

SUDBURY SELECT BOARD

TUESDAY MARCH 16, 2021

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

Present: Chair Janie Dretler, Vice-Chair Jennifer Roberts, Select Board Member Daniel E. Carty, Select Board Member William Schineller, Select Board Member Charles Russo, Town Manager Henry L. Hayes, Jr.

The statutory requirements as to notice having been complied with, the meeting was convened at 7:03 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: Roberts-aye, Schineller-aye, Russo-aye, Carty-aye, Dretler-aye

Opening remarks by Chair

- Melone property sale and Town Center land was finalized; in addition to the 40 acres in Town Center the Town will be receiving \$1 million in connection with the Melone property sale, and \$1 million for mitigation funds for the Town to use at its discretion; \$100,000 in permitting fees and other associated fees to the Town when the Cold Brook Crossing project is completed.
- MA DOT has awarded Sudbury \$387,274.06 for the Complete Streets Program; more information to follow
- Annual Town Election on Monday, March 29; voting information on the Town website
- Attended MA Selectmen's Association webinar on Civil Discourse in Public Meetings
- Hoping to learn more about the American Rescue Plan Act recently signed by the President. MA Municipal Association (MMA) released an eligibility list by city and towns

Reports from Town Manager

- Institute for Human Centered Design (IHDC) representatives will attend the Select Board meeting on April 27 and join in reviewing public responses to the draft ADA Self-Evaluation Plan
- Town is seeking community input to assist in addressing and prioritizing current and future accessibility needs; submission must be received by April 14, 2021.
- Town ADA Self-Evaluation Plan posted on the Town website
- Scheduling of outdoor programming/meetings for local groups now available at Camp Sewataro. Camp Sewataro calendar posted on the Town website

Reports from Select Board

Vice-Chair Roberts:

- Reiterated the importance of community input to the Sudbury ADA-Self Assessment project

- Attended MA Selectmen Association webinar regarding “Civil Discourse in Public Meeting;” posted on the MSA website for viewing
- Attended the Sustainable Middlesex Carbon Countdown 2021 which included presentations and updates by State Legislators
- Attended Net Zero Community breakout sessions and detailed that communities including Concord, Acton, Arlington and Lexington, have committed to attain Net Zero status

Board Member Russo:

- Attended the MSA “Civil Discourse in Public Meeting” and found it to be most relevant
- BFRT Design Task Force has been meeting frequently, and presenting to other Town Boards/Committees
- The Planning Board supporting conditional approval of the Anthony Drive Article and three 2021 zoning Town Meeting Articles
- Recognized the Camp Sewataro Calendar on the Town webpage, and thanked Town Manager Hayes for that implementation

Board Member Carty:

- Announced that he and Board Member Schineller will be hosting Select Board’s Office Hours on Wednesday, March 31 at 12:00 p.m.
- Transportation Committee met on Friday and will hear more about that later tonight during the joint meeting
- Planning Board endorsed inclusion of their three Articles on Consent Calendar

Board Member Schineller:

- Acknowledged and he and Vice-Chair Roberts will be sharing their work on Financial Policies and Procedures Subcommittee later in the meeting.

Citizen's comments on items not on agenda

There were no citizen’s comments.

Interview candidate for appointment to the Diversity, Equity and Inclusion Commission

Present: Susan Rushfirth

Ms. Rushfirth provided detail regarding her work assignments in Roxbury, her work with Roxbury teens, involvement with Sudbury METCO and volunteerism with the community Domestic Violence Round Table.

Board Members acknowledged Ms. Rushfirth’s contributions in the related areas.

Chair Dretler read in the words of the motion. Board Member Schineller moved in the words of the Chair. Vice-Chair Roberts seconded the motion.

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

VOTED: To appoint Susan Rushfirth, 48 Harvard Drive, to the Diversity, Equity and Inclusion Commission for a term to expire May 31, 2022.

