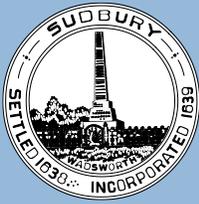


SUDBURY BOARD OF SELECTMEN
 WEDNESDAY JUNE 17, 2015
 8:00 AM, FLYNN BUILDING - SILVA ROOM

Item #	Time	Action	Item
	8:00 AM		CALL TO ORDER
MISCELLANEOUS			
1.		<i>VOTE / SIGN</i>	Discussion and vote on whether to grant a 1-day Wine & Malt license to Maynard Rod and Gun Club, to accommodate a Pig Roast on Saturday, June 20, 2015 from 11:00 AM to 4:00 PM at the Sudbury section of 45 Old Mill Road, Maynard, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.
2.		<i>VOTE</i>	Discussion and vote to create the Budget Strategies Task Force and discussion and vote to approve the Budget Strategies Task Force draft mission statement.
3.		<i>VOTE</i>	Vote to appoint the following individuals to the Budget Strategies Task Force for a term ending 6/30/16, as recommended by their respective boards and committees: •Board of Selectmen (2 members) – Robert Haarde and Charles Woodard • Finance Committee (2 members) – _____ and _____ • Sudbury Public Schools Committee (2 members) – Lucie St. George and Ellen Joachim • Lincoln-Sudbury Regional School Committee (2 members) – Radha Gargeya amd Patricia Mostue • Town of Sudbury Town Manager – Maryanne Bilodeau • Sudbury Public Schools Superintendent – Anne Wilson • Lincoln-Sudbury Regional high School Superintendent – Bella Wong

These agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.



SUDBURY BOARD OF SELECTMEN
Wednesday, June 17, 2015

MISCELLANEOUS (UNTIMED)

1: Maynard Rod & Gun Club One Day Wine & Malt License Application

REQUESTOR SECTION

Date of request:

Requestor: Richard P. Coughlin, Jr, Maynard Rod & Gun Club

Formal Title: Discussion and vote on whether to grant a 1-day Wine & Malt license to Maynard Rod and Gun Club, to accommodate a Pig Roast on Saturday, June 20, 2015 from 11:00 AM to 4:00 PM at the Sudbury section of 45 Old Mill Road, Maynard, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.

Recommendations/Suggested Motion/Vote: Discussion and vote on whether to grant a 1-day Wine & Malt license to Maynard Rod and Gun Club, to accommodate a Pig Roast on Saturday, June 20, 2015 from 11:00 AM to 4:00 PM at the Sudbury section of 45 Old Mill Road, Maynard, subject to the use of a TIPS-trained bartender and a receipt of a Certificate of Liability.

Background Information:

Attached application

Financial impact expected:\$25 to General Fund

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

06/17/2015 8:00 AM

MEETING NOTES SECTION

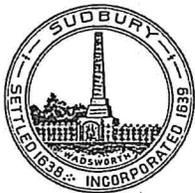
Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:

- Staff:

Future agenda date:



Town of Sudbury

Office of Selectmen
www.sudbury.ma.us

RECEIVED
BOARD OF SELECTMEN
Flynn Building
278 Old Sudbury Rd
Sudbury, MA 01776-1843
978-639-3381
2015 JUN 11 10:04
Fax: 978-443-0756
Email: selectmen@sudbury.ma.us

APPLICATION FOR ONE-DAY LIQUOR LICENSE

Alcohol Licensees in good standing are eligible to apply for a one-day liquor license for an event occurring outside of their premises that meet the following requirements, set forth by the Alcohol Beverages Control Commission:

1. A tent or other structure is set up wherein all consumption of alcoholic beverage must be contained.
2. Alcohol sold at the event must be purchased separately from the establishment's regular stock.
3. All alcohol must be stored and refrigerated within the outside structure - no alcohol may be served outside that has been brought from inside of the restaurant.

Application processing can take up to four weeks as approval from the Fire, Police, Building and Board of Health departments are required prior to Board of Selectmen approval. Processing begins after all required materials are received, so please plan accordingly.

License Type Requested: \$25 Wine & Malt or \$35 All Alcohol
Please enclose payment for the appropriate amount to "Town of Sudbury."

