

**Sudbury Finance Committee  
Virtual Meeting Minutes  
April 27, 2020**

**ATTENDANCE**

Finance Committee Members Present: Vice-Chairman, Eric Poch, Susan Berry, Ron Brumback, Jean Nam, Bryan Semple, and Scott Smigler

**ABSENT:** Jeff Atwater, Chris Carmody, Lisa Gutch

**ALSO PRESENT:** Henry Hayes, Town Manager; Dennis Keohane, Finance Director/Treasurer-Collector; Dan Carty, Select Board Chair, Pat Brown and Jennifer Roberts, Select Board

**CONVENE:**

Vice Chair Eric Poch called the virtual meeting to order at 7:08 p.m.

**ITEM 1: Public Comment**

No public comment

**ITEM 2: General Business**

- **Approve Meeting Minutes**

The Committee reviewed minutes from 12/03/2019, 1/23/2020, 1/27/2020, and 3/03/2020

**Motion and Vote**

Bryan Semple moved, and Jean Nam seconded the motion to approve the minutes of the December 3, 2019, meeting.

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

**Motion and Vote**

Scott Smigler moved, and Susan Berry seconded the motion to approve the minutes of the January 23, 2020, meeting as amended.

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

**Motion and Vote**

Ron Brumback moved, and Jean Nam seconded the motion to approve the minutes of the January 27, 2020, meeting.

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

**Motion and Vote**

Bryan Semple moved, and Susan Berry seconded the motion to approve the minutes of the March 3, 2020, meeting as amended.

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

- **Transfers**

There were no transfers.

- **Liaison Reports**

There were none.

### **ITEM 3: Town Budget Update**

- **Review Updated Budget**

Town Manger Henry Hayes was welcomed by Vice Chair Poch to go over the changes to the FY21 budget. The Town Manager requested that Dennis Keohane take questions about the details of the changes to the use of Free Cash and the estimates to Revenue and Expenditures. Changes to the use of Free Cash included \$115K for snow & ice, use of \$150K for the Pool Enterprise Fund, \$50K for the Field Maintenance Enterprise Fund and \$150K in Budget Adjustments due to Covid19, \$680,249 for OPEB, and \$672,076 for the Town Managers Capital Budget. Some items that were originally expected to be funded by Free Cash have been removed. The remainder in Free Cash after these adjustments would be \$513,186.

Estimated Revenue was reduced by \$1.6 million. Estimated Real Estate and Personal Property Tax was reduced by about \$531K, State Aid estimates was reduced by about \$381.7K and Local Receipts were reduced by \$724,300. Members of the Finance Committee had questions about whether the adjustment to the revenues were as significant as needed. Dennis Keohane said we do not have enough information at this point to know what the impact will be. If it is significantly worse than the current estimate, the budget would have to be readjusted in the Fall.

Members of the committee expressed concern that the Town is not being conservative enough in its estimates of the impact on revenues and conserving as much Free Cash as possible for future needs that are likely to occur in response to the pandemic. There was some discussion about asking the Town to come up with the best case and the worst case scenario for FY21 and FY22 and in the worst case scenario for revenue, what levers the Town has to pull to address this.

Henry Hayes clarified that the departments had reviewed the capital requests and indicated which items could be delayed until a Fall Town Meeting and which capital requests department heads think need to remain on the list for Annual Town Meeting.

**Bryan Semple moved, and Eric Poch seconded the motion to rescind the Finance Committee's prior vote on the Operating Budget. The roll call vote was unanimous.**

**Bryan Semple moved, and Eric Poch seconded the motion to approve the revised Operating Budget, \$105,664,852.**

The Chair called for discussion on the motion. Bryan said he would like to see the three cost centers come together to take another look at the budget and each groups' needs. Jean agreed. Scott Smigler also would like each cost center to provide information about what new needs there might be. There was also a discussion about the need for the Finance Committee to produce an alternative budget if the Committee does not approve the revised budget.

The motion was defeated by roll call vote with 2 in favor, and 4 opposed.

**ITEM 4: Town Meeting articles**

- Review changes to timing and nature of articles
- Discuss prior votes on articles and re-vote if necessary

Bryan Semple moved, and Susan Berry seconded the motion to rescind the Finance Committee's previous vote on the Town Manager's Capital budget. The motion passed unanimously on a roll call vote.