Update and possible vote on Bruce Freeman Rail Trail (BFRT) project update - Task Force Recommendations for 75% Design

Present: John Drobinski, BFRT Advisory Task Force Chair; Beth Suedmeyer, Environmental Planner

Ms. Suedmeyer provided a PowerPoint presentation dated March 16, 2021. She confirmed the BFRT Advisory Task Force has been involved in many meetings and outreach over the past few weeks in efforts to meet the BFRT 2022 construction date.

Ms. Suedmeyer maintained the BFRT was not just a rail trail, but also a prime connection with community services and recreational activities. She reviewed 75% Design Recommendations: Connections to Town-owned properties, Amenities at various BFRT locations, and Specific Amenity Product Selection.

The BFRT Advisory Task Force Meetings began 2/23/21. She noted that various groups were involved: Historical Commission, Park & Recreation Commission, Commission on Disability, Historic Districts Commission, Planning Board, and abutters.

75% Design Recommendations involve: Connections to town-owned properties, Amenities – Locations, Amenities – Product Selections.

She reviewed proposed parking and amenities at Broadacres Farm:

Broadacres Parking and Amenities

- Parking lot
- Information kiosk/trail head signage
- Bike racks
- Benches
- Bike repair station
- Hydration station
- Recycling/trash receptacles
- Pet waste bag dispenser
- Restroom facility (composting toilet)
- Picnic area
- Pavilion
- Natural play space
- Natural play space (made of historic bridge artifacts)
- Foundation for art installation
- Interpretive panel

Parkinson's (Ti-Sales) Field

- Bike racks
- Bench
- Welcome signage
- Recycling/trash receptacles

North Road Spur to Davis Recreation Field

- Bench
- Welcome signage

Davis Field

- Bike racks
- Bench
- Hydration station
- Concrete pad for portable toilet
- Recycling/trash receptacles
- Play area
- Welcome signage
- Kiosk

Station Road/MCRT

- Bike racks
- Benches
- Hydration station
- Bike repair station
- Rest room (composting)
- Recycling/trash receptacles
- Seating with reused stone
- Play area
- Welcome signage
- Interpretive signage

Board Member Carty inquired about why there might be a Fall Town Meeting. Member Carty advocated for vehicle charging stations at Broadacre, asked for a connecting path through to lower Featherland Park, asked if the State would be paying for all of this and asked about plan for the southern terminus because that is private property and noted that the abutter outreach especially to Cavicchio and Method Machines was critical. Ms. Suedmeyer responded that the easements were temporary construction easements.

Chair Dretler read in the words of the motion. Board Member Russo moved in the words of the Chair. Vice-Chair Roberts seconded the motion.

Resident Len Simon, 40 Meadowbrook Circle, asked if the BFRT project was still on schedule for construction to begin in summer of 2022. Ms. Suedmeyer responded in the affirmative.

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

VOTED: To approve the BFRT Advisory Task Force Recommendations as presented.

Vote to open joint meeting with Finance Committee to present/discuss recommendations on annual budget and Annual Town Meeting warrant articles

Present: FinCom Members: Eric Poch, Blair Caple, Scott Smigler, Michael Joachim, Susan Berry, Howard Feng, Sonny Parente, Jean Nam, Ron Brumback, and Finance Director Dennis Keohane

Vice-Chair Roberts motioned to open joint meeting with Finance Committee to present/discuss recommendations on annual budget and Annual Town Meeting Warrant Articles. Board Member Russo seconded the motion.

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

VOTED: To open joint meeting with the Finance Committee (FinCom)

Mr. Poch motioned to open the joint meeting with the Select Board. Mr. Smigler seconded the motion.

