

**Sudbury Finance Committee  
Virtual Meeting Minutes  
March 7, 2022**

**ATTENDANCE**

Members of the Finance Committee (FinCom) present for the Virtual Meeting were Co-Chair Eric Poch, Co-Chair Jean Nam, Susan Berry, Andrew Bettinelli, Ron Bromback, Blair Caple, Michael Joachim, Sonny Parente, and Scott Smigler

**ALSO ATTENDING the MEETING**

Dennis Keohane, Finance Director/Treasurer; Jennifer Roberts, Select Board Chair; Taryn Trexler, Historic Districts Commission member; Kirsteen Patterson, LS Director of Finance & Operations

**ITEM 1: Open the Meeting**

- **Welcome and member roll call**

Co-Chair Poch called the meeting to order at 7:04 p.m. and roll-called members of the FinCom present for the March 7, 2022, Virtual Meeting. Co-Chair Nam stated that the FinCom meeting of March 7 is being broadcast live and recorded for viewing by the public via [www.sudburytv.org](http://www.sudburytv.org). She read the Municipal Remote Meeting Disclaimer.

- **Opening remarks (Co-Chairs)**

There were no opening remarks.

**ITEM 2: Public Comment**

There were no public comments.

**ITEM 3: FinCom Budget Year FY23**

- **CPC - HDC presentation**

Co-Chair Nam introduced Taryn Trexler to present the CPC Article titled CPA Fund - Historic Districts Commission Design Guidelines. Ms. Trexler went through a Power Point presentation with information about the reason for this request to fund a comprehensive and professionally-developed set of design guidelines.

- **Discuss Proposed Budgets - LS/Town**

Mike Joachim went through slides he had prepared to review the LS FY23 budget. The committee discussed the positives and concerns about the LSRHS budget. The members agreed they have the information they need on this budget, and there are no major concerns.

The committee began a discussion of the Town budget. One concern expressed is that there are unfunded personnel requests from several departments, and members would like more information about what, if any, risks to services this may

cause. A couple of positive observed were that the Town Manager's Capital Budget is back in the levy. Also, funds that were in the Town Manager's Capital Budget for miscellaneous maintenance are now in the Facilities budget

In answer to a question, Dennis Keohane said that once the in-levy debt for Fire Station No. 2 renovation is added, the in-levy debt will be about \$400,000.

- **Begin Voting on Articles**

Co-Chair Nam called for the committee to begin voting on the articles.

**Motion and Vote:**

Scott Smigler moved, and Jean Nam seconded the motion that Finance Committee recommend approval of Article 5 FY23 Transfer Station Enterprise Fund Budget in the amount of \$300,124.

**Roll call vote:**

Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, yes; Michael Joachim, yes; Sonny Parente, yes; Scott Smigler, yes; Jean Nam, yes; and Eric Poch, yes.  
The motion passed. The vote was unanimous.

Scott Smigler mentioned that although the Pool Enterprise Fund seems to be doing well at this point, this is one FinCom needs to watch.

**Motion and Vote:**

Susan Berry moved, and Scott Smigler seconded the motion that Finance Committee recommend approval of Article 6 FY23 Pool Enterprise Fund Budget.

**Roll call vote:**

Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, yes; Michael Joachim, yes; Sonny Parente, yes; Scott Smigler, yes; Jean Nam, yes; and Eric Poch, yes.  
The motion passed. The vote was unanimous.

Michael Joachim noted that the amounts in the FinCom spreadsheet and those in the Warrant differed.

**Motion and Vote:**

Susan Berry moved, and Eric Poch seconded the motion that Finance Committee recommend approval of Article 7 FY23 Recreation Field Maintenance Enterprise Fund in the amount of \$235,885.

**Roll call vote:**

Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, yes; Michael Joachim, yes; Sonny Parente, yes; Scott Smigler, yes; Jean Nam, yes; and Eric Poch, yes.  
The motion passed. The vote was unanimous.

Motion and Vote:

Eric Poch moved, and Michael Joachim seconded the motion that Finance Committee rescinded previous vote on Article 5 and Article 6.

