

**Town of Sudbury
Finance Committee
2012 Town Warrant Positions
Minutes of Meeting
Wednesday February 29, 2012
8:30 p.m.**

The Town of Sudbury's Finance Committee reconvened from their earlier meeting with the Board of Selectmen after a brief recess on the second floor of the Flynn Building. The meeting to discuss the FY13 Budget and other articles for the 2012 Town Warrant was called to order at 8:42 p.m. by Chairman James Rao. Present for this meeting were Joan Carlton, Jamie Gossels, Bob Jacobson, Bill Kneeland, Doug Kohen, Mark Minassian, Jim Rao, Bob Stein and Chuck Woodard.

Item# 1: Positions for 2012 Town Warrant Articles

Members were asked to refer to the package of warrant article materials provided at a previous meeting. Whereas some articles are not financial in nature the Committee will not take a position on all items for the warrant nor will they be asked to report further at Town Meeting. Such articles addressed here in will be so noted as "no position required or taken". Chairman Rao led discussion of each article by referring to each by number and subject, as submitted by the Board of Selectmen in the materials dated February 22, 2012. [All of Chairman Jim Rao's comments herein are referred to by "Chairman" and Finance Committee referred to as "Committee"]

Chairman - Article 1: Hear Reports (Selectmen). No position required or taken.

Chairman - Article 2: FY12 Budget Adjustments (Selectmen). No further information is available at this time. There may be one or more budget adjustments for the current year. If so, that information will be presented at Town Meeting. If necessary, the Committee will report at Town Meeting.

Chairman - Article 3: Stabilization (Selectmen). No request to spend or add to the Stabilization Fund in FY13. No position required or taken.

Chairman - Article 4: FY13 Budget (Finance Committee). Everyone was given a copy of the latest budget summary containing information for consideration under column labeled "FY13 No Override Budget". The Chairman indicated a total of \$80,966,092 for consolidated operating expenditures, capital and debt service was under for consideration for a No Override vote. Joan Carlton commented that the line items for employee benefits reserved had changed since their last meeting. The Chairman indicated that the Town and SPS confirmed a higher expected level of savings associated with switching to the "GIC". These figures were also presented net of mitigation (to be paid out to employees and retirees from total savings in year one). With no further discussion, comments or questions on article 4 the Chairman asked for a motion to approve the FY13 No Override Budget as noted on tonight's handout reflecting operating expenditures and debt services only for article 4 in total of \$ 80,413,671. The motion was so

moved by Bill Kneeland. Motion was seconded by Bob Jacobson. No further discussion. VOTE: Unanimous (9-0) in favor of motion.

Chairman - Article 5: FY13 Capital Budget (Capital Improvement Planning Committee). Again reference was made to the latest budget summary containing information for the “No Override Budget”. With no further discussion, comments or questions on article 5 the Chairman asked for a motion to approve the FY13 Capital Budget as noted on tonight’s handout reflecting an operating capital line item of \$ 552,421. The motion was so moved by Bob Jacobson. Motion was seconded by Jamie Gossels. No further discussion. VOTE: Unanimous (9-0) in favor of motion.

The total of the next 3 articles was also contained in the FY13 No Override Budget summary handout as “Enterprise Fund Expenditures (Direct)” totaling \$1,090,601.

Chairman - Article 6: FY13 Transfer Station Enterprise Fund Budget (Finance Committee). With no further discussion, comments or questions on article 6 the Chairman asked for a motion to approve the FY13 Transfer Station Enterprise Fund Budget in the amount of \$297,461. The motion was so moved by Bill Kneeland. Motion was seconded by Jamie Gossels. No further discussion. VOTE: Unanimous (9-0) in favor of motion.

Chairman - Article 7: FY13 Pool Enterprise Fund Budget (Finance Committee). With no further discussion, comments or questions on article 7 the Chairman asked for a motion to approve the FY13 Pool Enterprise Fund Budget in the amount of \$516,197. The motion was so moved by Bill Kneeland. Motion was seconded by Chuck Woodard. No further discussion. VOTE: Unanimous (9-0) in favor of motion.

Chairman - Article 8: FY13 Recreation Field Maintenance Enterprise Fund Budget (Finance Committee). With no further discussion, comments or questions on article 8 the Chairman asked for a motion to approve the FY13 Recreation Field Maintenance Enterprise Fund Budget in the amount of \$276,943. The motion was so moved by Bill Kneeland. Motion was seconded by Chuck Woodard. No further discussion. VOTE: Unanimous (9-0) in favor of motion.