Name of applicant: Richard P Coughlin Jr
Business name: Maynard Rod and Gun Club Inc.
Business address: 45 Old Mill Rd (Sudbury Side)

Event Name: Pig - Roast
Event Date: 6/20/15 Event Time: 11:00^{AM} to 4 PM
Event Location: Sudbury side Road Maynard Rod and Gun Club

Please submit completed application and materials to:
Board of Selectmen
278 Old Sudbury Rd.
Sudbury, MA 01776
Fax: 978-443-0756
Email: selectmenoffice@sudbury.ma.us

The undersigned agrees that the applicant will conform to applicable laws, by-laws and regulations as well as any special requirement that may be made as a condition of the granting of the permit pursuant to this application. I/we agree to hold the Town of Sudbury harmless from any and all liability and will defend the Town of Sudbury in connection therewith.

6/11/15
Date

Richard P Coughlin Jr
Applicant Signature

LICENSE ALCOHOLIC BEVERAGES



THE LICENSING BOARD OF THE
TOWN OF MAYNARD
MASSACHUSETTS

HEREBY GRANTS A
CLUB LICENSE
License to Expose, Keep for Sale, and to Sell
All Kinds of Alcoholic Beverages

To be Drunk on the Premises

To **Maynard Rod & Gun Club Inc**
45 Old Mill Road

Manager: **Brian Pettis**

On the following described premises:

Function Hall w/bar, members' lounge w/bar, outdoor pavilion on 93 acres of land

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires December 31st, 2015 unless sooner suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this 2nd day of **December, 2014**.

The Hours during which Alcoholic Beverages may be sold are:

- 8:00 AM to 1:00 AM Weekdays
- 12:00 NOON to 1:00 AM Sundays
- Phone #: 978-637-2173
- Lic# 067600014
- Cost: \$650.00
- License for 2015

LICENSING BOARD

THIS LICENSE SHALL BE DISPLAYED ON THE PREMISES IN A CONSPICUOUS POSITION WHERE IT CAN EASILY BE READ



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/11/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER THOMAS B CARROLL INSURANCE 617 Mill St Worcester, MA 01602	CONTACT NAME:
	PHONE (A/C, No. Ext): (508) 752-3300 FAX (A/C, No.): (508) 752-3302 E-MAIL ADDRESS: tomjr@thomascarrollinsurance.com
INSURED Maynard Rod and Gun Club, Inc. 45 Old Mill Rd Maynard, MA 01754	INSURER(S) AFFORDING COVERAGE:
	INSURER A: Philadelphia Insurance Company
	INSURER B: Hospitality Mutual Insurance Company
	INSURER C:
	INSURER D:
	INSURER E:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SURR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			FHPK1251163	12/15/14	12/15/15	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						MED EXP (Any one person) \$ 5,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS						PERSONAL & ADJ INJURY \$ 1,000,000
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTIONS						GENERAL AGGREGATE \$ 2,000,000
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PRODUCTS - COMPOP-AGG \$ 2,000,000
B	Liquor Liability			00076111LL	12/15/14	12/15/15	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
							EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
							\$1,000,000 / occurrence \$1,000,000 / person \$2,000,000 / aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Town of Sudbury 322 Concord Rd Sudbury, MA 01776	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

**Maynard Rod & Gun Club
One Day Wine & Malt License
Department Feedback**

Building Department Approval:

From: Herweck, Mark
Sent: Friday, June 12, 2015 2:38 PM
To: Frank, Leila
Subject: Re: Maynard Rod & Gun Club One Day Alcohol License

Hi Leila, **Building Department has no issues.**
Thank you
Mark

Fire Department Approval:

From: Whalen, John
Sent: Friday, June 12, 2015 8:44 AM
To: Frank, Leila
Cc: Miles, William
Subject: RE: Maynard Rod & Gun Club One Day Alcohol License

Hello Leila,

The Fire Department has **no issue** with the approval of this one day license.

John M. Whalen

Assistant Fire Chief

Board of Health Approval:

From: Murphy, Bill
Sent: Friday, June 12, 2015 2:43 PM
To: Frank, Leila; Nix, Scott; Grady, Robert; Herweck, Mark
Subject: RE: Maynard Rod & Gun Club One Day Alcohol License
A temporary food permit was issued today by our department for this event. They are in compliance with 105 CMR 590.000 (Food Code). **The Board of Health does not have any other issues with this event.**

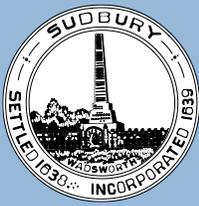
William C. Murphy, MS,RS,CHO

Director of Public Health

Sudbury Health Department

Police Department Approval:

Per 6/12/15 phone conversation, Chief Nix expressed **no issues with the application.**



MISCELLANEOUS (UNTIMED)

2: Budget Strategies Task Force Mission Statement

REQUESTOR SECTION

Date of request:

Requested by: Leila S. Frank

Formal Title: Discussion and vote to create the Budget Strategies Task Force and discussion and vote to approve the Budget Strategies Task Force draft mission statement.

