



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 23, 2012

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

I. Call To Order: The meeting was called to order at 7:05 PM in the Large Hearing Room of the Wayland Town Building.

II. ATM Warrant Article Hearing: All articles for Annual Town Meeting 2012 were reviewed. A handout was provided and was also posted on the Town website.

- Article A1, Amend Section 19-8 of Town Code: B. Cummings, BoA, outlined the article with input from E. Brideau, Assessor. Questions from T. Greenaway re: attendance at already scheduled hearings (answer – low, 1-2 people) and C. Karlson confirming that the process included the tax recap meeting as held this past fall. Anette Lewis asked how residents would understand new assessments. E. Brideau explained the new process.
- Article A2, Amend Town Code 19: Require Tax Rate Hearing: Donna Bouchard presented for lead petitioner George Harris. She gave a brief summary of the proposal. T. Greenaway asked if they would work with the assessors to combine into one article.
- Article J, Appropriate Funds to Study Teacher Compensation: Lead petitioner Molly Upton explained the article. P. Grasso asked what prompted the article and R Stack asked how the comparative towns were selected as they seem to have higher salaries than Wayland. M. Upton derived the estimated cost of \$16,000 without outside consultation. C. Karlson stated that the timing for completion (deadlines in article) are tight given past experience with consultants.
- Article 1, Recognize Citizens and Employees for Particular Service to the Town: No comments.
- Article 2, Hear Reports: No comments.

- Article 3, Choose Town Officers: Anette Lewis stated the Selectman can choose the officers before ATM to save time.
- Article 4, Pay previous Year Unpaid Bills: No comments.
- Article 5, Current Year Transfers: No comments.
- Article 7, FY 2013 Omnibus Budget: Donna Bouchard asked about reporting on unspent capital. Anette Lewis requested more detail on the budget in the Warrant, including the snow removal budget, for better fiscal control.
- Article 8, Compensation for the Town Clerk: No comments.
- Article 10, Sell or Trade Vehicles and Equipment: No comments.
- Article 11, Accept Gifts of Land: No comments.
- Article 12, Accept Law Increasing Real Estate Tax Exemption Amounts: No comments.
- Article CPA1, Set Aside Community Preservation Funds for Later Spending: Anette Lewis inquired how TM know what the funds are used for? There is a report in the Warrant.
- Article B, Create Stabilization Fund for Minuteman Regional Vocational-Technical High School: F. Turkington outlined the request and noted that the stabilization fund would be approved only if all 16 towns vote to move forward. Anette Lewis asked for further explanation on what it would be used for and the controls over spending it.
- Article C, Amend Zoning Bylaw: Definition of Refuse Disposal District: I. Montague, chair of Planning Board, outlined the article. The Planning Board public hearing will be on February 16th. Paul Doerr asked whether the vehicle maintenance at the DPW garage would be limited to the DPW vehicles or could be any vehicle. Linda Segal requested a map for this and all other land articles be placed in the Warrant.
- Article CPA 2, Appropriate Funds for Due Diligence Efforts for Pre-Permitting and Potential Sale of Town-Owned Land on Boston Post Road: Becky Stanizzi, Econ. Development Committee presented this article and explained the project for which due diligence funds are sought. Andrea Wagner asked if a traffic study had been completed. A traffic study will be done as part of the due diligence work.
- Article CPA 3, Appropriate CPA Funds for Site Development for Affordable Housing Project on Stonebridge Road: Jerry Heller, CPC, explained this article. Anette Lewis asked how TM will know the funds are matched 1:1. The article language will be amended to reflect the matching ratio.
- Article E, Resolution in Support of Funding Electronic Voting through June 30, 2015: Dave Bernstein explained the purpose of the resolution.
- Article Y1, Amend Town Code Section 6-3: Residency Requirement for Appointed Government Bodies: Jim Forti, Youth Advisory Committee, explained the need for this article.
- Article Y2, Change Composition of Youth Advisory Committee to Provide Non-Voting Status for Non-Resident Members Appointed by Virtue of their Position: Jim Forti explained the purpose of the article. Anette Lewis asked why we need this article. J. Forti explained that it will be passed over if the preceding article passes. L. Dowd explained that non-residents cannot serve on boards or committees.
- Article F, Amend Zoning Bylaw: Establish Design Review Advisory Board and Designate Uses Subject to Review: I. Montague, Planning Board, explained the article and noted that the Planning Board hearing will be on Feb 16th. Anette Lewis asked that

at the PB hearing it be explained the differing roles of the PB and ZBA and how this would be enforced.

