

**Sudbury Finance Committee  
Sudbury Board of Selectmen  
Joint Meeting Minutes  
March 6, 2017**

**ATTENDANCE**

Finance Committee Members Present: Susan Berry, Chair, Jeff Atwater, Jeff Barker, Adrian Davies, Jose Garcia-Meitin, Bryan Semple

**Board of Selectmen Members Present:** Susan Iuliano, Chair, Pat Brown, Bob Haarde, Len Simon, Chuck Woodard

**Absent:** Joan Carlton, Tammie Dufault, Fred Floru

**Also Present:** Finance Director/Treasurer Collector, Dennis Keohane; Town Manager, Melissa Murphy-Rodrigues; Director of Public Works, Daniel Nason; Combined Facilities Director, Jim Kelly; Capital Improvement Advisory Committee, Jamie Gossels; Environmental Planner, Beth Suedmeyer; Fire Chief, William Miles

**CONVENE:**

The meeting convened at the Sudbury Police Department, 75 Hudson Road, Sudbury, MA 01776. Chairman Berry noted that the meeting is being televised and recorded.

**ITEM 1: Call Finance Committee meeting to order to be held jointly with the Board of Selectmen**

Chairman Berry called the Sudbury Finance Committee meeting to order at 7:33 p.m. Chairman Susan Iuliano called the Sudbury Board of Selectmen meeting to order at 7:33 p.m. Chairman Iuliano noted that the Selectman, Chuck Woodard is participating from a remote location and has received materials for this meeting electronically.

**ITEM 2: Public Comment**

There were no comments.

**ITEM 3: Discussion of Capital Articles on Warrant for Annual Town Meeting**

Chairman Berry opened this item for discussion and noted that the DPW Capital Request would be presented first.

**Capital Article Request for DPW Rolling Stock Replacement**

Daniel Nason, Director of Public Works, presented the DPW Capital request items: Multi-Purpose Tractor, Town and Schools parking lots. The slideshow presentation provided a detailed description of the current multi-purpose tractor, which was purchased in 2005 and is beyond its useful life of ten years as well as a description on a newer model multi-purpose tractor. The newer multi-purpose tractor is a request of \$182,000. Mr. Nason responded to questions on depreciation, repairs, trade-in value, storage as well as the impact of the cost to the taxpayer. Jamie Gossels, Capital Improvement Advisory Committee weighed in on the conversation and spoke about the process the CIAC used in evaluating this request.

**Capital Article Request for Town and School Parking Lots Improvements.**

Mr. Nason continued with a description on this Capital Request. Mr. Nason stated that this is a request of \$250,000 to continue the improvements to the parking lot at the Sudbury Fire Station Headquarters on Hudson Road (\$200K), and with the design phase for Loring School parking lot, sidewalks, drainage, and curb reconstruction (\$50K). Mr. Nason provided a detailed description of the request. Chairman Berry noted that this is a change in what the CIAC has previously received. Mr. Nason stated that he would present the specifics of this proposal to the CIAC.

**Capital Article request for Bruce Freeman Rail Trail**

Beth Suedmeyer, Environmental Planner and Staff Project Manager for the Bruce Freeman Rail Trail (BFRT) presented this Capital Article Request, which is for the continuation of the design for the BFRT. The request for design funds is \$330,000.00. Ms. Suedmeyer described previous funding for the project and noted that this request is for the initiation of the 75% design phase of this project. Ms. Suedmeyer presented an overview on the advancement of the BFRT that has occurred over the years. Ms. Suedmeyer stated that there has been tremendous support for advancing the BFRT. She also stated that the BFRT will provide healthy transportation and recreation options. Ms. Suedmeyer responded to questions regarding funding to date. Selectmen Simon described the benefits of this project to the Town of Sudbury. A brief discussion followed on the funding source for this request.

**Capital Article Request for Purchase of Fire Dept. Ladder Truck**

Fire Chief, William Miles presented an overview of the Capital Article request for Fire Department Ladder/Pumper Truck. Chief Miles stated that the request of \$670,000.00 would be used to

partially fund replacement of the Ladder Truck purchased in 1999. Proposed funding of the balance includes \$325K mitigation funding plus \$50K from a trade-in. The typical replacement cycle for the first-line fire apparatus is 15 years. Chief Miles spoke about the difference between the Ladder/Pumper Truck versus the Ladder Truck. Chief Miles stated that the Fire Department depends on reliable and well-equipped ambulances and fire apparatus to provide emergency medical services and fire suppression throughout the Town, and to assist other towns when called upon. In response to questions from both committees, Chief Miles provided additional information on repairs/maintenance, trade-in value, and funding sources.

