

**Sudbury Finance Committee  
Virtual Meeting Minutes  
February 2, 2026  
7:00PM**

**ATTENDANCE**

Members of the Finance Committee present: Co-Chair Michael Ferrari, Co-Chair Michael Joachim, Andrew Sousa, Ryan Lynch, Eric Poch, John Baranowsky, and Henry Sorett (arrived late)

Absent: Karl Fries

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

**ITEM 1: Opening Remarks and Member Roll Call**

Co-Chair Joachim 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: SPS FY27 Budget Hearing**

Co-Chair Joachim welcomed SPS Superintendent Brad Crozier and Director of Business and Human Resources Don Sawyer, who reviewed their PowerPoint presentation, including the following highlights:

- FY27 budget drivers.
  - NESDEC enrollment projection.
    - Class size - Loring, Nixon, Haynes, Noyes.
      - Net increase District-wide K-5.
    - Class size – Curtis.
      - Class size – District-wide PreK-8.
    - Elementary class size.
  - Middle school math position (.5 FTE).
  - Special education contract services.
  - Budget adjustments.
  - Contractual settlement and turnover savings.
  - Middle school enrollment driven increases – 2.0 FTEs.
  - EL staffing reduction – 1.0 FTE.
  - ESPAs reductions – 3.0 FTEs.

Discussion ensued including the following highlights:

- Base budget initiatives were maintained using strategy for one-time funds, circuit breaker adjustments or summer program changes.
- Adjustment in middle school position targeted for FY28 was made in FY27 using portions from several funds, i.e. activity, facility rental, revolving, food service, etc.
- Although there were 4.0 FTE reductions due to specific supports, 3.5 FTEs were added due to increase of 60+ students in support of school committee guidance on class size.



- Number of teachers who retired at mid-year and announced retirement at end of year atypical, and resulted in a savings of \$249K for FY27 to get closer budget guidance.
- Effort to maintain class size average at all schools and grades.

Review of the budget book continued, including the following highlights:

- Budget tiers.
  - o Base budget.
  - o Priority items – tier 1.
  - o Development – tier 2.
- Budget drivers.
  - o Salary expenses (contractual obligations.)
  - o Enrollment-driven classroom positions.
  - o Special education contracted services.
  - o Software subscriptions.
  - o Middle school math (.5 FTE).
- Tier 1 budget initiatives.

Karen Jones, member of the School Committee, joined the meeting and clarified that budget is still in draft form, and the detail lines have not been approved.

- Three-year budget forecast by DESE function code.

Discussion ensued, including the following highlights:

- In the event of an override in FY28, two versions of the budget would be developed identifying the need for an override and the impact to the budget if the override is not passed.
- Increased guidance of \$200K resided in the teaching services DESE function code.
- Circuit breaker prepayment anticipated in the amount of \$100K, the lowest prepay in a number of years.

Mr. Sawyer will review reallocation transfer sheets and provide more detailed information on freed up monies created by prepaid circuit breaker funds going back to FY25. In response to Co-Chair Ferrari's notation on the discrepancy of the number of FTEs, Mr. Sawyer will verify the actual numbers.

Discussion continued including the following highlights:

- Sustainability of the paraprofessional support services required to be provided to special ed students.
- Review of process of tracking all revolving fund accounts, including school lunch program which is reimbursed from the state.
- All capital requests are included in fifteen-year capital plan.

#### **ITEM 4: Discuss and Finalize Annual Town Report**

Co-Chair Joachim reviewed the latest draft of the annual town report.

**MOTION: Upon motion duly made by Mr. Poch and seconded by Mr. Sorett, it was unanimously voted to approve the annual town report for 2025 as presented with amendments tonight. Co-Chair Ferrari-Y, Co-Chair Joachim-Y, Mr. Sousa-Y, Mr. Poch-Y, Mr. Baranowsky-Y, Mr. Bettinelli-Y, Mr. Lynch-Y and Mr. Sorett-Y. Motion carries 8-0, unanimous.**



**ITEM 5: Town Finance Discussion****Assistant Town Manager/Finance Director Updates and Discussion****Discuss revisions to the FY27 budget guidance**

Mr. Garofalo reviewed the rationale for revisions in the budget guidance in the amount of \$325K allocated from free cash. He also noted that initial Chapter 70 funds have come within his budgeted number. Discussion ensued on the amount of remaining free cash available for appropriation.

**FY26 Budget to Actual Numbers**

Mr. Garofalo will review the budget to actual numbers at the next meeting.

**Discussion of the SPS hearing**

Concern was expressed that, insofar as budget sustainability continues to be a long-term issue, involvement of all the stakeholders in the budget process is critical in the data-driven problem-solving and decision-making process.

**Discussion of the upcoming LS budget hearing**

Co-Chair Joachim asked that members send Mr. Lynch questions for LS before the budget hearing.

**ITEM 6: General Business**

- **Transfers and other business**  
No transfers.
- **Liaison reports**  
Capital Improvement Committee – Mr. Baranowsky.
- **Calendar**  
Next regular meeting: February 9 – Budget hearing – LS  
February 23-Capital  
March 2-Town.
- **Approval of Minutes – None**

**ITEM 7: Public Comment**

There was no public comment.

**ITEM 8: Adjournment**

**MOTION: Upon motion duly made by Co-Chair Ferrari and seconded by Mr. Sorett, it was unanimously voted to adjourn. Co-Chair Ferrari-Y, Co-Chair Joachim-Y, Mr. Sousa-Y, Mr. Poch-Y, Mr. Baranowsky-Y, Mr. Sorett-Y, Mr. Lynch-Y and Mr. Bettinelli-Y. Motion carries 8-0, unanimous. The meeting adjourned at 9:15PM.**

Respectfully submitted,



Christine Martin Barraford  
Recording Secretary