Roll call vote:

Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, yes; Michael Joachim, yes; Sonny Parente, yes; Scott Smigler, yes; Jean Nam, yes; and Eric Poch, yes.  
The motion passed. The vote was unanimous.

Motion and Vote:

Michael Joachim moved, and Susan Berry seconded the motion that Finance Committee recommend approval of Article 5 FY23 Transfer Station Enterprise Fund Budget in the revised amount of \$317,675.

Roll call vote:

Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, yes; Michael Joachim, yes; Sonny Parente, yes; Scott Smigler, yes; Jean Nam, yes; and Eric Poch, yes.  
The motion passed. The vote was unanimous.

Motion and Vote:

Andrew Bettinelli moved, and Susan Berry seconded the motion that Finance Committee recommend approval of Article 6 FY23 Pool Enterprise Fund Budget in the amount of \$505,353.

Roll call vote:

Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, yes; Michael Joachim, yes; Sonny Parente, yes; Scott Smigler, yes; Jean Nam, yes; and Eric Poch, yes.  
The motion passed. The vote was unanimous.

Motion and Vote:

Eric Poch moved, and Jean Nam seconded the motion that Finance Committee recommend approval of Article 10 Chapter 90 Highway Funding.

Roll call vote:

Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, yes; Michael Joachim, yes; Sonny Parente, yes; Scott Smigler, yes; Jean Nam, yes; and Eric Poch, yes.  
The motion passed. The vote was unanimous.

Motion and Vote:

Susan Berry moved, and Ron Bromback seconded the motion that Finance Committee recommend approval of Article 11 Stabilization Fund in the amount of \$49,479 from Free Cash.

Roll call vote:

Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, yes; Michael Joachim, yes; Sonny Parente, yes; Scott Smigler, yes; Jean Nam, yes; and Eric Poch, yes.  
The motion passed. The vote was unanimous.

Co-Chair Poch called for a vote on Article 12. After reviewing the limits that have changed, the committee was ready to vote.

**Motion and Vote:**

Susan Berry moved, and Eric Poch seconded the motion that Finance Committee recommend approval of Article 12 Revolving Fund Spending Limits.

**Roll call vote:**

Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, yes; Michael Joachim, yes; Sonny Parente, yes; Scott Smigler, yes; Jean Nam, yes; and Eric Poch, yes.

The motion passed. The vote was unanimous.

It was noted that the copy of the articles the committee has does not have articles numbered beyond Article 13.

**Motion and Vote:**

Jean Nam moved, and Sonny Parente seconded the motion that Finance Committee recommend approval of the article titled Funding of Go Sudbury! Taxi and Uber Transportation Programs for FY2023.

**Roll call vote:**

Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, yes; Michael Joachim, yes; Sonny Parente, yes; Scott Smigler, yes; Jean Nam, yes; and Eric Poch, yes.

The motion passed. The vote was unanimous.

It was noted that if the program continues the cost should be in the budget after FY23.

Before beginning to discuss the SPS capital articles, there was a discussion about whether these items could be funded with budget money freed up by use of FY20 circuit breaker carryover. Michael Joachim would like to discuss this with the SPS budget.

At this point, Scott Smigler suggested to the committee that we take a comprehensive look at all the items using Free Cash. Other members were ready to take a vote on a few of these articles.

**Motion and Vote:**

Ron Bromback moved, and Blair Caple seconded the motion that Finance Committee recommend approval of the article titled LSRHS Chain Link Fence Replacement.

**Roll call vote:**

Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, yes; Michael Joachim, yes; Sonny Parente, yes; Scott Smigler, abstained; Jean Nam, yes; and Eric Poch, yes.

The motion passed. The vote was 8 in favor and 1 abstention.

The committee discussed whether members were ready to vote on the article titled ADA Transition Plan Recommendation.

**Motion and Vote:**

Scott Smigler moved, and Blair Caple seconded the motion that Finance Committee recommend approval of the article titled ADA Transition Plan Recommendation for \$200,000 from Free Cash.