#### **Town and School Rooftop HVAC Unit Replacement**

Jim Kelly, Facilities Director, presented a detailed description of the Capital Article request for Town and School Rooftop HVAC Unit Replacement request. Mr. Kelly stated that the request is not for a replacement but significant repairs for four rooftop HVAC units: two units at the Curtis School, one unit at the Senior Center and one unit at Goodnow Library. The cost of this request is \$55,000. Mr. Kelly stated this is an estimate only; the final costs may vary. He also stated that this funding will support costs associated with large capital repairs, and will prolong the equipment's useful life before the need for a full replacement of HVAC equipment. A brief discussion followed.

#### **Wireless Technology Infrastructure Improvements - Sudbury Public Schools**

Mr. Kelly continued with a description of the Capital Article request for Wireless Technology Infrastructure Improvements - Sudbury Public Schools. Mr. Kelly stated that the Wireless Technology Infrastructure Project is an expansion project covering the four elementary schools in Sudbury. He explained that the district currently uses a Cisco Meraki solution to provide wireless access and network management at the Ephraim Curtis Middle School. He also explained that this project would extend that platform to provide the same set of services to the four elementary schools. Computers are a standard part of classroom teaching and learning activities. This technology will allow the schools to properly manage the use of the school technology and the activities and use by students. A modern infrastructure that provides reliable bandwidth, usage data and management tools for monitoring network traffic is crucial. A brief discussion followed.

#### **Sudbury Public Schools Playground Improvements**

Mr. Kelly presented this Capital Article request as well. He

stated that the request is for \$150,000.00 for the purpose of constructing, reconstructing, or making extraordinary repairs to the Sudbury Public Schools playgrounds. Mr. Kelly stated that improvements would enhance the accessibility and social, emotional learning opportunities for all students in the Sudbury District and will be ADA accessible to promote access for all children. Discussion followed.

**ITEM 4: Adjourn Joint Meeting with Board of Selectmen and Call to Order Continuation of Finance Committee Meeting**

**Motion and vote**

Bob Haarde, moved and Len Simon seconded the motion to adjourn the Board of Selectmen meeting.

The motion carried. The vote was Bob Haarde, aye; Len Simon, aye; Pat Brown, aye; Susan Iuliano, aye; Chuck Woodard, aye.

**ITEM 5: General business**

● **Approve meeting minutes**

There were no minutes to approve.

● **Transfers**

There were no transfers to approve.

● **Other Business**

Chairman Berry stated that the Finance Committee would meet on Monday, March 13 in the Flynn Building to deliberate and vote Capital Articles. Chairman Berry stated that there is a meeting scheduled for April 10 and possibly April 24.

Chairman Berry stated that she received a question on the CPA Capital Article, Featherland Park Court Reconstruction about the reason for the increase in the request from last year's request. Chairman Berry stated that she received information from Mara Huston and would forward the response to the Finance Committee. Chairman Berry read the response aloud. A brief discussion followed.

**ITEM 6: Discussion and Possible Vote on Town/School Revolving Fund Article, Amendment to the Bylaws Adding New Section establishing Revolving Funds, and Enterprise Fund Articles**

Handouts were distributed to the Finance Committee on this discussion item. Chairman Berry opened this item for discussion, and the Committee began its discussion on the Enterprise Fund Budgets. Mr. Keohane joined the conversation and provided additional information on the Transfer Station Enterprise Fund Budget about the increased appropriation for an additional

employee.

**Motion and Vote**

Jeff Barker moved, and Bryan Semple seconded the motion to recommend approval of the FY18 Transfer Station Enterprise Fund Budget as presented.

**The motion carried. The vote was unanimous.**

The discussion continued on the Pool Enterprise Fund Budget. A brief discussion followed about the fund budget and retained earnings. Chairman Berry stated that for FY19 she would ask the Town Manager and the Finance Director/Treasurer Collector to remove the indirect costs from the operating budget and include them in the Enterprise Fund or explain to the Finance Committee why that is not possible.

**Motion and Vote**

Jose Garcia-Meitin moved, and Jeff Barker seconded the motion to recommend approval of the FY18 Pool Enterprise Fund Budget as presented.

**The motion carried. The vote was four in favor and two opposed.**

Chairman Berry stated that the Recreation Field Maintenance Fund is contingent upon a rate increase for FY18. Chairman Berry added that Park and Recreation have yet to vote on the rate increase. After a lengthy discussion on retained earnings and the uncertainty on the rate increase, the Finance Committee decided to postpone the vote on this item.

**ITEM 7: Public Comment**

There were no comments.

**Item 8: Adjournment**

**Motion and Vote:**

**Jeff Barker moved, and Bryan Semple seconded the motion that the March 6, 2017, Finance Committee meeting adjourn at 10:37 p.m.**

**The motion carried. The vote was unanimous.**

**Next scheduled meeting of the Finance Committee is Monday, March 13, 7:30 in the Flynn Building.**

*Respectfully Submitted: Cheryl Gosmon, Recording Secretary*