

**TOWN OF SUDBURY  
FINANCE COMMITTEE  
MEETING MINUTES  
MARCH 14, 2016**

**ATTENDANCE**

Finance Committee Members Present: Susan Berry, Chair, Fred Floru, Vice Chair, Jeff Atwater (arrived at 7:20 pm), Jeff Barker, Joan Carlton, Adrian Davies, Jose Garcia-Meitin, Bryan Semple

**Also Present:**

Melissa Rodrigues Town Manager, Susan Iuliano, Sudbury Board of Selectmen; Charles Woodard, Sudbury Board of Selectmen

**Absent:** Mark Minassian

**CONVENE:**

The meeting was called to order at 7:05 p.m. by Chairman, Susan Berry at the Flynn Building, 278 Old Sudbury Road, Sudbury, MA 01776. Chairman Berry stated that Finance Committee member Joan Carlton is participating remotely. Chairman Berry stated that per the vote of the Sudbury Board of Selectmen at the 12/15/15 meeting members are able to participate remotely. Chairman Berry outlined the remote participation rules.

**ITEM 1: GENERAL BUSINESS**

**Approve Minutes:**

After a brief the discussion, Chairman Berry noted one change, a change to correct the date from December 15, 2015 to December 14, 2015.

**Motion and Vote**

Jeff Barker moved and Fred Floru seconded the motion to approve the minutes of the December 14, 2015 meeting as amended.

**The motion carried. On a roll call, the vote was unanimous: Jeff Barker, yes; Susan Berry, yes; Joan Carlton, yes; Adrian Davies, yes; Fred Floru, yes; Jose Garcia-Meitin, yes; and Bryan Semple, yes.**

Jose Garcia-Meitin moved and Bryan Semple seconded the motion to approve the minutes of the January 11, 2016 meeting as submitted.

**The motion carried. On a roll call, the vote was unanimous: Jeff Barker, yes; Susan Berry, yes; Joan Carlton, yes;**

**Adrian Davies, yes; Fred Floru, yes; Jose Garcia-Meitin, yes; and Bryan Semple, yes.**

**Snow and Ice Deficit Spending:**

Town Manager, Melissa Rodrigues briefed the Finance Committee on a memo she received from William Place, Director of Public Works regarding snow and ice deficit spending. Ms. Rodrigues reported that currently the costs are \$15,186 and could run close to \$50K. Ms. Rodrigues presented a summary on the cost of materials.

Chairman Berry stated that the Finance Committee would need to approve deficit spending for snow and ice. A brief discussion followed.

**Motion and Vote**

Fred Floru moved and Bryan Semple seconded the motion to approve deficit spending for snow and ice.

**The motion carried. On a roll call, the vote was unanimous: Jeff Barker, yes; Susan Berry, yes; Joan Carlton, yes; Adrian Davies, yes; Fred Floru, yes; Jose Garcia-Meitin, yes; and Bryan Semple, yes.**

**Transfers:**

There were no transfers.

**ITEM 2: [ADDED] Article 3 Stabilization Fund:**

**Discussion and Vote**

Chairman Berry stated that the Board of Selectmen would like the Finance Committee to deliberate and consider its Article to transfer \$280,190 from Free Cash to the Stabilization Fund, which will put the Stabilization Fund at 5%. Chairman Berry provided a brief review of balances. Chairman Berry stated that should \$100,000 be allocated to Sudbury Public Schools (SPS) from Free Cash, the balance would be \$227,799. If not a balance of \$327,799 would remain in Free Cash. A brief discussion followed.

**Motion and Vote**

Jose Garcia-Meitin moved and Adrian Davies seconded the motion to recommend approval of Article 3 that transfers \$280,190 from Free Cash to the Stabilization Fund.

**The motion carried. On a roll call, the vote was unanimous: Jeff Atwater, yes; Jeff Barker, yes; Susan Berry, yes; Joan Carlton, yes; Adrian Davies, yes; Fred Floru, yes; Jose Garcia-Meitin, yes; and Bryan Semple, yes.**

**ITEM 3: Deliberation and Possible Votes on Articles**

Chairman Berry led the discussion on this item. Chairman Berry stated that the following FY17 Capital Articles are approximately \$3,810,783. Chairman Berry stated that should all the articles receive Town Meeting approval the residential tax levy would increase by about 5%. Chairman Berry also stated that the Finance Committee would need to consider whether or not to vote on the articles based on merit or savings to the taxpayers. A brief discussion followed. Ms. Rodrigues stated she would prepare a report that outlines the cost to the taxpayers.

- Article 13 FY17 Capital Budget

**Motion and Vote**

Fred Floru moved and Bryan Semple seconded the motion to recommend approval of Article 13-FY17 Capital Budget.

