

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



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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 10/12/2021 by a roll call vote of 5-0

6:00 p.m. – September 21, 2021
HYBRID MEETING

Members in Attendance by video chat:

Chairperson Jesse Limanek, Vice Chair Jeff Bannon, Clerk Jonathan Anderson & Select Board member David Hall - Select Board member Wendy Mead zoomed in at 6:55PM
Town Manager James Smith & Deb Jacques, secretary
Town Finance Director Timothy Harrison

Pledge of Allegiance

Chairperson Limanek recites the following: Pursuant to Governor Baker's March 12, 2020 Order suspending certain provisions of the Open Meeting Law, this meeting of the Sutton Select Board is in a hybrid format with both in-person and Zoom component. To join the meeting visit www.zoom.us/join and enter Meeting ID 864 4636 1248 & Passcode 764312. The meeting will be broadcast and recorded on local public access station (Verizon 31 & Charter/Spectrum 191) and live streamed on the Towns YouTube channel when available.

Public Forum – N/A

Select Person Hall motions to approve as presented September 7, 2021 meeting minutes, Select person Anderson seconds passes 4-0 roll call taken

****Public Hearing **** 61A 44 Old Mill Rd- Notice read by Sel. Anderson. Town Manager Smith states this is 12.75 acers of land owned by Wayne Whittier- he is requesting this be taken out of 61A and sold. There is a bonafide offer. No board or Commissions have expressed interest. The board have no questions it has been signed off by appropriate parties- Town Manager Smith states there is limited frontage here so it may just be a retreat lot. At this time David Vaundel of 36 Old Mill Road questions what he has heard saying there is already an approval for one house here by Planning Board. At this time Jen Hager (Zoom) states the Planning board has no authorization to remove property out of 61A- there could be 3 or 4 house lots here if a road is put in but she does know the potential owner is working on a retreat lot. Chairperson Limanek states this is a private lot and it is the owners right to build or develop on as long as Zoning laws are met. Select. Anderson motions to close the public hearing- Select Hall seconds passes 4-0 Roll call vote taken. Select Anderson motions to not exercise the town's option under MGL Chapter 61A for property located at 44 Old Mill Road, known as Assessors Map 41 Parcel 41 (total of 12.75 +/- acres) Vice Chair Bannon seconds passes 4-0 roll call vote

Layout Burnap Road @ Central Tpk.- Town Mgr Smith states this was before the board at 9/7 meeting then went to the Planning Board – Planning Board voted to recommend the select board to layout/alter. Present is owner of property Deb Kuchinski. Jen Hager (Zoom) states Deb Kuchinski would like to gift this intersection to the town. As discussed at the 9/7 meeting there is an old plan from Dave Lavallee- Kuchinskis current surveyor had issues matching the description but has since approved the survey. This is on the Fall Town Meeting Warrant. The board thanks Deb for her gift to the town- Chairperson Limanek states this is a potential safety issue with the brush growth- the town will clean it up. Select person Anderson motions, pursuant to GL c.82, §21-24, to relocate the layout of a portion of Burnap Road as a town way, as shown on a plan entitled "Subdivision of Land Court Case No. 10420A, Certificate of Title No. 5229 Land in Sutton, Mass.", dated August 31, 1992, prepared by Lavallee Brothers, Inc., and recorded with the Worcester South District Registry of Deeds in Plan Book 663, Page 97, and to include within said layout the parcel of land shown on said plan as

containing 19,484 square feet, and to execute and file the Order of Relocation of Layout and the layout plan with the Town Clerk forthwith Select person Hall seconds passes 4-0 roll call vote

New Common Victualler- Luv2Play- Town mgr. Smith states Luv2Play is reopening under new management- they are here tonight- any motion will be contingent on receiving all necessary permits/licenses from inter offices. Present is Scott Wyszanski- General Manager, Robert Evans owner of the franchise and Lacey Meadows- from Corporate. Bob Evans states this site did so well when it was opened they wanted to reopen. They are currently struggling to find staff- they are currently waiting for inspections from the town. Select person Hall states it was a sad story seeing this business open only to close a short time later due to COVID, Dave asks if corporate provided training- Lacey states they follow CDC guidelines as far as cleaning- from head to toe they're properly trained. All employees will be CPR and 1st aid trained as well as back ground checked. Select person Anderson asks who will be on site- Scott Wyszanski is the general mgr on site- the other two are out of state. Vice Chair Bannon asks if the previous Luv2Play had any violations- Town manager Smith replies no. Chairperson Limanek asks if the previous owner has been completely removed- Bob Evans replies yes- this new group is starting from scratch. Vice Chair Bannon motions to approve a Common Victualler license for MC Fun, Inc DBA Luv2Play located at 10B Galaxy Pass contingent upon all inter office approvals received by the Town Managers office with an expiration date of December 31, 2022 Select person Anderson seconds passes 4-0 roll call vote

