

SUDBURY SELECT BOARD
POLICIES & PROCEDURES REVIEW SUBCOMMITTEE

FRIDAY JULY 2, 2021

(Meeting can be viewed at 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 9:30am, 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

Select Board member Schineller acknowledged, while not specifically relevant to Policies Subcommittee work, concern about the attack of a Rabbi of Chabad in Brighton, MA the prior day, as it has ties to Chabad House in Sudbury. He referenced this event in the context of Select Board's recent statement against acts of antisemitism in Sudbury. Select Board member Roberts shared her sympathies and likewise noted this reaffirms Select Board's recent discussion on the topic.

Citizen's comments on items not on agenda

There were no citizen's comments.

Incorporate edits to draft Financial Policies based on Select Board feedback. Discuss other requests.

Members discussed and continued to apply edits to the financial policy draft, incorporating feedback from a prior meeting with the entire Select Board. They promoted the Board's definition of Capital Assets from an appendix into the Capital Assets policy section, and likewise integrated the Protection of Credit Rating Policy language from an appendix into the Financial Reserves policy section. Schineller and Roberts collaboratively cleaned up references within the document. They reviewed and clarified the timeline of distributing Capital budget to stakeholders, referencing deadlines in town bylaws.

Members Schineller and Roberts collaboratively compiled a spreadsheet of approximately 22 Threshold and Target values which are contained within the draft Financial Policies, to facilitate a comparison against actual budget percentages.

Review and Approve Meeting Minutes

Members reviewed and voted to approve Minutes of April 29, 2021 meeting of the Policies and Procedures Review Subcommittee.

Voted to approve Minutes of April 29, 2021: Roberts-Aye, Schineller-Aye

Members reviewed and voted to approve Minutes of April 23, 2021 meeting of the Policies and Procedures Review Subcommittee.

Voted to approve Minutes of April 23, 2021: Roberts-Aye, Schineller-Aye

Members reviewed and voted to approve Minutes of April 28, 2021 meeting of the Policies and Procedures Review Subcommittee.

Voted to approve Minutes of April 28, 2021: Roberts-Aye, Schineller-Aye

Citizen's Comments

There were no Citizen's Comments

Upcoming Agenda Items / Next Meeting Planning Steps

Members agreed on next step for member Roberts to meet following week with Finance Director to review the thresholds and targets and obtain actuals for comparison. Plan is to get Financial Policies on Select Board agenda, providing latest Policy draft, as well as the Thresholds vs. Actuals comparison for discussion.

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 11:41 a.m.