

**Town of Sudbury  
Finance Committee ~ Minutes of Meeting  
Tuesday, May 18, 2004  
7:30pm - Sudbury Fire Station (Hudson Rd)**

**Present:** Co-Chairs Tracy Billig & Bob Jacobson, Michael Grosberg, Bill Kneeland, John Nikula, Marty Ragonas, Larry Rowe, & Sheila Stewart. Also present: Kerry Speidel, Finance Director, Robin Porcella, Recording Secretary, Maureen Valente, Town Manager, and Acting Fire Chief, Ken MacLean.

**Opening remarks from Co-Chairs**

The meeting was opened at 7:30pm.

Town Manager Maureen Valente introduced Ken MacLean who is serving as the Acting Fire Chief.

**Item 1: Committee Chair Votes (Co-Chairs and Vice-Chair)**

Tracy Billig thanked all the committee members for the support they showed her as she served as a co-chair. She nominated Bob Jacobson and Marty Ragonas to serve as co-chairs.

**VOTED: To approve Marty Ragonas and Bob Jacobson as Co-Chairs, and Larry Rowe Vice-Chair of the Finance Committee. On vote, motion carries 8 in support and 0 opposed.**

**Item 2: Reserve Fund Transfers (presented by Maureen Valente)**

*04-18: Reserve Fund Transfer \$25,000:* There is an explanation that is attached to the reserve fund transfer request that was prepared by the Town Counsel's secretary. Maureen Valente stated that this request was expected, since this was a big year for us. Contract negotiations are still ongoing and will require a mediator. A special counsel has been chosen to represent the Town in regards to the Marlborough Easterly Waste Water Treatment Facility. Also, NStar added extra language into the contract at the last minute, in regards to an employee getting injured while working on the poles. This was supposed to originally be closed last Dec. 1, 2003.

**VOTED: To approve the Reserve Fund Transfer (04-18) in the amount of \$25,000.00 to the Law Legal Expense Line. Motion made by Tracy Billig and seconded by Larry Rowe. On vote, motion carries 8 in support and 0 opposed.**

*04-21: Reserve Fund Transfer \$9,000.00:* The \$9,000 will be used to help in the hiring of a new Fire Chief. This was not budgeted for. Board of Selectmen and the Town Manager feel this will be very worthwhile in chosen a new chief.

**VOTED: To approve the Reserve Fund Transfer (04-21) in the amount of \$9,000.00 to the Personnel Contracted Services Line. Motion made by John Nikula and seconded by Larry Rowe. On vote, motion carries 8 in support and 0 opposed.**

04-22: Reserve Fund Transfer \$15,000.00: This money is needed to cover the difference between the estimate and actual bids. The consultant had not figures in some of the drive-thru configurations. They are trying to avoid having the fire trucks back up into the fire stations. In the ambulance bay, the trucks back in from the front and from the back. This is not correct, when dealing with safety issues, and quick response times.

**VOTED: To approve the Reserve Fund Transfer (04-22) in the amount of \$15,000.00 to the Fire Equipment Line. Motion made by Larry Rowe, and seconded by Marty Ragonas. On vote, motion carries 8 in support and 0 opposed.**

04-23: Reserve Fund Transfer \$15,000.00: This money is needed to cover expected overtime time costs through the end of the Fiscal Year. It is possible that another request might be needed. Due to an illness and retirements, the fire department is short-handed.

**VOTED: To approve the Reserve Fund Transfer (04-23) in the amount of \$15,000.00 to the Fire Overtime Line. Motion made by John Nikula and seconded by Larry Rowe. On vote, motion carries 8 in support and 0 opposed.**

04-24: Reserve Fund Transfer Request \$15,000.00 to Streets & Roads General Expense  
04-25: Line Item Transfer Request \$20,000 from Streets & Rds Salary to Streets & Rds Roadwork

These matters were discussed at previous meetings. This is unforeseen, as we believed we had more time to replace the pumps. Because the pumps are old, it is had to get replacement parts. Due to some retirements, there is money available.

**VOTED: To approve the Reserve Fund Transfer (04-24) in the amount of \$15,000 to the Streets & Rds General Expense, and the Line Item Transfers (04-25) in the amount of \$20,000 from the Streets & Rds Salary to the Streets & Rds Roadwork Line. Motion made by Larry Rowe, and seconded by John Nikula. On vote, motion carries 8 in favor and 0 opposed.**

Town Manger Maureen Valente stated that the following may be some of the Reserve Fund Transfer requests at the June meeting:

- \$3,000 to cover a veteran's funeral expenses
- \$2,000 to \$3,000 for Snow & Ice
- Since the Flynn building elevator is going in, it might be a good time to hook up the generator
- Want to set-up a reverse 911 phone system. Costs approximately \$30,000 to put in, and \$3,000/year to maintain. We are getting a grant from homeland security, but it will not be very much.
- Money to cover fire department overtime

### **Item 3: Review Liaison Assignments**

Co-Chair Bob Jacobson provided the committee with the FY05 liaison assignments. He will need to verify with Shauna Simmonds, as to what her work load will be like.

**Item 4: Discussed Proposed Annual Projects (email from RNJ)**

Bob Jacobson had sent the committee members an email prior to the May 18<sup>th</sup> meeting, proposing three potential projects for FY05:

1. To update last year's teachers' contract analysis.
2. Prepare a "contract comparative" for the Police and/or Firefighters of Sudbury with peer towns.
3. The Lincoln FinCom has suggested this project. To develop a template that could be used to put a more objective analysis of the money that is going to LSRHS and SPS. There is a copy of a template in the handout, or the committee can create their own template.

The fire department has not settled their FY05 contract, and will be heading to arbitration. Larry Rowe feels this the fire/police contract analysis should have a low priority. Marty Ragonas feels it would be worthwhile finding out where the fire salaries stand compared to similar towns.

Laurie Wishner stated the Lincoln Finance Committee feels they have been very fair to their K-8 school system, and they would like to see what else they can do to help out the high school.

Larry Rowe stated that it sounded like LSRHS wants more money, but he does not see what this project is really completing. He would like to table this project until more details can be provided by Eileen Glovsky. Marty Ragonas stated that since both Finance Committees would be working on this project, she feels it would be more valid.

**Item 5: Review/Vote FinCom appointment to Capital Improvement Committee**

Kerry Speidel informed the committee that Pat Kinney is interested in the appointment to the Capital Improvement Committee. He is more than qualified for this position, and has been active with the committee in the past.

**VOTED: To Recommend the appointment of Pat Kinney to the Capital Improvement Committee. Motion made by Bob Jacobson and seconded by Michael Grosberg. On vote, motion carries 8 in support and 0 opposed.**

**Item 6: Review / Vote FinCom appointment to Community Preservation Committee**

**VOTED: To recommend Sheila Stewart as the FinCom liaison to the Community Preservation Committee. Motion made by Bob Jacobson and seconded by Larry Rowe. On vote, motion carries 8 in support and 0 opposed.**

**Item 7: Set future meeting dates**

The committee decided to start meeting on the third Monday of the month. All meetings will be held at the Fairbanks Community Center. The following dates have been set for future meetings:

June 28, 2004	October 18, 2004
August 16, 2004	November 15, 2004
September 20, 2004	December 20, 2004

**Item 8: Adjourn**

The meeting was adjourned at 9:00pm.

