

**Sudbury Finance Committee  
Virtual Meeting Minutes  
March 3, 2025  
7:00PM**

**ATTENDANCE**

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

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.

Select Board Chair Jennifer Roberts called the Select Board Joint Meeting with the Finance Committee to order at approximately 7:09PM, roll-called the members, and declared a quorum present as follows: Dan Carty, Lisa Kouchakdjian, Janie Dretler, and Charles Russo (arrived late.)

**ITEM 2: Public Comment**

Kevin Matthews of Haynes Rd. stated he is speaking as a resident and not as a member of the LS School Committee. He asked that the Board and Committee consider the ramifications of the specialized stretch energy code slated to be voted at the upcoming Town Meeting. He asked that the Select Board and Finance Committee educate residents prior to Town Meeting via public forums, etc. on the concrete financial impact not only to the Town's capital plan but on personal home renovations/improvements.

Minische Sharma referenced a recent meeting with the LS School Committee and asked for a copy of the Lincoln/Sudbury agreement designating share of costs. He asked for clarification on Sudbury's 5% share of the \$90 billion in federal funding and accurate reserve amounts. He asked to meet with Co-Chair Joachim, Victor Garofalo, and others to clarify various costs.

Ralph Tyler of Beacon Lane referenced a loss of funding from the Community Preservation Fund and the subsequent vote of Town Meeting and asked that the Town adhere to that vote to prioritize the construction of the network of walkways and make a commitment to complete the project in this year's budget. He also asked that, insofar as seniors represent 30% of the population and fund the support of schools, that a portion of the budget be allocated to maintaining the senior center for the benefit of seniors instead of asking for individual contributions.

**ITEM 3: FY26 Town Budget Hearing**

**Discuss updated FY26 operating budget**

Town Manager Andrew Sheehan was joined by Finance Director Victor Garofalo and department heads. Mr. Sheehan reviewed his PowerPoint presentation on the FY26 town operating budget.

Discussion ensued including the following highlights:

- Town Meeting Warrant articles proposing a) transfer into general stabilization fund in the amount of \$400K and capital fund in the amount of \$650K; b) creation of new pension stabilization fund in the amount of \$175K; and c) new accrued leave reserve in the amount of \$25K.
- Numbers are broken down differently between town and SPS and LS in terms of benefits and should be clarified to be more transparent.
- Transfers reflect a) new position created when Assistant Town Manager/HR Director retired; b) the Assistant Town Manager position was added to the Finance Director position with no financial impact; c) Assistant Treasurer promoted to Collector/Treasurer with financial impact; d) retirement in the Law Department created Management Analyst position; and e) Sustainability Coordinator was transferred into General Government from Public Works.
- Organization chart is needed to show FTEs and supervisors.
- Sustainability Coordinator, while not required to be cost-neutral, is now cost-neutral but is subject to uncertainty in the continuation of federal grants; measurable goals for the position and progress tracked; also the expertise of the coordinator in seeking grants may be utilized to seek grants for other town departments.
- A total of a dozen vacancies including seven in the Fire Department and department/division heads in council on aging, sustainability coordinator and HR director; last year's 20% vacancy in public works has been filled this year; variance in salary line reflected and amount contributed to free cash a budgetary factor.
- Select Board has its priority goal to reach out to regional vocational districts and none have responded with available slots for a non-member community; follow-up with legislators on resolving the problem; status of vocational education has changed over the last fifteen years and created unprecedented demand; burden on the student/family to seek opportunities outside the district.
- Creation of new vocational schools among districts would need to go through the process of state approval; vocational education carries a higher per-pupil cost than traditional education due to the fact that it offers a variety of different programs within its infrastructure.
- Best practices/policies for use of free cash in accordance with 5-7% DLS guidance for reserve and capital stabilization fund and development of a strategic plan that aligns with the capital plan.
- Health insurance coverage for 390 active employees and 447 retirees; model is needed to show trends of coverage as people are living longer.
- Select Board and FinCom need to be kept abreast on a quarterly basis on budget-to-actual numbers to monitor trends, and to highlight reversions and excess.
- Revolving funds are monitored closely to ensure expenditures do not exceed revenues; expenditures cannot exceed a certain gap.

In answer to Select Board Chair Roberts' question on the FY24 town-wide operating budget transfers, Mr. Garofalo will supply that information by email. Mr. Sheehan will supply more detailed information on vacancies and the variance in the salary line and detailed information on the balances in all reserve funds. Mr. Sheehan and Mr. Garofalo will be invited back to a future meeting to discuss additional warrant articles including enterprise funds.

Upon motion duly made by Ms. Carty and seconded by Ms. Kouchakdjian, the Select Board unanimously voted to adjourn at 9:30PM.

**ITEM 4: FY26 Budget Discussion****Follow-up on Town budget hearing**

Co-Chair Joachim asked for any follow-up on the above presentation and there was none.

**Prepare for SPS budget hearing**

Co-Chair Joachim noted that all materials for the upcoming meeting with SPS on March 5<sup>th</sup> have been posted to the FinCom folder.

**Discuss other information needed for FinCom review of FY26 budget and warrant articles**

Discussion ensued on further information needed including the following highlights:

- Balances in all reserve and stabilization fund accounts including turf account.
- Budget to actual numbers for FY25.
- List of revolving fund accounts.
- Clarification on warrant articles 20-28.
- Three citizens petitions.
- Org chart of positions/supervisors.

Discussion also ensued on the role of the FinCom in determining financial impact of CPC recommended projects. Co-Chair Joachim recommended members watch the video recording of the hearing held at the CPC meeting on December 18<sup>th</sup> and discussion will continue at the next meeting.

**ITEM 5: General Business**

- **Transfers and other business**

There were none.

- **Liaison reports**

Mr. Fries – Parks and Recreation.

Mr. Baranowsky – CIAC.

- **Calendar**

Next meeting:

SPS - March 5

March 10, 17 and 24

April 15 and 29 – Joint Meeting with Select Board to discuss Facilities Report

- **Approval of Minutes**

There were none.

**ITEM 6: Public Comment**

There was no public comment.

**ITEM 7: Adjournment**

Upon motion duly made by Mr. Poch and seconded by Mr. Sorett, it was unanimously voted to adjourn. Roll call vote: Co-Chair Joachim-Y, Co-Chair Ferrari-Y, Mr. Poch-Y, Mr. Lynch-Y, Mr.

**Bettinelli-Y, Mr. Sorett-Y, Mr. Sousa-Y, Mr. Fries-Y and Mr. Baranowsky-Y. Motion carries 9-0, unanimous.**

The meeting adjourned at 10:00PM.

Respectfully submitted,

Christine Martin Barraford  
Recording Secretary