



Agenda

**Town of Sudbury Finance Committee
Monday, November 30th, 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

Item #	Time	Action	Item
1.	7:00 PM		Open the meeting <ul style="list-style-type: none"> ● Welcome and member roll call ● Opening remarks (Co-Chairs) ● Updates from Town Manager / Finance Director <ul style="list-style-type: none"> a. Budget process, Capital plan process, Cares Act (submission status and total request amount), testing and vaccination cost, and other timely updates b. State Guidance, Numbers validated (State Aid, E&D, etc), Quarterly financial reporting, other relevant updates
2.			Public comment
3.		Vote	General Business <ul style="list-style-type: none"> ● Approve meeting minutes ● Transfers and other business <ul style="list-style-type: none"> a. Health department b. Settlement payout c. Fire department pick-up truck d. Sleeping quarters e. Other ● Liaison reports ● Calendar review and budget process / schedule (link Calendar tab & Budget responsibilities tab) ● Future Agenda Items
4.			Committee Organization <ul style="list-style-type: none"> ● Membership

			<ul style="list-style-type: none"> Update FinCom Operating Procedures and Policies (link to sub-committee draft)
5.			<p>FY 22 Budget Update and Discussion</p> <ul style="list-style-type: none"> [Overview from Dennis] 3-year revenue/expenditure projections, updated general fund balances, and Town Manager's budget guidance letter [Susan leads] MultiYear and Rec templates for Town
6.			<p>Committee Discussion</p> <ul style="list-style-type: none"> Capital management including sub-committee update if available Reserve Fund Transfer Policy (reference MMA guidance: link) Update recommended Free cash use guidelines: FinCom: 2018. Reference: Free Cash Policy: Select Board: 2015 (active) 2019 (draft) Insights from Association of Town Finance committee webinars
7.			Public Comment
8.			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	11.30.20
Shared Finance Committee documents	Google Drive
Sudbury bylaws, FinCom policies, and handbook	Posted Here
Meeting Schedule and Minutes	Posted Here