

**Sudbury Finance Committee
Virtual Meeting Minutes
January 31, 2022**

ATTENDANCE

Members of the FinCom present for the Virtual Meeting were Co-Chair Jean Nam, Susan Berry, Andrew Bettinelli, Ronald Brumback, Blair Caple, Michael Joachim, Sonny Parente, and Scott Smigler

ABSENT: Co-Chair Poch

ALSO ATTENDING the MEETING

Dennis Keohane, Finance Director/Treasurer-Collector; Adam Duchesneau, Director of Planning and Community Development; Jennifer Roberts, Chair of the Select Board

CONVENE:

Co-Chair Nam called the meeting to order at about 7:04 p.m. and roll-called members of the FinCom present for the January 31, 2022, Virtual Meeting.

ITEM 1: Open the Meeting

- Co-Chair Nam stated that the FinCom meeting of January 31, 2022, is being broadcast live and recorded for viewing by the public via www.sudburytv.org. She read the Municipal Remote Meeting Disclaimer.
- **Opening Remarks (Co-Chairs)**
There were no opening remarks.

ITEM 2: Public Comment

There were no public comments.

ITEM 3: Presentation of CPC projects

- **Open Space and Recreation Plan**
Co-Chair Nam introduced Adam Duchesneau, who shared slides on the Open Space and Recreation Plan, an ADA assessment of these spaces, and an Athletic Fields Assessment Update, as he walked the committee through the background on this request and its relevance to the CPC guidelines. The \$100K request breaks down into about \$40K for the Open Space and Recreation Plan, \$20K for the ADA assessment, and another \$40K for the Athletic Fields Needs Assessment. In response to questions about how the dollar request was determined, Mr. Duchesneau responded that this is a conservative number based on an estimate by Horsley Witten Group. He answered questions about how the update process will work, the ADA assessment, and the inclusion of Sewataro in this update.

Co-Chair Nam asked if Mr. Duchesneau had slides on the Athletic Fields Assessment portion of this article. He responded that he has relied on the Recreation Department for this portion of the project. The committee agreed that it would like to hear from Park and Rec on the Fields Assessment portion.

- **Rail Trail**

The presenters of the two Rail Trail articles requested a later date.

- **Other CPC discussion**

The Historic District also wanted more time before presenting.

In answer to the question that came up at the last meeting, Adam Duchesneau confirmed that all the tasks listed for the CPC portion of the new administration position are eligible to be funded with CPA funds. Mechanics of how the position and benefits will be paid are still being worked out. Mr. Duchesneau also enumerated the various unmet or partially met needs that this position will help meet.

ITEM 4: FinCom Budget Year FY23

- **Discuss Questions for upcoming LSRHS and SPS budget hearings**

The committee went over the questions submitted to date and added/modified some during the meeting. There was a discussion and decision to send the questions to LS for a heads-up, not to be answered in writing ahead but so they know that these are questions that will come up at the hearing.

- **Other items relevant to budget preparation, review, or informing the Finance Committee budget deliberations**

There was some preliminary discussion of the FY23 Town Manager's Budget book. Ron Brumback mentioned a few initial items he would like clarification on at the Town Budget Hearing: Vocational Education, ARPA funds, and Staff Enhancements. Scott Smigler suggested the committee talk about the staffing issue before the hearing with an eye to being more prepared to ask questions that will best allow the committee to get the information that will be most helpful to deliberations.

ITEM 5: General Business

- **Liaison reports**

Susan Berry reported that the SPS Committee will review the SPS Budget Book at their 2/7 meeting and send a copy to FinCom after their review.

- **Calendar and Budget Process**

a. Proposed Feb 15 meeting - Capital with SB, CIAC

This date is now confirmed

- b. Proposed March 22 meeting - Present Budget recommendations to SB

This is the last SB meeting before the 31st of March, the deadline for FinCom to present. Co-Chair Nam will confirm this date with SB.

- **Review Goals/Future Agenda Topics**

There was no discussion on these topics.

- **Transfers and Other Business**

There were no transfers.

- **Approve Meeting Minutes**

Draft minutes from the 1/24 FinCom meeting were reviewed, and suggested modifications made.

Motion and Vote:

Scott Smigler moved, and Jean Nam seconded the motion that the minutes of the January 24, 2022, Finance Committee meeting be approved as amended.

Roll call vote:

Sonny Parente, yes; Ronald Brumback, yes; Scott Smigler, yes; Susan Berry, yes; Michael Joachim, yes; Blair Caple, yes; Andrew Bettinelli, yes; and Jean Nam, yes.

The motion carried. The vote was unanimous.

ITEM 6: Updates from Town Staff

There were no updates.

ITEM 7: Public Comment

Co-Chair Nam recognized Select Board Chair Jennifer Roberts. She confirmed that the Financial Policies were voted at the last SB meeting and the final document is on the Town website.

ITEM 8: Adjournment

Motion and Vote:

Scott Smigler moved, and Ron Brumback seconded the motion that the January 31, 2022, Finance Committee meeting be adjourned at approximately 8:55 p.m.

Roll call vote:

Sonny Parente, yes; Ronald Brumback, yes; Scott Smigler, yes; Susan Berry, yes; Michael Joachim, yes; Blair Caple, yes; Andrew Bettinelli, yes; and Jean Nam, yes.

The motion carried. The vote was unanimous.

The next scheduled meeting of the Finance Committee is Monday, February 7, 2022, at 7:00 p.m.