

**Town of Sudbury ~ Finance Committee
Minutes of Meeting
Monday – June 20, 2011
Flynn Building – 7:30pm**

Present: Joan Carlton, Tammie Dufault, Jamie Gossels, Bob Jacobson (arrived 7:38pm), Jim Rao, Robert Stein and Chuck Woodard

Absent: Bill Kneeland

Opening Comments

The meeting was opened at 7:36pm

Item 1: Approve Meeting Minutes

The committee was informed that Jim Rao, Jamie Gossels, and Chuck Woodard had previously submitted suggested corrections.

April 25, 2011

VOTED: Motion to approve the minutes of the April 25, 2011 meeting. Motion made by Jamie Gossels and seconded by Joan Carlton. On vote, motion carries 5 in support (Carlton, Gossels, Rao, Stein, and Woodard), 0 opposed, and 3 absent (Dufault, Jacobson, Kneeland).

May 2, 2011

VOTED: Motion to approve the minutes of the April 25, 2011 meeting. Motion made by Jamie Gossels and seconded by Joan Carlton. On vote, motion carries 5 in support (Carlton, Gossels, Rao, Stein, and Woodard), 0 opposed, and 3 absent (Dufault, Jacobson, Kneeland).

May 3, 2011

VOTED: Motion to approve the minutes of the April 25, 2011 meeting. Motion made by Jamie Gossels and seconded by Joan Carlton. On vote, motion carries 5 in support (Carlton, Gossels, Rao, Stein, and Woodard), 0 opposed, and 3 absent (Dufault, Jacobson, Kneeland).

Item 2: Transfers and Other Business

Salary Contingency Transfer #11-09

This transfer is in the amount of \$4,609.65 and is being requested by the Assistant Town Manager. The funds will be used to cover a settlement made with the Fire Union.

VOTED: Motion to approve Salary Contingency Transfer #11-09 in the amount of \$4,609.65. Motion made by Chuck Woodard and seconded by Joan Carlton. On vote, motion carries 6 in support (Carlton, Gossels, Jacobson, Rao, Stein, and Woodard), 0 opposed, and 2 absent (Dufault, Kneeland).

Line Item Transfer #11-10

This transfer is in the amount of \$100,000 and is being requested by the Assistant Town Manager. The funds will be transferred from the Property Liability & Medicare Line to the Workers Comp Line. The Workers Comp line is very low due to settlements, increased claims, and low interest income.

VOTED: Motion to approve Line Item Transfer #11-10 in the amount of \$100,000.00. Motion made by Jamie Gossels and seconded by Joan Carlton. On vote, motion carries 6 in support (Carlton, Gossels, Jacobson, Rao, Stein, and Woodard), 0 opposed, and 2 absent (Dufault, Kneeland).

Item 3: New Member Selection Interviews

Jim Rao informed the committee that four applicants have applied for the position left vacant from Marty Ragonos not seeking reappointment. He gave the committee members and applicants a brief overview of the how the process would work tonight. He also reminded the committee members that they are only voting to recommend a candidate to the town moderator.

The candidates were interviewed in the following order: Douglas Kohen, Mark Minassian, Michael Pratt, and Mark Waiting.

Each applicant was given the opportunity to present a brief summary of their job career experience and their reason for applying to the Finance Committee. The four applicants were asked the same set of questions that the committee had used for prior interviews. The questions included why they applied, to explain their background, if they would be willing to serve a minimum of 3-years if appointed to the committee, and their willingness to take on a leadership role.

Jim Rao thanked all of the applicants for applying, and reminded everyone that there is only one open position. He urged the candidates that are not chosen for the FinCom to seek appointments on other committees.

The committee used the same balloting mechanism that they have used in the past. Each committee member was asked to rank the candidates in order, with their first choice being label as #1. Jim Rao tallied the votes, with Doug Kohen being chosen to be recommended to the Town Moderator to fill the vacancy. After Jim Rao announced the results, each committee member stated how they ranked each candidate.

The following chart reflects how each committee member voted.