- Article G, Sale of Land at 24 and 26 Lakeshore Drive: S. Pope, BoS, outlined the article. Dave Hanlon, the abutting landowner, explained that he wants the property for septic reasons and he may renovate the existing house in the future. The property has been in his family for 80 years. Molly Upton asked that consideration be made that 1 or both houses could be expanded. Andrea Wagner asked how the town acquired this land. Gretchen Schuler stated that the land should be deed restricted to limit expansion or build out of the lots. Susan Weinstein also commented.
- Article D1, Resolution Designating River Road Parcel for Future DPW Facility: Chris Brown, BoPW, outlined this article as well as Articles D2 and D3 as they all relate to a new DPW facility. Bill Davelin asked if an impact study had been done and if Rt 20 would be the primary access. Linda Segal asked if there had been a neighborhood dialogue since River Road is a residential neighborhood. Anette Lewis asked if there was a conservation restriction on the driveway which might expire. R. Stack asked that the traffic impact at the existing DPW site on Main Street be taken into consideration. There was concern whether people would enter from Rt. 20 or River Rd. It was determined that Route 20 would be the primary entrance, but there would be access from both roads.
- Article D2, Appropriate Funds for Construction Documents and Bidding of New DPW Maintenance and Storage Facility: C. Brown, BoPW, explained the request for \$725,000. T. Greenaway asked how the original \$175,000 appropriation for the study was used. J. Moynihan, Facilities Director, stated that \$157,000 has been used toward the study for picking the site and the plans to build. A resident asked whether Conservation been contacted about the building site. Bruce Cummings inquired on the age and status of the existing building. It was built pre-1946 and its lifetime has expired. Bill Davelin asked if there was a back-up plan for building repair expenses. J. Moynihan explained that if the building project moved forward that the repairs over the next approx. two years could be funded from Facilities. If the article is not approved, repairs will need to be made to the building and that money of approx. \$2-3 million has not been budgeted. Repairs of this magnitude would extend the life of the building about 5 years.
- Article D3, Appropriate Funds for New DPW Maintenance and Storage Facility: C. Brown, BoPW, explained this request for \$12,750,000 with the other related ATM articles. T. Greenaway asked if there was a permanent building committee to work on this project. The Building Committee consists of 3 permanent members and 2 assigned from BoPW for a total of 5 members. They have started meeting about this project.
- Article 6, Establish Enterprise Fund for Water Department: C. Brown, BoPW, explained the purpose of the article. Donna Bouchard asked why are we borrowing money when we have a surplus and asked if funds should be returned to the users. Kent George asked if the enterprise fund would be controlled by an independent board. Mike Lowery stated the need for there to be control over the budget. Anette Lewis asked if this would impact our bond rating. It was asked why the FinCom would support this article now after opposing it previously. C. Karlson explained the FinCom's past position and noted it was likely to support the article now with the positive change in financial flexibility.
- Article H, Amend Town Code 68-1: Traffic Calming: F. Turkington explained the article.
- Article CPA 4, Revoke Acceptance of Community Preservation Act: Jay Sherry, lead petitioner, explained that he wanted to reduce the CPA percent to match the planned

expenditure not to revoke the act. He intends to amend the article language. Susan Weinstein, CPC, explained that the goal of the CPA is to stockpile funds to be ready to act on future opportunities. Jerry Heller, CPC, stated that there is no consistent stream of planned expenditures. Kent George asked if there was a plan on how to spend the funds already collected. Linda Segal also commented.