Recommendations/Suggested Motion/Vote: Discussion and vote to create the Budget Strategies Task Force and discussion and vote to approve the Budget Strategies Task Force draft mission statement.

Background Information:

Financial impact expected:N/A

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

06/17/2015 8:00 AM

MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:

Budget Strategies Task Force

Mission Statement:

The Board of Selectmen is creating this committee to enhance the Town of Sudbury's budgeting process by means of collaboration and communication among the three major cost centers – Sudbury Public Schools, Lincoln Sudbury Regional High School and the Town of Sudbury – through the sharing of information about budget pressures and anticipated unusual expenses or cost savings, through the exploring of possibilities for cost sharing among and across cost centers, through eliciting proposals for improving the budget hearing and pre-budget hearing process, and through discussion of other procedures that might result in an improved budgeting process for the Town of Sudbury.

The Task Force will post, conduct, and record its meetings in compliance with the Massachusetts Open Meeting Law.

Membership:

Members of *Budget Strategies Task Force* shall be appointed by the Board of Selectmen according to the following list. All appointments shall expire on June 30, 2016, but may be extended by the Board of Selectmen.

- Two members of the Board of Selectmen
- Two members of the Finance Committee (with one member being the Chairman)
- Two members of the Sudbury Public Schools Committee
- Two members of the Lincoln-Sudbury Regional School Committee
- Town of Sudbury Town Manager
- Sudbury Public Schools Superintendent
- Lincoln-Sudbury Regional High School Superintendent

The Chairman of this Committee shall be the Chairman of the Finance Committee.

The Committee shall elect a Vice-chair and a Clerk from among its members.

The Chair will run meetings, be the designated communications link with the Town Manager and School Superintendents or other Town staff, and schedule committee meetings.

Compliance with State and Local Laws and Town Policies

The members of the Budget Strategies Task Force are responsible for conducting their activities in a manner which is in compliance with all relevant state and local laws and regulations including but not limited to the Open Meeting Law, Public Records Law, and Conflict of Interest Law, as well as all Town policies which affect committee membership. In particular, all appointments are subject to the following:

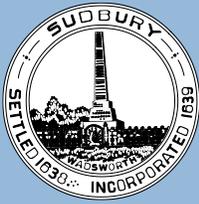
The Code of Conduct for Selectmen Appointed Committee

The Town's Email Communication for Committee Members Policy

Anyone appointed to serve on a Town committee by the Board of Selectmen agrees that he/she will use email communication in strict compliance with the Town of Sudbury's email policy, and further understands that any use of email communication outside of this policy can be considered grounds for removal from the committee by the Selectmen.

Use of the Town's Web site

The Committee will keep minutes of all meetings and post them on the Town's web site. The Committee will post notice of meetings on the Town's website as well as at the Town Clerk's Office.



SUDBURY BOARD OF SELECTMEN
Wednesday, June 17, 2015

MISCELLANEOUS (UNTIMED)

3: Budget Strategies Task Force Appointments

REQUESTOR SECTION

Date of request:

Requested by: Leila S. Frank

Formal Title: Vote to appoint the following individuals to the Budget Strategies Task Force for a term ending 6/30/16, as recommended by their respective boards and committees: •Board of Selectmen (2 members) – Robert Haarde and Charles Woodard • Finance Committee (2 members) – _____ and _____ • Sudbury Public Schools Committee (2 members) – Lucie St. George and Ellen Joachim • Lincoln-Sudbury Regional School Committee (2 members) – Radha Gargeya amd Patricia Mostue • Town of Sudbury Town Manager – Maryanne Bilodeau • Sudbury Public Schools Superintendent – Anne Wilson • Lincoln-Sudbury Regional high School Superintendent – Bella Wong

Recommendations/Suggested Motion/Vote: Vote to appoint the following individuals to the Budget Strategies Task Force for a term ending 6/30/16, as recommended by their respective boards and committees:

