

**Town of Sudbury ~ Finance Committee  
Minutes of Meeting  
Monday – July 14, 2008  
Flynn Building (Silva Conf. Room) – 7:30pm**

**Present:** Chair Chuck Woodard, Jamie Gossels, Jim Jacobson, Marty Ragonas & Sheila Stewart  
**Absent:** Bob Jacobson, Bill Kneeland, Debbie Zurka

**The meeting was opened at 7:41pm.**

**Item 1: Vote on new member:**

The committee was informed that Jim Rao has met with the Myron Fox (Town Moderator) and he supports the FinCom's recommendation.

**VOTED:** To appoint Jim Rao to fill the vacancy created by the resignation of Ralph Verni whose term was to expire April 2009. On vote, motion carries 5 in support, 0 opposed, and 3 absent (B. Jacobson, B. Kneeland, D. Zurka)

**Item 2: Approve Meeting Minutes:**

The committee was informed that Chuck Woodard had submitted his corrections via email Jamie Gossels recommended that the votes be taken out that are listed under Item 4.

**VOTED:** To approve the minutes of the June 16, 2008 meeting, with the understanding that the necessary changes will be made. On vote, motion carries 4 in support, 0 opposed, 1 abstain (Stewart), and 3 absent (B. Jacobson, Kneeland, Zurka).

**Item 3: Transfers and Other Business:**

***Reserve Fund Transfer #08-29:*** Reserve Fund Transfer 08-29 is in the amount of \$31,244.87 and is being requested by the Town Manager. The funds will be used to offset the Snow & Ice deficit from the maximum of \$100,000 to \$68,755.13.

**VOTED:** To support the approval of Reserve Fund Transfer 08-29 in the amount of \$31,244.87. Motion made by Marty Ragonas and seconded by Jamie Gossels. On vote, motion carries 5 in support, 0 opposed, and 3 absent.

***Line Item Transfer #08-32:*** Line Item Transfer #08-32 is in the amount of \$14,000 and is being requested by the library director. The funds will be used to cover unanticipated repairs and a sprinkler system inspection.

***Reserve Fund Transfer #08-37:*** Reserve Fund Transfer #08-37 is in the amount of \$17,500 and is being requested by the DPW Director. The funds will be used to cover unexpected increases in the fuel prices in FY08 that were above & beyond the estimates available at budgeting time.

***Reserve Fund Transfer #08-38:*** Reserve Fund Transfer #08-38 is in the amount of \$5,600 and is being requested by the DPW Director. The funds will be used to cover the unexpected increase in street lighting services. There was a 10% increase over what was budgeted.

**VOTED:** To support the approval of Line Item Transfer #08-32 and Reserve Fund Transfers #08-37 & #08-38. Motion made by Jamie Gossels and seconded by Jim Jacobson. On vote, motion carries 5 in support, 0 opposed, and 3 absent.

**Item 4: Reports on Liaison meetings**

Jamie Gossels reported that they have met with SPS. One of SPS's concerns with the budget process is the health insurance figures. There is not a clear understanding as to how these figures are arrived at. Susan Iuliano, SPS chairman, stated that is a goal of the school committee this year to get a better understanding of the benefit figures in the budget. She believes there needs to be more communication between the school committee & staffs on this matter.

SPS are processing the cuts that were presented if the override had failed. The kindergarten enrollment figures are up.

Marty Ragonis informed the committee that some of the town offices will be trying a 4-day work week this summer. The Treasurers Office is now processing passport applications, and it is expected that this will bring in approximately \$30,000. The town has also received two grants from the Sudbury Foundation. One is for the Citizens Academy and the other is for the CORE program.

**Item 5: FinCom three year financial model:**

Chuck Woodard informed the committee that he had sent a copy of the model to everyone late Thursday night. He has also sent a copy to Andrea Terkelsen, Mary Will, and Judy Belliveau. He stated that he had not received all of the info he needed, but he believes this is a good start to the project.

The objective of this project is to project the budget summary in the annual warrant (page FC-14) so that everyone will understand the impact of the new labor contracts before they are signed and how they affect the budget.

Chuck Woodard stated that the key right now is to get the finance directors to take a look at the models, and see if they agree & understand it.

Larry O'Brien stated that if the committee plans on including this in the warrant, they might want to consider adding some footnotes, so that the average citizen will be able to understand it.

Marty Ragonis believes the cost centers should make an attempt to settle their respective contract negotiations by February, so that the correct info can be added to the warrant.

Chuck Woodard encouraged the cost centers to work on their own models. This way they will not be surprised by what is published in the warrant.

**Item 6: FY10 budget Strategy decisions:**

Due to the absences of some of the FinCom members, it was agreed to postpone this discussion until the September meeting.

**Item 7: FinCom letter to Cost Centers:**

A draft of the letter to the cost centers was presented to each FinCom member. Chuck Woodard asked that the committee members review the letter at the earliest convenience and email any changes they would like to him by mid-August.

**Other Business:**

The committee was informed that on Tuesday Chuck Woodard, Jim Jacobson, Marty Ragonas, and possibly Bob Jacobson will be meeting with the Lincoln FinCom. The purpose of this meeting is to improve the line of communication between the two committees. The group will be discussing the Budget Review Task Force.

**There being no further business, the committee adjourned at 10:00pm.**