



# 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  
March 7, 2011

The meeting was called to order at 7:05pm in the Wayland Town Building when a quorum was present.

**Attendance:** B. Steinberg, S. Peper, C. Karlson, T. Greenaway, M. DiPietro, D. Gutschenritter, R. Stack, P. Grasso

**Absent:** None.

**Public Comment:** None.

**HSBC update:** Lea Anderson and Eric Sheffels gave an update on the HS project covering both construction progress/schedule and financials. They spoke from slides which are posted online at <http://www.waylandschoolcommittee.org/whs/hsbc/Documents/2011-03-07%20Presentation.pdf>.

Building B is ahead of the construction schedule, and building A is behind due to weather delays. The schedule still calls for students to move into the new buildings in January 2012. Financially, the project is on target. The largest remaining financial risk is abatement of any environmental issues found in demolition of the existing high school buildings. Contingencies remain strong. The Finance Director will work with the HSBC to determine the timing and amount of any remaining borrowings. The FinCom will be involved in any changes to the technology budget.

**ATM Articles:** The committee deliberated and voted the following articles:

- **Article 5, Current Year Transfers:** A motion was made and seconded to reconsider Article 5 because of new information. Vote: 7-0. C. Karlson presented an updated request for \$135,000 for snow removal bringing the total transfer request to \$225,000. Motion made and seconded to approve Article 5 as amended. Vote: 7-0.
- **Article 22, Sale of Town Owned Land:** D. Gutschenritter presented the article and suggestions were made to amend the draft write-up. Motion made and seconded to approve Article 22. Vote: 5-2.

- **Article 14, CPA Set Aside:** R. Stack led the discussion of this standard article. M. DiPietro updated the set aside amounts. Motion made and seconded to approve Article 14. Vote: 7-0.
- **Article 15, Digitize Town Records:** R. Stack outlined the elements of this article. After discussion, a motion was made and seconded to approve Article 15. Vote: 7-0.
- **Article 17, Septage Facility:** R. Stack presented a draft write-up with comments refreshed from prior town meetings. Following a discussion, the motion was made and seconded to approve Article 17. Vote: 7-0.
- **Article 27, Water Rate Structures:** P. Grasso outlined the components of the article. Lead petitioner Mike Lowery was present (joined meeting during article discussions) and participated in the discussion. Topics discussed included: distribution of capital expenses, understanding the three options being considered by the BPW, appropriateness of charges to low volume users as well as those not using town water, and the BPW's responsibility for setting rates. M. Lowery reiterated his intent to pass over this article depending on the outcome of the BPW vote on rates on March 8th. P. Grasso made a motion and it was seconded to approve Article 27. Vote: 5-0-2.
- **Article 7, MtBE:** T. Greenaway outlined the feedback he received from petitioners, DPW and the town administrator. The draft write-up was reviewed, and then a motion was made and seconded to approve Article 7. Vote: 0-7.
- **Article 8, Restatement of School Budget:** P. Grasso moderated a lengthy discussion of this article and its relative merits and concerns. The committee made suggestions to modify the FinCom Comments particularly that the value added is a restatement of the FY11 actuals, not the FY11 budget. The lead petitioner, Donna Bouchard, had sent an email to the FinCom in support of the article (on file with the Finance Director). A motion was made and seconded to approve Article 8. Vote: 7-0.

**Finance Committee Report:** The committee reviewed and edited the expanded capital commentary and discussed placement in the Warrant. The FinCom thanked R. Stack for creating and populating the new format.

The committee reviewed the final draft of the report. C. Karlson pointed out the new text under the Free Cash section. The committee made minor edits. A motion was made and seconded to approve the Finance Committee Report. Vote: 7-0.

**Other Business:** A number of items were reviewed.

- Upcoming meeting schedule: March 21, March 28 (BoS Warrant Article Hearing), April 7, 10 and 11 for town meeting.
- Candidates' Night: The LoWV (Mary Antes) requested a FinCom rep attend the forum on March 24th to discuss the debt exclusion vote. P. Grasso and R. Stack volunteered and will coordinate with M. Antes.
- Election: C. Karlson suggested that FinCom draft an editorial in support of the debt exclusion for publication in the Crier. T. Greenaway volunteered to draft the piece for review and vote at the March 21st meeting. C. Karlson reminded the committee that to maintain FinCom's neutrality it is suggested that members do not write letters in support of candidates.
- SC Budget book is online this year.
- Public records requests: C. Karlson mentioned the volume and timing of requests and thanked M. DiPietro for handling them.
- Operational Review Committee: P. Grasso reminded the committee of the next meeting on March 16th at 7:45pm. TAG will present the final portion of their report.

**Adjourn:** At 10:30pm a motion was made and seconded to adjourn.

Respectfully submitted,

Cherry Karlson