

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 1/4/2022 by a roll call vote of 5-0**

6:00 p.m. – December 21, 2021

**HYBRID MEETING**

Roll Call Vote taken:

Members in attendance in person:

Chairperson Jesse Limanek, Clerk Jonathan Anderson & Select person Wendy Mead

Members in attendance by Zoom: Vice Chair Jeff Bannon, Select person David Hall

Town Manager James Smith & Deb Jacques, secretary- in person

Town Finance Director Timothy Harrison in person

**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](https://www.zoom.us/join) and enter Meeting ID 819 4634 0693 & Passcode 815184. 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 the December 7, 2021 Select Board meeting minutes Select person Mead seconds passes 5-0 roll call vote

Select person Hall motions to approve as presented the December 7, 2021 Executive Session Select board meeting minutes Select person Mead seconds passes 5-0 roll call vote

**Agenda #2 \*\*Public Hearing\*\* Pole Hearing- Manchaug Rd/Reservoir Ave- Select person Anderson reads the hearing notice as published in the December 9, 2021 Millbury Sutton Chronicle- on Zoom is NGrid representative Jeff Silva: NGrid Rep Silva states this is to upgrade the wiring ampacity in this area due to the many solar panels (mostly on Town facilities) they are placing poles closer which will make it less likely for issues with weather related storms. After brief discussion- and noting that Police, Fire and Highway have signed off- Select person Mead motions to close the public hearing Select person Hall seconds passes 5-0 Roll Call vote. Select person Mead motions to approve joint pole hearing #30313190 from NGrid and Verizon for Manchaug Rd/Reservoir Ave as advertised in the December 9, 2021 Millbury Sutton Chronicle Select person Anderson seconds passes 5-0 Roll Call Vote**

**Agenda #3 \*\*Public Hearing\*\* Pole Hearing-Torrey Rd/Holt Rd- Select person Anderson reads the hearing notice as published in the December 9, 2021 Millbury Sutton Chronicle- on Zoom is NGrid representative Jeff Silva: NGrid Rep Silva states this is a continuation of the previous hearing. Again Police, Fire and Highway have signed off. Select person Anderson motions to close the public hearing, Select person Hall seconds passes 5-0 Roll Call Vote. Select person Anderson motions to approve joint pole hearing #30313190 from NGrid and Verizon for the intersection of Torrey Rd/Holt Rd. as advertised in the December 9, 2021 Millbury Sutton Chronicle, Select person Hall seconds passes 5-0 Roll Call vote**

Agenda # 4 Approval of 2022 License Renewals- vote to ratify, validate & confirm board vote taken on December 7, 2021: Town Manager Jim Smith states the Select Board received an Open Meeting Law complaint from Mr. Patrick Higgins of Northport Alabama stating the Board violated Open Meeting Law by not listing on the agenda the individual names & addresses of the local businesses renewing licenses (list attached to final minutes) Town Manager Smith did check with Town Council and found this to be an Open Meeting Violation. The agenda for this meeting (12/21/2021) was posted along with all businesses & addresses renewing for 2022 and will be attached to final minutes. We will have an agenda item at the January 4<sup>th</sup> 2022 meeting acknowledging the Open Meeting law complaint along with response to the Attorney General's office. After brief discussion, Chairman Limanek states the process of license renewals along with vetting the licensees were followed- this is a technicality. Select person Bannon motions to ratify the Select Board vote taken at the December 7, 2021 meeting Agenda# 3 - 2022 License Renewals as read by the clerk of the Select Board Jonathan Anderson, Select person Mead seconds passes 5-0 Roll Call vote

Agenda #5 Acceptance of Deed- Burnap Rd.- Town Manager Smith states this is the last step in the process of accepting the deed for a portion of Burnap Rd at Central Tpk. It was voted and accepted at the October 18, 2021 Town Meeting. Hearing no discussion - Select person Hall motions to sign the acceptance of deed for a portion of Burnap Rd. at Central Tpk per October 18, 2021 Town Meeting Vote Select person Anderson seconds passes 5-0 Roll Call Vote

Agenda #6- Reaffirm Tax Factor for FY22- Town Manager Smith informs the board this is just to reaffirm the vote taken at the December 7, 2021 meeting- There was a clerical error on the new growth calculation (approx. \$2000.00) The DOR requested the LA 13 (new growth) be redone – this was done on Dec. 8<sup>th</sup>- new growth has to be certified before setting the tax factor which was done on Dec. 7<sup>th</sup> The tax rate will remain at the \$15.18 per thousand. Robert Nunnemacher (Assessors office) is in the audience and confirms this is correct- hearing no discussion- Select person Mead motions to reaffirm the vote taken at the December 7, 2021 Select Board meeting for a single tax rate for FY 2022 Select person Anderson seconds passes 5-0 Roll Call Vote

Agenda #7- 2022 Common Vic, Liquor, Music & Dance, D.J. renewal for Blackstone National Golf- 227 Putnam Hill Rd.- Town Manager Smith reminds the board this was not on the Dec. 7<sup>th</sup> meeting as Building Commissioner John Couture has been waiting for some safety items to be fixed. This renewal does not cover the new function barn or any tents until the Final Occupancy permit has been issued- Hearing no issues Select person Anderson motions to approve the 2022 Common Vic, on site liquor license, Music & Dance and DJ License renewal for Blackstone National Golf at 227 Putnam Hill Road for existing areas as described on the license- this does not cover the new function barn or tent structures until Certificates of Occupancy have been granted by the Building Commissioner and the Fire Chief -Select person Mead seconds passes 5-0 Roll Call Vote

#### Town Manager Update:

- Haying Town owned property- we are out to bid for haying at 16 Uxbridge Rd & 28 Waters Rd. Bids are due back January 5, 2022. This will be by calendar year to give the awarded recipient a chance to properly fertilize prior to summer.
- Open Space & Recreation plan- Jen Hager will give presentation of Draft plan at the January 4, 2022 meeting
- FY2023 Budget & Capital Plan- the Draft Capital Plan will be finalized over the next few weeks and will be presented to the board late January. Jim Smith and Tim Harrison had a preliminary meeting with School Administration regarding the School Dept. budget and the stress put on it by out of district special education costs. Jim and Tim are working with them to come up with a solution.

#### Announcement's/Round Table

Select person Hall mentions one of his family's favorite traditions is Santa driving by on a Fire Truck. This took place this past Sunday. Dave appreciates the ability to Zoom in remotely to attend this meeting thank you again to Cable Dept. Chris and Pam.

Select person Mead says how wonderful it is for people to be so kind & generous at Christmas time- it would be nice to keep this up throughout the year.

Select person Anderson wishes all a Merry Christmas and Happy New Year

Vice Chair Bannon offers congratulations to Connor Pattison for becoming an Eagle Scout- Jeff wishes all a Merry Christmas and also appreciates the ability to remote in to this meeting.

Chairperson Limanek was privileged to be invited to ride on the Fire Truck with Santa Claus- he was so happy to see the joy it puts on all the residents (young and old) faces. On behalf of the board and the Town Hall- Jesse wishes all of Sutton a joyous Christmas and a happy New Year.

Select person Mead motions to adjourn, Select person Anderson seconds passes 5-0 Roll Call Vote  
Meeting adjourned 6:35pm