It was on motion 9-0; Smigler-aye, Caple-aye, Joachim-aye, Berry-aye, Feng-aye, Parente-aye, Nam-aye, Brumback-aye, Poch-aye

VOTED: To open joint meeting with the Select Board

Mr. Smigler reviewed Finance Committee Goals for FY22 Budget year, reviewed the FinCom process and various FinCom Article recommendations: Article 4 – FY22 Capital Budget - 7-1; Article 13 – Capital Stabilization Fund – 6-2; Article 15 – Melone Stabilization Fund Repurpose – 0-9 (FinCom voted to delay vote).

Mr. Poch indicated that the Committee appreciated the financial work being done by the Policies and Procedures Subcommittee, Town Manager Hayes and Finance Director Dennis Keohane.

Chair Dretler commented that she wanted Mr. Keohane and Town Manager Hayes to provide additional information on the American Rescue Plan. It was agreed that additional information would be shared.

There was extensive discussion regarding Article 16 – Construction of addition at Fire Station #2 and possible funding scenarios, phasing options and the structural condition of the existing building.

Fire Station Town Meeting article - funding sources and debt impact to residents

Mr. Smigler indicated that additional information to address questions posed at this meeting would be preferable. Board Members agreed that questions brought up at this meeting might be addressed by Facilities Director Bill Barletta, Town Manager Hayes, and Finance Director Dennis Keohane at a future meeting.

Ms. Berry stated the funding from the Cold Brook Crossing project could support the Fire Station project. Several funding options were discussed at this time.

Resident Manish Sharma, 77 Colonial Road, confirmed that it made sense to consider the perspectives of Town Manager Hayes and Mr. Barletta. He indicated that increasing taxes for the senior population was unfair.

Vote to close joint meeting with FinCom and resume Select Board meeting

Mr. Poch motioned to close the joint meeting with the Select Board. Ms. Berry seconded the motion.

It was on motion 9-0; Smigler-aye, Caple-aye, Joachim-aye, Berry-aye, Feng-aye, Parente-aye, Nam-aye, Brumback-aye, Poch-aye

VOTED: To close the joint meeting with the Select Board

Vice-Chair Roberts motioned to close the joint meeting with FinCom and resume Select Board meeting. Board Member Russo seconded the motion.

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

VOTED: To close the joint meeting with FinCom and resume Select Board meeting.

Chair Dretler motioned to take a five-minute recess. Vice-Chair Roberts seconded the motion.

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

VOTED: To take a five-minute recess

Board Members returned from recess at approximately 10:08 p.m.

Vote to take positions on any 2021 Town Meeting articles, designate articles for placement on consent calendar, and vote which Board members will make motions and present articles

Article 3 – FY22 Budget

Vice-Chair Roberts moved to support Article 3. Board Member Schineller seconded the motion.

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

VOTED: To support Article 3 – FY22 Budget

Article 4 – FY22 Capital Budget

Vice-Chair Roberts moved to support Article 3. Board Member Russo seconded the motion.

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

VOTED: To support Article 4 – FY22 Capital Budget

Article 7 – FY22 Recreation Field Maintenance Enterprise Fund Budget

Vice-Chair Roberts moved to support Article 3. Board Member Russo seconded the motion.

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

VOTED: To support Article 7 – FT22 Recreation Field Maintenance Enterprise Fund Budget

Article 15 – Melone Stabilization Fund Repurpose

Board Member Russo motioned to Indefinitely Postpone (IP) Article 15. Vice-Chair Roberts seconded the motion.

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

VOTED: To IP Article 15 - Melone Stabilization Fund Repurpose

Article 18- Front End Loader with Plow

Vice-Chair Roberts motioned to support Article 18. Board Member Schineller seconded the motion.

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

VOTED: To support Article 18- Front End Loader with Plow

Article 19 – Multi-purpose Sidewalk Tractor

Vice-Chair Roberts motioned to support Article 18. Board Member Schineller seconded the motion.

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

VOTED: To support Article 19 - Multi-purpose Sidewalk Tractor

Article 20 – Six-Wheel Combo Dump Truck with Plow and Wing

Vice-Chair Roberts motioned to support Article 18. Board Member Schineller seconded the motion.

