

**Sudbury Finance Committee  
Virtual Meeting Minutes  
October 17, 2022**

**ATTENDANCE**

Members of the Finance Committee (FinCom) present for the Virtual Meeting were Co-Chair Michael Joachim, Co-Chair Eric Poch, Susan Berry, Andrew Bettinelli, Blair Caple, Michael Ferrari, Hank Sorett, and Colin Wang

**ABSENT:** Sonny Parente

**ALSO ATTENDING the MEETING**

Dennis Keohane, Finance Director/Treasurer; Cameron LaHaise, Commission on Disability member

**ITEM 1: Open the Meeting**

- **Welcome and member roll call**

Co-Chair Poch called the meeting to order at 7:06 p.m. and roll-called members of the FinCom present for the October 17, 2022, Virtual Meeting. He stated that the FinCom meeting of October 17 is being broadcast live and recorded for viewing by the public via [www.sudburytv.org](http://www.sudburytv.org). He read the Municipal Remote Meeting Disclaimer.

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

There were no opening remarks.

**ITEM 2: Public Comment**

Cameron LaHaise from the Commission on Disability reminded FinCom members that October is Disabilities Awareness month, and she shared some suggestions of ways to interact with people with disabilities.

**ITEM 3: General Discussion**

- Discussion on Town Budget process; including Capital Director of Finance Dennis Keohane gave the committee members a general overview of the budgeting process for the operating portion of the budget, elaborating on the steps outlined in the Budget Calendar on page 10 of the FY2023 Preliminary Town Budget. In answer to questions, Mr. Keohane explained the thinking behind giving level guidance to the three cost centers and where in the process there is a discussion about positions that might be eliminated. He then described the process for determining requests for capital and prioritization of the requests and the timing of determining the funding sources. Co-Chair Joachim requested that FinCom get some visibility into how the prioritization process works and also that the committee get a heads up if and why some capital articles are on the

Warrant that have not gone through the capital process. Dennis Keohane also reviewed the amount and use of the Reserve Fund since 2010.

**ITEM 4: Budget Updates**

- Discussion on Budget Pressures communication and meetings  
Since the draft of the Budget Process letter was available to FinCom members late, Co-Chair Joachim suggested members review the letter before the next meeting to be prepared for discussion and vote.
- Discussion on Reconciliation and Multiyear Comparison  
The liaisons will talk to the cost center Finance Directors about the spreadsheets in order to make them easier to complete while retaining their effectiveness.
- Update on FY24 & FY23 Budgets and financial activity as available  
There was no discussion under this agenda item.

**ITEM 5: General Business**

- **Liaison reports**  
Susan Berry reported on the SPS CPC request, the SPS request from the Town Manager's Capital Fund, and 3 capital articles SPS will submit for the Annual Town Meeting. Mike Ferrari reported that at the next LS meeting they will have their enrollment projections and the budget timeline.
- **Calendar**  
There was a review of the calendar and updates on agenda details for November meetings.
- **Approve Meeting Minutes**  
There were no minutes to approve.
- **Transfers and other business**  
There were no transfer or other business.

**ITEM 6: Public Comment**

There was no public comment.

**ITEM 7: Adjourn****Motion and Vote:**

Hank Sorett moved, and Susan Berry seconded the motion that the October 17, 2022, Finance Committee meeting be adjourned at approximately 8:35 p.m.

**Roll call vote:**

Susan Berry, yes; Andrew Bettinelli, yes; Blair Caple, yes; Mike Ferrari, yes; Hank Sorett, yes; Colin Wang, yes; Mike Joachim, yes; and Eric Poch, yes.

The motion carried. The vote was unanimous.

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