

Town of Sudbury ~ Finance Committee
Minutes of Meeting
Monday - February 7, 2011
7:30pm – Sudbury Grange Hall

Present: Joan Carlton, Jamie Gossels, Bob Jacobson, Bill Kneeland, Marty Ragonas (arrived 7:54pm), Jim Rao, Robert Stein, and Chuck Woodard

Absent: Tammie Dufault

Opening Comments

The meeting was opened at 7:36pm.

Budget Hearing: Minuteman High School

Documents presented to FinCom: “FY12 Proposed Budget Including Estimated Operating Assessments”
“Public Hearing FY12 Budget” - January 24, 2011 v1
“FY2012 Preliminary Assessment Version 3”

Camie Lamica, Director of Business and Operations, made the presentation for Minuteman High School.

Camie Lamica informed the committee that a Level Service budget amounts to \$17,107,462 and results in an increase of approximately 5.22%. The estimated FY12 revenues will not be sufficient to cover the budget, so reductions will be required. The school committee voted on an approved budget of \$16,435,473. The budget will include a reduction of 15.5 FTEs, which includes 14.5 staff FTEs and 1 administrator. A reduction in salaries will be noticed in FY12 due to the reduction in staff.

Robert Stein questioned if the suggestion of pay freezes has been proposed. Camie Lamica responded that the teachers are in the third year of a contract, and that the administration staff did not receive pay increases this year.

Bill Kneeland asked the capacity limit of the building compared to the current count of 754 students. Camie Lamica stated that they are currently in the middle of a feasibility study being completed. She has seen reports from the past that show enrollment figures up to 1,000 students.

Camie Lamica reminded the committee that a lot of the information be reviewed tonight can also be found on the school’s website.

Jamie Gossels stated that since it is known that 15.5 FTEs will be cut, can she inform the committee of the programs that will be cut. Camie Lamica stated that that information has not been made to the public as of yet.

Budget Hearing: Community Preservation Committee

Documents presented to FinCom: “Sudbury CPC Policy on Accumulating Reserves”
“CPA Analysis Brief February 7, 2011”

Chris Morley made the presentation on behalf of the Community Preservation Committee (CPC). Chris Morley gave a brief overview of the Community Preservation Act. Some of the funding for the CPC is

received from the 3% surcharged that is added to the residents tax bills. The town received a 29% match from the state in October 2010, and the same percentage is estimated for next year. There is legislation being put forth to cap the minimum state match at 75%.

Robert Stein stated that he notice two nice stonewalls were built along some of the Rt117 walkways. He questioned if town funds were used to build these walls. Jody Kablack stated that funds were used since it was retaining walls that were constructed.

Robert Stein stated that the Town of Concord has approved to use CPA funds to renovate one of their schools. Chris Morley stated that funds could only be used if the Noyes School was considered historic, which it is not. He stated that the Noyes School is not located within the historic district. Jody Kablack reviewed how a building is deemed historic.

Robert Stein requested that Chris Morley find out where the CPC funds are being invested and to report back to the income. He would like to see the investment portfolio since it calculates to approximately 2% they are earning. Maryanne Bilodeau, Asst. Town Manager, stated that she was texting the request to Andrea Terkelsen, Finance Director, as they speak.

Budget Hearing: Capital Improvement Planning Committee

Documents presented to FinCom: “FY12 CIPC Report to Finance Committee”

Ted Fedynyshyn and Doug Kohen were in attendance for the Capital Improvement Planning Committee (CIPC). Doug Kohen made the presentation on behalf of the CIPC.

Doug Kohen reviewed what types of assets/projects qualify for funding under the capital budget. The FY12 capital budget is \$537,678, and is a 1.6% increase from FY11. The committee received requests totaling \$1,199,474 to take into consideration for the FY12 budget.

Doug Kohen reminded that in FY10 that all lease payments, for years 2 through 5, were moved from the departments’ operating budgets to the capital budget. The CIPC voted unanimously to approve \$261,453.98 for lease payments in FY12.

Doug Kohen reviewed some of the items that the CIPC did and did not approve for funding in FY12. The following is the list of approved items and amounts for FY12:

Requested Item	Approved Amt.	Notes
DPW – Ongoing Leases	\$261,454	
DPW - Ten Wheel Dump Truck	\$36,290	5-year lease
DPW - One Ton Pickup Truck	\$10,500	5-year lease
DPW - One Ton Dump Truck w/ plow	\$8,700	5-year lease
BUILDING – Pickup Truck	\$22,396	
BUILDING – Various Building Improvements	\$58,338	
SPS – Nixon Addressable Fire Alarm Panel	\$90,000	
FIRE – Car 3 Replacement	\$40,000	Chief’s car
FIRE – Div. of Occupational Safety Items for Outstations	\$10,000	
TOTAL	\$537,678	

Other Business

Since Jody Kablack, Director of Planning and Community Development, was in attendance, Jim Rao asked if she would like to review for the committee the projects/articles regarding the town center and route 20. Jody Kablack agreed, and informed the committee that because of the costs associated with these projects they could not be funded under the Capital Improvement Planning Committee's budget.

Jody Kablack stated that they are in the final stage of designing. They have funds left from a previous Annual Town Meeting. Some Community Preservation funds could be used in order to help maintain the historic look of the town center. They are also looking into the use of Chapter 90 funds. She stated that the Board of Selectmen are not sure if the project can go forward, because of funding constraints.

Jody Kablack stated that the Route 20 project has progressed very well in the past two years. They have found a property near the Curtis School that can accommodate the project. They should be finished with their analysis soon, and are expecting the estimated cost of the project to be \$800,000 to \$950,000. The Board of Selectmen has asked that they try to find some other funding sources to help offset the costs. She stated that they will be looking at some grants, and will continue to be discussing this subject for the next couple of weeks to come.

Approval of Minutes

December 20, 2010 meeting minutes: Due to Tammie Dufault being absent and questions regarding some of her suggested edits, the committee deferred voting on the minutes of the December 20, 1020 meeting.

January 10, 2011 meeting minutes: The committee was asked for any comments or suggested changes. **VOTED:** Motion to approve the minutes from the January 10, 2011 meeting. Motion made by Jamie Gossels and seconded by Chuck Woodard. On vote, motion 8 in support, 0 opposed, and 1 absent (Dufault).

January 19, 2011 meeting minutes: The committee was asked for any comments or suggested changes. **VOTED:** Motion to approve the minutes from the January 19, 2011 meeting. Motion made by Jamie Gossels and seconded by Joan Carlton. On vote, motion 8 in support, 0 opposed, and 1 absent (Dufault).

There being no further business, the committee adjourned at 9:02pm