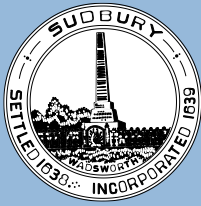


SUDBURY SELECT BOARD
 MONDAY SEPTEMBER 13, 2021
 7:00 PM, ZOOM

Please click the link below to join the virtual Select Board Meeting:
<https://us02web.zoom.us/j/83035620119>
 For audio only, call the number below and enter the meeting ID on your telephone keypad.
 Dial-in number: 978-639-3366 or 470-250-9358
 Meeting ID: 830 3562 0119

Item #	Time	Action	Item
	7:00 PM		CALL TO ORDER
			Opening remarks by Chair
			Reports from Town Manager
			Reports from Select Board
			Citizen's comments on items not on agenda
MISCELLANEOUS			
1.	7:15 PM	VOTE	Vote to open joint meeting with Planning Board to discuss Master Plan Implementation Committee and Town Forum.
2.		VOTE	Vote to close joint meeting with Planning Board
3.		VOTE	Vote to adjourn Select Board meeting

These agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Some items may be taken out of order or not be taken up at all. The Chair will strive to honor timed items as best as possible, however, the estimated timing may occasionally be inaccurate.



SUDBURY SELECT BOARD
Monday, September 13, 2021

MISCELLANEOUS (UNTIMED)

1: Joint meeting with Planning Board

REQUESTOR SECTION

Date of request:

Requestor: Planning Board

Formal Title: Vote to open joint meeting with Planning Board to discuss Master Plan Implementation Committee and Town Forum.

Recommendations/Suggested Motion/Vote: Vote to open joint meeting with Planning Board to discuss Master Plan Implementation Committee and Town Forum.

Background Information:

Financial impact expected:

Approximate agenda time requested: 60 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Jennifer Roberts	Pending
Select Board	Pending

09/13/2021 7:00 PM

Joint Meeting of Select Board and Planning Board

September 13, 2021

Goals:

1. Shared Understanding of Town Forum
2. Consensus on organization of Implementation Committee and Working Groups

Town Forum

- Scheduled for 7:00 p.m., Thursday, October 21, 2021.
- Virtual held via Zoom.
- Town's Comprehensive Wastewater Management Plan forum provides a template: <https://sudbury.vod.castus.tv/vod/?video=4484f6da-fc7d-4f7f-9844-0657564033fa&nav=search%2FCWMP>
- Horsley Witten Group to present a summary of the Master Plan, its Action Items, the highlights/important takeaways of the plan, and its position for future implementation. Adam Duchesneau has coordinated with the Horsley Witten Group on the presentation and budget.
- Town Forum to have strong focus on "next steps" and implementation of Master Plan, not as a recap of the baseline information (past data). Idea is for Town Forum to serve as "springboard" or "launching pad" toward implementation / action items.
- Town Staff and/or Planning Board members may add on to the Horsley Witten Group's presentation.
- Select Board members, Planning Board members, and Planning staff to attend to respond to any public questions.

Implementation Committee

- Desire to reach, or at least come close to, agreement on how to set up Implementation Committee tonight (9/13) in order to share (and possibly present) this information at Town Forum.
- Three basic options: Select Board as Implementation Committee, Planning Board as Implementation Committee, or a separate/independent Master Plan Implementation Committee.
- Considerations: required staff support, available funding, volunteer (i.e., committee / board member) bandwidth, expertise.
- Considerations: ramp up over time as other big projects (e.g., BFRT) ramp down, and possibly additional Planning staff come on
- Consensus that Implementation Committee should act as a formal Town board/committee/commission (e.g., noticed meetings, OML compliance, etc.)
- Consensus that Implementation Committee would work with rolling sub-groups (1-3 groups of 2-5 people at a time, for 3-6 months, to work through in a phased manner).
- Consensus that working groups would be working groups (e.g., no noticed meetings, no OML compliance required, no need to appoint / disband formal committees, etc.).

Select Board		Planning Board		Independent Steering Committee	
Pro	Con	Pro	Con	Pro	Con
<ul style="list-style-type: none"> • Greater connection to funding • Greater connection to various boards/committees/commissions via appointment • Skips need for gatekeeper role 	<ul style="list-style-type: none"> • Bandwidth • Less familiarity with planning, in general and Master Plan in particular • Already had 3 members involved in Master Plan Steering Committee • Has gatekeeper role by default via Warrant authority 	<ul style="list-style-type: none"> • Greater understanding of planning in general; numerous members have professional background / expertise in planning • Greater understanding of Sudbury's Master Plan in particular • Intentionally stayed at arm's length during Master Plan development (no Planning Board members participated) to have more direct input in this stage 	<ul style="list-style-type: none"> • Bandwidth • Adds a "middleman" step 	<ul style="list-style-type: none"> • Potential for "fresh" eyes with more time available 	<ul style="list-style-type: none"> • Adds a layer of bureaucracy • Open Meeting Law compliance required • Would be an additional Town board requiring support from Planning Office / Staff • Master Plan Steering Committee redux

Attachment 1.a: SB-PB Meeting Materials 210913 (4780 : Joint meeting with Planning Board)

Different Towns have taken different approaches, but many use the Independent Steering Committee approach:

Dedham: Independent Steering Committee

<https://www.dedham-ma.gov/departments/planning-zoning/studies-reports/dedham-2030-master-plan>

North Andover: Independent Steering Committee

<https://www.northandoverma.gov/master-plan-implementation-committee-0>

Maynard: Independent Steering Committee

<https://www.townofmaynard-ma.gov/gov/committees/mpic/>

Southampton: Independent Steering Committee

<https://townofsouthampton.org/administration/boards-commissions/master-plan-committee/>

Winchendon: Independent Steering Committee

<https://www.townofwinchendon.com/master-plan-committee/agenda/master-plan-committee-and-board-selectmen-joint-meeting>

Walpole: Independent Steering Committee

<https://www.walpole-ma.gov/master-plan-implementation-committee>

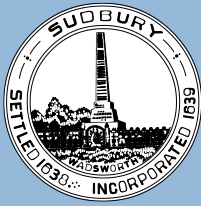
Charter: <https://www.walpole-ma.gov/sites/g/files/vyh1if1381/f/file/file/mpicbylaw-charter.pdf>

Westminster: Independent Steering Committee:

<https://www.westminster-ma.gov/master-plan>

Shrewsbury: Independent Steering Committee:

<https://shrewsburyma.gov/747/Master-Plan-Implementation-Committee>



SUDBURY SELECT BOARD
Monday, September 13, 2021

MISCELLANEOUS (UNTIMED)

2: Close joint meeting with Planning Board

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to close joint meeting with Planning Board

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

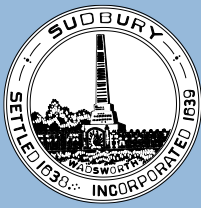
Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Jennifer Roberts	Pending
Select Board	Pending

09/13/2021 7:00 PM



SUDBURY SELECT BOARD
Monday, September 13, 2021

MISCELLANEOUS (UNTIMED)

3: Vote to adjourn SB meeting

REQUESTOR SECTION

Date of request:

Requested by: Patty Golden

Formal Title: Vote to adjourn Select Board meeting

Recommendations/Suggested Motion/Vote:

Background Information:

Financial impact expected:

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Henry L Hayes	Pending
Jonathan Silverstein	Pending
Jennifer Roberts	Pending
Select Board	Pending

09/13/2021 7:00 PM