Bryan Semple moved, and Susan Berry seconded the motion to approve the revised Town Manager's Capital Budget.

During discussion it was noted that the amount has been decreased and that the revised Town Manager's Capital Budget will be funded with Free Cash rather than through the tax levy.

The motion passed on a roll call vote with 3 in favor, 2 opposed, and 1 abstention.

No member of the Finance Committee wished to change the Committee's vote on Article 11 Stabilization Fund; Article 21 Purchase Fire Department Ambulance; Article 25 Pratts Mill Road Roadway Improvements; or Article 26 Culvert Design.

Bryan Semple moved, and Jean Nam seconded the motion to rescind the Finance Committee's previous vote on Article 28 Dump Trunk w/plow.

During discussion, Bryan Semple observed that there are 3 articles (Articles 28-30) for dump trucks for a total of \$510K that would be funded with Free Cash. He argued that those could be deferred until the Fall keeping approximately \$500K "in the bank."

Motion to rescind the Finance Committee's vote on Article 28 passed on a roll call vote with 4 in favor and 2 opposed.

Bryan Semple moved, and Jean Nam seconded the motion to recommend approval of Article 28 Dump Trunk w/plow. The motion failed on roll call vote with 2 in favor and 4 opposed.

Jean Nam moved, and Bryan Semple seconded the motion to rescind the Finance Committee's previous vote on Article 29 One-Ton Dump Truck with Plow, Spreader and Wing. The motion passed on a roll call vote with 4 in favor and 2 opposed.

Bryan Semple moved, and Jean Name seconded the motion to approve Article 29 One-Ton Dump Truck with Plow, Spreader and Wing. The motion failed on a roll call vote with 2 in favor and 4 opposed.

Bryan Semple moved, and Jean Nam seconded the motion to rescind the Finance Committee's previous vote on Article 30 6-Wheel Combo Body

**Dump Truck with Plow and Spreader. The motion passed on a roll call vote with 4 in favor and 2 opposed.**

**Bryan Semple moved, and Jean Nam seconded the motion to approve Article 30 6-Wheel Combo Body Dump Truck with Plow and Spreader. The motion failed on a roll call vote with 2 in favor and 4 opposed.**

Eric Poch asked if anyone on the Committee wished to rescind Article 31 Sudbury Public School Surveillance Cameras, Article 32 Sudbury Public Schools Playground Improvement, Article 33 Sudbury Public Schools Non-Resident Tuition Fund, or Article 35 Acceptance of Provisions of the Massachusetts Veterans' Brave Act. Susan Berry inquired if the Nixon Playground improvements were still planned for the summer of 2020. Jean Nam responded that they were. There was no further discussion on these articles and no request to rescind the prior vote on any of these.

**ITEM 5: Public Comment**

Pat Brown mentioned that LSRHS has had their E&D certified, and it is available to LS as a budget tool going forward.

**ITEM 6: Possible Future Agenda Topics**

- **Calendar Review**

Vice Chair Poch stated that if the Select Board confirms June 15th for the Annual Town Meeting, the Warrant will need to go to the printers on May 13th. The Committee agreed to schedule a meeting for Monday, May 4th to decide about and vote on an alternate budget and to take votes on the remaining articles on which the Committee needs to make a recommendation. Jean Nam volunteered to put together a template for an alternate budget for the Finance Committee potentially to recommend. Ron Brombeck and Susan Berry will ask schools if they have any rough estimates, new information, and/or revisions the Finance Committee should consider as the Committee reconsiders the budget. Scott Smigler suggested picking a tentative second meeting date, if needed. The consensus of the committee was for Thursday, May 7th as the tentative additional meeting date.

**ITEM 7: Adjourn**

- **Motion and Vote:**

**Bryan Semple moved, and Ron Brombeck seconded the motion that the April 27, 2020, Finance Committee meeting be adjourned at 10:32 p.m. The motion carried. The vote was unanimous.**

*Next scheduled meeting of the Finance Committee is Monday, May 4, 2020 at 7:00 p.m.*