the most advantageous firm to complete the 75-100% design work

Present: Environmental Planner Beth Suedmeyer, Director of Planning and Community Development Adam Duchesneau, DPW Director Dan Nason, BFRT Task Force Chair John Drobinski,

Before making a motion, Vice-Chair Roberts asked if the chosen contractor for the project was Fuss & O'Neill. Town Manager Hayes responded in the affirmative, and noted that Fuss & O'Neill was the preferred choice, and had the most experience and expertise.

Vice-Chair Roberts motioned to authorize the Town Manager to enter-award a contract/agreement for Bruce Freeman Rail Trail (BFRT) contract to Fuss & O'Neill to complete the 75-100% design work. Selectman Russo seconded the motion.

Selectman Schineller asked about the boardwalk aspect. Ms. Suedmeyer responded that recently the boardwalk proposal was eliminated, but the crossing of the stream would still need to be addressed. She stated that the design will meet the local bylaw, and MA DOT (Department of Transportation) has agreed to address mitigation options.

Selectman Schineller inquired about a proposed signal light. Ms. Suedmeyer provided description regarding the proposed light. Mr. Nason affirmed it would be best to coordinate the light signal system at the onset of the project.

Selectman Carty asked about project completion and inquired about the \$797,500 price and how that compared to what we had allocated to the project. Ms. Suedmeyer responded that the chosen consulting firm would proceed to the completion of the project.

Selectman Carty inquired about Parkinsons lot. Selectmen Carty also opined about Featherland Park not being included in the scope of the project.

Selectman Russo asked about new right of way protocol. Ms. Suedmeyer provided a summary of the new protocol, and confirmed that Fuss & O'Neill had just completed a project with the new protocol in place.

Selectman Russo asked about the full scope of the LSP work. Ms. Suedmeyer stated that MA DOT owns the project, and there is no recommendation to test soils beforehand, unless such soils would have to be removed.

Mr. Drobinski stated that as an LSP, he thought the area involved looked good.

Resident Patricia Brown, 34 Whispering Pine Road, stated that she was hoping to see MA DOT Public Hearing responses, and asked when such comments would be made available to the public. Ms. Suedmeyer responded that it was her understanding that the responses were being worked on, and a posting date had not been provided. Ms. Suedmeyer stated that she would continue to communicate with MA DOT on this matter, in order to make such comments public.

It was on motion 5-0; Russo-aye, Roberts-aye, Carty-aye, Schineller-aye, Dretler-aye

VOTED: To authorize the Town Manager to enter-award a contract/agreement for Bruce Freeman Rail Trail (BFRT) contract to Fuss & O'Neill to complete the 75-100% design work.

Discussion and vote on the BFRT Advisory Task Force mission

Present: John Drobinski, BFRT Advisory member; Environmental Planner Beth Suedmeyer; Director of Planning and Community Development Adam Duchesneau

Ms. Suedmeyer shared edits she included on the BFRT Advisory Task Force draft document.

Selectman Schineller suggested adding something to the mission which would address local concerns regarding environmental standards. He also recommended appropriate bylaws and include “mitigation to promote harmony between the rail trail and surrounding community and businesses” such as Cavicchio property. Selectman Schineller also stressed the importance of adding language advocating for the inclusion of historical, agricultural and open spaces.

Selectman Carty suggested adding language regarding BOS project update meetings on a monthly basis, and BFRT Advisory Task Force updates on a quarterly basis.

Selectman Russo suggested adding language including amenities, benches, appropriate informational signage regarding scenic viewpoints. He also suggested that a Board member act as liaison between the BFRT Task Force and the Board of Selectmen.

Selectman Schineller recommended inclusion of at-large members who had prior involvement in rail trails and community relations. He also suggested that the perspective of a local business and residential abutter be represented on the Task Force.

Selectman Carty indicated that the Task Force would serve the Town well without included membership of a lobby group such as the Friends of the BFRT.

Vice-Chair Roberts suggested that a Planning Board member might replace a CPC member. Ms. Suedmeyer recommended that membership could be composed of Conservation Commission membership, Planning membership, Parks & Recreation membership, and members from the original BFRT Advisory Design group.

Board members discussed all suggested additions/edits to the BFRT Advisory Mission statement.

Chair Dretler reviewed the disposition of all suggestions proposed to the “Bruce Freeman Rail Trail Advisory Task Force” document:

- Within the “Mission Statement” section – retain language referring to the long-term lease agreement “as other towns on the BFRT north of Sudbury have done.”
- Within the “Background” section – remove language “addressing local concerns of respecting applicable environmental standards.”

