



Town of Sudbury Finance Committee Monday, October 26th, 2020, 7:00 PM

Please click the link below to join the virtual Finance Committee Meeting:

<https://us02web.zoom.us/j/84402949259>. For audio only, call the number below and enter the meeting ID on your telephone keypad. Call In number: 978-639-3366 or 470-250-9358

Meeting ID: 844 0294 9259

AGENDA

1. Open the meeting
 - a. Welcome and member roll call
 - b. Agenda commentary and Opening remarks (Co-Chairs)
 - c. Report by Finance Director /Town Manager (as necessary)
 - i. Town Manager - Town Meeting cost, Health department budget request, other relevant updates
 - ii. Finance Director - Revenue collections, State Guidance, Numbers validated (State Aid, E&D, etc), Fairbank feasibility report budget line item, Discuss quarterly financial reporting, other relevant updates
2. Public Comment
3. General Business
 - a. Approve meeting minutes
 - b. Transfers and other business
 - c. Liaison reports
 - d. Calendar Review ([link](#) | Calendar Tab)
 - e. Future Agenda Items
4. Committee Organization
 - a. Liaison roles and responsibilities
 - b. [Vote] Goals & Projects for FY21 & formation of policies sub committee to propose updates to FinCom operating policies and Sudbury financial policies, and capital sub committee to propose recommendations related to improved capital budgeting ([link](#) | Goals & Projects tab)
 - c. Discuss appointment to CIAC
5. Committee Discussion-
 - a. Insights from Association of Town Finance committee webinars
 - b. FY22 Budget Preparation

- i. Budget Process Responsibilities ([Link](#) | Budget Process Responsibilities tab)
- ii. [Susan leads] Budget form purpose and changes for current FY:
Reconciliation Sheet, MultiYear Comparison Sheet
(Reference: [View FY21 Budget Form Docs](#))
- iii. Scheduling meetings with cost centers to discuss budget pressures on December 9, and possible dates for budget hearings in February 21. Discuss preparation guidance including questions and requests for cost centers ([Link](#) | Cost Center Questions Draft).
- iv. Discuss free cash policy (Select Board: [2015](#) (active) | [2019](#) (draft))

6. Public Comment

7. Adjourn

These agenda items are those reasonably anticipated by the Co-Chairs which may be discussed at the meeting. Not all items listed may be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. The order of the items may be changed, and votes may be taken on any of the items.

Meeting Materials	10.26.20
Shared Finance Committee documents	Google Drive
Sudbury bylaws, FinCom policies, and handbook	Posted Here
Meeting Schedule and Minutes	Posted Here