- Board of Selectmen (2 members) - Robert Haarde and Charles Woodard
- Finance Committee (2 members) - _____ and _____
- Sudbury Public Schools Committee (2 members) - Lucie St. George and Ellen Joachim
- Lincoln-Sudbury Regional School Committee (2 members) - Radha Gargeya amd Patricia Mostue
- Town of Sudbury Town Manager - Maryanne Bilodeau
- Sudbury Public Schools Superintendent - Anne Wilson
- Lincoln-Sudbury Regional High School Superintendent - Bella Wong

Background Information:

Financial impact expected:N/A

Approximate agenda time requested:

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending

Board of Selectmen

Pending

06/17/2015 8:00 AM

MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:

----- Forwarded message -----

From: **Bella Wong** <Bella_Wong@lsrhs.net>

Date: Thu, Jun 11, 2015 at 6:28 PM

Subject: Re: Budget Strategies Task Force School Committee Appointments

To: bilodeaum1@gmail.com

7:30 pm?

The SC names are **Radah Gargeya** and **Patty Mostue**.

Thanks,
Bella

Maryanne Bilodeau <bilodeaum1@gmail.com> writes:

7:30 ish.

Maryanne Bilodeau

On Jun 11, 2015 5:50 PM, "Bella Wong" <Bella_Wong@lsrhs.net> wrote:

Thanks Maryanne. I will let you know who the SC reps. Do you have a time for 6/22?

Bella

"Bilodeau, Maryanne" <BilodeauM@sudbury.ma.us> writes:

Anne and Bella,

The Board of Selectmen will discuss creating this committee and making appointments to it at a special meeting next Wednesday, June 17th at 8:00 a.m. In preparation for that, could you tell me who on your School Committees have been voted to be appointed to this committee. (The present draft mission for the BOS lists two members from each School Committee.)

If they haven't voted yet could you get it onto your next agenda so they can do so.

The first meeting for this committee is tentatively scheduled for Monday, June 22nd, but Susan Berry will confirm that.

Maryanne

Maryanne Bilodeau
Interim Town Manager
Town of Sudbury
278 Old Sudbury Road
Sudbury MA 01776
Phone: [\(978\) 639-3385](tel:(978)639-3385)
Fax: [\(978\) 443-0756](tel:(978)443-0756)

The Secretary of State's office has determined that most e-mails to and from municipal offices and officials are public records. Consequently, confidentiality should not be expected.

From: Karen Walsh [mailto:karen_walsh@sudbury.k12.ma.us]
Sent: Friday, June 12, 2015 4:05 PM
To: Frank, Leila
Subject: Re: Budget Strategies Task Force Appointees

Hi Leila,

The **SPS Committee appointees** for the **Budget Strategies Task Force** are **Lucie St. George** and **Ellen Winer Joachim**.

(Anne may follow up later today with the info - she is at a meeting in Waltham this afternoon and asked me to forward that info to her. However, she may not be aware that you close at 4:30.)

Let me know if you need anything else - I am happy to help!

Thanks,
 Karen

--

Karen F. Walsh
 Executive Assistant to the Superintendent
 Sudbury Public Schools
 40 Fairbank Road
 Sudbury, MA 01776

(978) 639-3211

On Fri, Jun 12, 2015 at 3:51 PM, Frank, Leila <FrankL@sudbury.ma.us> wrote:

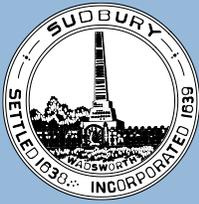
Hi Karen,

Are you able to confirm who the two **SPS Committee appointees** for the **Budget Strategies Task Force** are? The Selectmen meeting to make appointments is next Wednesday morning and we want to be sure we have the correct information on the agenda. Sorry for the short notice. Maryanne Bilodeau had emailed Anne Wilson yesterday but hasn't heard back and asked that I check with you.

Thank you,
 Leila

Leila S. Frank
 Town Manager/Board of Selectmen's Office
 Office Supervisor/Information Officer
 Town of Sudbury
 278 Old Sudbury Road
 Sudbury, MA 01776
[978-639-3380](tel:978-639-3380)
 Fax) [978-443-0756](tel:978-443-0756)

When writing or responding, please be aware the Secretary of State has determined that e-mail is a public record and thus not confidential.



6/9/15 Meeting Materials - Page 1 of 3

TIMED ITEM

9: Budget Strategy Task Force

REQUESTOR SECTION

Date of request: June 3, 2015

Requestor: Chairman Brown

Formal Title: Discussion and possible vote on Budget Strategy Task Force as requested by Finance Committee Chairman Susan Berry. Also discuss possible inaugural meeting date of 6/18, 6/22 or 6/24.