- Within the “Responsibilities and Functions” section – retain language regarding Task Force reporting to the Board of Selectmen “quarterly and as requested by the Board.”
- Within the “Responsibilities and Functions” section – retain language “Documenting concerns and requests of abutters, businesses, and other residents and sharing them with the Selectmen.”
- Within the “Responsibilities and Functions” section – remove language “Proposing necessary and appropriate bylaw changes if existing bylaws cannot be satisfied.”
- Within the “Responsibilities and Functions” section – retain language “and mitigations to promote harmony between the rail trail and surrounding community businesses.”
- Within the “Responsibilities and Functions” section – retain language “amenities and other facilities, such as benches, signs, informational kiosks, scenic viewpoints...”
- Within the “Responsibilities and Functions” section – retain language “Sudbury’s agricultural, historical, and open-space heritage should be enhanced.”
- Within the “Membership and Officers” section – retain language “The Board of Selectmen will vote to choose one of its members to act as liaison between the Task Force and the Selectmen.” And to remove language “The chair of the Board of Selectmen will act as liaison between the Task Force and the Selectmen.”
- Within the “Membership and Officers” section – retain language “One Sudbury Resident member selected by the Board of Selectmen from three recommendations to be provided by the Friends of the Bruce Freeman Rail Trail.”
- Within the “Membership and Officers” section, the terms agreed upon were: Existing Task Force Members – 2 Years; Conservation Commission, Planning Board, Park & Recreation Members – 1 Year; and New and Appointed at-large members – 3 Years

Vice-Chair Roberts motioned to approve the “BFRT Advisory Task Force” Document as amended. Selectman Schineller seconded the motion.

Selectman Carty indicated that he strongly opposed the inclusion of groups outside of Sudbury having a voting seat on a Sudbury committee. Vice-Chair Roberts stated that she understood the sentiment expressed by Selectman Carty, but felt that the Friends of the BFRT have shared their trail expertise with many other communities, and she emphasized that such a member must be a resident of Sudbury.

Resident Len Simon, 40 Meadowbrook Circle said that abutters should be excluded from membership due to conflicting interest. He stressed that member continuity has great value, and having the same original members continue would be beneficial for the Town.

Mr. Simon stated that quarterly meeting/reporting to the BOS should be eliminated, and the Project Manager could perform such reporting.

Chair Dretler agreed with Mr. Simon’s comment about abutter membership being conflicting, and felt that such language should be removed from the Document.

Chair Dretler commented that the Document endorsed by the Board includes meetings with abutters.

Selectman Russo retracted the earlier motion made by Vice-Chair Roberts.

Vice-Chair Roberts motioned to approve the Bruce Freeman Rail Trail Advisory Task Force document as presented by Beth Suedmeyer, and amended by the Board of Selectmen. Selectman Schineller seconded the motion.

Resident Patricia Brown, 24 Whispering Pine Road, mentioned the contractor meeting with abutters, but not including abutters on the Task Force. She wondered how the abutters perspective (that was heard by the contractors) would be communicated to the Task Force.

It was on motion 4-1; Carty-no, Schineller-aye, Roberts-aye, Russo-aye, Dretler-aye

VOTED: To approve the Bruce Freeman Rail Trail Advisory Task Force document as presented by Beth Suedmeyer, and amended by the Board of Selectmen.

Vote whether to approve and accept an Access Easement, Drainage Easement, and Conservation Restriction from Woodward Glen Realty Trust for the Greenscape Park/Woodward Glen Subdivision off of Powers Road (Assessor's Parcel B09-0001)

Present: Rachel Watsky – Watsky Law; Adam Duchesneau, Director of Planning & Community Development

Mr. Duchesneau provided an overview of the access easement, drainage easement and Conservation Restriction at Greenscape Park. He added that the Conservation Commission and Town Counsel (KP Law) had approved and endorsed the proposal.

Selectman Schineller asked if there were any special considerations involved because the property abutted Concord. Mr. Duchesneau responded that the property did not actually abut the Town of Concord.

Vice-Chair Roberts inquired about lot sizes at the development. Mr. Duchesneau replied the minimum lot size at Greenscape Park was is 40,000 sq. feet, and the larger lots doubled in size, and all lots met the requirements.

Chair Dretler commented that she was liaison to Planning Board when this development was being addressed, and affirmed that the Planning Board worked very diligently on this project. She indicated that she had no concerns.

Selectman Carty motioned and Selectman Russo seconded the motion.

It was on motion 5-0; Russo-aye, Carty-aye, Roberts-aye, Schineller-aye, Dretler-aye

VOTED: To approve and accept an Access Easement, Drainage Easement, and Conservation Restriction from Woodward Glen Realty Trust for the Greenscape Park/Woodward Glen Subdivision off of Powers Road (Assessor's Parcel B09-0001).

