

**Town of Sudbury ~ Finance Committee
Minutes of Meeting
Monday – May 19, 2008
Flynn Building (Silva Conf. Room) – 7:30pm**

Present: Chair Chuck Woodard, Jamie Gossels, Jim Jacobson (7:34pm), Bob Jacobson (7:34pm), Bill Kneeland, Sheila Stewart (7:37pm), Marty Ragonas, & Debbie Zurka

The meeting was opened at 7:30pm.

Item 1: Approve Meeting Minutes:

The committee was informed that Chuck Woodard had submitted his corrections via email.

VOTED: To approve the minutes of the April 7, March 10, and March 18, 2008 meetings, with the understanding the above mentioned changes will be made. On vote, motion carries 5 in support, 0 opposed, and 3 absent (J. Jacobson, B. Jacobson, S. Stewart).

Item 2: Transfers and Other Business:

The committee was presented with three transfers to take a vote on.

#08-08 Salary Contingency Transfer: This transfer will allow \$6,000 to be transferred to the Police Department Salary line. The funds will be used to cover the retros owed do to the FY08 Police union contract settlement. The committee was informed that the DPW contract has been settled for FY08. The committee requested a copy of the contract.

#08-09 Reserve Fund Transfer: This transfer will allow \$69,655.13 to be used to offset the Snow & Ice Deficit. There is a projected \$280,000 deficit in the Snow & Ice account.

#08-13 Cluster Transfer: This transfer will allow \$8,000 to be transferred from the Hazardous Waste Day line to the Fire Department's overtime line. Since the Hazardous Waste day has not been as popular as in past years, the day has been cut from the FY09 budget.

VOTED: To recommend the approval of transfers #08-08, #08-09, #08-13. Motion made by Bob Jacobson and seconded by Bill Kneeland. On vote, motion carries 8 in support and 0 opposed.

Item 3: Member Feedback:

The committee reviewed the findings in regards to the feedback that Marty Ragonas had obtained from the FinCom members.

It was asked if more members of the FinCom could attend the Budget Working Group meetings. Bob Jacobson stated that it could be proposed that more members of the committee will attend, but with the understanding that they are only there to observe and will not be participating in the meeting. If 5 or more attend, it was noted that it will need to be posted as a meeting. Chuck Woodard stated that another

option is for one of the members who do attend the working group meeting take notes, and then those notes can be sent out to all FinCom members.

Andrea Terkelsen suggested that they start the meetings earlier in the year, and that the committee should set some ground rules.

Andrea Terkelsen stated the selectmen will be attending the school contract negotiations this year.

Marty Ragonas stated that it might be a good idea to have a FinCom member responsible for PR.

Item 4: Chair and Vice-Chair Position:

VOTED: To nominate Chuck Woodard to serve as Chairman of the Finance Committee through the 2009 Annual Town Meeting. On vote, motion carries 8 in support and 0 opposed.

VOTED: To nominate Jim Jacobson to serve as Vice-Chairman of the Finance Committee through the 2009 Annual Town Meeting. On vote, motion carries 8 in support and 0 opposed.

Item 5: Budget Review Task Force Update:

Marty Ragonas informed the committee that the task force met 4 times in 2008, and that they have completed the brain storming on what the task force would like to look at. The task force will be broken up into groups at the next meeting to look at the expenses & revenues. The task force is hoping to begin to write their report by early September.

Item 6: Capital Improvement Planning Committee:

Andrea Terkelsen stated that the Capital Planning Committee has two positions available. They are in need of someone who would be comfortable in a public speaking position. Jamie Gossels stated that she had spoken with Larry Rowe about filling one of the positions. He was interested, but has not yet completed an application.

VOTED: To nominate Larry Rowe to serve on the Capital Improvement Planning Committee. On vote, motion carries 8 in support and 0 opposed.

Item 7: New Member selection process:

Chuck Woodard informed the committee that 4 applications have been received so far, and a fifth one is expected. Chuck stated that the FinCom interviews would take place at the June meeting and that he would like to talk about setting criteria for new members. Bob Jacobson reminded the committee that the candidate that the FinCom chooses still needs to meet with the Town Moderator as a courtesy, so a second meeting will need to take place prior to a vote at the July meeting.

Jim Jacobson asked why the process for selecting a new member is changing. Marty Ragonas informed him the process was changing, so that the committee would be in compliance with the open meeting laws.

Sheila Stewart stated that she liked the grid the Bob Jacobson had prepared the last time they needed to vote on a member. Bob Jacobson informed the newer members on the committee how the grid was set up and the purpose of it.

The committee discussed some of the traits/characteristics they would like to see in a new member. Some of the suggestions were:

- show leadership potential
- operational experience dealing with budgets, financing, or accounting
- commitment of 3-years to the committee
- prior board experience
- cannot have own agenda
- work well with others
- P/R experience

It was agreed that a list of questions would be created, and emailed to the members of the committee. Bob Jacobson reminded everyone that they must come ready to the June meeting to make a recommendation on a candidate so they can provide that recommendation to the Moderator prior to a formal at the July meeting.

Item 8: FY10 Budget Strategy:

Chuck Woodard informed the committee that he has asked all of the cost centers for a copy of their final budget figures since the override failed. He has received SPS, the town, but has not had a response from LSRHS as of yet.

Chuck Woodard is asking if the committee wants to take a vote on a spending limit percentage again this year. He stated that employee compensation is growing much faster than inflation.

Bob Jacobson stated there are alternatives that the cost centers could take to combat this though not necessarily ones that might be recommended. They could make cuts to their total payrolls by eliminating positions, remove some of the steps, and the schools could increase class sizes.

Chuck Woodard proposed the idea of giving an override figure the committee might be willing to support as to oppose to coming up a spending percentage. The committee needs to take a stance as to what they are willing to accept as an override figure.

Other Business:

The committee set the following meeting schedule for calendar year 2008:

- June 16, 2008
- July 14, 2008
- September 15, 2008
- October 20, 2008
- November 17, 2008
- December 15, 2008 (forum on employee benefits)

Andrea Terkelsen informed the committee that there have not been any drastic changes to the local receipts. She will circulate the information once she has the final figures.

There being no further business, the committee adjourned at 9:10pm