

**Town of Sudbury  
Finance Committee  
Minutes of Meeting  
Monday, June 18, 2012  
7:30 p.m.**

The Town of Sudbury's Finance Committee Meeting, held on the second floor of the Flynn Building, was called to order at 7:40 p.m. by Chairman Jim Rao. Present for this meeting were Jamie Gossels, Bill Kneeland, Doug Kohen, Mark Minassian, Jim Rao, Robert Stein and Chuck Woodard. Joan Carlton and Bob Jacobson were absent.

**Item #1: Meeting Minutes**

Members were asked to refer to the minutes of the meeting on May 7, 2012 that were previously circulated. With no further discussion, comments or questions on the minutes the Chairman asked for a motion to approve. The motion was so moved by Bill Kneeland and seconded by Chuck Woodard. No further discussion. VOTE: 6 in favor of the motion and 1 abstained (Bob Stein).

**Item #2: Post Issuance Tax Compliance Procedures**

Members were asked to refer to the handout previously distributed entitled Post-Issuance Tax Compliance procedures. Jim invited Andrea Terkelson, Finance Director for the Town of Sudbury, to provide an overview of these procedures to the committee. The procedures, which were drafted by the Town's bond counsel, are required by federal and state government and will ultimately be presented to the Board of Selectmen for their approval.

After a brief discussion, a motion was made by Chuck Woodward to recommend adoption of the Post Issuance Tax Compliance Procedures to the Board of Selectmen. Motion seconded by Bill Kneeland. VOTE: Unanimous (7-0) in favor of motion.

**Item #3: Selection of Members to Serve Various Positions**

Jim informed the committee that they need to take a vote on the Chair and Vice-Chair position to cover through the 2013 Town Meeting. He informed the committee that he would be happy to step down as Chair should another committee member be interested in leading the committee or would be willing to serve as Chair for one more year should the committee want him to stay. Similarly, Jim mentioned that Joan Carlton stated via e-mail to him that she would be happy either to continue to serve as Vice Chair for an additional year or step down should another committee member want to serve as Vice Chair. Doug Kohen expressed an interest in serving as Vice Chair and asked a question regarding the role. Jim mentioned that the Vice Chair helps with some of the budget planning activities and serves as the acting Chair when the Chair is

unable to attend a meeting. He cited the joint meeting with Lincoln back in February 2012 as an example.

Chuck Woodard made a motion to elect Jim Rao as the Finance Committee Chair and Doug Kohen as Vice Chair. No further discussion. VOTE: Unanimous (7-0) in favor of motion.

Jim informed the committee that they need to take a vote on the FinCom representative on the CPC. Bill Kneeland served in the role this past year and has expressed an interest in continuing. Chuck Woodard made a motion to elect Bill Kneeland as the FinCom representative on the CPC. The motion was seconded by Doug Kohen. No further discussion. VOTE: Unanimous (7-0) in favor of motion.

Jim was asked by Selectmen Bob Haarde to recommend a FinCom member to the Board of Selectmen to serve on the Route 20 Sewer Citizens Advisory Committee (“CAC”). The CAC is a committee appointed by the Board of Selectmen and reporting to the Route 20 Sewer Steering Committee (which FinCom member Joan Carlton is a member). The role of the CAC is to work with the Technical Advisory Committee (“TAC”) in the wastewater treatment planning process. The TAC will focus on those issues that are technical in nature such as a needs assessment, feasibility study, wastewater treatment alternatives, and facility siting options. By contrast, the CAC will deal with issues that are political in nature, including but not limited to defining the structure and regulations of a sewer district, cost allocation between users, financing the project, operation and management of the waste-water treatment facility and community outreach and public education. After a brief discussion, Mark Minassian expressed an interest in serving on the CAC.

Motion was made by Chuck to recommend Mark Minassian to the Board of Selectmen as a member of the CAC. The motion was seconded by Bob Stein. No further discussion. VOTE: Unanimous (7-0) in favor of motion.

#### **Item #4: Public Comments**

There were no Public Comments.

The next Finance Committee Meeting will be held on Wednesday, July 11, 2012 at 7:30 p.m.in the Flynn Building. Jim handed out a list of meetings for the calendar year.

Bill Kneeland made a motion to adjourn and it was seconded by Chuck Woodard. All were in favor. **There being no further business, the Committee adjourned at 8:01 p.m.**