

SUDBURY SELECT BOARD

TUESDAY FEBRUARY 9, 2021

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

Present: Chair Janie Dretler, Vice-Chair Jennifer Roberts, Select Board Member Daniel Carty, Select Board Member William Schineller, Select Board Member 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 7:00 p.m., via Zoom telecommunication mode.

Chair Dretler announced the recording of the meeting and other procedural aspects included in the meeting. She acknowledged that the Board had just adjourned in Executive Session.

Call to Order/Roll call

Select Board Roll Call: Carty-present, Schineller-present, Roberts-present, Dretler-present.

Chair Dretler stated that Select Board Member Russo would be joining the meeting shortly.

Opening remarks by Chair

- COVID updates to be present by the Health Department
- New members sought for the Finance Committee (FinCom), Permanent Building Committee (PBC) and the Design Review Board (DRB)
- Trail over Ford's Folly is closed until further notice for safety reasons
- PBC met last week and interviewed OPM finalist for Fairbank project; negotiations will continue with the candidate

Board Member Russo joined the meeting at approximately 7:05 p.m.

Reports from Town Manager

- Alerted all to scam calls which pose as calls from the Town regarding a medical alert system
- Town Manager Office Hours on Thursday, February 11 at 9 a.m.
- Great conversation with Carl Ryan, Program Grant Coordinator, regarding grant writing information, which was shared with Town department heads
- Fire and EMS personnel delivered a baby recently; congratulations to the family and the public safety team

Reports from Select Board

Vice-Chair Roberts:

- At recent Park and Recreation Commission meeting, Commission voted to approve several Town Meeting Articles; one regarding revolving funds – field user fees also discussed
- FinCom conducted a thorough LS budget review and SPS budget discussion will take place Wednesday

- Attended Commission on Disability meeting; Commissioners are interesting in promoting ADA accessibility and will likely be meeting with the Board soon
- She and Board Member Schineller had the first Select Board Policies and Procedures Review Subcommittee meeting; updates to follow

Select Board member Russo:

- Conservation Commission (ConCom) approved the Order of Conditions (15+ pages) for the Eversource Transmission Line project; the appeal period has begun
- Planning Board approved the Stormwater Permit for the Eversource Transmission Line project
- Thanked DPW for all work done during recent snowstorm

Select Board member Carty:

- SPS School Committee introduced Officer Billy Crisafulli as the new Youth Officer to replace Officer Hutchinson
- SPS voted to withdraw or support dissolution from the EDCO Collaborative
- SPS confirmed the piloting of the COVID pool testing program offered by the State, and hoping to launch the program by the end of February
- SPS budget hearing with FinCom scheduled for February 10
- SPS voted their Equity Statement at their meeting last night
- Transportation Committee has a small number of pilot users reserving rides for the GoSudbury! Uber program, hoping to begin service by the end of this week

Select Board member Schineller:

- Will be providing update from the Select Board Policies and Procedures Review Subcommittee meeting
- Recognized effort led by residents and Town Social Worker Bethany Hadvab to purchase restaurant gift cards for those in the Town affected by food challenges, helping Sudbury restaurants as well

Citizen's comments on items not on agenda

There were no citizen's comments

Update from Health Director Bill Murphy - COVID and vaccine

Present: Health Director Bill Murphy, Fire Chief John Whelan, Senior Center Director Deb Galloway

Mr. Murphy provided update regarding the COVID incidence in Sudbury and noted that the State vaccine rollout has not gone smoothly. He stressed the lack of vaccine; Sudbury and other Towns have partnered to dispense the vaccine to first responders and clinical employees.

Mr. Murphy detailed that the Curtis Middle School was being considered as a vaccine site, but nothing can happen until vaccines are received. Chief Whalen confirmed that 33 firefighters/EMTs were trained yesterday to administer the vaccines, should they arrive.

Ms. Galloway stated that the COA is helping senior residents secure vaccine appointments and obtain related information. She and staff had met with representatives from the Executive Office of Elder Affairs and are pressing for additional vaccines to be provided to residents at local sites.

Vice-Chair Roberts inquired about the COVID variant strains. Mr. Murphy commented that he understood the vaccines are fairly effective with variant strains.

Mr. Murphy emphasized the use of masks (double masks as well) and the avoidance of gatherings.

Vice-Chair Roberts asked about possible vaccine side effects. Mr. Murphy responded that after he received the vaccine, he was tired but did not experience any other side effects.

Chair Dretler repeated that everyone must be vigilant and continue using face masks, practice social distancing, and wash hands.

Vote to accept 2021 Annual Town Meeting articles submitted by 1/29/21. Also possibly 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.

Town Manager Hayes reviewed the 36 “ATM 2021 Articles” with the Board.

Chair Dretler suggested that Article 10 – Chapter 90 Highway Funding, Article 11 – Stabilization Fund and Article 12 – FY22 Revolving Fund Limits be put on the Consent Calendar.

Board Member Carty motioned to accept 2021 Annual Town Meeting articles. Board Member Russo seconded the motion.

