

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 12-01-20 by a vote of 4-0-1**  
Chair person Mead abstains- absent from 11/24 meeting

5:00 p.m. – November 24, 2020  
REMOTE DIAL IN MEETING

Members in Attendance by video chat:

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

Town Manager James Smith & Deb Jacques, secretary  
Town Finance Director Timothy Harrison

Acting Chair Limanek calls meeting to order, begins meeting with Gov. Bakers 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 11/10/20 meeting, Select person Anderson seconds passes 4-0.  
Select person Hall motions to approve as presented but not to be released Exec Session minutes from 11/10/2020, Select person Bannon seconds passes 4-0

Fire Dept Fee Schedule review- Present thru Zoom is Lt. Robin Dresser- Robin says some of the changes are due to code changes- a few of the fees to be increased are smoke/CO inspections and the Fire Detail rate went from \$25.00 to \$35.00. A few of the decreases are 21E site inspections and Public records requests. Attached to the meeting material tonight is a list of surrounding town comparisons. Select person Hall asks when was the last time fees were reviewed- Lt. Dresser responds 2010 with no changes. Select person Hall feels once a decade makes sense. Select person Anderson says it is straight forward- nice to see some fees go down. Select person Bannon has no issues, Jeff asks if there are any programs for seniors- Lt Dresser replies seniors can get in touch with the COA and the Fire Dept. will be contacted. Acting Chair Limanek asks how residents can view the changes- Lt. Dresser says they will be posted on the Towns webpage. Select person Anderson motions to approve as presented the updated Fire Dept. Fee schedule- Select person Hall seconds passes 4-0

Cultural Council Appointments-Town Manager Smith says thanks to Pam Nichols (present at this meeting) for presenting such a wide range of multi-talented volunteers. Pam Nichols states that last year the Cultural Council were able to provide 14 programs as well as help fund the renovated playground, assist with some programs through the library for an audio/reading program as well as for the school and Sr. center. Prior to Covid they have sponsored concerts on the common which they are hoping can resume this year. Pam

informs the Select board that the Cultural Council is one of the largest grass root groups that provide funding in the nation- 6000 programs are funded yearly. One of the appointees is present on the Zoom meeting- Jude Griffin. Jude introduces herself and says she works for MA Audubon as a grants manager. Jude believes in the mission of the Cultural Council and says programs from this make life better. Select person Hall thanks all for volunteering. Select person Anderson is happy with the large group of volunteers – Jonathan says it is so important to bind the community and continue to make this a great place to live. Especially now people need outlets. Select person Bannon thanks Pam for all the work the Cultural Council has done. The concerts on the common have been very well attended. The roster of volunteers is very impressive. Acting Chair Limanek is excited about the new perspectives bringing new ideas- after Covid the sky is the limit. Select person Bannon motions to approve as presented the Cultural Council volunteers with a term to expire June 30, 2023 Select person Anderson seconds passes 4-0

#### Town Managers Update:

- Cupola complete- MDM Engineering has completed the repair to the cupola on the town hall roof. Thank you to MDM for the quick repair as well as the project manager John Couture.
- Police Lieut. Interviews- interviews were held on Thurs. Nov 19. The candidates were Lisa Sullivan, Joe Fortunato and Josh Nunnemacher. Thank you to Dudley Police Chief Wojnar and Sutton business man Art Mahassel for sitting in on the interviews.
- Primetals tour took place on Sat. Nov. 14. The Select Board as well as Jen Hager toured the completed facility.
- Insurance claim for the Police Dept. communications- on Nov. 11<sup>th</sup> an air handling unit began to leak and water sprayed in the communications area of the Police Station. A claim was immediately filed with MIIA and the server has already been replaced. The MIIA adjuster also felt that all of the radio equipment should be replaced. Dan Durgin has been the contact person.
- Municibid- bids closed on Thursday- once all the items have been paid for we will have collected \$18,115. We have not yet posted the 2 police cruisers on this site.

#### Select Board roundtable

- Select person Hall wishes all a Happy thanksgiving and in Chairman Meads absence he asks for all to be safe and be kind.
- Select board Anderson and Bannon also wish all a Happy Thanksgiving. Select person Bannon says to be safe- all will be back to normal next year.
- Acting Chair Limanek thanks all that contributed to the Mike Chizy food Pantry- this has been the largest draw on the need for assistance. Jesse also offers thanks to the Sons of the American Legion Post 414 for the donation of 52 turkeys & 350 lbs of potatoes- it takes a village. The Lions Club has started their decorating of the Town Common. Also a thank you from the Dudley Gendron for the 1<sup>st</sup> ever lighting celebration at the Dudley Gendron- it is part of the “Our Family to yours” it is cosponsored by the Chain of Lights Committee.

Select person Hall motions to adjourn, Select person Bannon seconds – all in favor meeting adjourned 5:45 pm