

**Town of Sudbury  
Finance Committee ~ Minutes of Meeting  
Monday, August 16, 2004  
Fairbanks Senior Center - 7:30pm**

**Present:** Co-Chairs Bob Jacobson & Marty Ragonas, Tracy Billig, Michael Grosberg, Bill Kneeland, John Nikula, Shauna Simmonds, and Sheila Stewart. Also present: Maureen Valente, Town Manager, and Robin Porcella, Recording Secretary.

**Opening remarks from co-chairs:**

On behalf of the Finance Committee, Marty Ragonas thanked Kerry Speidel for her hard work and commitment to the FinCom.

**Item 1: Approve minutes from the April 7 & June 28 meetings:**

Bob Jacobson asked if there were any concerns about the minutes.

**VOTED:** Motion to approve the minutes of the April 7<sup>th</sup> & June 28<sup>th</sup> meeting. Motion made by Marty Ragonas, and seconded by Tracy Billig. On vote, motion carries 6 in favor (Ragonas, Jacobson, Stewart, Billig, Kneeland, Nikula), 0 opposed, and 2 absent (Grosberg, Simmonds).

**Item 2: Discussion of Finance Committee's guidelines to cost centers:**

Bob Jacobson stated that everyone should have received a draft via email from him. He does not agree entirely with its contents, but it is a start. He is expecting the schools/cost centers to look for more money this year. He asked about the possibility of setting some limitations for the cost centers. He is thinking about asking for 3% and 5%, and then let the cost center submit whatever other amount they would like.

Tracy Billig stated she did not like the idea of the cost centers submitting whatever percentage they want. If a cost center comes in with a 7 to 8% request, than January is too late to determine what effect this might have on the other cost centers

Shauna Simmonds asked if anyone knew how LSRHS starts with their budget. Maureen Valente stated that she believes they determine what they need to maintain current levels on a per pupil basis.

Marty Ragonas believes it is best to set the percentages for the cost centers. Michael Grosberg believes this as well.

Sheila Stewart asked how responsible is the FinCom being if they keep saying teachers & services need to be cut. She believes the committee needs to consider an override once in awhile in these types of financial crises.

Bob Jacobson stated that the members need to do what they feel is right, and listen to hear what the citizens want. He asked how quickly Maureen Valente & Sue Petersen might be able to get the financial projection completed. Maureen stated she might possibly have it completed by the next meeting.

**Item 3: Discussion of possible "road shows" to raise budget awareness in the fall:**

Bob Jacobson stated he would like to see the presentations differ from last year. He would like to include more figures & data. He would like to show what the town & schools have gone through over the past year. The committee could offer general information as to what is going on in the Governor's office, and where the Town stands with State Aid. The committee should give general information, and not take a position.

Marty Ragonas stated that LSRHS have handed out copies of the budget in the past to inform the public how the school would be affected.

Tracy Billig stated she felt the schools would be much more receptive to these presentations, since it will be the second year of doing this. They were very hesitant last year, since they did not know what to expect.

Michael Grosberg volunteered to make one of the presentations, and stated he would forward any information he has saved from last year's presentation. He believes it will probably be easier to update last year's slides, and then add information from there.

Shauna Simmonds believes it would be helpful to add some of the information that the PTERC committee discovered when doing their projects.

Marty Ragonas asked Tracy Billig if she would attempt to get a copy of the scheduled PTO meetings.

Marty Ragonas set a tentative deadline of Sept 20<sup>th</sup> (next scheduled meeting) to have the slides together.

Bob Jacobson would like to get 3 to 4 committee members to work on putting the presentation together, and then everyone could take a turn making the presentation.

**Item 4: Update on the Lincoln/Sudbury Finance Committee School Benchmarking Project:**

The first meeting will be held Wednesday, at LSRHS in the Superintendents office.

**Item 5: Discuss date for Joint Meeting with Lincoln FinCom:**

The meeting will be held October 4<sup>th</sup> in the library at LSRHS

**Item 6: Line Item Transfers & Cluster transfers:**

**#2005-01 & 2005-02 Line Item Transfers -**

Line Item Transfer #2005-01 is a \$26,326 request by the Recreation Department to establish a new account title. A new account title "Head Lifeguard" will be established to better reflect the actual charges being made to the Pool budget line items.

Line Item Transfer #2005-02 is a \$10,000 request by the Recreation Department to create a new account titled "instructors". The \$10,000 is to be moved from program Expenses to Instructors.

**VOTED:** To approve the line item transfer #2005-01-01 of \$26,326 from WSI/Lifeguard to Head Life Guard & the line item transfer of \$10,000 from Program Expenses to Instructors. Motion made by John Nikula and seconded by Tracy Billig. On vote, motion carries 8 in favor and 0 opposed.

***#2005-03 Cluster Transfer-***

The appointment of the new finance director resulted in a surplus in the budget of the Treasurer Collector and shortfall in the Accounting Department.

**VOTED:** Motion to approve the cluster transfer of \$10,525.00. Motion made by Marty Ragonos and seconded by Tracy Billig. On vote, motion carries 8 in favor and 0 opposed.

**Item 7: Update from liaisons:**

Maureen Valente stated that she heard from John Ritchie, and the new high school is projected to open on time, but they are running into problems with the demolition of the old building. The turf fields are regulation size, but there will be no home football games. Bob Jacobson stated that the new building is coming in under budget.

**The committee adjourned at 9:05pm**