

**Finance Committee ~ Minutes of Meeting
Tuesday, September 10, 2002
Fairbank Senior Center – 7:30pm**

Present: Tracy Billig & Michael Grosberg, Co-Chairs, Marty Ragonas, Don Hutchinson, Bob Hurstak, Sheila Stewart, Bob Jacobson. Also present: Kerry Speidel, Finance Director, and Robin Porcella, Recording Secretary

Opening Remarks from Co-Chairs

Co-Chairs Tracy Billig and Michael Grosberg opened the meeting at 7:40pm.

Michael Grosberg informed the committee that the goals for the Finance Committee have been posted to the Town's website, thanks to the help of Mark Thompson, Technology Department Head.

The Committee was informed that Michael Grosberg & Tracy Billig had met with Selectmen Chair Larry O'Brien about a week and half ago. They went over the goals of the Finance Committee, and that Selectmen O'Brien had given useful feedback.

The Committee was informed of the September 11th Memorial Service to be held at Heritage Park. All members of the committee were given the time and invited to attend.

Item 1: Approve minutes from August 13, 2002 meeting

Michael Grosberg stated the amount in Item 2 should be changed from \$6-\$7 million to read as \$6-\$7 hundred thousand.

Marty Ragonas asked that a statement in Item 3 be corrected, to include the school committee liaisons and superintendent.

Voted: Move to approve minutes from the August 13, 2002 meeting. On vote, motion carries 7 in favor and 0 opposed.

Item 2: Update on Financial Summit for FY 2004 Budget:

Kerry Speidel informed the committee that the Summit is planned for October 10th. It has to be confirmed that the library has a room available and then she will send out an email.

Michael Grosberg asked if everyone from the committee must attend and whether or not the Finance Committee had to prepare any materials for this meeting. Sheila Stewart replied that in the past all members have attended, and Kerry Speidel informed him that nothing needed to be done for this meeting.

Item 3: Reserve Fund Transfer Request to fund Veteran's Benefits

Kerry Speidel informed the Committee that the Town is required to pay benefits to qualifying veterans. She also informed the Committee that funds do not get put into the Veterans Benefit Line for the budget, because the Veteran Agent was asked to submit this information on a quarterly basis.

Kerry Speidel informed the committee that this Reserve fund transfer is to cover 6 months of benefits for two veterans. One is 60 years old, and the other is 80 years old. The committee was informed that the 60 year old veteran is currently seeking employment. This is the first request of the fiscal year.

VOTED: Move to approve a Reserve Fund Transfer Request in the amount of \$4,212.00 to Veteran's Benefits. On vote, motion carries 7 in favor and 0 opposed.

Item 4: Request for approval for Minuteman Regional to spend an additional \$8,650 in Chapter 70 received from the State through the FY 2003 budget

Kerry Speidel informed the Committee in order for Minuteman to obtain this money all the communities' Board of Selectmen and Finance committees must approve this or the money is lost. The committee was informed that approximately 16 communities have students attending Minuteman Regional High School.

Kerry Speidel informed the Committee that this was a reasonable request. They worked hard to keep their budget under control and that this is a small dollar amount. The committee was informed that this agenda was approved by the Sudbury Board of Selectmen on September 3rd.

VOTED: Move for approval for Minuteman Regional to spend an additional \$8,650 in Chapter 70 received from the State through the FY 2003 budget. On vote, motion carries 7 in favor and 0 opposed.

Item 5: Capital Improvement Planning presentation by Kerry Speidel, Finance Director

Kerry Speidel, Finance Director, informed the committee that Maureen Valente, Town Manager sent out Capital Improvement Instruction Packets to all the Department Heads and School Superintendents last week.

The Finance Committee was informed that the Capital Improvement Committee was fairly new, and that they only meet a few times a year. Kerry Speidel praised the Capital Committee of being a good group of people who are willing to help in any way. She also informed the Finance Committee now that she is planning on asking the Capital Improvement Committee make a brief presentation at the January FinCom meeting.

Kerry Speidel informed the Finance Committee that this would be her 3rd time going through this process, and that she would like any input on how to improve this years or next years meeting. The committee was told that this is one of the Town's weakest criteria in the bond ratings.

Item 6: Update from liaisons on Town Departments

- **Sheila Stewart – Community Preservation Committee**

Sheila Stewart informed the committee that the Community Preservation Committee was meeting twice a month, and that she might need some help.

Sheila Stewart also informed the committee that she learned at one of the meeting that the Finance Committee has no control over how there budget is used, and that votes at Town Meeting has final say. Kerry Speidel informed the committee that the Community Preservation committee will present an article for Town Meeting, and the Finance Committee will only be able to give their recommendations.

- **Marty Ragonas & Larry Rowe – Sudbury Public Schools**

Marty Ragonas informed the committee that both she and Larry Rowe have met with the school committee, and that there have been productive and informative meetings. She informed the committee that the school committee has offered an invitation to other FinCom members to attend the meetings if they would like to do so. Marty Ragonas informed the committee that the school committee would like to come and make a brief presentation on Special Ed.

Item 7: Other business and follow-up items

- Tracey Billig informed the committee that Sheila Stewart need to be formally voted in as CPA liaison again. Tracy Billig moves and Marty Ragonese seconds. On vote, motion carries 7 in favor and 0 opposed.
- Michael Grosberg informed the committee that the Sudbury Public Schools are beginning search for a Superintendent. On September 17 a luncheon will be hosted from 11am – 1pm, and it was asked that one or two of the Finance Committee members attend. Michael Grosberg informed everyone he would send an email with more information, and that if was held on the 17th of September he would be able to attend. Marty Ragonese agreed to attend the meeting as well.
- Michael Grosberg informed the committee that he received an email from John Nikula giving him an update. As of now, the new DPW facility is on schedule.
- As for the Tax Impact calculator on the website, Don Hutchinson has not had a chance to follow up, but that Mark Thompson has all the necessary information. Once it is ready, Don Hutchinson is going to test it out, before it is added to the Town's website.
- Other pertinent Town business:
It has been asked if the Finance Committee would change it meeting venue, in order to use the new facility in the Town Hall. Kerry Speidel informed the committee that the only night available would be Thursday.

There being no further business, the meeting adjourned at 9:25pm

Submitted by: Robin Porcella, Recording Secretary