

**Finance Committee
Town of Sudbury
Thursday, January 23, 2020
7:00 PM Flynn Building
Silva Conference Room**

REVISED AGENDA

Agenda

1. Public Comment
2. General Business
 - Approve meeting minutes
 - Transfers and other business
 - Liaison reports
 - Review calendar
3. Town budget hearing
4. Discuss LS budget pressures
5. Fairbanks update
6. Town meeting articles (if available)
7. Warrant letter
8. Public Comment
9. Possible Future agenda topics
 - Calendar review
 - Liaison reports
 - Review calendar
10. Adjourn

[Files](#) or <https://sites.google.com/view/sudburyfincom/home>

These agenda items are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. The order of the items may be changed and votes may be taken on any of the items

Annual Fincom Calendar and Potential Topics:

- Operating Procedures - Taking positions - Definition of this, town meeting process
- Review free cash guidelines specific to the .5% reserve
- MUNIS
- Are we spending enough money on capital?
- LS Funding Formula presentation from Radha
- Role of the finance committee (Lisa)
- Capital planning process (Scott)
- Document Classification -- Official? Working Document

FY21 ANNUAL SCHEDULE FINANCE COMMITTEE

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| June | Meeting - Reorganize - Cover FINCOM code of conduct |
| July | "on boarding/review" meeting – review budget schedules, information obtained from cost centers, reconciliation sheet, Free Cash recommendation, financial policies of town, past history of budget guidance, committee practices, liaison assignments and expectations, etc. |
| August | Meeting as needed |
| September | X- Meeting - Review funding mechanisms - circuit breaker, reserve, enterprise, revolving fund budget guidance letter, Review FY18 and FY19 budgets and actuals |
| October | X- Meeting X - Meeting - Fall Town Meeting Articles 15 - Fall Town Meeting |
| November | X - Meeting - Budget forecast - 3 year forecasting X - Budget Meeting |
| December | 9 - Meeting - Budget Pressures Discussions - LS - SPS, Town 31 - deadline for budget submissions |
| January | 23 - Meeting - Budget Presentations - Town, Town Meeting Articles 27 - Meeting - Budget Presentations - LS, Town Meeting Articles 30 - Meeting - Budget Presentations - SPS, Town Meeting Article |
| February | 3 - Meeting - Budget Deliberations, Town Meeting Articles 10 - Meeting - Budget vote, Town Meeting Articles |

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| | 25 - Joint Meeting with BOS to present budget |
| March | x - Meeting - Town Meeting Articles x - Meeting - Town Meeting Articles End of March - info for warrant due |
| April | x - Meeting - Town Meeting Articles - (if needed) x - Meeting - Town Meeting Articles - (if needed) |
| May | x - Town Meeting |