

**Sudbury Finance Committee
Meeting Minutes
February 12, 2018**

ATTENDANCE

Finance Committee Members Present: Chairman, Bryan Semple, Jeff Atwater, Susan Berry, Joan Carlton (participating remotely), Adrian Davies, Tammie Dufault, Jose Garcia-Meitin, Eric Poch

Absent: Jeff Barker

Also, Present: Superintendent/Principal, Bella Wong, Lincoln Sudbury Regional District School Committee member, Radha R. Gargeya, Board of Selectmen member, Susan Iuliano

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, 2nd 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**

There were no meeting minutes to approve.

- **Transfers**

There were no Budget Transfers to approve.

- **Liaison Report**

Susan Berry reported on the Strategic Financial Planning Committee for Capital Funding meeting she attended earlier in the month. Ms. Berry stated that the committee is working on defining terms, considering capital funding needs for this year, defining long-term yearly needs for maintenance/replacement and determining funding sources. Ms. Berry also stated that she would like the Finance Committee to include the terms that the Capital Funding Committee are defining in the FinCom section of the Warrant. Ms. Berry stated that the committee reviewed the Division of Local Services from the Mass Dept of Revenue regarding capital improvement planning guide, she noted that this document may help the Town determine a way to eliminate some of the duplications of the various capital

committees. Ms. Berry also stated that at some point the capital funding committee will send the Board of Selectmen their recommendations for long-term capital funding projects.

Ms. Berry also reported that there is a tentative meeting scheduled for the Budget Strategies Task Force. She stated that this group will meet again if the Finance Committee submits a budget recommendation that is different from the Town Manager's recommendation.

Chairman Semple provided an update on the Board of Selectmen meeting he attended. He stated that there was a discussion on Revolving Funds regarding Lincoln Sudbury Regional High School and how their fields are funded. He also stated that there is a revolving fund for the LS community field and that he will find out how much is in this account. A general discussion followed.

ITEM 3: Budget Deliberations and Possible Vote

Review punch list of open items to make sure we have all data

Chairman Semple opened this item for discussion. The committee reviewed and discussed the FinCom Budget Reconciliation Spreadsheet and the Multiyear Data Comparison Spreadsheet. The Finance Committee reviewed their questions with Bella Wong on corrections to FTE changes from FY18-FY19 on the Multiyear Data Comparison Spreadsheet as well as parking lot fees on the Reconciliation Spreadsheet. Ms. Wong described the origin of the parking lot fees revolving account and the expenses that are paid against this account. She noted that within the Capital Budget process LS had a line item for \$50k to repave the parking lot. She stated that the change on the Reconciliation Worksheet is showing that \$50K will come from the Parking Lot Fees Revolving Account to pay for parking lot repaving and not come out of the Capital Account. A general discussion followed. The conversation continued with a discussion on using the E&D account to offset the large extraordinary cost and in this case using up to \$250 to cover health insurance.

Finance Committee engaged in a general discussion on items that are needed from SPS. Chairman Semple suggested scheduling a meeting on February 26 with SPS to discuss their Budget Reconciliation Spreadsheet, their Multiyear Data Comparison Spreadsheet, and their decision on ILAP funding. Tammie Dufault offered to contact SPS regarding the information that is needed by FinCom.

**ITEM 4: Review of Town Meeting Operational Budget
Presentation/Cost Driver**

Chairman Semple opened this item for discussion. He stated that numbers have not changed much. A brief conversation followed.

ITEM 5: Discuss/Vote Annual Report

Chairman Semple opened this item for discussion. He stated he is waiting on Dennis Keohane, Finance Director/Treasurer-Collector to give him the numbers. No further action on this item.

ITEM 6: Future Agenda Topics

- Tuesday, Feb 27 Joint Meeting with BOS
- Monday, Feb 26 tentatively scheduled with SPS

ITEM 7: Public Comment

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

ITEM 8: Adjournment**Motion and Vote:**

Susan Berry moved, and Jose Garcia-Meitin seconded the motion that the February 12, 2018, Finance Committee meeting be adjourned at approximately 8:30 p.m.
The motion carried. The vote on roll call was unanimous.

Next scheduled meeting of the Finance Committee is Monday, February 26, 2019, at 7:00 p.m.

Respectfully Submitted: Cheryl Gosmon, Recording Secretary