

**Sudbury Finance Committee
Sudbury Board of Selectmen
Joint Meeting Minuets
March 7, 2016**

ATTENDENCE

Finance Committee Members Present: Susan Berry, Chair, Fred Floru, Vice Chair, Jeff Barker, Adrian Davies, Jose Garcia-Meitin, Mark Minassian, Bryan Semple

Sudbury Board of Selectmen Present: Patricia Brown, Chair, Susan Iuliano, Vice Chair, Chuck Woodard

Also Present:

Melissa Rodrigues, Town Manager, William Place, Director of DPW, Bella Wong, Superintendent/Principal, LSRHS, Tom Travers, Chairman of the CIAC, Jim Kelly, Director of Facilities, Jack Ryan, Co-Chairman of the Fairbanks Community Center Study Task Force,

Absent: from Finance Committee: Jeff Atwater, Joan Carlton. From Board of Selectmen: Robert Haarde, Leonard Simon

CONVENE:

Chairman Susan Berry at Goodnow Library, 21 Concord Road, Sudbury, MA 01776, called the joint meeting of the Finance Committee, and the Board of Selectmen, to order at 7:33 p.m.

ITEM 1: Call Joint Meeting to Order

Chairman Berry changed the order on the presentation of articles and noted that Article 24, Walkways, would go first. Patricia Brown, Chairman of the Board of Selectmen, called the Board of Selectmen to order. Chairman Brown noted a quorum was in place.

ITEM 2: Consider 2016 Town Meeting Articles and Recommendations

- Article 24 - Walkways

William Place, Director of Department of Public Works (DPW), presented Article 24 - Walkways. Mr. Place stated that this is a recommendation to raise and appropriate, or transfer from available funds, \$100,000 for the purpose of engineering, design and construction of new walkways within the Town. Mr. Place spoke about previous funding sources as well as the number of walkways completed to date. He stated that 16,100 ft. of walkways have been identified. Mr. Place outlined challenges. He described the importance of walkways and the benefit they provide to the community. The discussion that followed included questions on how the walkways were selected,

construction, equipment, and maintenance.

- Article 15 - DPW Rolling Stock Replacement

William Place, Director of DPW, presented information on Article 15 - DPW Rolling Stock Replacement. Mr. Place stated that this is a recommendation to see if the Town will vote to raise and appropriate, or transfer, from available funds, the sum of \$492,500 or any other sum, for the purchase or acquisition of rolling stock vehicles and equipment for the DPW. Mr. Place provided a detailed description of the vehicles. He stated that the life expectancy of the vehicles is 7-10 years. He added that the longer the wait is to replace the vehicles, the greater the cost of maintenance. Mr. Place stated that the vehicles are the main line of defense for removing snow as well as for the daily operations of the DPW. The discussion that followed included clarifying questions on repair costs and maintenance.

- Article 20 - Lincoln Sudbury Regional High School (LSRHS) Security Improvements

Bella Wong, Superintendent/Principal, LSRHS, presented information on the LSRHS Security System Upgrade. Ms. Wong stated that this is a recommendation to see if the Town will vote to raise and appropriate or transfer from available funds, \$122,320 or any other sum, to be expended under the direction of the Lincoln-Sudbury School Committee for the purpose of constructing, reconstructing, or making extraordinary repairs to the Lincoln-Sudbury Regional School District for the purpose of building, personal safety and security. Ms. Wong spoke about the history of security cameras at LSRHS. Ms. Wong also spoke about the replacement plan as well as the placement of additional cameras. Ms. Wong stated that there would be a total of 45 cameras installed at a cost of \$143,081, and for the regional agreement the Sudbury portion would be \$122,320. A brief discussion followed.

- Capital Improvement Advisory Committee (CIAC) Recommendations

Tom Travers, Chairman of the CIAC, presented recommendations for FY17. Projects funded in the tax levy total \$404,000. Projects funded through Community Preservation (CPC) total \$538,400. Projects funded through debt exclusions total \$875,000. Projects needing capital exclusions total \$2,002,500. The total amount of the recommended projects is \$3,819,900. Mr. Travers gave an in-depth description on each project including two projects that are being deferred to FY18. The discussion that followed included a conversation on administrative space for Sudbury Public Schools (SPS), as well as SPS rooftop HVAC repairs, and the SPS maintenance garage.

Mr. Semple asked for more information on why recommendations for funding to replace vehicles (DPW, Fire Truck, Ambulance) were not based on safety issues. Mr. Travers explained that the Fire Truck is a 1999 vehicle with increased ladder capacity and added water pump capacity. Mr. Travers added that the CIAC considers the useful life, security and safety in its evaluation of funding for capital projects. Mr. Simple stated that he would like to hear from the Sudbury Fire Chief that the reason for replacement is a safety issue.