Chairman - Article 9: Unpaid Bills (Accountant). No unpaid bills at this time. If there are any unpaid bills that information will be presented at Town Meeting. If necessary, the Committee will report at Town Meeting.

Chairman - Article 10: Chapter 90 Highway Funding (Director of Public Works). With no further discussion, comments or questions on article 10 the Chairman asked for a motion to approve the authorization to accept and enter into contract for the expenditures of any funds allotted or to be allotted by the Commonwealth in Chapter 90 funding for FY13. The motion was so moved by Bob Jacobson. Motion was seconded by Bill Kneeland. No further discussion. VOTE: Unanimous (9-0) in favor of motion.

Chairman - Article 11: Real Estate Exemption (Board of Assessors). With no further discussion, comments or questions on article 11 the Chairman asked for a motion to allow for an increase of up to 100% of the current exemption amounts under Clauses 17D(E), 22, 37A and

41C(D) of Chapter 59 Section 5, for the fiscal year 2013. The motion was so moved by Bob Jacobson. Motion was seconded by Joan Carlton. No further discussion. VOTE: Unanimous (9-0) in favor of motion.

Chairman - Article 12: Town/School Revolving Funds (Several). With no further discussion, comments or questions on article 12 the Chairman asked for a motion to authorize for FY13 the use of revolving funds under MGL Chapter 44 Section 53E ½ by the departments in the amounts and as described in the article submitted. The motion was so moved by Doug Koehn. Motion seconded by Bill Kneeland. No further discussion. VOTE: Unanimous (9-0) in favor of motion.

Chairman - Article 13: Establish Minuteman Regional High School District Stabilization Fund (Board of Selectmen). Prior to asking for a motion to approve Bill Kneeland, the Committee's liaison to Minuteman Regional High School, requested that the Committee wait to vote on this article until the Board of Selectmen is provided more information. Whereas the District cannot go forward with the major capital project without the unanimous consent of all member communities there is some concern that a stabilization fund may be used instead for that purpose, because it would only require a 2/3rds vote. We need more information regarding the purpose of establishing this fund. VOTE: Postponed indefinitely. The Committee will report at Town Meeting.

Chairman - Article 14: Town Center Traffic Improvements (Board of Selectmen). More information is needed including a total project cost. VOTE: Postponed. The Committee will report at Town Meeting.

Chairman - Article 15: Fire Department Safety Equipment Purchase (Fire Chief). More information is needed including a total project cost. VOTE: Postponed. The Committee will report at Town Meeting.

Chairman - Article 16: Pawnbroker Bylaw). Town Manager Maureen Valente indicated that this article has been completely withdrawn for consideration at the 2012 Town Meeting. No position required or taken.

Chairman - Articles 17, 18 and 19: Multiple Major Building Repairs or Renovations. More information is needed including total project costs. VOTE: Postponed. The Committee will report at Town Meeting.

Chairman - Articles 20, 21, 22 and 23: Various Bylaw Articles. No position required or taken.

Everyone was given a copy of the CPF (Community Preservation Fund) schedules to be included in this year's warrant. The Chairman indicated that both exhibits were updated by Finance Director Andrea Terkelsen for the Committee's consideration of the next several articles. With no further discussion, comments or questions on the exhibits the Committee went on to consider articles 24 through 33.

Chairman - Article 24: CPF-Town Hall Architectural and Design Study (CPC). With no further discussion, comments or questions on article 24 the Chairman asked for a motion to approve appropriation of an amount not to exceed \$50,000 for the purpose of completing an architectural study and design of the Town Hall. The motion was so moved by Chuck Woodard. Motion seconded by Doug Kohen. No further discussion. VOTE: 8 in favor of motion. 1 against (Bob Stein). Motion carried by vote of 8 to 1.

Chairman - Article 25: CPF-Town Center Landscaping (CPC). More information is needed including a total project cost. VOTE: Postponed. The Committee will report at Town Meeting.

Chairman - Article 28: CPF-Town Clerk Historic Document Preservation (CPC). Prior to making a motion Bill Kneeland, the Committee's liaison to the CPC indicated that this was the third and most likely the final request for this particular project. With no further discussion, comments or questions on article 28 the Chairman asked for a motion to approve appropriation of an amount not to exceed \$106,000 for the purpose of restoring and preserving certain historic Town records. The motion was so moved by Bill Kneeland. Motion seconded by Chuck Woodard. No further discussion. VOTE: 8 in favor of motion. 1 against (Bob Stein). Motion carried by vote of 8 to 1.

