



# 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, June 18, 2012**

Attendance: C. Karlson (Chair), B. Steinberg, T. Greenaway, P. Grasso, R. Stack, D. Gutschenritter and S. Peper

Also in Attendance: Mike DiPietro, Finance Director

### **I. Call to Order**

The meeting was called to order at 6:34 PM in the Public Hearing Room of the Wayland Town building.

### **II. Joint Session With Board of Selectmen and School Committee to Interview Audit Committee Candidates**

Candidates interviewed by the three boards/committees were: Tony Boschetto; Donna Bouchard; Gordon Cliff; Chris Cullen; Ben Downes; Frank Krasin; and Chris Riley (see resumes for each candidate, attached hereto). There were four common questions asked of each candidate: a) Does the candidate prefer a one, two or three year term; b) Is the candidate familiar with the open meeting law; c) The candidate's perspective on the charge for the audit committee, its scope and its goals; and d) Comment on the tensions in Wayland that surround various financial issues. There were additional questions to most of the candidates regarding a self-evaluation of how their skills and past experiences might be beneficial to the committee. At the conclusion of the interviews, the Finance Committee and the School Board were given the charge to adjourn to their own meetings where they would each select a first and second choice for the audit committee; the Finance Committee appointment for a term of two years and the School Committee appointment for a term of one year.

The joint session adjourned at 7:58 PM and the Finance Committee resumed its meeting at 8:00 AM in the Board of Selectmen's Hearing Room. There was no public comment, as no members of the public were present for that item on the agenda.

### **III. Finance Committee Discussion of Audit Candidates and Selection of FinCom Representative**

Finance Committee members discussed the seven candidates. There was some consensus to select a candidate who would be new to Town government, in order to bring new people and new ideas to the process. Four candidates were selected to be voted on by the members, with each member voting on two of the four candidates; Tony Boschetto, Gordon Cliff, Ben Downes and Chris Riley. There were five votes for Cliff and Downes. The committee members then voted on those two and based upon a vote of 4 – 3, the first choice of the Finance Committee was Gordon Cliff and the second was Ben Downes. transmitted the vote on behalf of the Finance Committee to the Board of Selectmen.

### **IV. Meeting Minutes**

The minutes from the Finance Committee Meeting of May 7, 2012 were submitted for approval and were approved by a vote of 7-0, as amended.

### **V. Leadership of FinCom for Fiscal Year 2013**

After a general discussion of leadership for the coming year, Richard Stack nominated Bill Steinberg as Chairperson for fiscal year 2013. That motion was seconded and approved by a vote of 6-0-1 (Bill Steinberg abstained).

Richard Stack then nominated Tom Greenaway as Vice-chairperson for fiscal year 2013. That nomination was seconded and approved by a vote of 6-0-1 (Tom Greenaway abstained).

The Committee discussed who on the Committee should represent FinCom in salary negotiations for the coming year. has been doing so for the past few years and suggested that other members need to be involved in order to carry knowledge of this process into future years. The Committee decided that Tom Greenaway and should share that role. No vote was required.

### **VI. FY 2012 Year End Estimates**

The Finance Director provided an estimate of operating expense turn-backs and revenue receipts for the end of FY 2012. It appears that revenues will be close to, but probably slightly less than the estimate previously provided, which anticipated that revenues will be approximately \$400,000 greater than the budget. Operating expense turn-backs within the Town budget were estimated to be \$1.6mm, and they may be closer to \$1.7 - \$1.8mm, with the change from initial estimates being the following: Snow removal decreasing by approximately \$100,000; Legal Expenses decreasing by approximately \$100,000; and expenditures by the Assessor increasing by approximately \$50,000. Expense turn-backs within the school budget are still anticipated to be in the range of \$400,000, per previous estimates.

The Finance Director reported that Unclassified Expenses (line 32b of the Town budget, dealing with insurance and health care items) will provide a savings from the amount budgeted for FY 2012 of approximately \$950,000. This amount will increase the Town's free cash, or the Finance Committee may elect to use some or that entire savings to fund OPEB (other post-employee benefits). Committee members requested that the Finance Director provide an explanation for the

savings within this line item when they meet on June 25<sup>th</sup>. At that time, the Finance Committee anticipates making a decision on those funds, as well as considering any reserve fund transfers for expense overruns during the fiscal year.

## **VII. Chairman's Update**

The chair explained to the Committee that the budget process for FY 2013 for the Town side of the budget is anticipated to be more consistent with the process on the school side of the budget. It has been proposed that the departments will provide their budgets to the Town Administrator and the Selectmen for review prior to submission to the Finance Committee. This will hopefully provide a more thoughtful and better-prepared budget to the Finance Committee.

Richard Stack would like for the Committee to receive explanations from various departments that have not filled employee vacancies despite having budgeted for those positions. The question is one of savings and services.

## **VIII. Finance Committee Members and Finance Director Reports & Concerns**

It was suggested that a committee be formed to study questions regarding the funding of pensions and OPEB. This committee might consist of members of the community who are knowledgeable with these issues and might help the Town in its considerations of funding future obligations. The Committee will consider this and may decide to take this on as one of its summer projects.

A motion was made and seconded to adjourn the meeting. The motion carried and the meeting adjourned at 10:57 PM.

Respectfully submitted,

William Steinberg