- Article 34 - Fairbank Community Center Design

Jack Ryan, Co-Chairman of the Fairbanks Community Center Study Task Force, stated that tonight's presentation is a preliminary review of the work done by the Task Force to date. Mr. Ryan acknowledged the work of town staff in putting together the Fairbank Community Center Design Report. Mr. Ryan reported briefly on the existing conditions of the building. He also spoke about current programming as well as planned programming for the building. Mr. Ryan presented information on cost options that the Task Force is considering. Mr. Ryan stated that the Fairbanks Community Center Task Force would have a complete report for Finance Committee consideration by the end of March and before the Annual Town Meeting.

- Articles 38-43 - CPC Articles and Budget

Chris Morely, Chairman of the Community Preservation Committee (CPC), presented a brief description on the following Warrant Articles:

1. Article 38, Community Preservation Fund - Sudbury Housing Trust Allocation;
2. Article 39, Community Preservation Fund - Goodnow Library Archives;
3. Article 40, Community Preservation Fund - Town Center Landscaping;
4. Article 41, Community Preservation Fund - Sudbury History Center and Museum at the Loring Parsonage;
5. Article 42, Community Preservation Fund - Bruce Freeman Rail Trail Design, Partial funding 75%;
6. Article 43, Community Preservation Fund General Budget and Appropriations Budget.

A lengthy discussion ensued on each Article. Questions on Article 38 were centered on administrative cost. Mr. Morely explained that the Community Preservation Act allows the CPC to appropriate an administrative cost to fund studies, evaluations, tests, and other preliminary work on projects likely to be approved by the CPC. Questions on Article 39 centered on software cost. Questions on Article 41 centered on construction costs. Mr. Morely explained that funds requested under this article will be used for the construction phase of the project

and would be combined with funds held in Trust by the Town for the construction of a Town Museum. No CPC funds would be expended until the balance of the construction funding has been raised. Questions on Article 42 centered on design cost. Questions on Article 43 centered on the CPC Budget, and borrowing capacity.

ITEM 3: Adjourn Joint Meeting - Continue Finance Committee Meeting Only

Chairman Berry and Chairman Brown adjourned the joint meeting of the Finance Committee and Board of Selectmen at 10:08 p.m.

Chairman Berry reconvened the Finance Committee meeting at 10:10 p.m.

ITEM 4: Article 6 FY17 Pool Enterprise Fund Budget

Melissa Rodrigues presented the Pool Enterprise budget for Finance Committee consideration. Ms. Rodrigues stated that in FY16 \$578,043 was appropriated. For FY17 the Finance Committee recommendation is for \$574,279. Ms. Rodrigues stated that at this time the budget only contains direct cost. Ms. Rodrigues presented a scenario on what indirect cost would look like. Ms. Rodrigues also presented information on the history of income for the Pool Enterprise Fund. Ms. Rodrigues stated that this fund would continue to carry a deficit if the rates do not change. Ms. Rodrigues presented information on revenue, which includes \$45,000 per month in revenue and \$48,000 in expenses. Ms. Rodrigues stated that FY17 has a projected deficit of \$40,000. Ms. Rodrigues added that to offset this the rates need to change by 10% or the revenue needs to increase by 10%. A discussion on revenue, rates, and spending followed. Ms. Rodrigues stated that there are many creative options to make this budget more feasible.

Motion and Vote

Bryan Semple moved and Mark Minassian seconded the motion to approve the Pool Enterprise Budget as presented.

The motion carried. The vote was unanimous.

ITEM 5: Article 31 Bylaw Change to add Fall Town Meeting

Ms. Rodrigues presented this this item. Ms. Rodrigues stated that this would include a Business Town Meeting to the Bylaw. This would take place in the fall. Ms. Rodrigues described examples of warrant items. Discussion followed. Mr. Semple stated that he thinks this is a good idea. It would allow the town to conduct business at a quicker pace.

Motion and Vote

Mark Minassian moved and Jeff Barker seconded the motion to recommend approval of Article 31 Bylaw Change to add Fall Town Meeting.

The motion carried. 5-1-1 (5 yes, 1 no, 1 abstention)

ITEM 6: Public Comment

ITEM 8: Adjournment 10:33

Motion and Vote:

Fred Floru moved and Jeff Barker seconded the motion that the March 7, 2016 Finance Committee meeting adjourn at 10:33 p.m.

The motion carried. The vote was unanimous.

Next scheduled meeting of the Finance Committee is Monday, March 14, 7:00 in the Flynn Building.

Respectfully Submitted: Cheryl Gosmon, Recording Secretary