**The motion carried. On a roll call, the vote was unanimous: Jeff Atwater, yes; Jeff Barker, yes; Susan Berry, yes; Joan Carlton, yes; Adrian Davies, yes; Fred Floru, yes; Jose Garcia-Meitin, yes; and Bryan Semple, yes.**

- Article 14A Purchase of Fire Department Ambulance and Ladder Truck

A brief discussion ensued. Mr. Semple expressed concern that the Finance Committee should have more information on all Capital items.

**Motion and Vote**

Adrian Davis moved and Bryan Semple seconded the motion to recommend approval of Article 14A Purchase of Fire Department Ambulance.

**The motion carried. On a roll call, the vote was unanimous: Jeff Atwater, yes; Jeff Barker, yes; Susan Berry, yes; Joan Carlton, yes; Adrian Davies, yes; Fred Floru, yes; Jose Garcia-Meitin, yes; and Bryan Semple, yes.**

- Article 14B Purchase of Fire Department Ladder Truck

A brief discussion ensued. Chairman Berry stated that this is a five-year debt exclusion item.

**Motion and Vote**

Jeff Barker moved and Jose Garcia-Meitin seconded the motion to recommend approval of Article 14B Purchase the Fire Department Ladder Truck using the debt exclusion of \$875,000.

**The motion carried. On a roll call, the vote was unanimous: Jeff Atwater, yes; Jeff Barker, yes; Susan Berry, yes; Joan Carlton, yes; Adrian Davies, yes; Fred Floru, yes; Jose Garcia-Meitin, yes; and Bryan Semple, yes.**

- Article 15 DPW Rolling Stock Replacement

Chairman Berry stated that this article is requesting \$492,500 to replace vehicles and equipment: one 6 Wheel Dump Truck, one Front End Loader, and one Multipurpose Tractor. A brief discussion followed.

**Motion and Vote**

Jeff Atwater moved and Fred Floru seconded the motion to recommend approval of Article 15 DPW Rolling Stock Replacement. **The motion carried. On a roll call, the vote was unanimous: Jeff Atwater, yes; Jeff Barker, yes; Susan Berry, yes; Joan Carlton, yes; Adrian Davies, yes; Fred Floru, yes; Jose Garcia-Meitin, yes; and Bryan Semple, yes.**

- Article 16 School Rooftop HVAC Unit Replacement

Chairman Berry stated that this article is requesting \$75,000 to replace a roof HVAC unit at either Curtis Middle School or Loring Elementary School. A brief discussion followed. Mr. Semple expressed that he is not in favor of supporting the replacement of equipment because the equipment is old. Mr. Floru read the CIAC statement on reasons for replacement.

**Motion and Vote**

Adrian Davies moved and Jose Garcia-Meitin seconded the motion to recommend approval of Article 16 School Rooftop HVAC Unit Replacement.

**The motion carried. On a Roll Call Vote: Jeff Atwater, yes; Jeff Barker, yes; Susan Berry, yes; Joan Carlton, yes; Adrian Davies, yes; Fred Floru, yes; Jose Garcia-Meitin, yes; and Bryan Semple, no. The vote was 7-1-0, (7 yes, 1 no)**

- Article 17 Town and Schools Parking Lots, and Sidewalks Improvements

Chairman Berry stated that this article is requesting \$150,000 to construct, reconstruct, or make extraordinary repairs to the Sudbury Public Schools and Town driveways, parking lots and sidewalks. A brief discussion followed.

This item has been tabled pending clarification on actual amount.

- Article 18 Nixon School Crosswalk Traffic Signal

Chairman Berry stated that this article is requesting \$25,000 to reconstruct, or make extraordinary repairs to the Crosswalk at the Nixon School. A brief discussion followed.

This item has been tabled pending clarification on actual amount.

- Article 19 Town and School Security and Access Controls  
Chairman Berry stated that this article is requesting \$195,000 to construct, reconstruct, or make extraordinary repairs to the Sudbury Town buildings for the purpose of building safety, security, and access controls. A brief discussion followed.

#### **Motion and Vote**

Jose Garcia-Meitin moved and Jeff Atwater seconded the motion to recommend approval of Article 19 Town and School Security and Access Controls.

**The motion carried. On a roll call, the vote was unanimous: Jeff Atwater, yes; Jeff Barker, yes; Susan Berry, yes; Joan Carlton, yes; Adrian Davies, yes; Fred Floru, yes; Jose Garcia-Meitin, yes; and Bryan Semple, yes.**

- Article 20 LSRHS Security Improvements  
Chairman Berry stated that this article is requesting \$122,320 to construct, reconstruct, or make extraordinary repairs to the Lincoln-Sudbury Regional School District for the purpose of building, personal safety and security. A brief discussion followed. Mr. Simple expressed disappointment in the way this article is funded. Discussion followed.