**Roll call vote:**

Susan Berry, abstain; Andrew Bettinelli, yes; Ron Bromback, no; Blair Caple, no; Michael Joachim, abstain; Sonny Parente, yes; Scott Smigler, no; Jean Nam, no; and Eric Poch, abstain. The motion failed. The vote was 2 in favor, 4 opposed, and 3 abstentions.

Discussion on the Filtration Systems for Atkinson Pool centered around the disagreement with pulling this out of the overall funding for the Fairbank Community Center project and concern that if the system fails it will mean that the pool would have to be shut down.

**Motion and Vote:**

Susan Berry moved, and Michael Joachim seconded the motion that Finance Committee recommend approval of the article titled Filtration Systems for Atkinson Pool for \$160,000 from Free Cash.

**Roll call vote:**

Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, yes; Michael Joachim, yes; Sonny Parente, yes; Scott Smigler, yes; Jean Nam, no; and Eric Poch, no. The motion passed. The vote was 7 in favor and 2 opposed.

Discussion of the On-Call Architectural & Engineering "House Doctor" Services centered around lack of clarity on the need and how it would be used. Also, if needed, some members argued the fund should be in the Operating Budget.

**Motion and Vote:**

Ron Bromback moved, and Jean Nam seconded the motion that Finance Committee recommend approval of the article titled On-Call Architectural & Engineering "House Doctor" Services for \$100,000 from Free Cash.

**Roll call vote:**

Susan Berry, no; Andrew Bettinelli, yes; Ron Bromback, no; Blair Caple, no; Michael Joachim, no; Sonny Parente, no; Scott Smigler, no; Jean Nam, no; and Eric Poch, no. The motion failed. The vote was 1 in favor and 7 opposed.

CIAC recommended approval of the Backhoe Loader, 6-Wheel Combo Body Dump Truck w/Plow, Skid Steer, and Roadside Mower as a package.

**Motion and Vote:**

Sonny Parente moved, and Blair Caple seconded the motion that Finance Committee recommend approval of the four articles titled Backhoe Loader for \$150,000, 6-Wheel Combo Body Dump Truck w/Plow for \$285,000, Skid Steer for \$130,000, and Roadside Mower for \$140,000 from Free Cash.

**Roll call vote:**

Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, yes; Michael Joachim, yes; Sonny Parente, yes; Scott Smigler, yes; Jean Nam, yes; and Eric Poch, yes.

The motion passed. The vote was unanimous.

Co-Chair Poch called for a motion on the article titled CPA Fund - BFRT Design and Construction South of Mass Central Rail Trail. There were a number of unanswered questions on this article, so the vote was postponed.

Co-Chair Poch called for a motion on the article titled CPA Fund - Historic Districts Commission Design Guidelines. Some members suggested waiting another year to see if Sudbury receives Certified Local Government status and can apply for an available federal grant to pay for this. Jean Nam also mentioned that the vote by CPC was not unanimous.

**Motion and Vote:**

Scott Smigler moved, and Susan Berry seconded the motion that Finance Committee recommend approval of Community Preservation Act Fund - Historic Districts Commission Design Guidelines for up to \$50,000.

**Roll call vote:**

Susan Berry, no; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, no; Michael Joachim, no; Sonny Parente, yes; Scott Smigler, yes; Jean Nam, no; and Eric Poch, no.

The motion failed. The vote was 4 in favor and 5 opposed.

**Motion and Vote:**

Blair Caple moved, and Susan Berry seconded the motion that Finance Committee recommend approval of Community Preservation Act Fund - Libby-Dickson Conservation Restriction Monitoring for \$9,454.

**Roll call vote:**

Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, yes; Michael Joachim, yes; Sonny Parente, yes; Scott Smigler, yes; Jean Nam, yes; and Eric Poch, yes.

The motion passed. The vote was unanimous.

**Motion and Vote:**

Michael Joachim moved, and Ron Bromback seconded the motion that Finance Committee recommend approval of Community Preservation Act Fund - Regional Housing Services Office (RHSO) Membership Fee for \$30,000.

**Roll call vote:**

Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, yes; Michael Joachim, yes; Sonny Parente, yes; Scott Smigler, yes; Jean Nam, yes; and Eric Poch, yes.  
The motion passed. The vote was unanimous.

