

**Sudbury Finance Committee  
Virtual Meeting Minutes  
November 18, 2024  
7:00PM**

**ATTENDANCE**

Members of the Finance Committee present: Co-Chair Michael Joachim, Co-Chair Michael Ferrari, Andrew Bettinelli, John Baranowsky, Andrew Sousa, Karl Fries, Ryan Lynch, Henry Sorett, and Eric Poch (arrived late).

Absent: None.

**ITEM 1: Opening Remarks and Member Roll Call**

Co-Chair Joachim called the meeting to order at approximately 7:00PM, roll-called the members, and declared a quorum present. He read the Municipal Remote Meeting Disclaimer.

**ITEM 2: Public Comment**

There was no public comment.

**ITEM 3: Budget Oversight**

**Circuit Breaker Funding**

Co-Chair Ferrari welcomed Jay Sullivan, Associate Commissioner for District and School Finance at the Massachusetts Department of Elementary and Secondary Education (DESE). Mr. Sullivan presented a history and overview of the special education circuit breaker program.

Discussion ensued. Co-Chair Joachim asked about different approaches to using circuit breaker funds, noting the different approaches taken by SPS and LS. Mr. Sullivan responded that districts manage their resources in different ways. He advised that best practice is to ensure transparency is maintained with local officials in understanding what is available and what is being carried forward.

Co-Chair Ferrari thanked Mr. Sullivan, and Mr. Sullivan made himself available for any further questions in the future.

**Discussion with Parks and Recreation Commission**

Mr. Fries introduced members of the Parks and Recreation Commission, Chair Ben Carmel and member Maura Houston, and Parks and Recreation Director Dennis Mannone. Mr. Carmel and Ms. Houston reviewed a PowerPoint presentation with the following items:

- Agenda.
- Executive summary.
- Value of Parks and Recreation to Sudbury.
- Parks and Rec funding overview.
  - Recreation budget in the overall town budget.
  - Culture and recreation.
  - Affordable programs for Sudbury residents.

- DPW budget.
- Field maintenance enterprise fund.
- Pool enterprise fund.
- What does recreation cost taxpayers?
- Financial areas of concern (stressors).
- Action items and next steps.

Discussion ensued with regard to the overall budget and the amount allocated to Parks and Rec.

Mr. Mannone pointed out that funding for staffing is a critical need. Utilization of the community center during the day and evening hours is directly connected to having sufficient capacity not only to staff the building but also to oversee the different activities offered. In addition to serving seniors and youth, the wider community needs access to a variety of programs suited to varying demographics.

### **Review Capital Plan**

Co-Chair Joachim asked Mr. Garafalo to review the preliminary FY26 capital plan in context with the five-year capital plan. FY26 capital requests will be vetted with the various departments in December and the plan will be revised and refined accordingly.

Discussion ensued including the following highlights:

- Refine what is maintenance and capital expenditure/new initiatives.
- Present an alternative scenario to current capital plan, i.e. delay/stagger some major roof and HVAC projects.
- Insofar as MSBA requires the installation of solar-ready roofs, this will provide offsetting revenue.
- Debt exclusion for the LS school building is coming off the books in FY26.

Sandra Duran, Combined Facilities Director, stated that results of the facility condition assessment and space use analysis has clearly defined roofs as an action item. The Nixon and Haynes roofs are leaking and at end-of-life cycle. A preventative maintenance program will utilize tools not used previously to prolong the life of aging structures. A detailed look at a twenty-year capital plan will be forthcoming following execution of the facilities study. Since MSBA is a reimbursement program, town meeting needs to appropriate the entire amount of the project to be eligible for reimbursement.

Mr. Garafalo will update the Committee during the budget review process.

### **Revenue Projections and Budget Guidance**

Co-Chair Joachim noted that FY26 documents have been posted to the committee's electronic repository and will be further discussed at a future meeting.

## **ITEM 4: General Discussion and Planning**

### **Municipal Finance Forum**

Co-Chair Joachim requested that the Committee play a role in the town forum on December 11<sup>th</sup> on the topic of municipal finance.

### **Finalize Budget Pressures Communications and Meetings**

Co-Chair Joachim reviewed the letter to be sent to the various departments in advance of the budget pressures meetings, as well as an exhibit of questions on budget trends to be submitted back to the Committee a week prior to the meetings. The first budget meeting with LS will be held on either December 2<sup>nd</sup> or 16<sup>th</sup>. Mr. Poch will confirm the date.

Discussion ensued on various edits to the exhibit of questions.

**Finalize Multi-year Data and Reconciliation Sheets**

Co-Chair Joachim asked members to review the reconciliation sheets for further discussion at the next meeting.

**ITEM 5: General business**

- **Transfers and other business**  
There were none.
  
- **Liaison reports**  
The following reports were made:  
Co-Chair Joachim – Select Board  
Mr. Bettinelli – CPC  
Mr. Poch - LS  
Mr. Baranowsky – Permanent Building Committee
  
- **Calendar**  
Next meetings: December 2, 9, and 16
  
- **Approval of Minutes – September 16, 2024**

**Upon motion duly made by Co-Chair Ferrari and seconded by Mr. Poch, it was unanimously voted to approve the minutes of September 16 as amended. Roll call vote: Co-Chair Joachim-Y, Co-Chair Ferrari-Y, Mr. Poch-Y, Mr. Sorett-Y, Mr. Lynch-Y, Mr. Bettinelli-Y, Mr. Sousa-Y, Mr. Fries-Y and Mr. Baranowsky-Y. Motion carries 9-0, unanimous.**

**ITEM 6: Public Comment**

There was no public comment.

**ITEM 7: Adjournment**

**Upon motion duly made by Mr. Sorett and seconded by Mr. Baranowsky, it was unanimously voted to adjourn. Roll call vote: Co-Chair Joachim-Y, Co-Chair Ferrari-Y, Mr. Poch-Y, Mr. Sorett-Y, Mr. Lynch-Y, Mr. Bettinelli-Y, Mr. Sousa-Y, Mr. Fries-Y and Mr. Baranowsky-Y. Motion carries 9-0, unanimous.**

The meeting adjourned at 9:50PM.

Respectfully submitted,

Christine Martin Barraford  
Recording Secretary