Waters Farm Preservation update- present is Pam Farnum and Paul Schaefer- Town Manager Smith mentions the upcoming Waters Farm Days Oct 16th & 17th. Jim informs the Board we have closed on the 6 acres of land here and our legal council is working on updating the MOU. Paul Shaefer thanks the community, the town and the region for all of the support. He goes on to thank Senator Fattman for the tremendous financial support through earmarks. Pam Farnum said the directors tackled the master plan last year as they could not have any events due to COVID. The volunteers are the key to what they are able to do. Pam also comments on the 13th Regiment of Rehoboth that had a reenactment in June. (select person Mead joins meeting through ZOOM- 6:55pm) Mr. Schaefer states that long range- the 13th Regiment are looking for a location to hold their monthly drills. Select person Hall says he is always impressed when they talk about the farm- there a few iconic things in Sutton- Waters Farm is a little treasure. Select person Anderson says it is such an asset- there are defining features in town, PV, Waters Farm and Tonys. Jonathan asks what the new barn will be used for- Pam states it was originally going to be storage but now they are looking at a meeting area. Vice Chair Bannon says thanks for the energy you bring and the work you do Waters Farm is a big part of the fabric in Sutton, the character is what Sutton is about. Chairperson Limanek says he is excited for Farm Days – everyone knows about Farm Days in Sutton.

Approve and sign the Fall Town Meeting Warrant- the warrant is reviewed- Jen Hager is present through Zoom to answer any questions regarding the Planning Board articles on the warrant- after brief review and discussion- select person Hall motions to approve and sign the Fall Town Meeting Warrant Vice Chair Bannon seconds passes 5-0 Roll call vote

Five-year financial forecast power point- (attached to final minutes) Town Manager Smith begins with this is a 5-year financial snapshot for Sutton. Our Bond Rating Agency S&P noted our strong management in the financial area. This forecast allows us to look beyond this year and plan for the future. We have made assumptions using the typical increases such as payroll increasing 3% yearly, Worc Reg 10% yearly increase, Health care 4% and 8% (in 1st year of 3 year contract) and the average new growth of \$150,000. Also reviewed are the Tax Levy Assumption and the revenue projections. For a few years now we were talking about a financial cliff to hit around 2024, 2025 & 2026. This is no longer in the picture thanks to new growth, the possible TIF with Unified and our Capital Stabilization increases. We continue to strive to not have to go for Debt overrides and we will also continue to budget conservative. Departments have done alot with very little. Select person Hall says this 5 year forecast with no cliff is encouraging. There is no guarantee but this is refreshing. Dave asks if we are facing work force shortage like the manual labor work force currently is- Jim states it will take greater increases to find and retain the staff. Salaries are not keeping up and it is a competitive environment. We have outstanding Dept. Heads and we hate to see them picked off from another community. We do not want to be short sited around staff retention. Select person Mead appreciates the conservative approach that Jim and Tim have used year after year. Select person Anderson feels this is one of the most important reports presented every year. The school continues to have the biggest budget in town yet their enrollment has steadily declined. Vice Chair Bannon says Health care is the biggest thing- we were looking at a 19% increase but Jim looked around and we got a better deal. We are in a good place with Jim and Tim managing our financial future. Chairperson Limanek remembers years ago when health care exceeded new growth. Jesse is a big fan of the Capt. Stabilization fund. Jesse appreciates all the effort Jim puts in to meeting the needs of the residents.

Town Manager Evaluation- Select person Anderson reads the top of instructions in filling out the evaluation and follows with reading the evaluation- Jim ends with a total board evaluation of 95.7. Individual select board comments are read outlining general comments, strengths and weaknesses. Town Manager Smith says he is humbled by the evaluation and appreciates all of the thoughts and comments. Jim states with this job you have to be flexible to have your day changed with anything that may come across your desk. Jim goes onto say he could not do this job without Tim, Debbie and is blessed with all the Dept Heads. Comments from the board have a common thought in regards to Jim needing to take more time off so he does not get "burnout". The board all encourage him to delegate more and take needed vacation time. Select person Anderson feels he should be grooming someone for a succession plan.

Town Manager Update:

- Cell Tower at Stone School Road- we are in final negotiations with American Tower for a lump sum in exchange for a continue perpetual easement of the existing leased premises and termination of future and current revenue share & lease payments. We originally sold the future rights for \$120,000. Which was used to purchase the old bluejay property. In that agreement with TriStar we negotiated a 55% revenue share, the current owner would like to remove that.
- Fall Chapter 90 work- Highway Superintendent Matt Stencel would like to hire JH Lynch to do work on Dudley Rd, Dudley Lane, Heritage Rd., Whitins Rd Duval Rd and Boston Rd from Wainwright to the center. We requested District 3 to work on Putnam Hill from Ray Lane to St Marks.
- Cemetery Tours on Oct. 30th- Sutton Historical will sponsor tours of the cemetery behind the town hall.
- Surplus Police Cruiser- currently on Municibid- this was a part of the 2021 Capital plan but due to chip shortage for vehicles there was a wait.

Announcement's/Round Table:

- Select person Mead mentions the pumpkin contest on the common- drop off carved pumpkins- donation of \$5.00 for July 4th committee. Wendy also asks all to be kind- it's not only words but actions that impact- remember to be a community.
- Chairperson Limanek asks for cleaning supplies for the food pantry. Also received under correspondence- information from James Marran regarding Free Grace Farm.

9:25 pm - at this time Chairperson Limanek motions we will go into Executive Session under MGL c. 30A, Sec 21 §2 to enter back in to open meeting for adjournment only Select person Hall seconds passes 5-0 roll call vote taken.

Select person Mead motions to adjourn, Select person Anderson seconds- Roll Call vote taken- passes 5-0
Meeting adjourned 10:24 pm