



# 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 31, 2011

The meeting was called to order at 7:07 pm in the Public Hearing Room at the Wayland Town Building.

**Attendance:** P. Grasso, C. Karlson, B. Steinberg, S. Peper, T. Greenaway, D. Gutschenritter and M. Dipietro (Finance Director).

**Absent:** R. Stack

### 2011 Annual Town Meeting Warrant Article Hearing:

Article 1. **Recognize Citizens and Employees for Particular Service to the Town:** No public comment.

Article 2. **Hear Reports:** No public comment.

Article 3. **Choose Town Officers:** No public comment.

Article 4. **Pay previous Year Unpaid Bills:** the Finance Director commented that he is not aware of any such bills to be paid.

Article 5. **Current Year Transfers:** it was noted that the significant snow removal this winter will cause there to be current year transfers.

Article 6. **FY '12 Omnibus Budget:** the Finance Committee will be presenting a draft budget during its meeting on February 7, 2011.

Article 7. **Compensation for the Town Clerk:** No public comment.

Article 8. **Approve the Personnel Bylaw and Wage & Classification Plan:** No public comment.

Article 9. **Sell or Trade Vehicles and Equipment:** No public comment.

Article 10. **Accept Gifts of Land:** The Finance Director commented that he is not aware of any land to be gifted.

Article 11. **Accept Law Increasing Real Estate Tax Exemption Amounts:** No public comment.

Article 12. **Set Aside Community Preservation Funds for Later Spending:** It was commented that this is a requirement of the law pertaining to Community Preservation Funds.

Article 13. **Preservation and Digitizing of Historic Records:** Jerry Heller, the chairperson of the Community Preservation Committee spoke to the Article. State law requires the preservation of records for the period prior to 1870. The estimated cost is \$160,000 and it will be paid from Community Preservation Funds. Mike Lowery of Lakeshore Drive in Wayland asked if the records, once digitized, will be available to the public and Mr. Heller said they will be. The advocate for this Article will be Siobahn Zahn.

Article 14. **Adopt Bylaw Allowing User Fee Bills to be Sent with Property Tax Bills:** Fred Turkington, Town Manager, spoke to the Article. He stated that this will authorize citizens to pay these fees electronically. The advocate for this Article is the Treasurer.

Article 15. **Acquire Town of Sudbury's Interest in the Septage Facility:** Mr. Turkington spoke to the Article, which was brought to the Town at Special Town Meeting in November 2010. The Board of Selectmen are not yet certain of bringing this Article to Annual Town Meeting. They are considering an environmental study and the Town of Sudbury will not pay for such a study.

Article 16. **Amend the Special Act Establishing a Department of Public Works (DPW) by the Merging Wastewater Management District Commission (WMDC) with the Board of Public Works:** Fred Knight of the Wastewater Management District Commission. The motivation for this is for timely analysis, which is better done under the DPW than the WMDC. Mr. Peper asked if the information presented is the proposed text for the Article. Mark Lanza, Town Counsel, stated that it is. He said that the proposed Article still keeps the decision making authority with the WMDC. Betty Salzburg asked if there is anyone on the DPW with experience in wastewater management. There was no response to the question. Mike Lowery asked if on page 11, Paragraph (f) of the proposed Article there is the contemplation of creating an enterprise fund. The Finance Director said that the enterprise fund already exists. Dave Bernstein asked for a cost/benefit analysis. Siobahn Zahn asked if this would be a strain on the DPW Board.

Article 17. **Establish Enterprise Fund for a Joint Transfer Station and Recycling Center:** Mr. Turkington spoke to the Article. It is being investigated by the Board of Selectmen who have not yet determined whether they will submit this Article for Town Meeting action. The joint operation with Sudbury is currently an experiment and there may not be enough data with regard to how well this is working prior to Annual Town Meeting.

Article 18. **Zoning Recodification Bylaw:** The Town Planner, Sarkis Sarkisian, spoke to this Article. It was presented at the 2010 Special Town Meeting and was passed over. The Planning Board has held several meetings open to the public to discuss the proposed Article. The next scheduled meeting will be held on February 17, 2011.

