

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 11/24/2020 by a vote of 4-0
(Chairperson Mead absent from 11/24 meeting)

5:01 p.m. – November 10, 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 Gov. Baker's order to conduct meetings 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 10/20/20 meeting, Select person Anderson seconds passes 5-0.

****Public Hearing**** pole hearing on Manchaug Road as read into record by Select person Anderson: On the Zoom meeting is Jay Lucier with NGrid. This is to provide service to a new home at 124 Manchaug Road. The Fire Chief, Police Chief and Highway Superintendent have no issues. Hearing no comments or concerns from the Select Board the public hearing is closed. Vice Chair Limanek motions to approve joint pole hearing #30076062 from NGrid and Verizon as advertised in the October 15, 2020 Millbury Sutton Chronicle Select person Anderson seconds passes 5-0

CWMP- Planning Director Jen Hager presents powerpoint and states this is an update to the 2002 plan. Jen offers thanks to Woodard & Curran, CMRPC, Graves, Beta, Onsite as well as Don Obuchowski. This new plan evaluates town wide waste water and waste water issues we may have. An issue we are currently aware of is the transite pipe in Wilks. Another item is the proposed plan to run sewer from the Villas up to the school due to the potential failure of the WWTP. Jen reviews the Industrial/Commercial connections and vacant land in the 3 parts of town: Wilks, Manchaug and the center. Also discussed were areas under construction, approved or in the process of being approved and the future planning. Current flows as well as projected flows up to 2035 were reviewed, this shows the need of a review for possible upgrade to systems between 2030-2035. The 2 recommendations are to replace/upgrade the transite pipe and pump station in Wilks (1.9 million) the trickiness is the rail line so it would be best to relocate away from river and rail way. The Sewer Extension from the Villas to the School (4.3 million) is the second item. Select person Hall says it was a brief but comprehensive overview- Dave asks who is the consumer of this? Jen replies the people in the community as well as the Select Board as the BOS lay out the policy and Jim Smith and Tim Harrison as the financial team. Dave does say the transite pipe has little life left and the Sewer line project to the school will be the town voters to decide. Vice Chair Limanek feels the transite pipe is priority- Jen

states she would look for a mass works funding to assist with cost (1/2 a million to just lay new pipe, 1.9 million would include relocating and adding a new pump station). Select person Anderson asks time line for the pipe in Wilks to be replaced- Jen replies 5 years or less (may be 2-3 yrs). Jonathan then asks about the Sewer line to the school- based on the new information- there is no exact guaranty with the new data for the potential failure of the existing waste water treatment plant. Town Manager Smith says it is similar to the transite pipe: 6 months to 3 years- it is antiquated and in danger of failing. Jonathan asks if the town does not approve the new line to the school what is the alternative to solve the issue- Jen replies in speaking to Roger Raymond it would cost around 1 million in capital improvements and would include new equipment and repairs to some of the equipment. Select person Bannon asks regarding the sewer to the school what were the recommendations to swing in favor of the extension to the school rather than to repair the WWTP- Jen replies expenses to the WWTP are cyclical in nature, they will only last 10-15 years and then need to have a new cycle of improvements. It is a continuous cycle to keep running until Dep and MEPA step in and say you need to replace. The yearly operational cost at the school is \$120,000. - \$150,000. to keep running which is a reoccurring annual cost. The bigger cost is to run the line to the school, once it is done it is done. The maintenance cost on a pump station is significantly lower than that of a WWTP. Chair person Mead asks if the engineers before the board last year are included in this plan Jen replies yes that is Onsite Engineering. Wendy also asked for clarification on pump stations on the figure shown.

2021 Select Board Meeting schedule presented to the board for review.

Holiday Opening Schedule for all Alcohol License holders- Town Manager Smith says with the Governors order on hours we will not be extending hours for license holders. The latest amendment has ordered all license holders to close at 9:30pm. Select person Anderson motions to approve as read the 2020 Holiday hours for all alcohol license holders Select person Bannon seconds passes 5-0

Town Managers Update:

- Early voting- Thankyou to Laura and Pam who went above and beyond to make sure all that wanted to vote did vote. Just under 60% voted early.
- Building Dept. on line permitting software- John Couture looked in to this and feels it is time to transition to Opengov software. The initial cost would be \$28,000. With an annual cost of \$14,000. The Cares Act funds will help purchase this.
- FY2022 Budget- process is beginning for the FY22 capital plan & budget.
- Unity Park Completion- we are waiting on some final landscape and top course paving but the project is mostly complete. Thank you to Jen Hager, Matt Stencil and the Sutton Recreational Resource Group.
- Solar for Carport at the Police station- Ostrow Elec. Has ordered the panels- work will begin when they are delivered.
- Highway Roof – winning bidder JS Universal Construction was the winning bid at \$41,850.
- Municibid- items are on now - will run until 11/19.
- Veterans Day Presentation on Cable now- thankyou to all that worked to put it together.

Select Board roundtable

- Select person Hall said Halloween was uneventful only message is to continue to be safe.
- Vice Chair Limanek Thanks all involved in the Dudley Gendron Trunk or Treat. Jesse mentions the Sutton Food Pantry with Thanksgiving around the corner. The cupola work is looking great. Jesse thanks all Veterans and their families for the sacrifices they have made.
- Chairperson Mead reminds all to be kind particularly with the division in the country.

At this time (7pm) the Select Board enter in to Executive Session citing MGL C. 30A, Sec. 21 #4 with the purpose of joining back in to regular session for adjournment only.

Vice Chair Limanek motions to adjourn, Select person Hall seconds meeting adjourned 7:30pm