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SUDBURY SELECT BOARD
POLICIES & PROCEDURES REVIEW SUBCOMMITTEE

Wednesday December 15, 2021

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

Present: Select Board Member Jennifer Roberts and Select Board Member William Schineller.

The statutory requirements as to notice having been complied with, the meeting was convened at 7:09pm., 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

Roll Call: Schineller-present, Roberts – present.

Opening remarks

Member Roberts and Member Schineller had no opening remarks.

Citizen's comments on items not on agenda

Jean Nam, 81 Newbridge Rd. (Co-Chair Finance Committee) stated that she was there as a part of the Finance Committee to confirm some details on the Financial Policies and to put in a request for Capital Improvement Advisory Committee meetings to be posted. Member Roberts stated that they would pass along this request.

Review of Town Manager Capital Improvement Plan documents to assess alignment with Financial Policies draft

Member Roberts and Member Schineller reviewed the Capital Improvement Plan document and the Financial Policies document. They made select edits to the Financial Policies document to make it align with the Capital Improvement Plan.

Clean-up and finalization of Financial Policies draft and Decisions/Targets/Thresholds document.

Member Roberts and Member Schineller made edits and updates to the above referenced documents incorporating feedback from various entities.

Minutes Review

The subcommittee reviewed, edited, and approved the minutes of October 27, 2021.

Citizen's comments

There were no citizen comments.

Upcoming Agenda Items/Next Meeting Planning

Member Roberts stated that the Financial Policies will be on the Select Board agenda on December 21, 2021. In January, they can review the policy tracker to determine which policies they should work on next.

Board Member Schineller motioned to adjourn the meeting. 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 10:01 p.m.