

**Sudbury Finance Committee
Virtual Meeting Minutes
April 12, 2021**

ATTENDANCE

Members of the FinCom present for the Virtual Meeting were Co-Chair Scott Smigler, Co-Chair Eric Poch, Blair Caple, Susan Berry, Ronald Brumback, Howard Feng, Michael Joachim, Jean Nam, Sonny Parente

ALSO PRESENT

Dennis Keohane, Finance Director/Treasurer-Collector, Jennifer Roberts, Chairman of the Select Board

CONVENE:

Co-Chair Eric Poch called the meeting to order at 7:02 p.m. Co-Chair Poch roll called members of the FinCom present for the April 12, 2021, Virtual Meeting.

ITEM 1: Open the Meeting

- **Welcome and Member Roll Call**

- **Opening Remarks (Co-Chairs)**

Co-Chair Smigler stated that the FinCom meeting of April 12, 2021, is being recorded and is being shared live with the public. He stated that there should be no expected right of privacy as this is a public forum. He reminded participants to mute their devices to reduce interruptions and unexpected distractions. He also stated that if participants desire to be recognized, they should use the raise hand feature or chat functions. Co-Chair Smigler stated that citizens' comments are limited to three minutes per person.

ITEM 2: Public Comment

There were no public comments.

ITEM 3: Updates from Town Staff and Liaison Reports

Susan Berry reported on the Board of Health meeting. She stated that the Town of Sudbury has the lead on a proposal that has been submitted under the Public Health Excellence Program for Shared Services. She stated that this is a request for \$300K per year for three years in collaboration with Bedford, Concord, Carlisle, Lincoln, and Wayland. She added that if the grant is received, the towns will start expending funds in May, which would be used for nursing services, health inspectors, and a part-time person to provide public health messaging.

Ronald Brumback presented a report on L-S. He stated that Jean Nam was correct in stating that the L-S FY21 to FY22 FTE numbers did not match the FTE reduction reported for FY21. Mr. Brumback went on to explain the work that was done to reconcile the L-S FY21 FTE numbers. Mr. Brumback stated that there remains a .33 FTE discrepancy in the L-S FY22 proposed budget request.

Mr. Brumback also presented a report on the L-S Special Education Program. He stated that L-S is getting 40 more students than was budgeted for FY22.

Jean Nam stated that she is requesting FinCom receive more detail on the revenue for L-S as well as a line item for FY22 Field Fees.

Co-Chair Smigler stated that the FinCom report to the Town Meeting Warrant was accepted by the Select Board. He also stated that the Select Board voted to approve the Fire Station article. He stated that he received feedback from the Town Manager on the format for Town Meeting presentations.

Co-Chair Poch stated that FinCom should be proud of the work that has been done this year. He stated that despite COVID delays, FinCom has been able observations, deliberations, and assessments that it is responsible to present to the Town. He also stated that FinCom got everything that was on the docket done. He stated FinCom is looked to as a sounding board with reasonable responses and advice.

ITEM 4: General Business

- **Approve Meeting Minutes**

- **Motion and Vote**

- Susan Berry moved, and Michael Joachim seconded the motion to approve the minutes of the meeting of February 1, 2021, as amended.

- **Roll call vote:**

- Howard Feng, yes; Susan Berry, yes; Michael Joachim, yes; Ronald Brumback, yes; Jean Nam, yes; Blair Caple, yes; Sonny Parente yes; Scott Smigler, yes; and Eric Poch, yes.

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

- **Liaison Appointments**

- A general discussion ensued on FinCom Liaison Appointments. Blair Caple stated that he is interested in serving as Liaison to L-S and he will serve as Liaison to the Planning Board replacing Jean Nam.

- **Membership**

- There was no discussion on this item.

- **Budget Transfers and other Business**
There was no discussion on this item.
- **Calendar and Budget Process**
There was no discussion on this item.
- **Future Agenda Items**
There was no discussion on this item.

ITEM 5: Discuss Town Meeting Presentation

Co-Chair Smigler opened this item for discussion. FinCom began a discussion on the Table of Contents and structure of presentation as well as Capital Articles. The Co-Chairs will review and bring this item back to the next meeting for a final discussion before Town Meeting.

Co-Chair Smigler shared the Town Manager's feedback on the structure of presentations at the Annual Town Meeting. He stated that FinCom would need to send their presentation to the Town Manager by April 30th. A brief discussion followed on next steps.

ITEM 6: Public Comment

Co-Chair Poch recognized Jennifer Roberts, Chairman of the Select Board.

Ms. Roberts provided a brief update on the Select Board Sub-Committee for Policy and Procedures. She stated that she and Bill Schineller have been reviewing financial policies as well as the DLS report and are recommending implementing some of the strategies that DLS recommends. She added that Dennis Keohane has been helping the sub-committee understand more on financial procedures. She added that the sub-committee will meet with Mr. Keohane two more times before taking draft policies to the Select Board, on April 27th.

ITEM 7: Adjournment**Motion and Vote:**

Susan Berry moved, and Michael Joachim seconded the motion that the April 12, 2021, Finance Committee meeting be adjourned at approximately 8:45 p.m.

Roll call vote:

Howard Feng, yes; Susan Berry, yes; Michael Joachim, yes; Ronald Brumback, yes; Jean Nam, yes; Blair Caple, yes; Sonny Parente yes; Scott Smigler, yes; and Eric Poch, yes.

The motion carried. The vote was unanimous.

The next scheduled meeting of the Finance Committee is Monday, April 26, 2021, at 7:00 p.m.

Submitted by Cheryl Gosmon