

David Hall, Chair person  
Wendy M. Mead, Vice Chair  
Jesse Limanek, Clerk  
Jonathan Anderson  
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 \_\_by a vote of**

7:00 p.m. – March 10, 2020  
Sutton Town Hall, Meeting Room 1A

**Members in Attendance:**

Chairperson David Hall, Clerk Jesse Limanek & Select board Jonathan Anderson & Jeffrey Bannon (Vice Chair Mead absent)  
Town Manager James Smith & Deb Jacques, secretary

**Pledge of Allegiance**

**Public Forum:** N/A

Selectperson Limanek motions to approve as presented 02/18/2020 meeting minutes, Selectperson Anderson seconds passes 4-0

Blackstone Valley Chamber of Commerce One day Beer & Wine: present is Julia Juskavitch- this is to be held at the Vaillancourt Folk Art in the museum area on April 1<sup>st</sup> 4:30-6:30 for a Women's Networking event. Selectman Limanek asks if it is a closed door Event- Julia responds they have to pre-register in advance. Select person Anderson asks how many will be in attendance, Julia responds approx. 30, Select person Bannon has no issues. Chairperson Hall asks if there will be a TIP Certified person, Julia responds yes there will be. Hearing no other comments, Select person Anderson motions to approve the one-day Beer & Wine special license for Blackstone Valley Chamber of Commerce to be held at Vaillancourt Folk Art, 9 Main Street in the museum area on Wednesday, April 1<sup>st</sup> 2020 between the hours of 4:30pm-6:30pm- TIP certified bartender on site, Select person Bannon seconds passes 4-0

Complete Street Project: present is Highway Superintendent Matt Stencel-Town Manager Smith begins by saying there are 3 projects before the Select Board tonight, the Board must vote on one to go forward, an application will go in and if approved it will be fully funded by MA DOT up to \$400,000. The 2 remaining projects may be applied for at a later date. The 3 projects are: improvements to the Boston Rd/Uxbridge Rd Intersection; Pedestrian/sidewalk accommodations Boston Road and Whitins Rd/Hough Rd pedestrian improvements. Select person Limanek asks if there will be any land takings involved with these projects, Matt replies he does not believe so as all the work falls in to the towns right of way but the project would include land surveys. Jesse goes on to say if we push for #1 (Common area) we need all to be in line with this. Select person Anderson discusses #2 sidewalks from Boston Road to continue to Hutchinson Rd. as he sees this area heavily used. Jonathan could go either option 2 or option1 but says the last time the Town was going to do work around the common some people were upset, is there a way to mitigate encroaching on the Common area. Matt replies it would be the dirt area now that would be turned into parking. Where the benches are will not be touched. Select person Bannon asks for clarification on the bump outs shown in the design on the common as well as will the width of the road be made smaller; Matt replies the road way will not change. Chairman Hall says these are all safety improvements. After brief discussion, Select person Bannon motions to approve Option # 1 for a MassDOT Complete Street funding project Select person Limanek seconds: (Select person Anderson says we need to be real careful to minimize the integrity of the common, it is a historic aspect of the town, it is pretty rustic let's keep that in mind) hearing no further comments it passes 4-0

Matt updates the Select board on this year's snow & ice- he says it has been a record light year currently \$14,000. remains out of the \$200,000. budget. Highway went out 19 times this year, usually they are out 35-45 times during the winter season. Select person Limanek asks if Lynch will be back soon to complete small things left undone from paving Central Tpk., Matt replies yes they should be back within a few weeks, Jesse asks for an update when the roads to be repaired this season is set. Select person Bannon asks if

there are any issues with the conservative Snow and Ice budget not being spent- Jim replies no. Chairperson Hall says just because a road is at the top of the list for work, other factors may push it back. Roads have life spans also.

3 Year reappointment Finance Director/Town Accountant: present is Tim Harrison, Town Manager Smith requests this appointment, Jim does this separate from the other appointments as Tim is important to the operations and works closely with the Treasurer/Collectors office, the Assessor's office involving all financials for the town. Tim Harrison addresses the Board, he thanks the Board and Jim Smith for their continued faith in his financial abilities. He is the 1<sup>st</sup> Finance Director for the Town. Tim goes on to say he enjoys Tuesday and Friday discussions he has with Jim; they make a good team. The select Board all offers kind words to Tim and thank Tim and Jim for the conservative budgeting over the years as well as the 5 year forecast that is reviewed each year with the budget presentation. All of Tim's work show in the clean audits as well as the great bond rating. Select person Limanek motions to approve the 3-year reappointment of Tim Harrison as the Finance Director/Town Accountant for the Town of Sutton effective July 1, 2020 through June 30, 2023 Select person Anderson seconds passes 4-0

Updated Stabilization Fund Policy: Town Manager Smith reviews with the Select Board that the changes made are to clarify how this fund can be used after the 8% goal is met as well requesting up to \$50,000. at Fall Town Meetings and the credit rating change from AA Stable to AA +. After brief discussion, Select person Anderson motions to approve the updated Stabilization Fund Policy, Select person Bannon seconds passes 4-0

Town Manager update:

- Sewer Project: the sewer project is tentatively an agenda item at the March 24<sup>th</sup> meeting. We plan on having On-site and McClure there. The whole team will also be at the Finance Committee public hearing.
- Special Education Stabilization Fund Policy- This will be presented in the near future to review and revise the policy.
- Green Communities Grant: we will not be able to apply for a Green Communities grant this year due to an oversight with a new form. We will go forward for the next year when time. We have been able to reduce our energy consumption by 35% by funding various projects through the Green Community.
- Coronavirus Update- conference calls have been going on with MA Dept of Public Health. Cheryl Rawinski is the lead for the town. Advisories for residents are on social media. The Board will be kept updated on this.
- Early Voting/Presidential primary- Feb 24<sup>th</sup> – Feb 28<sup>th</sup> was early voting- 336 voted early.
- BeeHive building- currently redirecting water from well to the center store/DEP to test then the current well decommissioned and the building demolished.
- Brush Fire between the exit 6 & 7- 30 acres involved. Thank you to the many towns that came in for Mutual aid

Announcements/Roundtable:

Select person Limanek thanks the Sutton Lions Club for the fish fry held every Friday during Lent at St Marks, thankyou also to St Marks and the parishioners for the recent Food donations to the Mike Chizy Food Pantry. March is March for Meals, Jesse will report back next meeting. Needs for the Sutton Food Pantry are read.

Select person Bannon reminds residents Finance Committee meetings begin to discuss next years budget, these meetings offer a lot of information.

8:58 pm Select person Limanek motions to adjourn the meeting, Select person Anderson seconds passes 4-0