Recommendations/Suggested Motion/Vote: Discussion and possible vote on Budget Strategy Task Force, as requested by Finance Committee Chairman Susan Berry. Also discuss possible inaugural meeting date of 6/18, 6/22 or 6/24.

Background Information:
attached

Financial impact expected:n/a

Approximate agenda time requested: 10 minutes

Representative(s) expected to attend meeting:

Review:

Patty Golden	Pending
Maryanne Bilodeau	Pending
Barbara Saint Andre	Pending
Charles C. Woodard	Pending
Board of Selectmen	Pending

06/09/2015 7:00 PM

MEETING NOTES SECTION

Board's action taken:

Follow-up actions required:

- Requestor:
- Board of Selectmen:
- Staff:

Future agenda date:

Attachment: 6.9.15 Meeting Materials (1382 : Budget Strategies Task Force Appointments)

6/9/15 Meeting Materials - Page 2 of 3

From: Susan Berry <namaberry@gmail.com>
Subject: Fwd: Budget Strategies Task Force
Date: May 28, 2015 at 12:50:54 PM EDT
To: Pat Brown <patbrownian@me.com>

Hi Pat,
 Congratulations on your election as Chair of the BOS!

I am forwarding you an email I sent earlier to Chuck about the formation of a task force to discuss budget strategies. Do you know at this point if this will be on the agenda for your 6/9 meeting? Unfortunately, I will be out of town that week but hope that the Selectmen will have one or two members who would be a part of this task force. As you can see, I would like to have an initial meeting before the end of June.

Please let me know if you have questions.
 Susan

----- Forwarded message -----

From: Susan Berry <namaberry@gmail.com>
Date: Fri, May 22, 2015 at 10:26 AM
Subject: Budget Strategies Task Force
To: Ellen Joachim <ellen_joachim@sudbury.k12.ma.us>, Elena Kleifges <ekleifges@verizon.net>, Chuck Woodard <woodardcc@gmail.com>, "Bilodeau, Maryanne" <BilodeauM@sudbury.ma.us>, Anne Wilson <anne_wilson@sudbury.k12.ma.us>, Bella Wong <bella_wong@lsrhs.net>
Cc: Finance Committee <fincom@sudbury.ma.us>

As you know, the FY16 budgeting process was challenging, and the Finance Committee anticipates that the FY17 process is likely to be even more challenging since all the available excess tax levy has been used. We believe that this process might be improved by early and regular meetings of representatives of the three cost center and the Finance Committee. Therefore, we are proposing the establishment of a task force to discuss budget strategies. The meetings of this group will be posted and open to the public.

Our recommendation is that the task force consists of 1 or 2 Selectmen, 1 or 2 members of the Sudbury Public School Committee, 1 or 2 members of the Lincoln-Sudbury Regional High School Committee, 1 or 2 members of the Finance Committee, the Town Manger, and the two school superintendents. Initially, we expect the following items to be on the agenda for the meetings:

- anticipated/actual FY16 budget pressures
- anticipated FY17 budget pressures
- possibilities for cost sharing between and among the cost centers
- suggestions for improving the budget hearing and pre-budget hearing process

Please discuss this proposal with your respective committees and let me know if representatives are able to be part of an inaugural meeting on any of the follow dates - Thursday, June 18, Monday, June 22, or Wednesday, June 24.

Susan Berry

6/9/15 Meeting Materials - Page 3 of 3

Draft purpose for the Budget Strategies Task Force

The Budget Strategies Task Force brings members of all three of Sudbury's cost centers—Sudbury Public Schools, Lincoln Sudbury Regional High School, and the Town of Sudbury—together early in the fiscal year to share information prior to the formal budgeting process. Specifically, the members will discuss both the anticipated and actual financial pressures faced by their cost centers as these develop in FY2016, anticipated financial pressures as foreseen for FY2017, consider cost-sharing opportunities between and among cost centers, and develop suggestions to improve the budget hearing and pre-budget process.

The Task Force will consist of 1 or 2 Selectmen, 1 or 2 members of the Sudbury Public School Committee, 1 or 2 members of the Lincoln-Sudbury Regional High School Committee, 1 or 2 members of the Finance Committee, the Town Manager, and the two school superintendents.

The Task Force will post, conduct, and record its meetings in compliance with the Massachusetts Open Meeting Law.