

Wendy M. Mead, Chair person
Jesse Limanek, Vice Chair
Jonathan Anderson, Clerk
David Hall
Jeffrey Bannon



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James A. Smith, Town Manager

Town of Sutton
Select Board

Meeting Minutes

Minutes Accepted and filed with the Town Clerk on 11/10/20 by a vote of 5-0

5:01 p.m. – October 20, 2020
REMOTE DIAL IN MEETING

Members in Attendance by video chat:

Chairperson Wendy M. Mead, Vice Chair Jesse Limanek, Clerk Jonathan Anderson & Select Board David Hall & Jeffrey Bannon

Town Manager James Smith & Deb Jacques, secretary

Town Finance Director Timothy Harrison

Chairperson Mead calls meeting to order, begins meeting with verbiage relating to Gov. Baker and meetings being conducted remotely consistent with his Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the “COVID-19 Virus.”

In order to mitigate the transmission of the COVID-19 Virus, we have been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor’s Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible physical location. Further, all members of public bodies are allowed and encouraged to participate remotely.

The Order, which you can find posted with agenda materials for this meeting allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting.

Public participation has been offered for this meeting.

Public Forum: N/A

Select person Hall motions to approve as presented minutes from 10/06/20 meeting, Select person Anderson seconds passes 5-0

Vaillancourt Folk Art- 4- one day outside Wine licenses: present on the Zoom is Gary & Luke Vaillancourt. Luke addresses the Board and says this is for the 4 Sat. during the Christmas season. Hopes are to bring some business to the store as well as offer some festivities to the community. The wine will be served from a Rosá truck along with some German baked items that were available last year at the Christkindlemart event. This event will be in an outside cordoned area with no area for seats. Select person Hall feels Luke’s presentation shows they focused on and worked specifically around Covid for the safety of the guests. Dave asks if they will also be selling their bottled wine inside- Gary replies they have wine available from last year but there will not be a new label wine this year. Vice Chair Limanek says this is fantastic- Vaillancourts have been a huge partner in our community for decades- truly magnificent event last year. Gary replies even though we have had many events, we try each time to do right. Select person Anderson says this is a creative way for Nov/Dec. No Concerns whatsoever. Select person Bannon asks about the number of people they expect- Gary states last year they had 1,000 people, this year no one knows but they will be aware of the limit of people in the building at one time to adhere to the Covid regulations. Chairperson Mead says Vaillancourts is an annual tradition- this will be an interesting holiday season. Vice Chair Limanek motions to approve four- one day special licenses to serve Wine outside at Vaillancourt Folk Art located at 9 Main St- on November 28th, December 5th, December 12th and December 19th between the hours of 10am-2pm- TIP Certified Bar Tender on site, Select person Hall seconds asses 5-0

Appointment to Conservation Commission- Town Manager Smith introduces Robin Jacques (on Zoom) put forward by the Conservation Commission for an associate position. Robin introduces herself and goes on to say as a realtor she finds Conservation very interesting and had the opportunity to sit through the last ConCom meeting. Select person Hall welcomes Robin and says as an associate member this gives you a great chance to learn. Vice Chair Limanek says thank you for volunteering your personal time, this

allows you to step up when there is an opening. Conservation is very detail oriented- this is the best way to learn. Select person Anderson says welcome and thank you for your service. Also present is Bill Wence, chair of Conservation. Bill welcomes Robin and feels she will be a great asset to the committee. Select person Anderson motions to appoint Robin Jacques as an Associate Member to the Conservation Commission, select person Bannon seconds passes 5-0

Change of Manager – the Dudley Gendron Post #414: Vice Chair Limanek recuses himself as he was recently made Commander of the American Legion Sons. Present on the call is the proposed new manager Christi Dresser and Commander of the legion John Spain. Town Manager Smith states with Dave Karacius leaving, Christi Dresser will be taking his position- Jim has Christi introduce herself along with her background. Christi has been in the restaurant business for 18 years, bartending for 16 of those years. Currently she manages the Uxbridge VFW. Select person Hall says her experience with the Uxbridge VFW is a direct correlation to this position. Dave states in Sutton we worry about our Liquor Licensee Laws- the Police do regular compliance checks. Your back ground gives me great confidence. Select person Anderson feels she has a good back ground. The Dudley Gendron is an institution and an important part of our town. Chairperson Mead asks if she is going to maintain all servers be TIP certified- Christi replies yes as well as being serv safe certified as they will also be serving food. Christi says she is also Choke Hazard and Allergan Certified. Commander of the Dudley Gendron John Spain states they had many applicants but Christi has a lot to bring to the Town and she is a good person. Select person Bannon motions to approve the Change of Manager request for the liquor license at the Dudley Gendron Post #414; new manager in charge Christi Dresser- Select person Anderson seconds passes 5-0

