

**Town of Sudbury ~ Finance Committee
Minutes of Meeting
Monday – November 15, 2004
Fairbank Senior Center – 7:30pm**

Present: Co-chairs Bob Jacobson & Marty Ragonas, Tracy Billig, Michael Grosberg, Bill Kneeland, John Nikula, Larry Rowe, and Sheila Stewart. Also present: Finance Director, Suzanne Petersen and Recording Secretary Robin Porcella

Item 1: Opening Remarks:

The meeting was opened at 7:31pm.

Bob Jacobson informed the committee that Shauna Simmonds has resigned from her position on the Finance Committee due to personal issues. The co-chairs thanked Shauna for all of her hard work and time put into serving on the committee.

Marty Ragonas stated that last month's meeting was canceled due to the lack of a quorum. She reminded everyone that timeliness is important especially during the budget hearings.

Item 2: Approve Minutes (Sept. 20, 2004 & Oct. 4, 2004):

Bob Jacobson had various changes to be made to the minutes

Voted: Motion to approve the minutes of Sept. 20, 2004 & Oct. 4, 2004 with changes. Motion made by Larry Rowe & seconded by Michael Grosberg. On vote, motion carries 8 in support and 0 opposed.

Item 3: Reserve Fund Transfer #05-04:

This transfer request was presented by Suzanne Petersen.

The Atkinson Pool is requesting a Reserve Fund Transfer in the amount of \$2,400.00 to replace the dive well motor that was damaged during a power outage. The motor circulates and filters the water per the Board of Health regulations.

Voted: Motion to approve the Reserve Fund Transfer of \$2,400.00 to the Atkinson Pool. Motion made by Larry Rowe and seconded by Michael Grosberg. On vote, motion carries 8 in support and 0 opposed

Item 4: Line Item Transfers #05-06 & #05-07:

#05-06 is for \$15,538.58 and is being requested by the Finance Director. The money is to be transferred from the Treasurer Dept Head line to the Treasurer Contracted Services line, to cover the costs of hiring a contractor to perform the Treasurer's duties during the vacancy.

#05-07 is for \$8,000.00 and is being requested by the Finance Director. The money is to be transferred from the Treasurer Clerical Line to the Treasurer General Expense Line, to cover the costs of a contract for a courier due to short staffing. Suzanne Petersen stated that Andrea Terkelsen has been hired as the Treasurer, but there is not an Assistant Treasurer in position. Starting next week, the contractor will be on an as needed basis until the new Treasurer is comfortable in her position.

Voted: Motion to approve the Line Item Transfers #05-06 & #05-07. Motion made by Larry Rowe, and seconded by John Nikula. On vote, motion carries 8 in support and 0 opposed.

Item 5: Budget to Actual FY04 Hearing:

Bob Jacobson stated that he did not see anything unusual or concerning in the statements. He noted that the wrong fiscal year was listed at the end of the cover letter.

Item 6: FY06 Budget Hearing Schedule:

John Nikula suggested the idea of switching the meetings from Monday nights since so few committee members were in attendance at the October 18th meeting. Bob Jacobson stated that the Monday night meetings were originally chosen to avoid conflicts with the other committees. The committee agreed to continue scheduling meetings on Monday nights.

Voted: Motion to accept the FY06 Budget Hearings Schedule as proposed. Motion made by Larry Rowe and seconded by Sheila Stewart. On vote, motion carries 8 in support and 0 opposed.

Item 7: Finalization of Teachers' Contracts Project:

Laurie Wishner, a member of the audience and LS School Committee member, asked when the analysis would be made available to the public. Bob Jacobson stated that the committee had seen a rough draft of the analysis, but not the final version. He stated that the update is going to be a narrative.

Voted: Motion to delegate the authority to the co-chairs to review and make the necessary changes to the final draft of the Teachers' Contracts Update and post on the website. Motion made by Larry Rowe and seconded by Tracy Billig. On vote, motion carries 8 in favor and 0 opposed.

Item 8: "Budget Awareness" Website Project Discussion:

The Committee discussed whether projected or actual student growth figures should be posted. It was determined that only actual figures should be used. It was suggested that listing links where other information is available would be helpful.

It was agreed at, Maureen Valente's request, that the committee will send any financial information to her or the Finance Director for review prior to posting it on the website.

Item 9: Metrics Project Update:

Bill Kneeland informed the committee that they are continuing to develop some of the metrics. He stated that LS has presented them with most of the information requested, but is having difficulty getting information regarding the teachers' experience. SPS has not had the time to get the information together, and at the last liaison meeting they were informed to stop working on it. Susan Brooks has been having a difficult time getting the information from the Lincoln K-8 school system.

Tracy Billig stated that Superintendent John Brackett has some concerns with the information being requested. Specifically, he is not sure of some of the definitions, and does not know what the information is going to be used for.

Further discussion followed resulting in consensus that the project should not continue based on several factors, but primarily because it has been so difficult obtaining information.

Bob Jacobson thanked Bill Kneeland for all the time and work he put into this project.

Voted: Motion to stop work on the Metrics Project. Motion made by Larry Rowe and seconded by John Nikula. On vote, motion carries 8 in support and 0 opposed.

Item 10: Liaison Updates:

Tracy Billig stated the SPS schools have completed their space inventory analysis. Loring School is over capacity and the Haynes School is not at capacity. They are projecting a 3.2% growth for the 2005-06 school year.

Bill Kneeland stated that they met with LSRHS last Friday. They are most concerned with the anticipated higher cost of utilities. He stated that the pensions/health insurance rates came in lower than expected.

Marty Ragonas SBAB should come in a lump-sum payment next fall following the final audit of the project.

Bob Jacobson reported that Peter Glass, a member of the Earth Decade Committee, is looking to prepare an article for the Town Warrant on Pay As You Throw/Curbside Trash Pick-up. The Fire Department Union is heading into arbitration. The Health and Pension figures are a few percentage points lower than expected. The Town Manager is trying to put together, with the cooperation of several other towns, a combined actuary study of OPEB.

Bob also reported that the demolition of the old LS Building is complete. There should be 350-360 new parking spaces by the winter. There will be some delays in completing the fields and the bleachers in the Gym.

Sheila Stewart stated that the Community Preservation Committee will be holding public hearings on the projects that have been submitted some of which include a dock at Willis Lake, Davis Field, Rail Trail, Affordable Housing and The Hosmer House.

Other Business:

The being no further business, the committee adjourned at 8:55pm.