- Article I, Amend Zoning Bylaw Sec. 198-1102.1.2.1.4: Definition of Service Stations: Marc Goldstein, counsel for the lead petitioner, outlined the purpose of this article - service stations want to be able to upgrade their establishments and sell convenience store products to their customers. T. Greenaway asked if anyone has been identified who objects to this proposal. Steve Roberts, resident and counsel for opposition, stated the current rules work well. Eli Elias who owns 2 stations in Wayland asked how this will benefit the town and how loitering customers will be controlled. Elaine Gossels stated that we don't want Cumberland Farm types of super service stations and questioned how would these super service stations benefit Wayland. She gave her written statement to T. Greenaway (attached). Anette Lewis asked how the 65% and 1250 sq ft were determined, what will the practical impact be on Wayland, and how will this be applied to stations on residential parcels. Bruce Cummings asked if other towns have similar restrictions. The Planning Board hearing is on Feb 16th.
- Article K, Amend Town Code 19: Budget Preparation and Review: Lead petitioners Donna Bouchard and Andrea Wagner spoke to this article. T. Greenaway tried to clarify the timeframe for establishing the new FinCom and identifying who will handle the finances until November if the article passes. Gretchen Schuler cautioned against a town election during the presidential election due to the workload and mechanics. Chris Brown asked how long the FinCom has been in its present format. F. Turkington answered approximately 30 yrs., but will confirm. T. Greenaway confirmed since 1973. Bruce Cummings asked why the SC gets to appoint a FinCom member and other boards do not and asked if there would be minimum qualifications to run for a position. Anette Lewis asked what this amendment gives us that we don't have now. R. Stack will work with petitioners.
- Article L, Resolution to Ratify School Committee Vote to Request Audit of Fee Based Programs Since FY2007: Donna Bouchard presented the article for lead petitioner Shawn Kinney who could not attend. It was asked if the SC has already voted; answer was not yet. T. Greenaway asked whether petitioners wanted to find out how much extra money is in these revolving accounts. C. Karlson asked for an estimate of the amount to be appropriated for the audit.
- Article M, Establish and Fund an Audit Committee: Kent George, lead petitioner, explained the purpose of this article. S. Peper asked what the qualifications for members of the committee would be. Anette Lewis stated that TM needs to vote this kind of committee. Mike Lowery asked for the cost of the committee, the consultants and its work. C. Karlson cautioned about the added burden on staff and asked for an estimate of the budget/cost.
- Article 9, Approve the Personnel Bylaw and Wage & Classification Plan: Nancy McCarthy, Personnel Board, explained that this article addresses the salaries of about 85 non-union employees and the FY13 expense related to this is approximately \$40,000. Anette Lewis questioned if these are contract employees. Jay Sherry asked if external

comps had been completed on the non-union jobs. J. Senchyshyn answered that overall market wages were reviewed but not individual positions. Linda Segal also commented. At 10:00pm the review of ATM 2012 warrant articles was completed. The FinCom took a short break and resumed meeting at 10:10pm.

III. Public Comment: None.

IV. FY2013 Budget Discussion: The following items related to the FY13 capital budget were discussed:

- Capital Request for Recreation Fields: Bob Virzi, Recreation Commission, spoke of the need for long-term field development. Rec is proceeding with the request to build 3 60' baseball diamonds on the Loker Conservation area and pulling the article re: MS field development for now. Discussion covered working with ConCom on permitting, pursuing alternate methods of financing (CPA, private parties). FinCom encouraged Rec to pursue CPA funding since this project qualifies.
- Road resurfacing: R. Stack questioned why road resurfacing costs were solely in the operating budget.
- M. DiPietro reviewed the current capital requests and the amount of debt service coming off. Approximately \$500,000 in exempt debt service and \$250,000 in non-exempt debt service is maturing. This gives us capacity for about \$5 million of new debt without impacting the tax rate if we cut about \$400,000 from the FY13 requests and if the \$975,000 for fields is funded through CPA.
- Vehicles: the policy for leasing vs. purchase was discussed as well as the trade in policy.
- Field renovations: the FinCom requested details of the expenses for FY12 and FY13. B. Steinberg will follow up.

V. Minutes: The minutes of January 9th were reviewed. Motion and second to approve as amended. Vote: 7-0.

VI. Chairman's Update:

- a. Moody's confirmed our Aaa bond rating. Their review took into account the actions of November's STM.
- b. Meeting with the SC on January 26th at 8:30pm to review their budget request. The SC requested additional time to complete their budget work sessions. C. Karlson and P. Grasso asked FinCom to review the budget documents to prepare for this meeting.
- c. Next meeting for FinCom on Thursday, Jan 26 at 7:00pm.

VII. Members' Update: R. Stack gave an update on the report project. M. DiPietro has been working with the consultant; R. Stack is reviewing the reports that will be produced once/year with the budget process.

The meeting was adjourned at 11:30 PM.

Respectfully Submitted,
Marilyn Carr and Cherry Karlson

Documents:

Handout of ATM articles

Elaine Gossels comments on Article I