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

VOTED: To support Article 20 – Six-Wheel Combo Dump Truck with Plow and Wing

Article 24 – Sudbury Public Schools Peter Noyes School Fire Alarm Replacement

Vice-Chair Roberts motioned to support Article 18. Board Member Schineller seconded the motion.

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

VOTED: To support Article 24 - Sudbury Public Schools Peter Noyes School Fire Alarm Replacement

Article 25 – LSRHS Stadium Field

Board Members requested more information before taking a vote on Article 25, and agreed to the following Town Meeting Article presentation assignments:

- Article 11 - Stabilization Fund Vice-Chair Roberts
- Article 13 – Capital Stabilization Fund Board Member Schineller
- Article 12 – FY22 Revolving Fund Limits Board Member Carty
- Article 2 – FY21 Budget Adjustments Board Member Russo
- Article 1 – Hear Reports Chair Dretler

Discussion, review, and vote on Appointment Policy

Boards Members provided edits. Vice-Chair Roberts motioned to approve the Appointment Policy as amended on March 9, 2021. Board Member Schineller seconded the motion.

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

VOTED: To approve the Appointment Policy as amended on March 9, 2021.

Discussion and vote whether to ratify the vote taken in Executive Session on 3/16/21, regarding collective bargaining matters related to negotiations between the Town of Sudbury and the Sudbury Supervisory Association, dated 3/16/21.

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

Town Manager Hayes confirmed the vote taken in Executive Session regarding Memorandum of Agreement between the Town of Sudbury and the Sudbury Supervisory Association dated March 1, 2021.

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

VOTED: To ratify the vote taken in Executive Session on 3/16/21, regarding collective bargaining matters related to negotiations between the Town of Sudbury and the Sudbury Supervisory Association, dated 3/16/21.

Discussion and vote whether to ratify the vote taken in Executive Session on 3/9/21 between the Town of Sudbury and the Town Manager related to the employment contract dated 3/3/20 and resulting agreement between the Town of Sudbury and the Town Manager, dated 3/9/21

Chair Dretler read in the words of the motion. Vice-Chair Roberts moved in the words of the Chair. Board Member Russo seconded the motion.

Chair Dretler confirmed that the motion reflected the extension of Town Manager vacation days to September 1, 2021.

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

VOTED: To ratify the vote taken in Executive Session on 3/9/21 between the Town of Sudbury and the Town Manager related to the employment contract dated 3/3/20 and resulting agreement between the Town of Sudbury and the Town Manager, dated 3/9/21.

Update from Policies & Procedures subcommittee (Board members Roberts and Schineller)

Vice-Chair Roberts provided update and noted that she and Board Member Schineller had met in subcommittee three times over the past several weeks and would be meeting again on Thursday evening.

She detailed that the Subcommittee would be reviewing the DLS Report and plans to meet with Dennis Keohane. Vice-Chair Roberts confirmed that she and Board Member Schineller would be presenting a more detailed report to the Board on April 27.

Discuss April and May 2021 Board meeting dates, and make necessary adjustments

Vice-Chair Roberts motioned to schedule Select Board meetings on April 6, 2021; April 27, 2021; May 4, 2021; May 18, 2021; May 22, 2021; May 23, 2021; and May 25, 2021. Board Member Russo seconded the motion.

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

VOTED: To meet on April 6, 2021; April 27, 2021; May 4, 2021; May 18, 2021; May 22, 2021; May 23, 2021; and May 25, 2021.

Discussion on Statehouse Earmarks and grant applications

The Board discussed potential grant items:

- Transportation – micro-transit programs
- ADA Improvement
- Park & Recreation summer programs
- Culvert repairs
- Master Plan aspects – walkways
- Economic development funds – post-COVID

Vote to authorize the Chair to sign the joint municipal comment letter regarding the Massachusetts 2030 Clean Energy and Climate Plan

Chair Dretler presented the one edit to the comment letter.

