

**Sudbury Finance Committee
Virtual Meeting Minutes
August 24, 2020**

ATTENDANCE:

Finance Committee Members Present: Chairman, Eric Poch, Susan Berry, Ron Brumback, Lisa Gutch, Jean Nam, and Scott Smigler

ABSENT: Bryan Semple.

ALSO PRESENT: Dennis Keohane, Finance Director/Treasurer-Collector

CONVENE:

Chair Eric Poch called the virtual meeting to order at 7:07 p.m.

ITEM 1: Public Comment

There was no public comment.

ITEM 2: General Business

- Approve meeting minutes
The committee reviewed the minutes from June 24, 2019.
Scott Smigler moved, and Susan Berry seconded the motion to approve the minutes as amended. The motion passed unanimously on a roll call vote.

- Membership
Chair Poch stated that as of a week or so ago, there are two vacancies on the committee. In order not to run into problem with a quorum, Eric Poch requested that the FinCom select two interim appointments to fill the spots vacated by Jeff Atwater and Chris Carmody.

There are 4 people who have applied for FinCom positions to be appointed by the Moderator at the conclusion of Town Meeting. The Chair indicated that the Finance Committee will select two of these for the interim positions. There was discussion about whether there has been advertisement for these positions and the process for appointing. There was also discussion about the four candidates. For this appointment, each member of the committee should vote for

two applicants. The two with the most votes, will be appointed.

Voting for two:

Howard Feng - Jean Nam, yes; Ron Brumback, no; Scott Smigler, yes; Susan Berry, yes; Lisa Gutch, no; Eric Poch, no.

Michael Joachim - Jean, yes, Ron, yes; Scott, yes; Susan; yes; Lisa, yes; Eric; yes

Saji Johnson - Jean, no; Ron, no; Scott, no; Susan, no; Lisa, no; Eric, no

Sonny Parente - Jean, no; Ron, yes; Scott, no; Susan, no; Lisa, yes; Eric, yes

Second vote on Howard Feng - Jean, yes; Ron, yes; Scott, yes; Susan, yes; Lisa, yes; Eric, yes

Howard Feng and Michael Joachim were selected to fill out the FY20 terms.

- Organization - With Jeff Atwater vacating his seat, Eric Poch becomes Chair, and he would like to have an interim Vice Chair in order to have someone who can cover for him until the committee is reorganized at its first meeting following Town Meeting in the event of his absence.
Eric Poch moved, and Ron Brombach seconded the motion for Susan Berry to be Vice Chair in the interim. The motion passed unanimously on a roll call vote.
- Transfers and other business
There were no transfers.
- Liaison reports
Ron Bromback reported that two LS School Committee members with public health experience are working to get some testing for LS students and staff. They also have been asked by the Massachusetts School Committee Association to spearhead the effort state-wide, and they are trying to get the State to fund the testing. This would be a lower sensitivity, high-frequency testing regime.

Susan Berry stated there was nothing new to report on Covid costs from SPS. Scott Smigler asked if this meant there were no new costs or if they are still working through the process. Susan Berry replied that her understanding is that they are still working through the process. Ron Bromback agreed that was also the case with LS.

ITEM 3: FY21 Budget - Discussion and Vote

- Discussion (Taken up after the CARES Act Update)
Susan Berry asked Dennis Keohane if the Town was seeing any change in Real Estate collections in August. Dennis stated that collections have been as expected. Also, he confirmed that there has been no definitive word on State Aid.

Scott Smigler asked why the Finance Committee report was not in the Warrant. Eric Poch responded that a number of "wires were crossed" on this and noted that the Town bi-laws charge the Select Board with the responsibility of publishing the Finance Committees' report and recommendations in the warrant. There was some discussion about the confusion and a commitment to include a handout with the report at Town Meeting.

- CARES Act Update
The Town Manager reported that the Town spent just under \$400K in FY20 on Covid-related expenses and has received about \$93K reimbursement from CARES act. He also listed several other needs, including expenses related to the Health Department, Police and Fire overtime, possible ADA compliance that may fit under the CARES Act, facilities adjustments, etc. In talking to other town leaders and DLS, the opinion is that the schools should first use all the other funds they can access, and that is what SPS and LS are doing. If the schools need additional funds, the Town Manager believes there will be funds from the \$1.6M still available that could go to the schools.

The Town Manager clarified that the application for FY21, which would cover eligible expenses through December 31, 2020, must be submitted in the September/October timeframe. For both FY20 and FY21 there will be a true up for prior

expenditures not reimbursed. The Town Manager explained the challenges in this process. For example, if requests in the application are ultimately deemed to be not-eligible, or if we get ahead of the grants we are applying for, the Town will need to fund these expenses in another way.

Susan Berry asked if some of the \$400K may be reimbursed by FEMA. Henry Hayes and Dennis Keohane responded that there has been an application to FEMA for reimbursement and once the Town knows which items will not be reimbursed by FEMA, they will apply for reimbursement from the CARES Act. Dennis mentioned that going forward, all reimbursement will be through the CARES Act.

Scott Smigler asked what the allotment from the CARES Act is still available for FY21 to which Dennis responded approximately \$1.6M minus any further reimbursement for FY20 expenses. Dennis further stated that he believes we can assume that the Town will be spending up to the \$1.6m allotment. There were further questions about the CARES Act process for applying for funds, such as an accounting of how money is being used and what monies are being requested under the Cares Act, which the Town Manager stated he would feel comfortable sharing. In this discussion, the Town Manager requested that, as a general rule, if FinCom has a request of him, that request be sent to him in writing.

ITEM 4: Town meeting

- Articles - Discussion and vote
There was still no information on Article 17 CSX Corridor. The committee agreed that FinCom did not need to opine on Article 52 through Article 57.
- FinCom Narrative
The Finance Committee agreed that we would like our report to be posted on the town website and have copies available a Town Meeting. The committee discussed and made modifications to the report that were agreed to by consensus.
- Presentation

The committee looked at last year's Annual Town Meeting presentation as a place to begin discussion on the presentation for the 2020 Annual Town Meeting. The Chair walked the committee through the presentation and the committee discussed the parts they wanted to save and update, parts to remove, and any sections also to add. The Chair will circulate an outline and information about who volunteered to draft sections for our next meeting.

Eric Poch will confirm that the final Finance Committee report will be posted on the Town website and copies will be made available at Town Meeting. There was also some question about whether it would be possible to email the report to residents. Eric will explore what options might be available to broaden the distribution of the report.

ITEM 5: Public Comment

There was no public comment.

ITEM 6: Possible Future agenda topics and Calendar Review

The Finance Committee will meet next Monday, August 31 primarily to finalize the Town Meeting presentation. If there is more information on CSX, a presentation and vote will also be on the agenda. In reviewing other articles, the committee decided that we did not need to opine on Article 39 Exchange of Property on Brimstone Lane. There was agreement to put off the review of the remaining draft minutes until the next meeting.

ITEM 7: Adjourn

Ron Bromback moved, and Scott Smigler seconded the motion to adjourn at 10:45 p.m. The motion was approved unanimously on a roll call vote.