Resident Len Simon, 40 Meadow Circle, inquired about total legal expense regarding Eversource litigation and asked if the voters could be appraised of the possible success/current status regarding such litigation. Mr. Simon asked that these questions be addressed at the next Board meeting. Chair Dretler recommended that those related legal payments could be posted on the Town website.

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

VOTED: To accept 2021 Annual Town Meeting Articles.

Board Member Russo motioned to refer any Zoning Bylaw amendments and street acceptance articles to the Planning Board. Vice-Chair Roberts seconded the motion.

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

VOTED: To refer any Zoning Bylaw amendments and street acceptance articles to the Planning Board.

Discussion and possible re-vote on weekend desired and secondary dates for 2021 Annual Town Meeting at LSRHS

Chair Dretler noted that the re-vote was necessary because of LSRHS School Committee obligation to be present at Lincoln Town Meeting on May 15, 2021.

Vice-Chair Roberts motioned to rescind the vote to schedule May 15 and May 16 for Annual Town Meeting with backup on May 22, 2021 and May 23, 2021. Board Member Schineller seconded the motion.

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

VOTED: To rescind the vote to schedule May 15 and May 16 for Annual Town Meeting with backup on May 22, 2021 and May 23, 2021.

Vice-Chair Roberts motioned to establish Monday, May 3, 2021 as the Annual Sudbury Town Meeting, with a backup date of May 22 and May 23, 2021; alternative backup dates of June 12 and June 13, 2021. Board Member Carty seconded the motion.

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

VOTED: To establish Monday, May 3, 2021 as the Annual Sudbury Town Meeting, with a backup date of May 22 and May 23, 2021; alternative backup dates of June 12 and June 13, 2021.

Update from Policies and Procedures subcommittee

Vice-Chair Roberts referred to the draft outline of topics covered at the Sudbury Select Board Policies and Procedures Subcommittee meeting.

Chair Dretler mentioned that all the Subcommittee meetings would be covered by SudburyTV.

Vote to appoint Select Board liaison to the BFRT Advisory Task Force

Chair Dretler nominated Charles Russo as Select Board liaison to the BFRT Advisory Task Force. Board Member Schineller seconded the nomination.

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

VOTED: To appoint Charles Russo to the BFRT Advisory Task Force

Discussion, review, and vote on Appointment Policy and Code of Conduct

Chair Dretler referred to the listing of Boards and Committees appointed by the Select Board and presented her draft edits to the Appointment Policy and Code of Conduct.

Board Members provided various suggestions and additional edits to the documentation. Board members agreed to continue review of the Appointment Policy and Code of Conduct before voting.

Projects to track (KPI)

Board Member Schineller shared a listing of possible projects to track.

Chair Dretler confirmed that the Fairbank Community Center OPM (Owners Project Manager) would be proving an ongoing project management plan..

The Board agreed to the tracking of six projects:

- Fairbank Rebuild
- Eversource Litigation
- BFRT – Phase 2D
- Town Hall Restoration
- Town-wide ADA Assessment

- Comprehensive Wastewater Management Plan Update (CWMP)

Board Member Schineller motioned to track the six projects discussed and agreed to by the Board. Vice-Chair Roberts seconded the motion.

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

VOTED: To track the six projects discussed and agreed to by the Board.

Discussion on Clean Energy and Climate Plan for 2030

Chair Dretler provided detail regarding the CECP 2030 endorsement letter from the office of Secretary Kathleen Theodharides, Secretary of Energy and Environmental Affairs. She noted that other communities were also sent the CECP (Clean Energy and Climate Plan) 2030 endorsement letter.

Chair Dretler requested that Town Manager Hayes distribute the letter to other Town Departments/Boards. Town Manager Hayes confirmed that he circulated the letter to the Planning Department, Energy and Sustainability Committee, and several others. Town Manager Hayes commented that the Board could consider the related feedback from those groups or proceed with a vote tonight.

Board Member Carty endorsed the clean energy initiative but could not endorse the letter as written. He stated that he was not in favor of zoning aspects as presented.

Board Member Schineller confirmed that he was in favor of clean energy, on a local and national level. He indicated that he was not ready to sign the endorsement letter and preferred that the Board be given the opportunity to include their own comments.

Board Member Russo addressed the six main concepts included in the CECP 2030 Plan, which would benefit the Town of Sudbury. He stressed that Sudbury was one of the first “green” communities and indicated that the letter would reward those communities demonstrating clean energy practices.

Board Member Russo motioned to sign the letter, adding Sudbury’s name and seal to the letter and to endorse the six principals contributing to the CECP (Clean Energy and Climate Plan) 2030, unamended. Vice-Chair Roberts seconded the motion.

Board Member Schineller indicated that including several amendments/comments to the letter was important, such as transmission installations, before endorsement of the letter was finalized with the Town seal.

Resident Len Simon stated that the letter should be supported.

It was on motion 3-2-0; Carty-no, Schineller-no, Russo-aye, Roberts-aye, Dretler-aye

VOTED: To sign the letter, adding Sudbury’s name and seal to the letter and to endorse the six principals contributing to the CECP (Clean Energy and Climate Plan) 2030, unamended.

