

SUDBURY SELECT BOARD
POLICIES & PROCEDURES REVIEW SUBCOMMITTEE

WEDNESDAY FEBRUARY 17, 2021

(Meeting can be viewed at www.sudburytv.org)

Present: Select Board Vice-Chair Jennifer Roberts and Select Board Member William Schineller

The statutory requirements as to notice having been complied with, the meeting was convened at 7:06 p.m., via Zoom telecommunication mode.

Vice-Chair Roberts announced the recording of the meeting and other procedural aspects included in the meeting.

Call to Order/Roll call

Select Board Roll Call: Schineller-present, Roberts-present

Opening remarks

Select Member Schineller stated that he would be able to upload documents to the documents section of the Subcommittee webpage after a training with Mark Thompson.

Select Member Roberts stated that the subcommittee webpage had been updated with most recent documents. She also stated that citizens 65+ were not eligible for Covid vaccine.

Citizen's comments on items not on agenda

There were no citizen's comments

Review and discuss existing policy draft documents and reports

Members discussed the new financial policy draft (provided by Finance Director Dennis Keohane on December 8, 2020). Members continued review of the draft policies adding further comments and questions.

Citizen's comments

There were no citizen comments.

Upcoming Agenda Items/Next Meeting Planning

Members agreed to complete review of the financial policy draft, completing the OPEB section and adding to the Capital section.

They agreed to continue review the Division of Local Services (DLS) report and to identify areas to incorporate into policies (and to consider for future CIP improvements).

Members then agreed to identify key topics and to formulate questions about the draft policy report for an upcoming meeting (to be planned) with the Finance Director. Where possible they agreed to incorporate recommended changes directly in the draft policy document.

Members agreed to also review meeting minutes in the next meeting.

Members agreed tentatively to meet the week of March 1 or March 8, 2021.

Board Member Schineller motioned to adjourn the meeting at 10:30. Vice-Chair Roberts seconded the motion.

It was on motion 2-0; Schineller-aye, Roberts-aye

VOTED: To adjourn the meeting

There being no further business, the meeting was adjourned at 10:30 p.m.