



# Town of Wayland Massachusetts

## **Finance Committee**

Nancy Funkhouser  
Thomas Greenaway  
David J. Gutschenritter  
Cherry C. Karlson  
Steve Lesser  
Bill Steinberg (Chair)

## **Finance Committee Meeting Minutes October 3, 2012**

**Attendance:** C. Karlson, D. Gutschenritter, B. Steinberg (Chair), T. Greenaway, C. Martin, N. Funkhouser

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

The meeting was called to order at 6:33 PM in the Field House at the Wayland High School.

### **II. Public Comment**

Molly Upton spoke in favor of tight budgeting.

### **III. Discussion of Claim of Opening Meeting Law Violation by Wayland Resident George Harris, dated 9/24/12.**

B. Steinberg noted that G. Harris had filed an open meeting law complaint with respect to the Committee's September 5 meeting. The Complaint had been distributed to the Committee before the meeting.

First, B. Steinberg acknowledged that the motion to enter executive session on September 5 did not contain the required language and that the minutes did not reflect the actual motion. The Committee discussed the proposed changes to the minutes of September 5, which had been prepared by C. Karlson, the original drafter of the minutes. After a motion and second, the Committee voted to amend the minutes for the September 5 meeting. 6-0.

Second, after discussion, a sense of the meeting emerged that the Committee will use reasonable efforts to comply with Open Meeting Law requirements.

### **IV. Minutes**

At about 6:40, after a motion and second, a motion was made by D. Gutschenritter and seconded to enter executive session pursuant to M.G.L. Ch. 30 § 21(a)(3) to discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the Town. B. Steinberg declared open meeting would have a detrimental effect on the bargaining position of the Town. The Committee planned to return to open session after the executive session. A roll call vote was taken:

Carlson:	Yes
Gutschenritter	Yes
Steinberg	Yes
Greenaway	Yes
Martin	Yes
Funkhouser	Yes

The Committee returned to open session at about 6:55 pm.

#### **V. FY 2014 Budget Guidelines**

T. Greenaway distributed a draft guidelines forecast worksheet and C. Karlson distributed a draft guidelines letter addressed to town boards and departments. T. Greenaway discussed the components of the draft workpaper, and C. Karlson explained the structure of the draft guidelines letter.

At 7:14, the Committee recessed until the conclusion of Town Meeting.

At 9:22, the Committee reconvened after the conclusion of Town Meeting.

Fred Turkington, Town Administrator, joined the meeting. Discussion continued on the budget guideline item. N. Funkhouser suggested changes to the draft guidelines letter. After discussion and a motion and a second, the Committee voted to issue a budget guideline letter asking boards and departments to prepare: (1) a level services budget and (2) a prioritized list of cuts at the department or board level that, if all enacted, would total a 10 percent reduction from the level services budget. 6-0.

B. Steinburg urged members to go to their liaison assignment boards and departments in October to explain and discuss the budget guidelines, to seek out any financial-related issues the boards and departments may be having, and to inquire whether the boards and departments plan to submit any warrant articles at Annual Town Meeting.

#### **VI. Adjourn**

At 10:08 pm, after a motion and a second, the Committee voted to adjourn.

Respectfully submitted,

Thomas Greenaway

#### Documents

1. OML Complaint
2. Proposed changes to minutes of September 5, 2012
3. Draft Budget Guidelines Workpaper
4. Draft Budget Guidelines Letter