Free Cash/ Five-year forecast: Town Manager Smith and Town Accountant Tim Harrison would like to update the Board on the budget- Jim states the Governor had informed municipalities to level fund state aid from the FY20 budget. A joint committee of the Ways and Means met earlier this month to discuss the FY21 economic outlook. The forecasts varied- some say we could receive the same as FY20 others feel there could be a 1-3 billion deficit. They would like to adopt the FY21 Budget by Thanksgiving. The State is watching the Federal Stimulus discussions in Washington. The Free Cash amount was certified by DOR at \$3,476,270. Jim feels 2022 will be the real question- we potentially may see cuts in Local Aid but currently we are ok. Also presented is the 5 year forecast- In June we showed what might be a small deficit in 2023- once the new growth was added it pushed off the issue until 2025 assuming we meet all projections. There is a lot of uncertainties but our free cash and stabilization funds are in good shape. Finance Director Tim Harrison says we have been pretty conservative budgeting and lucky with new growth coming in higher then we budget- for FY2022 new Growth may be closer to what we budget but we do have a few things on the horizon that my help. Select person Hall said he is curious about the revenue projections as spending at the state level has been turned upside down. Our Free Cash figure speaks a lot about being conservative especially with the last 6 months and the long term planning, by budgeting conservative is paying off. Dave goes on to say there is a lot of uncertainty and the govt. needs to step up to help municipalities. Vice Chair Limanek says the overall wellbeing of the state is unknown but meals tax and sales tax jobs have been lost. Suttons financial outlook speaks volumes due to our conservative budgeting. The Town of Sutton is one step ahead of the rest- thankyou to Jim and Tim, the true stewards of the towns financial needs. Select person Anderson says we are in good shape due to conservative fiscal management. The State needs to get the small businesses opened to get the economy going- there will be long lasting after effects of this. Select person Bannon says years from now when someone asks why we budget conservatively we will point to this period of time (COVID) and say that is an example why. Jeff asks if Jim or Tim know what the magnitude will be if Local Aid is cut- Jim states we can withstand a cut in UGGA – thankfully we are much more efficient than other towns. Chairperson Mead says a few years ago we were looking at a different position for 2022 (deficit)- thanks to Tim and Jim that is now pushed to 2025.

Town Managers Update:

- Early Voting began on Oct. 17th and runs through Oct. 30th.- 24% of the town has voted as of today.
- Municibid- items will be advertised and ready to start bid process on Nov. 5
- Primetals Technologies building is complete- by the end of the year all the employees will be on site.
- Community Compact IT Grant- Pam Nichols has submitted a grant for \$200,000. With the goal to expand broadcast and streaming capabilities town wide. The town will put in \$50,000. And the Cable Dept thru Verizon & Charter budget will kick in \$30,000.
- Police Grant- Chief Towle was awarded \$117,000. To conduct training for officers to become certified as Drug Recognition Experts.
- Site Plan approval for SYBL- The Planning Board approved the site plan submitted by Corey Litchfield for the third field to be added. This is town owned property but leased to SYBL until 2027.

Select person Hall motions that the Sutton Select Board approve the final plan as approved by the Sutton Planning Board for the 3rd field at Hough road as submitted by SYBL, Vice Chair Limanek seconds passes 5-0

- Solar for Carport- one bid received by Ostrow Electric for \$83,000. a notice of award will be issued.
- Highway Roof IFB due on October 22

Select Board roundtable

- Select person Hall says with Halloween coming and it getting darker earlier please drive safe.
- Vice Chair Limanek says the progress at Unity Park looks tremendous. Thank you again to all involved. Jesse reads the needs for the Sutton Food Pantry and includes plastic bags to the list. Jesse attended the debriefing for the recent emergency extraction in town. It was held by Chief Belsito. The State Fire Marshall was in attendance and said it was one of the largest extractions in the state.
- Select person Bannon says with kids going back hybrid next week lets encourage maintaining Covid awareness as well as to make contactless trick or Treating.
- Chairperson Mead offers a personal thought to be kind to each other as no one knows what each person is dealing with.

Vice Chair Limanek motions to adjourn, Select person Hall seconds meeting adjourned 6:30pm