

Sudbury Finance Committee
Virtual Meeting Minutes
June 26, 2023
7:00PM

ATTENDANCE

Members of the Finance Committee present were: Co-Chair Michael Joachim, Co-Chair Eric Poch (arrived late), Susan Berry, Andrew Bettinelli, Henry Sorett, Ryan Lynch, Maura Carty, Colin Wang and Michael Ferrari.

ABSENT

None.

ALSO ATTENDING THE MEETING

There were no others.

Open the Meeting

ITEM 1: Welcome and Member Roll Call

Co-Chair Joachim called the meeting to order at approximately 7:00PM, declared a quorum present and roll-called members present. He stated that the meeting is being broadcast live and recorded for viewing by the public. He read the Municipal Remote Meeting Disclaimer.

ITEM 2: Public Comment

There was none.

ITEM 3: FinCom Reorganization

- **Liaison Assignments**

Co-Chair Joachim reviewed the liaison assignments list for FY24. Discussion ensued on member interest in assignments. Mr. Sorett suggested adding a liaison to the Council on Aging and the Library. It was the consensus of the Committee to focus on where functions live under the consolidated budget and those responsible for operation of facilities, and it would be unnecessary to appoint liaisons to subcommittees. It was also decided not to appoint a liaison to the DPW as that department fell under the Town Manager budget.

Co-Chair Joachim will finalize the liaison assignments as discussed and post to Committee documents.

Co-Chair Poch joined the meeting.

- **CIAC Appointment**

Co-Chair Joachim reported that there has been a notice posted on the website to fill the vacancy for the CIAC. This notice would serve for both the FinCom appointment and the Select Board appointment. One application has been received.

Co-Chair Joachim was in favor of reappointing the current representative Susan Ciaffi, who has expressed an interest in reappointment for her long-term service as representative and institutional knowledge of how the FinCom, Town Manager and CIAC work together.

Following discussion, it was the consensus of the Committee to reappoint Ms. Ciaffi.

Upon motion duly made by Co-Chair Poch and seconded by Mr. Betinelli, it was unanimously voted to reappoint Susan Ciaffi as the FinCom appointee to the CIAC. Roll call vote: Co-Chair Poch-Y, Ms. Berry-Y, Mr. Bettinelli-Y, Mr. Ferrari-Y, Mr. Lynch-Y, Mr. Sorett-Y, Co-Chair Joachim-Y and Mr. Wang-Y. Motion carried 9-0, unanimous.

ITEM 4: FinCom Rules and Operating Procedures

Co-Chair Joachim began the discussion on the suggested changes to the FinCom Rules and Operating Procedures. At Mr. Sorett's personal request, he asked for more time to review the document, and members concurred. Co-Chair Joachim noted that he had highlighted suggested changes and the document would be reviewed at the next meeting.

ITEM 4: Review of FY23 Budget Process

Co-Chair Joachim began the discussion of the FY23 budget process. Discussion ensued with input from all members. Suggestions are reflected in the following initiatives for FY24.

ITEM 5: Agenda Topics/Initiatives for FY24

- **Schedule time in September and October to consider Fall Town Meeting articles.**
 - Collect questions for proponents
 - Invite proponents to speak with us
 - Consider articles, possibly including:
 - Opioids Stabilization Fund
 - Funding for Atkinson Pool
 - Funding for Fairbank Community Center
 - Firearms Zoning Bylaw (financial aspects)
 - Fund Traffic Signals
 - DLS Capital recommendations: Melone Stabilization Fund, etc.
 - Capital Planning Bylaw
 - SPS Placeholder (financial aspects)
- **Meet with Town Manager**
 - Discuss his analysis of budget
 - Discuss opportunities for additional communication of budget to Town
 - Discuss additional FinCom involvement in cost center guidance decisions
 - Discuss capital process
 - Consider \$100,000 limit on Town Manager capital budget items
 - What is the best way for FinCom to contribute
 - Discuss Town goals and how we will fund them (work with Select Board as well)
 - Discuss other FY24 issues of interest to FinCom (e.g., privatization and IT security)
- **Meet with SPS chair or subgroup or full committee**
 - General interactions between SPS SC and FinCom
 - Follow FY24 circuit breaker carry-over money (\$575,000) that must be used this year
 - Address bus revolving fund build-up and use
- **Set time for Finance Committee Warrant Report earlier in year**
- **Avoid conflicts between FinCom meetings and SPS meetings and ensure good communication at budget time**

ITEM : General Business

- **Transfers and other business**

- **Liaison reports**

Ms. Berry reported that an existing condition report had been completed on Curtis, including its anticipated usefulness and remaining life. She will disseminate the report to members, noting that the report was very comprehensive and could be used a model for the useful life of town buildings.

- **Calendar**

Co-Chair Joachim presented the draft of the FY24 calendar, and asked members to review it and provide feedback to him.

- **Other**

A doodle poll will be sent to members on scheduling an informal dinner meeting. Insofar as no business will be conducted, Co-Chair confirmed guidelines with counsel in compliance with open meeting law.

- **Approval of meeting minutes of February 27, 2023**

Upon motion duly made by Ms. Carty and seconded by Ms. Berry, it was unanimously voted to approve the minutes of February 27, 2023. Roll call vote: Co-Chair Poch-Y, Ms. Berry-Y, Mr. Bettinelli-Y, Mr. Ferrari-Y, Mr. Lynch-Y, Mr. Sorett-Y, Co-Chair Joachim-Y and Mr. Wang-Y. Motion carried 9-0, unanimous.

ITEM 7: Public comment

There was none.

ITEM 8: Adjournment

Upon motion duly made by Mr. Sorett and seconded by Co-Chair Poch, it was unanimously voted to adjourn. Roll call vote: Co-Chair Poch-Y, Ms. Berry-Y, Mr. Bettinelli-Y, Mr. Ferrari-Y, Mr. Lynch-Y, Mr. Sorett-Y, Ms. Carty-Y, Mr. Wang-Y, and Co-Chair Joachim-Y. Motion carried 9-0, unanimous. The meeting was adjourned at 8:55PM.

Respectfully submitted,

Christine Martin Barraford
Recording Secretary