



Town of Wayland Massachusetts

Finance Committee

Paul Grasso
Thomas Greenaway
David J. Gutschenritter
Cherry C. Karlson (Chair)
Sam H. Peper
Richard M. Stack
Bill Steinberg

Finance Committee
Meeting Minutes
January 24, 2011

The meeting was called to order at 6:45pm in the Wayland Town Building when a quorum was present.

Attendance: B. Steinberg, S.Peper, R. Stack, C. Karlson, T. Greenaway, M. DiPietro, P. Grasso (7:00), D. Gutschenritter (8:05)

Absent: None

Executive Session: At 6:45 pm a motion was made by Cherry Karlson and seconded to enter executive session as permitted by M.G.L. Chapter 30A, Section 21 (a)(3), for the purpose of discussing strategies with respect to collective bargaining because a discussion of these matters in open meeting may have a detrimental effect on the bargaining position of the Town. In addition to M. DiPietro, the Finance Committee will be joined by John Senchyshyn and Bob Loomer. The Finance Committee will return to regular session in about an hour. A roll call vote was taken.

Greenaway:	Yes
Karlson:	Yes
Peper:	Yes
Stack:	Yes
Steinberg:	Yes

At 7:50 pm the Finance Committee returned to regular session.

Public Comment: Donna Bouchard read a prepared statement about the need for further review of the School Department budget specifically mentioning errors in budget preparation that require further research, FY10 givebacks that should have been used elsewhere in the budget for relief and suggested budgeting at FY10 levels. She also advocated for funding for sixth grade teachers.

Kim Cook made public comment about the School Department budget and requested an independent budget review committee to focus on finding cost savings. C. Karlson requested she continue her comments later as the FinCom was overdue to meet with the School Committee..

FY12 School Operating Budget: At 8:00pm, the Finance Committee joined the School Committee for a presentation and discussion of the proposed FY12 School Department operating budget. All materials discussed can be found on the district's web page under the FY12 budget documents (http://www.wayland.k12.ma.us/district/district_info/departments/superintendent/reports.htm). The School Committee made a presentation and took questions during and after. During the hour long discussion, topics covered included changes in budget format to use MUNIS for non-personnel expenses, change in timing of applying SPED funds, growth in offsets, full day Kindergarten, additional requested positions (FTEs, benefit costs, related grant monies), and budgeting for computers and computer supplies (requested follow up information to clarify existence of funds in both operating and capital budgets). Clarification was provided for two issues raised during FinCom public comment (a double counting in the FY12 budget which was adjusted prior to FinCom review and a suggestion to budget at FY10 actual levels).

The Finance Committee will discuss the operating and capital budgets over its next few meetings and develop a draft budget by January 31st. C. Karlson agreed to provide feedback to the SC throughout the process.

The Finance Committee returned to its regular meeting room at 9:15pm and continued public comment.

Pubic Comment, continued: Kim Cook concluded her remarks on the School Department budget.

Mike Lowery commented on water rates and the capital surcharge. He perceives the allocation as inequitable and has developed a suggested alternative. He updated us on the status of the DPW review of rates; M. Lowery is the lead petitioner on an ATM article on the same topic and will be present at the ATM Article Hearing on January 31st.

ATM Article Assignment: Following discussion the following assignments were agreed upon:

1	Recognize Citizens	Karlson
2	Hear Reports	Karlson
3	Choose Town Officers	Karlson
4	Pay Previous Year Bills	Karlson
5	Current Year Transfers	Karlson
6	FY12 Budget	Karlson
7	Compensation for Town Clerk	Gutschenritter
8	Personnel By-law	Gutschenritter
9	Vehicles and Equipment	Karlson
10	Gifts of Land	Peper
11	RE Exemptions	Peper

12	CPA Set Aside	Stack
13	Digitizing Historic Records	Stack
14	User Fee Bills	Peper
15	Septage Facility	Stack/Karlson
16	Wastewater/DPW	Peper
17	Fund for Transfer Station	pulled
18	Zoning Recodification Bylaw	Steinberg
19	Zoning - Floodplain	Steinberg
20	Zoning - MUOD	Steinberg
21	Zoning - Ed and Religious Use	Steinberg
22	Sale of Town Owned Land	Gutschenritter
23	Consent Calendar	Greenaway
24	Voting Rights	Greenaway
25	Youth Advisory Committee	Gutschenritter
26	MtBE funds	Greenaway
27	Water Rate Structure	Grasso
28	Restate School Budget	Grasso

The FinCom reviewed the schedule for completing article comments. An additional meeting may be scheduled on March 3rd to complete comments on time.

FY12 Financial Discussion: M. DiPietro gave an overview of the revenue and expense projections for FY12 and actuals to date for FY11 as background for FinCom’s discussion of the FY12 budgets.

Specific discussion topics included the overlay account, state aid projections, local receipt trends, timing of new growth, application of ambulance receipts and debt from the HS project. Preliminary discussions of how to best apply cash included funding some of the operating budget, a portion of the capital budget and careful review of future uses to mitigate the need for an operational override. M. DiPietro explained the recent pension valuation which was favorable to Wayland (the term has been extended for all communities). If the pension is funded at our project level (rather than the required level), we can prepay approximately \$280,000 of our obligation. Discussion ensued on whether to prepay a larger amount.

Free cash is at \$8.5 million or about 13.2%. A long discussion of how to best use the cash balances over the next few years to bring relief to the taxpayer while maintaining appropriate reserve levels followed. M. DiPietro recommends using \$1 million to offset capital expenses this year. The FinCom will continue this discussion with the capital budget.

FY12 Capital Budget: The committee reviewed the updated list of capital requests which reflected information gathered over the last few meetings. M. DiPietro has received updated CIPs for some of the projects and will distribute them for review. The FinCom asked for firm numbers on the dam repairs, the need to complete the Station 2 work this year, the support for the field work at the MS, the need for beach sand this year and an update on the past dollars approved for the beach, and a firm/lower number on the DPW facility design. FinCom is also waiting for additional information on the water meters (updated cost analysis). The information will be discussed at our next meeting.

Discussion ensued on trying to keep the capital budget better than tax neutral recognizing that the HS

debt's largest impact will be the same year. Conversation continued on the idea of migrating some of the technology expense from capital to the operating budget. At this time, all requested items have funding suggested according to our capital guidelines; this approach requires a debt exclusion for FY12.

Other Business: A meeting was set for Thursday, January 27th at 7:00pm to continue discussion of the capital and operating budgets.

C. Karlson will request that Eric Sheffels update the FinCom on the HS building project sometime in February.

Adjourn: At 11:40pm a motion was made and seconded to adjourn.

Respectfully submitted,

Cherry Karlson