Town Manager Hayes stated that use of the Town seal necessitates contacting the Town Clerk. Chair Dretler stated she would contact the Town Clerk.

Training Topics from Town Counsel

Town Manager Hayes detailed topics from a training topic list submitted by KP Law. Board members expressed the need for training in the areas of:

- Social Media Training
- Diversity Training
- Public Meeting Training – including Town Meeting
- Decision Training
- Role of Select Board, Town Manager and various committees

Review open session minutes of 12/15/20 and 1/12/21 and possibly vote to approve minutes

Chair Dretler read to approve the 12/15/20 Select Board Minutes, as edited. Board Member Carty moved in the words of the Chair. Board Member Russo seconded the motion.

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

VOTED: To approve the 12/15/20 Select Board Minutes, as edited.

Chair Dretler read to approve the 1/12/21 Select Board Minutes, as edited. Board Member Carty moved in the words of the Chair. Vice-Chair Roberts seconded the motion

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

VOTED: To approve the 1/12/21 Select Board Minutes, as edited.

Citizen's Comments (cont.)

There were not citizen's comments

Upcoming Agenda Items

Future items include:

- Prepare for the meeting with Lincoln Selectmen
- Master Plan
- Community Fields – Revolving Funds
- Appointment Policies
- Executive Session for the Eversource topic this month
- Annual Town Meeting Warrant
- Meeting with Committee for Disability - March

Consent Calendar

Chair Dretler read:

Vote to accept a \$100 donation from Donna Moy Bruno and Franco Bruno to be deposited into the Program Contributions and Donations Account - 191448/483100

Board Member Carty moved in the words of the Chair. Board Member Russo seconded the motion.

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

VOTED: To accept a \$100 donation from Donna Moy Bruno and Franco Bruno to be deposited into the Program Contributions and Donations Account - 191448/483100.

Chair Dretler read:

Vote to approve award of contract (Statement of Work) by the Town Manager to DataBank IMX, LLC for digitization services in connection with Board of Health septic design documents

Board Member Carty moved in the words of the Chair. Board Member Russo seconded the motion.

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

VOTED: To approve award of contract (Statement of Work) by the Town Manager to DataBank IMX, LLC for digitization services in connection with Board of Health septic design documents.

Chair Dretler read:

Vote to sign a proclamation to recognize March 2021 as Shadow Pandemic Awareness Month.

Chair Dretler recognized Leila Frank, Office Supervisor, for her work on the Proclamation. She detailed that domestic violence cases increased with the COVID pandemic.

Select Board Member Schineller moved in the words of the Chair. Board Member Carty seconded the motion.

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

VOTED: To sign a proclamation to recognize March 2021 as Shadow Pandemic Awareness Month.

Vote to Adjourn

Board Member Carty motioned to adjourn the meeting. Vice-Chair Roberts seconded the motion.

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

VOTED: To adjourn the meeting

There being no further business, the meeting was adjourned at 10:52 p.m.

2/9/21 - Documents & Exhibits

4. Vote to accept 2021 Annual Town Meeting articles submitted by 1/29/21. Also possibly 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.

Attachments:

- 4.a Articles list ATM 2021_2.9.21_rev
- 4.b ATM Articles 1-21
- 4.c ATM Article 22-27
- 4.d ATM Article 28-36

5. Discussion and possible re-vote on weekend desired and secondary dates for 2021 Annual Town Meeting at LSRHS.

Attachments:

- 5.a Holidays and observances in United States in 2021

6. Update from Policies & Procedures subcommittee

Attachments:

- 6.a Select Board Financial Policies WORKING DRAFT 2021_2.8.21

8. Discussion, review, and vote on Appointment Policy and Code of Conduct.

Attachments:

- 8.a 020921 Draft Sudbury Appointment Policy and Code of Conduct
- 8.b PoliciesProc.1999_for_website

10. Discussion on Clean Energy and Climate Plan for 2030

Attachments:

- 10.a Municipal Joint Comments on Interim 2030 Clean Energy and Climate Plan - Revised 2.4.21

11. Training topics from Town Counsel

Attachments:

- 11.a KP_Law_topics

12. Review open session minutes of 12/15/20 and 1/12/21 and possibly vote to approve minutes.

Attachments:

- 12.a BOS_draft1_12.15.20_min_for_review
- 12.b BOS_draft1_1.12.21_min_for_review

14. Upcoming Agenda Items

Attachments:

- 14.a POTENTIAL UPCOMING AGENDA ITEMS_2_09_21

15. Vote to accept a \$100 donation from Donna Moy Bruno and Franco Bruno to be deposited into the Program Contributions and Donations Account - 191448/483100.

Attachments:

- 15.a ParkRec_donation_consent

17. Vote to sign a proclamation to recognize March 2021 as Shadow Pandemic Awareness Month.

Attachments:

- 17.a Shadow Pandemic Awareness Month 2021_v3