#### **Motion and Vote**

Jeff Atwater moved and Jose Garcia-Meitin seconded the motion to recommend approval of Article 20 LSRHS Security Improvements.

**The motion carried. On a roll call, the vote was unanimous: Jeff Atwater, yes; Jeff Barker, yes; Susan Berry, yes; Joan Carlton, yes; Adrian Davies, yes; Fred Floru, yes; Jose Garcia-Meitin, yes; and Bryan Semple, yes.**

- Article 21 Schools Maintenance Garage  
Chairman Berry stated that this article is requesting \$95,000 for the construction of a new maintenance garage for the Sudbury Public School Department. Chairman Berry stated that she does not support this article because she is concerned about the increase to the residential tax levy. Mr. Floru noted that this is not a garage for storage but a garage for maintenance and that the DPW garage is at capacity. Discussion followed.

#### **Motion and Vote**

Adrian Davies moved and Jeff Atwater seconded the motion to recommend approval of Article 21 Schools Maintenance Garage.

**The motion did not pass. On a Roll Call Vote: Jeff Atwater, no; Jeff Barker, abstain; Susan Berry, no; Joan Carlton, no; Adrian Davies, yes; Fred Floru, no; Jose Garcia-Meitin, no; and Bryan Semple, no. The vote was 1-6-1, (1 yes, 6 no, 1 abstention)**

- Article 22 DPW Cold Storage Garage Addition  
Chairman Berry stated that this article is a request to construct an addition on the existing DPW Garage. A brief discussion followed. Finance Committee members were not in support of this article. Discussion followed.

#### **Motion and Vote**

Bryan Semple moved and Fred Floru seconded the motion to not recommend approval of Article 22 DPW Cold Storage Garage Addition.

**The motion carried. On a Roll Call Vote: Jeff Atwater, yes; Jeff Barker, yes; Susan Berry, yes; Joan Carlton, yes; Adrian Davies, no; Fred Floru, yes; Jose Garcia-Meitin, yes; and Bryan Semple, yes. The vote was 6-1-0 (6 yes not recommend approval, 1 to recommend approval).**

- Article 23 DPW Underground Fuel Storage Replacement  
Chairman Berry stated that this article is requesting \$250,000 to construct, reconstruct, or making extraordinary repairs to the underground fuel storage system at the DPW Facility. A brief discussion followed. Ms. Carlton stated she would like more information on this article. Ms. Carlton added that it is a double wall tank, and that the inner tank is not leaking. She added that she would like confirmation that the sensors are working. Discussion followed.

This item has been tabled pending information from inspector's report.

- Article 24 Walkways Engineering, Design and Construction  
Chairman Berry stated that this article is requesting \$100,000 for the purpose of engineering, design and construction of new walkways within the Town. A brief discussion followed.

#### **Motion and Vote**

Fred Floru moved and Bryan Semple seconded the motion to recommend approval of Article 24 Walkways Engineering, Design and Construction.

**The motion carried. On a roll call, the vote was unanimous: Jeff Atwater, yes; Jeff Barker, yes; Susan Berry, yes; Joan Carlton, yes; Adrian Davies, yes; Fred Floru, yes; Jose Garcia-Meitin, yes; and Bryan Semple, yes.**

- Article 38 Community Preservation Fund - Sudbury Housing Trust Allocation  
Chairman Berry stated that this article is requesting \$202,600 of Community Preservation Act Funds, as recommended by the Community Preservation Committee, for the purpose of providing funds to the Sudbury Housing Trust in support of its efforts

to provide for the preservation and creation of affordable housing. Mr. Semple spoke about some of the issues with the Housing Trust that have occurred over the years. Mr. Semple stated that the Housing Trust does not have audited financials. He also stated that he would like the Finance Committee to defer this article pending audited financials.

After a brief discussion the consensus was to defer this item pending additional financial information.

- Article 39 Community Preservation Fund - Goodnow Library Archives

Chairman Berry stated that this article is requesting \$40,000 of Community Preservation Act Funds, as recommended by the Community Preservation Committee, for the purpose of funding a new electronic platform for the Goodnow Library Historic Archives. Mr. Semple expressed concern for the viability of this article. A brief discussion followed.

#### **Motion and Vote**

Fred Floru moved and Jose Garcia-Meitin seconded the motion to recommend approval of Article 39 Community Preservation Fund - Goodnow Library Archives.

**The motion carried. On a Roll Call Vote: Jeff Atwater, yes; Jeff Barker, yes; Susan Berry, yes; Joan Carlton, yes; Adrian Davies, yes; Fred Floru, yes; Jose Garcia-Meitin, yes; and Bryan Semple, abstain. The vote was 7-0-1 (7 yes, 1 abstention)**

- Article 40 Community Preservation Fund - Town Center Landscaping

Chairman Berry stated that this article is requesting \$100,000 of Community Preservation Act Funds, as recommended by the Community Preservation Committee, for the purpose of funding landscaping and historic restoration components of the Town Center Improvement project.