Article 19. **Amend Zoning Bylaw – Updated Federal Floodplain Overlay District Map:** The Town Planner spoke to this Article. The purpose is to have floodplains approved through the Town Meeting process. The floodplains will comply with the Federal mapping. There will be a public hearing to discuss this on March 1, 2011. Mr. Lowery asked if maps of the flood plains will be available to the public. The Town Planner said that they will. Linda Segal asked that such maps be included in the Warrant. The Town Planner said they will try to incorporate them in the Warrant. Donna Bouchard asked if these maps will have changes to the current delineation for the floodplains and asked why this Article is being brought to Town Meeting. The Town Planner stated that there will be no changes to the current floodplain delineations and that this is an effective means of bringing the floodplain boundaries to the attention of the public.

Article 20. **Amend Zoning Bylaw – MUOD Mix of Office and Retail Space:** The Town Planner spoke to the Article. A public hearing to discuss this is scheduled for March 1, 2011.

Article 21. **Amend Zoning Bylaw – Site Plan Approval Requirement for Educational and Religious Uses:** Town counsel Mark Lanza spoke to this Article. He has requested that the Town make these changes to the Zoning Bylaw in order to make them consistent with the Laws of the Commonwealth.

Article 22. **Sale of Town –owned Land at 24 and 26 Lakeshore Drive:** Mr. Turkington spoke to the Article. The purpose is to sell Town owned land to the adjacent property owners for septage. The combined value of the two parcels is \$12,000 - \$13,000.

Article 23. **Adopt Bylaw Creating Consent Calendar at Town Meeting:** Sue Pope, a Selectmen, spoke to the Article. The proposed Article comes from the Town Meeting Procedures Subcommittee. That committee has not yet voted on this Article. They will meet to discuss it in early February.

Article 24. **Authorize Local Voting Rights for Permanent Resident Aliens Residing in Wayland:** The petitioner, Kim Reichelt, spoke to the Article. It would allow people with Green Cards who live in Wayland to vote in local elections (not in state or national elections). The Town voted to approve this five years ago. State Representative Tom Conroy brought this to the State Legislature who has sent it back to Wayland voters for another vote. It is currently an accepted practice in the Massachusetts communities of Amherst, Brookline, Cambridge and Newton.

Article 25. **Amend Youth Advisory Committee Membership and Length and Effective Date of Terms:** Joe Karbowski, a member of the Youth Advisory Services committee spoke to this Article. It eliminates the two students from the committee for two primary reasons: a) they are too young to vote and therefore cannot participate in the decisions of the committee; and b) they typically are unable to meet when other committee members are available to meet. Mr. Gutschenritter asked if the students weighed in on this proposed Article and Mr. Karbowski said they did not.

Article 26. **Appropriation of MiBE Litigation Settlement Monies for Water Main Improvement in Cochituate:** The petitioner, Linda Segal, spoke to the Article. The Article proposes that since the funds from the litigation settlement were for water related issues, they should be used by the Town for water related improvements or provided as a rebate to those who paid into the system. This would impact the source of funds for water main improvements at Routes 27 and 30.

Article 27. **Water Rate Structure Equity:** The petitioner, Mike Lowery, spoke to the Article. Mr. Lowery contends that users of lesser amounts of water from the Town's water system pay disproportionate fees on their water bills. The DPW is considering a change to their billing procedures and if their change provides for a more equitable system of charging customers, as set forth by the petitioner, the Article may be passed over.

Article 28. **Restatement of FY 2011 School Department Budget:** The petitioner, Donna Bouchard, spoke to the Article. At Annual Town Meeting in 2010, the Town voted to fund a detailed review of the budget for the Wayland Public Schools and of the budgeting process. This would provide for \$30,000 to restate the 2011 school budget, which the petitioner does not believe is being done under pursuant to the review (and the related Abrahams Group Study) that was funded in 2010. Mr. Peper asked why the \$40,000 approved for this in 2010 did not cover the audit items being requested by this Article. The petitioner feels that the School Committee added a review of its administrative functions to the approved review in 2010 and that the funds to complete the audit of the budget were therefore insufficient. Ms. Karlson asked if the petitioner had discussed this with members of the audit committee. The petitioner said that she had spoken with individuals on the committee but not with the committee.

The Annual Town Meeting hearing was closed and the regular Finance Committee hearing resumed.

#### **Meeting Minutes:**

The minutes for the Finance Committee Meeting of January 10, 2011 were approved 4-0-2. Mr. Peper and Mr. Gutschenritter abstained, as they were not present at that meeting.

The minutes for the Finance Committee Meeting of January 24, 2011 were approved 6-0.

The minutes for the Executive Session Meeting of the Finance Committee of January 24, 2011 will be discussed in Executive Session.

