

**Sudbury Finance Committee Joint Meeting with
Select Board and Capital Improvement Advisory Committee
Meeting Minutes
March 3, 2020**

ATTENDANCE

Finance Committee Members Present: Chairman, Jeff Atwater, Vice Chair, Eric Poch, Susan Berry, Ron Bromback, Lisa Gutch, Jean Nam, Bryan Semple, and Scott Smigler

ABSENT: Chris Carmody

ALSO PRESENT: Maryanne Bilodeau, Interim Town Manager; Dennis Keohane, Finance Director/Treasurer-Collector; Members of the Select Board and Members of the Capital Improvement Advisory Committee

CONVENE:

Chairman Jeff Atwater called the Finance Committee meeting to order to join the Select Board at 7:45 p.m. The meeting convened at the Police Station.

Select Board Chair, Dan Carty moved and Select Board Vice Chair Pat Brown seconded the motion to open the joint meeting with the Finance Committee and Capital Improvement Advisory Committee to discuss Town Meeting Articles.

VOTED: The motion passed unanimously.

ITEM 1: Discuss Capital Projects and Warrant Articles

- **Presentation of FY21 Town Manager Operating Capital Budget by Interim Town Manager Maryanne Bilodeau**

Chair Carty opened the discussion of this item and turned the meeting over to Interim Town Manager Bilodeau to present the Town Manager's Capital Budget. She stated that the Town Manager's Capital Budget is within the Operating Budget, is comprised of projects from the Town, the Sudbury Public School (SPS) and the Lincoln-Sudbury Regional High School (LSRHS), and totals \$947,076.

Maryanne Bilodeau itemized several projects:

- Town-Wide Walkway
- Carpet Replacement
- Various Building Improvements
- Hosmer House Roof Repairs
- Ultraviolet Secondary Filtration System for Town Pool
- Half-Ton Pick-up Truck
- Flynn Building - 2nd Floor Bathroom
- Information Systems - Document Scanning and Fiber Optic Network (funded in part by Community Compact Grant)

- LSRHS Vehicles - a pick-up and an athletic van
- Police Motorola Radios and VAF Repeater
- School Cafeteria Kitchen Equipment/Replacement Equipment
- SPS HVAC Repairs - Curtis School HVAC Repairs

Related budgetary questions and discussion took place between BOS, FinCom and CIAC. Capital funding sources were discussed, including overlay surplus, stabilization funds, Free Cash, and capital exclusions.

Mr. Keohane explained release of a ten-year span of overlay surplus, adding that funds were released due to the resolution of litigation.

Scott Smigler suggested that a prioritization plan regarding the capital budget be put in place next year and recommended that each board/committee complete a project evaluation form at that time. Vice Chair Brown asked who would be responsible for such prioritization plan. Lisa Gutch stated that she would want to hear more from the cost centers.

Interim Town Manager Bilodeau explained the capital prioritization process, which is somewhat dependent on what the items of prioritization are. Jean Nam commented that the current process might benefit by a more transparent approach.

Select Board Member Schineller reiterated that DLS has yet to present its financial policy recommendations at a Select Board meeting.

- **Presentation of capital Town Meeting articles by Fire Chief John Whalen**

Fire Chief Whalen explained the increase in Town ambulance calls and EMS activity. At this time Chief Whalen summarized the proposed options for a new fire station. As requested by the Select Board, in order to keep initial costs down, Chief Whalen recommended breaking the project into two pieces.

Vice Chair Brown confirmed that the Proposed Route 20 Fire Station would accommodate two crews of two firefighters to better serve South Sudbury.

Fire Chief Whalen detailed the Town's need at all times to have two ambulances in service and explained that the cost for the proposed new ambulance was \$340,000 to be funded from the ambulance fund.

- **Presentation of capital Town Meeting articles by DPW Director Dan Nason**

Mr. Nason explained the necessity for maintaining an equipment replacement plan and presented a phased approach to rolling stock replacement to avoid the need for significantly higher requests in any

single year. He presented the articles requesting DPW vehicle replacements. Select Board Member Schineller asked how many new DPW vehicles were being requested this year. Mr. Nason responded that five vehicles needed to be replaced.

Mr. Nason outlined the two roadway drainage systems at Pratts Mill Road and Goodman's Hill Road, and two culverts on Old Sudbury Road which should be repaired.

- **Presentation of capital Town Meeting articles by Brad Crozier, SPS Superintendent**

Mr. Crozier presented the article to fund the fourth Sudbury school playground, this one at Loring. SPS is requesting \$71,000 plus the transfer of unused funds from other completed school playground projects and funding from grants. The Noyes playground was completed, and work on the Nixon Playground project is expected to start in June and be ready for the start of school in the Fall. The Loring playground is scheduled for the summer of 2021.

Select Board Member Dretler asked about what contingencies were built into the projects. Mr. Crozier stated that there was a contingency of 10%. Ms. Dretler requested an update regarding the proposed parking lot project at Loring which was originally scheduled to take place in coordination with the playground. Chair Carty responded that an update would be provided.

Select Board Member Roberts inquired about the life expectancy of playgrounds. Mr. Crozier confirmed a ten to fifteen-year life expectancy.

Mr. Crozier outlined the school security camera article, and Police Chief Nix elaborated on the proposed security measures.

Mr. Crozier detailed the need to set up a method to accept tuition or monies SPS is paid for foster care students. He stated that the Town Council recommended setting up the type of account outlined in the Warrant article as the legal and proper way to accept such funds, allowing deposits of such funds into a dedicated account rather than into the general revenue account.

Jean Nam inquired about collecting such funds. Mr. Crozier responded that there have been no deposits thus far; this would present an opportunity to collect funds that would then be used to pay for the cost of the service.

Bryan Semple asked about the amount of such funds. Mr. Crozier responded \$40,000 to \$80,000.

ITEM 2: Adjourn

The Finance Committee adjourned from the joint meeting with the

Select Board and the CIAC at approximately 10:50 p.m.

Next scheduled meeting of the Finance Committee is Monday, December 9, 2019.