

SUDBURY SELECT BOARD

POLICIES & PROCEDURES REVIEW SUBCOMMITTEE

THURSDAY APRIL 29, 2021

(Meeting can be viewed at [www.sudburytv.org](http://www.sudburytv.org))

Present: Select Board Member Jennifer Roberts, Select Board Member William Schineller

The statutory requirements as to notice having been complied with, the meeting was convened at 7:02 p.m., via Zoom telecommunication mode.

Select Board member 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

**Reports from Subcommittee Members**

No opening remarks.

**Citizen's comments on items not on agenda**

There were no citizen's comments.

**Review, discuss and/or edit draft policy documents**

Members discussed and fine-tuned the financial policy draft, following prior open meetings with Finance Director Dennis Keohane, in preparation for presenting to entire Select Board for review. Members highlighted 'key policy decisions' within the draft policy document, and summarized in accompanying spreadsheet. Members reviewed a summary of their approach and effort to date, to inform the entire Select Board.

**Review and Approve Meeting Minutes**

Members reviewed and voted to approve Minutes of April 15, 2021 meeting of the Policies and Procedures Review Subcommittee.

Voted to approve Minutes of April 15, 2021: Roberts-Aye, Schineller-Aye

After some discussion, determined that the minutes of March 11, 2021 had already been voted, just not posted on website yet.

**Citizen's Comments (cont.)**

There were no Citizen's Comments

**Upcoming Agenda Items**

Members agreed future agenda items to be determined after meeting with Select Board occurs.

**Vote to Adjourn Meeting**

Board Member Schineller motioned to adjourn the meeting. Board Member Roberts seconded the motion.

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

VOTED: To adjourn the meeting

There being no further business, the meeting was adjourned at 11:26 p.m.