	Doug Kohen	Mark Minassian	Michael Pratt	Mark Waiting
Joan Carlton	1	3	2	4
Tammie Dufault	4	2	1	3
Jamie Gossels	1	4	3	2
Robert Jacobson	1	3	4	2
Jim Rao	1	3	2	4
Robert Stein	4	3	1	2
Chuck Woodard	1	2	4	3
Total	13	20	17	20

Item 4: Chair and Vice-Chair Positions

Jim Rao informed the committee that they need to take a vote on the Chairman and Vice-Chairman position to cover through the 2012 Town Meeting. He informed the committee that Joan Carlton has stated she would be interested in continuing to be the vice-chair.

VOTED: Motion to recommend Jim Rao as Chairman, and Joan Carlton as Vice-Chairman of the Finance Committee. Motion made by Jamie Gossels and second by Bob Jacobson. On vote, motion carries 8 in support, and 0 opposed.

Item 5: FY13 Budget Strategy & Annual Letter to Cost Centers

Jim Rao stated that the committee needs to start having discussions regarding their FY13 budget strategy and the annual letter to the cost centers. The letter needs to be able to be sent out during the month of October. In regards to capital improvement, he believes this item has been under invested and that we need to start thinking long-term. Chuck Woodard stated that we should allow time to discuss what the budget strategy should be.

Robert Stein stated that that we should learn from the mistakes made three years ago. The committee should be very clear as to what is expected, and to remember that three overrides have failed. Chuck Woodard responded that this is a good point. We need to look at the reality of what an override versus a non-override budget provides the town and schools with. He stated that we might need to look at the potential of another override being put forth, but with significant changes made to the way it is proposed. In the best interest of the town it is best not to look at just the non-override budget for three years. The cost centers need to continue to make meaningful efforts to hold down the cost of contract settlements. He has no sympathy for what LS is facing, as he does not believe that a cost center should get a larger allocation of the budget just because they settle on a more generous contract.

Chuck Woodard stated the he still feels that the cost centers need to get away from three-year contract settlements. Tammie Dufault responded that some communities have switched. Chuck Woodard responded that the one year contract forces both sides to make the tradeoff between compensation increases and jobs every year in the context of that year's financial resources. Joan Carlton stated it might be more realistic to settle on two-year contracts. Bob Jacobson stated that he is concerned if we settle on one-year contracts. Negotiations are a very time consuming to be doing them on a yearly basis, and will be very burdensome for all people who are involved with the negotiations. Chuck Woodard responded that such a burden might lead to a shrinking of the size and scope of the contracts, which might be a good thing. Tammie Dufault stated that an active role be taken sooner than later. We should be looking at all of our revenue sources.

The committee discussed the option of keeping the operating budget from the capital budget.

Item 6: Member Feedback

Joan Carlton informed the committee that she received a lot of feedback from the committee members. She condensed the information down to a three-page hand-out; titled FinCom Feedback for 2010-2011 – June 20, 2011 that she provided to each committee member. She reported that all members of the committee stated that they believe Jim Rao did a fabulous job as the FinCom chairman.

Joan Carlton read some of the responses that were received from members and listed within the hand-out. The categories included responses for the Budget Process, the next round of labor contract negotiations, general comments, initiatives, unfunded retiree health care, other potential initiatives, leadership, and new members.

Some of the concerns of the committee members included the \$100,000 requested for snow plows that was presented during the budget process. The members were also concerned with the L-S override that was requested and the lack of time for deliberations.

The topic of addressing/responding to emails was broached. Jim Rao stated that he believes the procedure for responding to emails is address in the FinCom's Rules and Procedures. He stated a quick discussion on this topic can be addressed at the next meeting. He stated that for FY13 the committee needs to stay focused on the issues. He stated that this was a very challenging year, and that things seem to get personal at times. He reminded everyone that the role of the committee is to influence the process and to be effective in doing so, we need to find ways to express our opinions in a respectful manner.

Item 7: Public Comments

There were no comments made from the public. Chuck Woodard thanks Susan Iuliano, SPS school committee, for always attending the meetings.

The committee was reminded that there is no meeting scheduled during the month of August.

There being no further business, the committee adjourned at 9:30pm.