

**Sudbury Finance Committee  
Virtual Meeting Minutes  
December 15, 2025  
7:00PM**

**ATTENDANCE**

Members of the Finance Committee present: Co-Chair Michael Ferrari, Andrew Sousa, Karl Fries, Andrew Bettinelli, Eric Poch, Ryan Lynch and John Baranowsky

Arrived late: Henry Sorett

Absent: Co-Chair Michael Joachim

Also in attendance: Assistant Town Manager/Finance Director Victor Garofalo and  
Town Manager Andrew Sheehan

**ITEM 1: Open**

Co-Chair Ferrari called the meeting to order at approximately 7:00PM, roll-called the members, and declared a quorum present. He read the Municipal Remote Meeting Disclaimer and reviewed the agenda.

**ITEM 2: Public Comment**

There was no public comment.

**ITEM 3: Budget Pressures Meeting with Lincoln-Sudbury Regional High School**

Co-Chair Ferrari introduced Superintendent Andrew Stephens, Interim Finance Director Susan Bottan, and School Committee members Jack Ryan and Maura Carty. Mr. Poch stated that the meeting is to discuss budget pressures for FY26, and the budget for FY27 will be discussed at a later time. Ms. Bottan reviewed the answers stated on Exhibit 1, including the following highlights:

- Approximately \$800,000 in unanticipated expenses for the current year for special education tuition and transportation.

Discussion ensued including the following highlights:

- E&D balance is \$1.1M, which will be certified by DOR sometime in March.
- With the exception of SPED expenses and wastewater treatment plant monthly contracted services running high, the overall budget is running well.
- With respect to Circuit Breaker, looking at expenditures year to date and calculating remaining requirements, balance projected to come in at a little bit under 75K at end of year.
- The District will use available circuit breaker funds to address the unanticipated special education costs, which will reduce the amount of circuit breaker funds carried over into and available for the following fiscal year.
- Student enrollment projected lower by 44 students from last year to this year (1,357) with expectation of bottoming out in years two through four and maintaining at 1,350
- No major additional expenditures expected for security as current measures are deemed appropriate with presence of SRO and swipe card system or visitor check-in at main office.

Ms. Bottan continued with her presentation as follows:

- Unanticipated revenues.
- Unanticipated hiring and/or staffing challenges.

- o Total number of actual and budgeted FTEs by position.
  - o Unexpected activity with respect to turnover, retirements, etc.
- Actual student enrollment statistics vs. budget.
- Actual OOD tuition costs vs. budget.
- Circuit breaker.
  - o FY24 circuit breaker funds unused in FY24 and carried over into FY25.
  - o FY24 circuit breaker funds used to prepay FY26 expenses.
  - o Actual circuit breaker amount to be received in FY26 based on payments to date vs. estimated amount.

Discussion ensued including the following highlights:

- It was noted the District expects out-of-district enrollment and expenses to go down in an upcoming year, and because circuit breaker funds are based on the prior year's expenses, that will give the District an opportunity to replenish its carry-over funding.
- Tuition costs covered by circuit breaker vs. general line item for special ed and transportation is noted at a cost of \$5.5M-6M with circuit breaker funds covering \$3M.

Ms. Batton continued with the presentation as follows:

- New initiatives for FY26.
- New initiatives that were not anticipated in FY26.
- Initiatives that will be continued in FY27.
- Grants in excess of \$50K received for FY26.
- How many FTEs and what positions are grants supporting.
- Capital.

Discussion ensued including the following highlights:

- The consultant Simpson, Gumpers and Haeger has been hired to do an assessment in January of the school roof to determine if a restoration or replacement is a viable option, and if restoration, the product to be used; also an assessment of the energy impact of both options, and if replacement, it may be prudent to wait a few more years in order to take advantage of MSBA reimbursement.

Co-Chair Ferrari thanked the LS team for their input.

#### **ITEM 4: Town Finance Discussion**

##### **Budget Pressures meetings**

Co-Chair Ferrari invited feedback from the Committee on the SPS/LS presentations.

- Both districts are handling costs beyond control of SPED tuition and transportation through circuit breaker management.
- Potential impact to budget in FY27 and outer years.
- Insofar as overrides are sought for capital items and the town is legally required to present a balanced budget, both school committees and town need to think as creatively as possible to effect a non-override budget; consideration of possibility of override in FY27.
- Although budget pressures are due to cost escalation, to some extent they are the result of policies adopted by the Town, as well as the Schools with regard to class size, etc.
  - o Examination of policies and financial implications is needed; the school committee needs to account for the increased costs due to the development of policies.
  - o Reminiscent of roof project for the Hosmer House last year wherein policy with regard to historical projects dictated the installation of a more expensive roof.

- In the same way, values of the town with regard to high quality schools and non-residential tax revenue has resulted in a limited tax base and new growth.
  - Unless there is a change in state and federal revenue stream, revenues will not increase and will continue to be unsustainable.

### **Finance Director Update**

Mr. Garofalo gave an update on the Atkinson Pool project, which opened on December 1<sup>st</sup> and is currently under budget.

### **Budget Guidance**

Tabled to next meeting.

### **ITEM 5: General Business**

- **Transfers and other business**

No transfers.

- **Liaison reports**

No liaison reports.

- **Calendar**

Next regular meeting: January 12 - discuss annual report and DOR report.

Discussion ensued on the Housing Authority's proposed warrant articles to demolish existing housing and replace with duplex housing. It was noted that, insofar as issues with housing should be addressed by the appointing authority, it is not within the FinCom's purview to advise on town boards and committees. On the other hand, if there are potentially harmful financial procedures in operation, the FinCom can comment on these deficiencies.

A warrant article will also be presented on the Sherman Bridge project. This article will be discussed as a capital item.

- **Approval of Minutes**

Tabled to next meeting.

### **ITEM 6: Public Comment**

There was no public comment.

**ITEM 7: Adjournment**

**MOTION: Upon motion duly made by Mr. Fries and seconded by Mr. Poch, it was unanimously voted to adjourn. Co-Chair Ferrari-Y, Mr. Sousa-Y, Mr. Sorett-Y, Mr. Fries-Y, Mr. Bettinelli-Y, Mr. Baranowsky-Y, Mr. Lynch-Y and Mr. Fries-Y. Motion carries 8-0, unanimous.**

The meeting adjourned at 8:37PM.

Respectfully submitted,

Christine Martin Barraford  
Recording Secretary