Chairman - Article 26: CPF-Historic Projects (CPC). With no further discussion, comments or questions on article 26 the Chairman asked for a motion to approve appropriation of an amount not to exceed \$67,000 for the purpose of completing various projects as described in the article. The motion was so moved by Bill Kneeland. Motion seconded by Doug Kohen. No further discussion. VOTE: 8 in favor of motion. 1 against (Bob Stein). Motion carried by vote of 8 to 1.

Chairman - Article 27: CPF-Town-wide Walkways (CPC). Prior to making a motion Doug Kohen mentioned that since the Town has to pay for maintenance of the walkways there is also an opportunity cost associated with this motion. Bob Stein commented that this money has also been used to construct stone walls on private property. With no further discussion, comments or questions on article 27 the Chairman asked for a motion to approve appropriation of an amount not to exceed \$100,000 for the purpose of constructing new walkways within the Town. The motion was so moved by Bob Jacobson. Motion seconded by Jamie Gossels. No further discussion. VOTE: 7 in favor of motion. 2 against (Bob Stein and Doug Kohen). Motion carried by vote of 7 to 2.

Chairman - Article 29: CPF-Housing Trust 10% Allocation (CPC). Prior to making a motion Bob Stein commented that (the Trust) uses this allocation in such ways to attract more families with school children that also are not paying their full share of taxes. Bill Kneeland indicated that these funds help the Town meet its affordable housing limit. Further discussion ensued regarding 40B development. There was also some discussion on what the Trust may decide to do with the funds since it does not need Town Meeting approval. The Chairman asked if members wished to postpone consideration of the article to a later date. However, with no further discussion, comments or questions specifically on article 29 the Chairman asked for a motion to approve appropriation of an amount not to exceed \$200,000 for the purpose of providing the Sudbury Housing Trust in support of its effort to provide for the preservation and

creation of affordable housing in Sudbury. The motion was so moved by Bill Kneeland. Motion seconded by Bob Jacobson. No further discussion. VOTE: 8 in favor of motion. 1 against (Bob Stein). Motion carried by vote of 8 to 1.

Chairman - Article 30: CPF-Pantry Brook Farm Preservation Restriction (CPC). More information is needed including a total project costs. VOTE: Postponed. The Committee will report at Town Meeting.

Chairman - Article 31: CPF-Purchase and Restore Property at 15 Hudson Road (CPC). More information is needed including a total project costs. VOTE: Postponed. The Committee will report at Town Meeting.

Chairman - Article 32: CPF-Amend Article 43 of 2006 ATM for Sudbury Housing Authority Unit Buy Down (CPC). The article stipulates an increase in the Buy Down limit from \$90,000 to no more than \$180,000 per unit. With no further discussion, comments or questions on article 32 the Chairman asked for a motion to approve amendment to increase the SHA's buy down authority not to exceed \$180,000 per unit. The motion was so moved by Bill Kneeland. Motion seconded by Jamie Gossels. No further discussion. VOTE: 8 in favor of motion. 1 against (Bob Stein). Motion carried by vote of 8 to 1.

Chairman - Article 33: CPF-FY13 General Budget and Appropriations (CPC). The article provided contained a listing of expenditures including debt service, administration costs and requisite reserves. With no further discussion, comments or questions on article 33 the Chairman asked for a motion to approve appropriation of an amount not to exceed \$2,077,248 for the FY13 CPF's general operating. The motion was so moved by Bill Kneeland. Motion seconded by Doug Kohen. No further discussion. VOTE: 8 in favor of motion. 1 against (Bob Stein). Motion carried by vote of 8 to 1.

Chairman - Article 34 and 35: Non-binding Resolutions regarding Rail Trail. No position required or taken.

Item# 2: Public Comments

Chairman Rao asked if anyone in attendance wished to make public comment. Town Manager Maureen Valente told the Committee that the Pawnbroker article was withdrawn at the request of the Police Chief for further revision.

Bob Stein asked that the Committee adopt a section in their ethics or code of conduct directives that prohibits its members from receiving any sort of monetary rewards (directly or on behalf of their family members) from Town cost centers. This would include the Schools {Sudbury Public School and Lincoln-Sudbury Regional School Districts}. This would avoid actual or perceived conflicts of interest. Mr. Stein would like to see all other committees to address this issue also. Bob Jacobson agreed that such a policy would be appropriate for all areas.

Bill Kneeland made the motion to adjourn and was seconded by Jim Rao. There being no further business, the Committee adjourned at 9:37pm. The next regularly scheduled meeting of the

Finance Committee will be held on Monday, March 19, 2012 at 7:30pm on the second floor of the Flynn Building.