Vote whether to approve emergency award of contract by the Town Manager to Mobile Emergency Housing Corp., of Farmingdale, NY for the rental of two (2) quarantine bunk units for use by the DPW; the Town Manager to execute all documents related thereto

Present: DPW Director Dan Nason

Town Manager Hayes provided detail regarding the two quarantine bunk units for use by the DPW. He noted that DPW workers who work throughout storms and emergencies would provide distance sheltering in during COVID times. He noted that the Health Department also endorsed the bunk units, which would receive partial funding from the Cares Act.

Mr. Nason stressed that during this period of pandemic, safe rest time is important. He explained the lease/purchase option, and noted that the vehicles could be bought for \$155,000 after renting for five months.

Town Manager Hayes asked Mr. Nason if DPW funds are currently available for possible purchase. Mr. Nason responded affirmatively.

Vice-Chair Roberts inquired about other usage for the bunker units, and asked if a trial usage period could be provided. Mr. Nason stated that trial usage was not possible, and the units could be used for other Town emergencies as well.

Selectman Carty mentioned that this situation represented one of the many unexpected problems associated with COVID. He asked if the Fire Department had such a need. Town Manager Hayes responded that the Fire Department is fine at the present time, and stressed that the bunker units could be shared.

Chair Dretler commented that rental of the units was the preferable option. She asked about the life of the units. Mr. Nason estimated a life of 10 to 15 years if maintained properly. She asked where the units would be stored. Mr. Nason responded that the units would be stored at the DPW yard.

Chair Dretler stated that purchase of the units would require Town Meeting approval.

Resident and Finance Committee member Scott Smigler, 125 Plympton Road, suggested that the Capital Improvement Advisory Committee (CIAC) review the proposed transaction.

Selectman Schineller motioned and Vice-Chair Roberts seconded the motion.

It was on motion 4-1; Roberts-aye, Schineller-aye, Russo-aye, Carty-aye, Dretler- abstain.

VOTED: To approve emergency award of contract by the Town Manager to Mobile Emergency Housing Corp., of Farmingdale, NY for the rental of two (2) quarantine bunk units for use by the DPW; the Town Manager to execute all documents related thereto.

Chair Dretler indicated that further vetting of the project would be preferred.

At this time, the Board took a five-minute recess.

Town Manager 6-month evaluation

Board members provided summary of Town Manager's evaluation.

Selectman Schineller stated that he had positive feedback, and was looking forward to continued growth by the Town Manager.

Chair Dretler inquired about the red-lined document included in the meeting packet. Town Manager Hayes confirmed that he initiated the document, and stated that a finalized copy of the document (without redlining) would be provided.

Selectman Carty noted that developing relationships with the Superintendents was important. He recognized that Town Manager Hayes met with Timothy S. Higgins, Lincoln Town Administrator, and commented that Town Manager Hayes keep up the good work.

Vice-Chair Roberts stated that Town Manager Hayes took the lead during these pandemic times, and felt that his emergency management background has been continually demonstrated. She also recognized the stellar communication, management and leadership skills exemplified by the Town Manager. Vice-Chair Roberts complimented Town Manager Hayes regarding his responsiveness with the Board, and mentioned that areas of opportunity included advancement of personal goals, independent decision making, and balanced time with staff.

Chair Dretler asked Town Manager Hayes to provide the Board an update regarding his professional development preparation. She provided some suggested goals in preparation of the one-year review.

Chair Dretler emphasized her appreciation regarding Town Manager's abilities and efforts during this most difficult time, including a successful Town Meeting.

Discussion and preparation for goal setting meeting Monday, 11/16 at 9:00 AM

Town Manager Hayes confirmed that the BOS goal setting meeting will take place on Monday, November 16, 2020 at 9:00 a.m., and Bob Halpin of the UMass Edward J. Collins Center will be moderating the meeting.

Town Manager Hayes stated that last year's goals would be reviewed, and the session would essentially follow the same procedure as last year.

Vice-Chair Roberts inquired about scoring and high priority listing process. Chair Dretler suggested that members might consider this aspect, and have related discussion before the goal session meeting.

Town Manager Hayes suggested if the Board required additional discussion, such discussion should take place before the 9:00 a.m. meeting on November 16. The Board agreed that discussion regarding inclusion of a vision statement would not be possible for this goal setting meeting, but could be addressed sometime after the meeting.

Review open session minutes of 9/15/20 and 9/25/20 and possibly vote to approve minutes

Vice-Chair Roberts motioned to approve the 9/15/20 minutes, as edited. Selectman Russo seconded the motion.

