

Town of Wayland
Finance Committee
Meeting – December 15, 2008
Minutes

Attendees: Sam Peper, Susan Pope, Rich Stack, John Bladon, Cherry Karlson,
David Gutschenritter, Mike DiPietro (Finance Director)

Absent: Bob Lentz

1. Meeting called to order at 7:10 pm
2. Budget Information Forum: convened at 7:10 pm. Sam presented the FY10 budget process and financial challenges and took questions. Public questions were on the topics of the DPW budget consolidation process, CIP, free cash and the MTBE settlement, assessors, debt exclusion, capital items and focusing on the school budget. There were no handouts; the presentation will be posted on FinCom's web page. This portion of the meeting concluded at 7:45 pm and FinCom recessed for a short break.
3. Meeting reconvened at 7:55 pm.
4. Minutes: Members reviewed and discussed the minutes of December 9, 2008. Motion and second to approve as amended. Vote: 5-0-1 (Karlson).
5. Public Comment: None.
6. ATM Article assignments: Following general discussion, members took the following articles.

Article	Name	FinCom Assignee
A	Recognize Citizens	Standard
B	Hear Reports	Standard
C	Town Officers	Standard
D	Transfers	Peper
E	Budget	Peper
F	Septage	Karlson
G	Wastewater	Bladon
H	Compensation of Officials	Standard
I	Previous Bills	Bladon
J	Increasing Exemption Amounts	Pope
K	Sell or Trade Vehicles	Standard
L	Gifts of Land	Standard
M	Personnel By-laws	Gutschenritter
N	CPA set aside	Standard
O	Wayland Charitable Com.	Stack
P	Ex-Officio TM members	Pope
Q	Change Date taking Office	Pope

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R	41 River Road	Pope
S	Dudley Road land	Lentz
T	Amend article II	Bladon
U	Town Clerk Edits	Bladon
V	York Road	Gutschenritter
W	Increase Demand Charges	Karlson
X	Change ATM Dates	Gutschenritter
Y	Change articles deadline	Gutschenritter
Z	HS article	Stack
AA	SC Technology	Stack
BB	Tobacco Violations	Pope
CC	Improper Dumping	Lentz
DD	Hear Reports, etc.	Karlson
EE	Overlook Road for housing	Lentz
	Coch Village Overlay	Stack
	Amend MUOD	Karlson
	Assessors: change code	Bladon
	Full List and Measure	Lentz
	Lampost(s)	Stack
	Water Enterprise Fund	Karlson
	Public Records	Karlson
	Coch Architectural Preservation	Stack
	Resolution	Gutschenritter

Standard articles will be written by Peper. Article write-ups will be discussed at meetings in January and February 2009. The Warrant Article Hearing is on January 5, 2009 at 7:00 pm.

7. Budget Meeting Schedule: Mike D. distributed a meeting schedule for January budget forums. The schedule will be posted on the FinCom web page.
8. Operating Budget: Mike D. distributed the operating budget for review and discussion in January. He pointed out the new Facilities consolidated budget and the DPW budget (which we will receive later). Lengthy discussion ensued regarding the anticipated 10% cut in state aid for FY10 and how to address the \$1.8 million shortfall identified in the budget slides. Discussion also covered the School's incremental additional savings from the school consolidation. The School budget will be received January 16th; their first budget presentation is Thursday, December 18th at 7:00 pm.

Motion made and seconded to instruct the FinCom chair to speak with the SC chair about lowering the SC FY10 budget guideline by the incremental additional savings from the elementary school consolidation. Vote: 6-0.

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Motion made and seconded to request an expense reduction to cover the anticipated 10% reduction in state aid for FY10, apportioned between the municipal (\$150,000) and school (\$350,000) sides of the budget. Vote: 6-0.

Mike D. will communicate this information to the departments on Tuesday or Wednesday this week. It was acknowledged that this will be a difficult budget year and operating budget conversations will continue.

9. Capital budget: The committee continued its discussion of the proposed capital items with focus on revised figures for some items. The general consensus was that capital items should be tax neutral for FY10 and that further review of the items is needed.

It was agreed that the CIP forms for each item included in the potential debt exclusion would be posted on the FinCom web page. The CIP forms will not be included in the warrant to control printing and mailing expenses. Forms will be posted in February when a capital budget is proposed. FinCom members should work with their liaison departments to ensure that the CIP forms are complete.

10. Peer Town Analysis: We will revisit the peer town analysis and selection at the end of the budget season.

Next meeting: January 5, 2009. Meeting adjourned at 10:03 pm.

Submitted by:

Cherry Karlson