Chair Dretler read in the words of the motion. Vice-Chair Roberts moved in the words of the Chair. Board Member Russo seconded the motion.

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

VOTED: To authorize the Chair to sign the joint municipal comment letter regarding the Massachusetts 2030 Clean Energy and Climate Plan

Review open session minutes of 3/2/21 and possibly vote to approve minutes

Chair Dretler read in the words of the motion. Board Member Carty moved in the words of the Chair. Vice-Chair Roberts seconded the motion.

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

VOTED: To approve the open session minutes of 3/2/21, as edited

Citizen's Comments (cont.)

There were no Citizen's Comments

Upcoming Agenda Items

- Joint Meeting with Transportation Committee – 3/23
- Executive Session – Eversource and Support Sudbury – 3/23
- Voting on Articles – 3/23
- Town Forum Topic Discussion – 3/23
- Sewataro Update – 3/23
- Town Manager Evaluation Discussion– 3/30
- Policies and Procedures Subcommittee – 4/27
- OARS Funding – future meeting

Vote to Adjourn Meeting

Board Member Schineller motioned to adjourn the meeting. Board Member Carty 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 11:41 p.m.

3/16/21 Documents & Exhibits

2. Continue executive session to review, approve and possibly release 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 Executive Session 6-09-2020_for_review_possibly_release
- 2.b BOS Executive Session 6-22-2020_approved_possibly_release
- 2.c BOS Executive Session 10-20-2020_for_review

4. Interview candidate Susan Rushfirth, 48 Harvard Drive for appointment to the Diversity, Equity and Inclusion Commission. Following interview, vote whether to appoint Ms. Rushfirth for a term to expire May 31, 2022.

Attachments:

- 4.a Sue Rushfirth dei_red

5. Update and possible vote on Bruce Freeman Rail Trail (BFRT) project update - Task Force Recommendations for 75% Design. Beth Suedmeyer, Environmental Planner and John Drobinski, Chair of the BFRT Advisory Task Force to attend.

Attachments:

- 5.a BFRT ATF SB Joint Meeting 2021 03 16 Recommendations

6. Vote to open joint meeting with Finance Committee to present/discuss recommendations on annual budget and Annual Town Meeting warrant articles.

Attachments:

- 6.a FinCom Report to Select Board 3.16.21 Updated

8. Fire Station Town Meeting article - funding sources and debt impact to residents

Attachments:

- 8.a Questions about Fire Station Project - 2021
- 8.b Proposed Fire Station 2 Tax Impact Estimate - 20 Years
- 8.c Proposed Fire Station 2 Tax Impact Estimate - 30 Years
- 8.d Long-Term Debt Estimate with 20 Year Fire Station Projections 3-15-2021
- 8.e Long-Term Debt Estimate with 30 Year Fire Station Projections 3-15-2021

9. Vote to take positions on any 2021 Town Meeting articles, designate articles for placement on consent calendar, and vote which Board members will make motions and present articles.

Attachments:

- 9.a Articles list ATM 2021_3.16.21_rev

10. Discussion, review, and vote on Appointment Policy

Attachments:

- 10.a Appointments policy revisions_CRusso_V2_03.11.2021
- 10.b DRAFT 2021 Select Board Policy Tracking Sheet

16. Vote to authorize the Chair to sign the joint municipal comment letter regarding the Massachusetts 2030 Clean Energy and Climate Plan.

Attachments:

16.a Municipal Joint Comments on Interim 2030 Clean Energy and Climate Plan - Final for Signatures 3.15

17. Review open session minutes of 3/2/21 and possibly vote to approve minutes.

Attachments:

17.a SB_draft1_3.02.21_min_for_review

19. Upcoming Agenda Items

Attachments:

19.a POTENTIAL UPCOMING AGENDA ITEMS_3_16_21