

Minutes Accepted 7/10/07
7:45pm

Minutes of Budget Review Task Force – August 29th, 2007

Members Present: Bob Jacobson, Marty Ragones, Miner Crary, Dan Difelice, Tammie Dufault, Paul Fuhrman, Bill Kneeland, Karen Massey, Sam Merra, Paul Pakos, Ralph Verni, and Larry O'Brien. Also attending: Sudbury School Committee member Jeffrey Beeler and Town Manager Maureen Valente.

Members absent: Paul Gannon and Bob Haarde

Meeting was convened at 8:05 by Selectmen Larry O'Brien, who provided background on the formation of this task force, reviewed the Mission Statement for the Committee and led a process for introductions among the members of the Task Force. Town Manager Maureen Valente then discussed with the task force "rules" for serving on a town committee that have been developed over time, and serve as suggestions for helping citizens avoid many of the pitfalls that can be faced by those serving on a committee for the first time. This included reviewing the nature of the committee, open meeting law, how to organize and run the committee, posting of meeting notices, preparation of minutes, logistics of setting up meeting rooms, and recommendations for committee communications. She also distributed a copy of the "Code of Conduct" for serving on a Town Committee and the Email Communications Policy for Committee members.

Ms. Valente then went through a power point presentation, covering key Town financial ratios and data, including revenues per capita, intergovernmental revenues, elastic revenues, property tax revenues, one time revenues, spending per capita and health insurance spending as a percent of salaries. She also showed a history of property tax increases in Sudbury compared to abutting communities, demographically similar communities and AAA rated communities as well as offered data on public safety and public works staffing and educational spending in Sudbury. A short question and answer period followed the presentation.

Finally, she distributed various reports and printed materials to members of the Task Force, including a 2007 Town Warrant and the Finance Committee presentation addressing the Town's Structural Deficit from last spring. She also offered to members replacement copies of several items that were in the 3 ring binder – the Shrewsbury report and the Bedford Finance committee study of school spending – as it was discovered pages were missing from some binders.

Marty Ragones and Bob Jacobson of the Finance Committee, who will be serving as co-chairs of the task force, determined the next meetings of the Budget Review Task Force will be Monday, September 10 and Monday, September 24, 2007, at 7:30 p.m., in

Formal Copy

the DPW Building Conference Room, 275 Old Lancaster Road. The meeting adjourned at 10 pm.