

**Town of Sudbury ~ Finance Committee
Minutes of Meeting
Thursday - September 1, 2005
Fairbanks Senior Center - 7:30pm**

Present: Co-Chairs Bob Jacobson & Marty Ragonas, Tracy Billig, Bill Kneeland, Sheila Stewart, and Ralph Verni. Also present: Suzanne Petersen, Finance Director, and Robin Porcella, Recording Secretary

Item 1: Opening Remarks

Co-Chair Bob Jacobson opened the meeting at 7:35pm.

Item 2: Approve Minutes

Bob Jacobson asked the members to review the minutes from the June 20th meeting, and to state any concerns they might have.

VOTED: On motion to approve the minutes of the June 20, 2005 meeting. Motion made by Tracy Billig and seconded by Bill Kneeland. On vote, motion carries 6 in support, 0 opposed, and 3 absent (DeLuca, Grosberg, Rowe)

Item 3: Reserve Fund Transfers

Reserve Fund Transfer #06-02 is for the amount of \$10,000 and is being requested by the Department of Public Works. This amount will be used to pay the settlement agreed upon with the EPA. Sue Petersen informed the committee that DPW Director, William Place, discussed this possible settlement with the committee at the June FinCom meeting. At that time, the possible settlement amount was unknown. The Town has been fined, since the Town did not respond in a timely manner to methane levels within a manhole. The manhole is not on Town property, and procedures have been put in place to prevent this situation from happening again.

VOTED: On motion to approve Reserve Fund Transfer #06-02 in the amount of \$10,000 for the Department of Public Works. Motion made by Marty Ragonas, and seconded by Ralph Verni. On vote, motion carries 6 in support, 0 opposed, and 3 absent (DeLuca, Grosberg, Rowe).

Sue Petersen informed the committee of a possible situation in the future. There is a ninth-grade student who applied and was accepted to the Norfolk County Agricultural High School. The student's town of residence is required by state law to pay the tuition and transportation cost. The Town was not made aware of this situation until April 2005, so funds were not appropriated to cover these costs. The school department has agreed to pay the transportation bill up front with the understanding that they receive the reimbursement from the state. The annual tuition for FY06 is approximately \$17,000 and the transportation costs will be roughly \$29,000 annually.

Item 4: FY07 Budget Guidelines

Bob Jacobson stated that last year the cost centers were asked to provide 3% & 5% budgeted cost increase scenarios, excluding pensions & health insurance. Discussion followed regarding what scenarios the

committee would like to see presented by the cost centers for FY07. Approaching the guidelines from a revenue-driven sensitivity analysis will give the committee and the cost centers a better idea at the beginning of the process as to what amount of increase can be supported by a non-override budget. A preliminary revenue projection will be developed to determine various budgeted cost scenarios.

Item 5: Liaison Update

Bill Keeland stated that the school committee was supposed to meet last week, but that the meeting had been cancelled.

Bob Jacobson stated that there is still work going on at the new high school. They will be repaving the parking lot at the front of the school. There will be no bleachers available for the home football games. The SBA is scheduled to reimburse LS 75% of the state's share of the project cost -shortly and the remaining 25% following the final audit of the project.

Item 6: Future Meeting Schedule

The committee agreed to continue to meet on the third Monday of the month. All the meetings will be held at the Fairbanks Senior Center, unless the members are informed otherwise. The following is the schedule for the remainder of calendar year 2005:

September 19, 2005

October 17, 2005

November 14, 2005

December 19, 2005

Item 7: Other Business

Town Manager, Maureen Valente, informed the committee that there will be a Volunteer Recognition event at Sudbury Day on September 17th and she would like to offer an invitation to all the members on the committee.

There being no further business, the committee adjourned at 8:36pm