The minutes for the Finance Committee Meeting of January 27, 2011 were approved 5-0-1. Mr. Grasso abstained, as he was not present at that meeting.

#### **DPW Capital Budget:**

Bob Virzi, chairperson for the Recreation Department, stated that the number one priority for their department is new playing fields. Field use is reported to be at 150% of recommended use. In addition, they feel that equipment to maintain the playing fields (The Dingo) is an important part of the Recreation Departments capital request. The DPW Director, Don Ouellette, discussed the need for irrigation for the playing fields and discussed the benefits of using the well water in lieu of Town water to do so. The Director of the Recreation Department, Nancy McShea discussed the need for two or three multi-purpose fields and the long range need for an additional turf field. If new fields are developed, they will not immediately increase revenue to the Town, as the existing fields will be repaired when the new fields are ready and it will take a couple of seasons to generate revenues from all fields. There was a general discussion of eventually charging a higher rate for fields such that the users cover a greater percentage of maintenance costs.

The proposal to approve \$120,000 for the Hannah Williams Playground equipment was discussed. The DPW is working with residents to potentially raise some private funds for improvements to the park in addition to the cost of purchasing and installing new playground equipment.

The Recreation Department discussed the proposal to provide additional sand to the Town Beach at Lake Cochituate. Erosion has washed sand into the Lake. New sand will be added after drainage issues at the Town Beach have been addressed. A permit must first be obtained from the Conservation Commission for the drainage work to be conducted; therefore the new sand would not be brought to the beach until the Spring of 2012. Improvements to the Beach House are likely to commence in the Fall of 2011 and will be completed for the 2012 season.

Don Ouellette discussed the need for the VAC truck. The DPW has rented similar equipment in the past. It was discussed that the requested chipper and sander can be delayed a year.

#### **Meeting with the School Committee:**

At 9:14 PM the Finance Committee adjourned to the School Committee ("SC") meeting on the second floor of the Town Building and commenced meeting with the SC at 9:17 PM. It was explained to the SC that the Finance Committee is moving towards a policy of expensing technology items, such as computers, which have useful lives of five years and less and are not part of the technology infrastructure for the Town. Until now, those items have been capitalized. The Finance Committee's goal for the schools is that approximately \$300,000 per year of technology, which is the anticipated annual replacement cost of computers

and peripheral equipment, will become part of the SC's annual operating budget. For fiscal 2012, the Finance Committee is recommending that \$150,000 of technology related items should be expensed and that \$350,000 of the technology request should be capitalized. This is in lieu of the SC request for \$650,000 of capital for technology related items in fiscal 2012. It was discussed that some or all of the additional operating costs for computers might come from the utility budget in fiscal 2012. The Finance Committee has also made this change to the Town's operating budget with regard to expensing computers and similar technology related expenditures. At 9:50 PM the Finance Committee returned to its meeting in the Public Hearing Room on the ground floor of the Wayland Town Building.

**Fiscal Year 2012 Capital Budget Discussion:**

At 9:55 PM the Finance Committee began a discussion of the FY 2012 Capital Budget. Public comment from Linda Segal, petitioner for Article 26 (Appropriation of MiBE Litigation Settlement Monies for Water Main Improvement in Cochrane). She suggested that the Article be considered at Town Meeting prior to the capital budget article.

The Finance Committee proposed a draft Capital Budget totaling \$4,815,000. This would include \$880,000 of excluded debt and \$660,000 of capital improvements for water related items. The draft budget was approved by a vote of 5 in favor (Karlson, Peper, Gutschenritter, Greenway and Steinberg) and 1 opposed (Grasso).

**Fiscal Year 2012 Operating Budget:**

The Finance Committee proposed a draft budget as follows:

General Fund:	\$66,902,456
Water:	\$ 3,403,133
Septage:	\$ 40,233
<u>Wastewater:</u>	<u>\$ 561,175</u>
Total:	\$70,906,997

The draft budget was approved by a vote of 6 – 0.

**Discussion of Upcoming Budget Presentation:**

The Finance Committee discussed the proposed slides to be presented at the 2012 Fiscal Year budget presentation to occur on February 7, 2011. The framework for that presentations was approved by a vote of 6 - 0.

Adjourn: At 11:09 PM a motion was made and seconded to adjourn the meeting. The motion carried and the meeting was adjourned.

Respectfully submitted,

William Steinberg