It was on motion 4-0-1; Russo-aye, Schineller-abstain, Carty-aye, Roberts-aye, Dretler-aye

VOTED: To approve the 9/15/20 minutes, as edited.

Vice-Chair Roberts motioned to approve the 9/25/20 minutes, as edited. Selectman Russo seconded the motion.

It was on motion 4-0-1; Russo-aye, Schineller-abstain, Carty-aye, Roberts-aye, Dretler-aye

VOTED: To approve the 9/25/20 minutes, as edited.

Citizen's Comments (cont.)

There were no citizen's comments

Upcoming agenda items

Consent Calendar

- Continue Sudbury Diversity, Equity, and Inclusion Commission topic
- Continue Key Performance Indicators (KPI) topic
- Fairbank Community Center Update
- CSX topic for Executive Session
- Budget Strategies Task Force
- LSRHS Agreement
- Finalization Town Manager Evaluation/Self-Assessment

Cultural Council reappointments and resignation

Selectman Carty motioned and Selectman Russo seconded the motion.

It was on motion 5-0; Carty-aye, Roberts-aye, Russo-aye, Schineller-aye, Dretler-aye

VOTED: To reappoint Ellen Gitelman, 19 Raynor Road, Martha Romanoff, 21 Pokonoket Avenue, and Claudia Brandon, 60 Balcom Road to the Sudbury Cultural Council for terms to expire October 30, 2023. Also, vote to accept the resignation of Yael Kupiec-Dar, 77 Hemlock Road, upon completion of two consecutive terms, as a member of the Sudbury Cultural Council, and to send a letter of thanks for her service to the Town.

Vote that pursuant to G.L. c. 30B s. 16, and the authority under Article 27 of 2019 Annual Town Meeting held on May 6, 2019, the Board of Selectmen declares Assessors' Parcel L08-0010 on Raymond Road consisting of approximately 8.86 acres available for disposition for water supply protection purposes.

Vice-Chair Roberts recused herself from the discussion and vote on Consent Calendar Item 19.

Selectman Carty motioned and Selectman Russo seconded the motion.

It was on motion 4-0; Carty-aye, Russo-aye, Schineller-aye, Dretler-aye

VOTED: That pursuant to G.L. c. 30B s. 16, and the authority under Article 27 of 2019 Annual Town Meeting held on May 6, 2019, the Board of Selectmen declares Assessors' Parcel L08-0010 on Raymond Road consisting of approximately 8.86 acres available for disposition for water supply protection purposes.

Consent Calendar items 17 and 20 were taken off the agenda.

Vote to adjourn meeting

Selectman Russo motioned to adjourn the meeting. Selectman Carty seconded the motion.

It was on motion 5-0; Schineller-aye, Carty-aye, Russo-aye, Roberts-aye, Dretler-aye.

VOTED: To adjourn the meeting

There being no further business, the meeting was adjourned at 12:15 a.m.

11/4/20 Documents & Exhibits

2. Continue executive session to review executive session meeting minutes, pursuant to G.L. c. 30A, § 21(a)(7) “[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” (“Purpose 7”), citing to the Open Meeting Law, G.L. c. 30A, §§ 22(f), (g).

Attachments:

- 2.a BOS ES 01.3.17_DRAFT_for_review
- 2.b BOS Executive Session draft_7-14-2020_for_review
- 2.c JBL redline edits _BOS ES 8-11-20
- 2.d JBL redline edits BOS Executive Session 8-04-20
- 2.e JBL redlined edits BOS Executive Session 9-8-20

4. Interview candidates for appointment to the Cultural Council. Following interviews, vote whether to appoint Bethany Shaw, 850 Boston Post Road, Diana Peters, 62 Maynard Road, and Erica O'Brien, 3 Country Village Lane, to the Cultural Council for terms to expire 10/30/23.

Attachments:

- 4.a SCC_recommendation_email
- 4.b SCC_applications_redact

5. Cynthia Gerry, Director of Assessing, to provide an overview of the Tax Classification process. This is in preparation of the Tax Classification hearing scheduled for 12/1/20.

Attachments:

- 5.a November 4 2020 Tax Rate Setting Process

6. Discussion and possible vote to authorize the Town Manager to enter/award a contract/agreement for Bruce Freeman Rail Trail (BFRT) contract for the most advantageous firm to complete the 75-100% design work.

