

**Sudbury Finance Committee  
Meeting Minutes  
February 5, 2018**

**ATTENDANCE**

Finance Committee Members Present: Chairman, Bryan Semple, Vice Chairman, Jeff Barker, Jeff Atwater, Susan Berry, Joan Carlton, Adrian Davies, Jose Garcia-Meitin, Eric Poch

**Absent:** Tammie Dufault

**Also, Present:** Dennis Keohane, Finance Director/Treasurer-Collector, Pat Brown, Sudbury Board of Selectman

**CONVENE:**

Chairman Bryan Semple called the meeting to order at 7:01 p.m. The meeting convened at Flynn Building, in the Silva Meeting Room, 2<sup>nd</sup> Floor, 278 Old Sudbury Road, Sudbury, MA 01776.

**ITEM 1: Public Comment**

Chairman Semple opened this portion of the meeting for Public Comment. There were no public comments.

**ITEM 2: General Business**

- **Approve Meeting Minutes**

- **Motion and Vote**

- Jeff Barker moved, and Joan Carlton seconded the motion to approve the minutes of September 18, 2017 meeting as amended.

- **The motion carried, 6-0-1**

- **Transfers**

- There were no Budget Transfers to approve.

- **Liaison Report**

- Chairman Semple provided an update on the February 1, 2018 presentation and proposal, hosted by the Fairbank Community Center Study Task Force regarding the Fairbank Community Center. Chairman Semple recapped the discussion points and referred to the proforma on revenue and expenditures provided by Pros Consulting. Chairman Semple stated that the Fairbank Task Force is looking to make a recommendation and vote, in terms of whether to move forward with design funds, at their next meeting. A lengthy discussion followed on the costs structure, including the potential cost for the Sudbury Public School Administration.

Chairman Semple state added that he is confident that the Finance Committee will get to an understanding of the expenditures and be comfortable with the economics, to be able to vote on a recommendation for the Town.

Jeff Barker reported on documents he received from Lincoln-Sudbury Regional High School, a Memorandum of Understanding, the Multiyear Comparison Spreadsheet, three-year budget projections, etc. A brief discussion followed on the Cost Center's budget projections, contracts, and the Multiyear Comparison Spreadsheet.

### **ITEM 3: Town Meeting Procedures**

Chairman Semple opened this item for discussion. He spoke about the process the Finance Committee would use at Town Meeting regarding presenting the limiting motion, which will be the maximum amount for the budget. He stated that there would be a presentation on the Cost Center Budgets. He added that this would be followed by a Q&A and then the limiting motion vote. Chairman Semple stated that the Finance Committee is either going to vote the budget through as presented, or present a limiting motion, which is a lower amount. The Finance Committee engaged in a discussion on items that impact the budget such as salaries/contracts, and the three-year budget projections. Chairman Semple pointed out that the Finance Committee would most likely move forward with the budget as presented by the Cost Centers. A discussion followed on the budget drivers.

### **ITEM 4: Budget Deliberations and Possible Vote**

Chairman Semple led the discussion on this item and reviewed the punch list of open items to make sure the Finance Committee is in receipt of all needed data from the Cost Centers. Chairman Semple noted that the punch list of open items for SPS has not been received. Discussion continued with a conversation and review of the FY19 FinCom Multi-Year Data Comparison Worksheet. After a lengthy discussion, it was the consensus of the Finance Committee to go with the Town Manager's recommendation on OPEB Trust Contributions.

#### **Motion and Vote**

Jose Garcia-Meitin moved and Susan Berry seconded the motion to support the Town Manager's recommendation on OPEB Trust Contributions for 2018.

**The motion carried. The vote was unanimous.**

The conversation continued with a discussion on SPS ILAP funding and LS E&D for minor capital items. Chairman noted that the Finance Committee is good with the Town and LS Multi-Year Data Comparison Worksheets but have a question on the Multi-Year Data Comparison Worksheet and on the Reconciliation Sheet for SPS.

**ITEM 5: Review Town Meeting Operational Budget Presentation/Cost Drivers**

Chairman Semple stated that there is nothing more to review on this item. He also stated that he will add additional items which will include Circuit Breaker, and he noted that the Finance Committee has a question on FTEs for LS.

**ITEM 6: Discuss/Vote Annual Report**

Chairman Semple stated that he is working on the numbers for the FinCom Annual Report. Dennis Keohane, Finance Director /Treasurer-Collector stated that he would work with Chairman Semple to ensure he has what he needs.

**ITEM 7: Future Agenda Topics**

Chairman Semple stated that he would schedule a joint meeting with the Board of Selectmen on Tuesday, Feb 27, 2018. He added that he would tentatively schedule the Finance Committee regular meeting on Monday, February 26, 2018.

**ITEM 8: Public Comment**

Chairman Semple opened this portion of the meeting for Public Comment. There were no public comments.

**ITEM 9: Adjournment****Motion and Vote:**

**Jeff Barker moved, and Susan Berry seconded the motion that the February 5, 2018, Finance Committee meeting be adjourned at approximately 9:12 p.m.**

**The motion carried. The vote was unanimous.**

*Next scheduled meeting of the Finance Committee is Monday, February 12, 2018, at 7:00 p.m.*

*Respectfully Submitted by Cheryl Gosmon, Recording Secretary*