**Motion and Vote:**

Susan Berry moved, and Andrew Bettinelli seconded the motion that Finance Committee recommend approval of Community Preservation Act Fund - Sudbury Housing Authority Acquisition, Creation, Preservation, and Support of Affordable Rental Housing for \$276,000.

**Roll call vote:**

Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, yes; Michael Joachim, yes; Sonny Parente, yes; Scott Smigler, yes; Jean Nam, yes; and Eric Poch, yes.  
The motion passed. The vote was unanimous.

**Motion and Vote:**

Susan Berry moved, and Ron Bromback seconded the motion that Finance Committee recommend approval of Community Preservation Act Fund - Town Clock Restoration for \$16,000.

**Roll call vote:**

Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, no; Michael Joachim, yes; Sonny Parente, no; Scott Smigler, yes; Jean Nam, yes; and Eric Poch, yes.  
The motion passed. The vote was 7 in favor and 2 opposed.

Co-Chair Poch called for a motion on the article titled CPA Fund - Return of Unspent Funds. Jean Nam recounted the projects returning funds.

**Motion and Vote:**

Susan Berry moved, and Eric Poch seconded the motion that Finance Committee recommend approval of Community Preservation Act Fund - Return of Unspent Funds for \$53,878.

**Roll call vote:**

Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, yes; Michael Joachim, yes; Sonny Parente, yes; Scott Smigler, yes; Jean Nam, yes; and Eric Poch, yes.  
The motion passed. The vote was unanimous.

Co-Chair Poch called for a motion on the article titled CPA Fund - General Budget and Appropriations. Included in this article is up to \$138,300 for administration costs which will now include a portion of the salary for a new position that will be shared by CPC and the Sudbury Housing Trust.

**Motion and Vote:**

Susan Berry moved, and Blair Caple seconded the motion that Finance Committee recommend approval of Community Preservation

**Act Fund - General Budget and Appropriations for \$138,300.****Roll call vote:**

**Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, yes; Michael Joachim, yes; Sonny Parente, yes; Scott Smigler, yes; Jean Nam, yes; and Eric Poch, yes.**

**The motion passed. The vote was unanimous.**

There was discussion with Select Board Chair Roberts about adding the Sewataro article presentations to the joint part of the meeting on the 22<sup>nd</sup>. In terms of the article on a Sustainability Director, the committee decided to invite the petitioners to the next meeting of FinCom.

- **Discuss FinCom Budget Report**

The committee deferred discussion on this item until the next meeting.

- **Other items relevant to budget preparation, review, or informing the Finance Committee budget deliberations**

There was no further discussion under this item.

**ITEM 4: General Business**

- **Liaison Reports**

Mike Joachim mentioned meeting recently with LS to follow up on questions and stated that both LS and SPS have been responsive and helpful. Eric Poch mentioned that he has made a formal request for information on the Fairbank roadmap.

- **Calendar and budget process**

Jean Nam mentioned that Park and Rec are coming to the meeting on the 21<sup>st</sup> and requested that any specific questions from committee members be sent to her so she can send them ahead.

- **Review Goals / Future Agenda Topics**

There was no discussion of this item.

- **Transfers and other business**

There were no transfers. Dennis Keohane gave the latest update on Snow & Ice overrun.

- **Approve meeting minutes**

Approval of minutes was deferred until the next meeting.

**ITEM 5: Updates from Town Staff**

There were no further updates.

**ITEM 6: Public Comment**

There was no public comment.

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

**Scott Smigler moved, and Ron Bromback seconded the motion that the Finance Committee adjourn at approximately 11:10 pm.**

**Roll call vote:**



**Susan Berry, yes; Andrew Bettinelli, yes; Ron Bromback, yes; Blair Caple, yes; Michael Joachim, yes; Sonny Parente, yes; Scott Smigler, yes; Jean Nam, yes; and Eric Poch, yes.**  
**The motion passed. The vote was unanimous.**

*The next scheduled virtual meeting of the Finance Committee is Monday, March 14, 2022, at 7:00 p.m.*