Attachments:

- 6.a BFRT Design Consultant Selection Committee Report 20201030
- 6.b BFRT Design Eng Services Contract F&O 11-2
- 6.c BFRT_Fuss&ONeill Final SOW and Fee Proposal_10-30-20
- 6.d BFRT RFP Towns SOW

7. Discussion and vote on the BFRT Advisory Task Force mission. Beth Suedmeyer, Environmental Planner, to attend. John Drobinski, Task Force chair to attend.

Attachments:

- 7.a BFRT Task Force Mission for Nov 4- COMPILED COMMENTS
- 7.b BFRT_comments-emails
- 7.c Task Force Draft Charge Oct 2020_CRUSSO_10.25.2020[1]
- 7.d schinellerTask Force Draft Charge Oct 2020-Mark Up[2]
- 7.e My recommendations for Town Manager Hayes and Beth Suedmeyer composition of task force for SB meeting 11-4-20

8. Vote whether to approve and accept an Access Easement, Drainage Easement, and Conservation Restriction from Woodward Glen Realty Trust for the Greenscape Park/Woodward Glen Subdivision off of Powers Road (Assessor's Parcel B09-0001). Adam Duchesneau, Director of Planning & Community Development, and Rachel Watsky and Matthew Watsky from Watsky Law to attend.

Attachments:

- 8.a Greenscape Park Woodward Glen - Access Easement 201026
- 8.b Greenscape Park Woodward Glen - Conservation Restriction 201026
- 8.c Greenscape Park Woodward Glen - Drainage Easement 201026
- 8.d Greenscape Park-Powers Road - Definitive Subdivision Decision 190410 Filed
- 8.e Greenscape Park-Powers Road - Definitive Subdivision Plans 190625

9. Vote whether to approve emergency award of contract by the Town Manager to Mobile Emergency Housing Corp. or Farmingdale, NY for the rental of two (2) quarantine bunk units for use by the DPW; the Town Manager to execute all documents related thereto.

Attachments:

- 9.a MASS DPW PROPOSAL REV 11-3-20
- 9.b SUDBURY RENTAL AGREEMENT REV 11-3-20
- 9.c SUDBURY SAMPLE LEASE PURCHASE AGREEMENT REV 11-3-20

10. Discussion and vote on mission statement and application process for the Sudbury Diversity, Equity, and Inclusion Commission.

Attachments:

- 10.a Draft_Sudbury DEI Commission_093020 v3
- 10.b DEI Committee Comparisons2_10.29.2020

11. Town Manager 6-month evaluation

Attachments:

- 11.a Carty_HH_review_comments
- 11.b HHayes_6 Month Review_CRusso10.26.2020
- 11.c Dretler_2020 Town Manager Hayes 6mo Evaluation Comments
- 11.d Schineller_HH_review
- 11.e Sudbury TM 6 Month Evaluation Henry Hayes 102820 Roberts
- 11.f Goals and evals - 30 90 6months - Hayes v1 JR edits

12. Discussion and preparation for goal setting meeting Monday, 11/16 at 9:00 AM.

Attachments:

- 12.a Halpin_email
- 12.b BOS-Goals-2020-11-1-19-FINAL
- 12.c Goal setting with Select Board 2020 November
- 12.d Sudbury.Agreement.Board Facilitation.2020

13. Discussion and possible vote on Key Performance Indicators (KPI) as requested by Selectman Schineller.

Attachments:

- 13.a DRAFT SelectBoard Project Tracking Policy
- 13.b Project Status and KPIs
- 13.c Project Status Template

14. Review open session minutes of 9/15/20 and 9/25/20 and possibly vote to approve minutes.

Attachments:

- 14.a BOS_draft1_9.15.20_min_for_review
- 14.b BOS_draft1_9.25.20_min_for_review

16. Upcoming agenda items

Attachments:

16.a POTENTIAL UPCOMING AGENDA ITEMS_11_04_20

17. Vote to approve a one-hour extension of the licensed closing hour and serving of alcoholic beverages for licensees who make application in advance to the Town Manager's Office: Fugakyu Cafe, 621 Boston Post Road; Lavender, 519A Boston Post Road (1AM to 2AM) on Wednesday, November 25, 2020 (Thanksgiving eve) and Thursday, December 31, 2020 (New Year's Eve), on the condition that the kitchen remains open and food is served.

Attachments:

17.a Lavender Serving Hours Extension 2020

17.b Fugakyu serving extension 2020

19. VOTE: That pursuant to G.L. c. 30B s. 16, and the authority under Article 27 of 2019 Annual Town Meeting held on May 6, 2019, the Board of Selectmen declares Assessors' Parcel L08-0010 on Raymond Road consisting of approximately 8.86 acres available for disposition for water supply protection purposes.

Attachments:

19.a Sudbury.Raymond Road.Land Acquisition