#### **Motion and Vote**

Fred Floru moved and Jeff Atwater seconded the motion to recommend approval of Article 40 Community Preservation Fund - Town Center Landscaping.

**The motion carried. On a roll call, the vote was unanimous: Jeff Atwater, yes; Jeff Barker, yes; Susan Berry, yes; Joan Carlton, yes; Adrian Davies, yes; Fred Floru, yes; Jose Garcia-Meitin, yes; and Bryan Semple, yes.**

- Article 41 Community Preservation Fund - Sudbury History Center and Museum at the Loring Parsonage

Chairman Berry stated that this article is requesting \$400,000 of Community Preservation Act Funds, as recommended by the

Community Preservation Committee, for the purpose of funding the construction phase of the repurposing of the Loring Parsonage into a History Center and Museum. A brief discussion followed on the fundraising component of this article. Stewart Hoover, President of the Sudbury Historical Society stated that there is going to be a lot of structural work done on the Loring Parsonage. Mr. Hoover added that if the Sudbury Historical Society does not receive this money than the work will only be 60% complete. He stated that the Sudbury Historical Society would have to go back to CPC in a year and apply for additional money to complete the project. Discussion followed.

#### **Motion and Vote**

Jose Garcia-Meitin moved and Fred Floru seconded the motion to recommend approval of Article 41 Community Preservation Fund - Sudbury History Center and Museum at the Loring Parsonage.

**The motion carried. On a Roll Call Vote: Jeff Atwater, yes; Jeff Barker, yes; Susan Berry, yes; Joan Carlton, yes; Adrian Davies, no; Fred Floru, yes; Jose Garcia-Meitin, yes; and Bryan Semple, yes. The vote was 7-1-0 (7 yes, 1 no)**

- Article 42 Community Preservation Fund - Bruce Freeman Rail Trail Partial 75% Design

Chairman Berry stated that this article is requesting \$150,000 of Community Preservation Act funds, as recommended by the Community Preservation Committee, for the purpose of beginning the 75% design plan for the Bruce Freeman Rail Trail in Sudbury to MassDOT standards. A general discussion followed on final funding cost.

#### **Motion and Vote**

Fred Floru moved and Bryan Semple seconded the motion to recommend approval of Article 42 Community Preservation Fund - Bruce Freeman Rail Trail Partial 75% Design.

**The motion carried. On a roll call, the vote was unanimous: Jeff Atwater, yes; Jeff Barker, yes; Susan Berry, yes; Joan Carlton, yes; Adrian Davies, yes; Fred Floru, yes; Jose Garcia-Meitin, yes; and Bryan Semple, yes.**

- Article 43 FY17 Community Preservation Fund General Budget And Appropriations

The discussion on this item included clarification on the bonding rate and debt service capacity. Mr. Semple stated that he would not want to approve the CPC budget without knowing the total debt and debt capacity. Ms. Rodrigues stated that she would get this information to Mr. Semple. The conversation continued of certificate of deposit investments. Mr. Woodard suggested that the Finance Committee meet with the CPC to discuss their investment policy. Chairman Berry stated that



she would like more information before voting the CPC budget. Mr. Semple offered to present to Town Meeting members information that might not be clear to voters. Mr. Semple stated that he would like more information from the CPC on CD's in the bank, the number of years of debt service, and available cash. (Joan Carlton left the meeting)

This item has been tabled pending additional information.

**ITEM 4: Future Meeting Topics**

Chairman Berry led the discussion on this item. Chairman Berry stated that the Finance Committee would meet again before Town Meeting on April 11. Chairman Berry outlined articles for Finance Committee consideration. Chairman Berry also outlined future meeting topics. Finance Committee members discussed adding an additional meeting to discuss articles in preparation for Town Meeting.

**ITEM 5: Public Comments**

Chuck Woodard stated that for years the CPC had a great deal of money and that the state match has been larger than it is currently. Mr. Woodard added that the town is a point where hard choices have to be made. He also added that the CPC has more demands on their money this year than in prior years. Mr. Woodard commended the Finance Committee on their plans to meet with the CPC to discuss funding strategies.

**ITEM 6: Adjournment**

**Motion and Vote:**

**Fred Floru moved and Adrian Davies seconded the motion that the March 14, 2016 Finance Committee meeting adjourn at 9:35 p.m.**

**The motion carried. On a roll call, the vote was unanimous: Jeff Atwater, yes; Jeff Barker, yes; Susan Berry, yes; Adrian Davies, yes; Fred Floru, yes; Jose Garcia-Meitin, yes; and Bryan Semple, yes.**

*Respectfully Submitted: Cheryl Gosmon, Recording Secretary*