



# 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 May 7, 2012**

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

Also Attending: M. DiPietro, Finance Director.

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

The meeting was called to order at 7:01 PM in the Senior Center at the Wayland Town Building.

### **II. Public Comment**

See Item VIII, below.

### **III. Minutes**

D. Gutschenritter presented draft minutes of the meeting of March 28, 2012. After discussion and with several minor amendments, the Committee adopted the minutes on a vote of 6-0.

D. Gutschenritter presented draft minutes of the meeting of April 5, 2012. After discussion and with several minor amendments, the Committee adopted the minutes on a vote of 7-0.

C. Karlson presented draft minutes of the meeting of April 9, 2012. The Committee adopted the minutes on a vote of 7-0.

### **IV. 2012 Annual Town Meeting 2012: Debrief, discussion of budget and article processes, ways to improve for next year**

The Committee discussed preparation for and the conduct of the Annual Town Meeting. P. Grasso noted that the budget changed up until the week before Town Meeting. He suggested that this development could be the "new normal," and the Committee generally agreed with him. R. Stack suggested that better reporting and benchmarking would allow the Committee to make better decisions faster in the future. There was general consensus that financial reporting for operating and capital budget items needs to be improved. C. Karlson considered whether it would be useful to ask the Town Administrator to pull together a narrative budget report complete with trending and program priorities, much like the school department already does with its budget. P. Grasso suggested a rolling three-year plan would help. B. Steinberg queried whether the Committee should push more of the preparation and vetting of operating and capital budget proposals down to the department and functional board level. T. Greenaway offered that the Committee might decline to

comment on non-financial warrant articles in the future. D. Gutschenritter suggested an abbreviated Finance Committee comment template, limited to less than 30 words, might be a better solution than the complete elimination of comments on nonfinancial articles. The Committee took no action with respect to any of the comments and suggestions.

## **V. FinCom Projects**

R. Stack asked the Finance Director to clean up and reorganize the Finance Department website to make it more accessible to residents and other users.

C. Karlson noted that the majority of the Town and School contracts will be up for renegotiation next year, and that this effort will require a member of the Committee to serve as a liaison to the Town and the School Committee for the negotiations.

## **VI. FY13 FinCom Leadership**

C. Karlson asked members to consider their availability and other time commitments for the upcoming year in anticipation of the leadership discussions that the Committee will have at the June meeting.

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

C. Karlson reported that Anne Gilbert, the Committee's current representative to the Senior Tax Relief Committee, has agreed to serve another term. Ms. Gilbert reported, through C. Karlson, that the Committee has been revitalized and that it is ready to do good work this year. After a motion and a second, Ms. Gilbert's reappointment was approved on a vote of 7-0.

C. Karlson noted the Assessor's new overlay policy (attached to the Minutes), and C. Karlson also informed the Committee that B. Cummings, Board of Assessors, plans to address the Committee's June meeting.

C. Karlson reported no new information requests from residents since the Annual Town Meeting.

C. Karlson reported that the School Committee is considering funding an audit of the revolving funds from its operating budget if the State Auditor declines the Selectmen's invitation to audit the revolving funds. The School Committee has not yet determined whether these funds—if needed—would come from its FY12 budget, its FY13 budget, or other sources. The Committee took no action on this matter.

## **VIII. FinCom Members' and Finance Director Reports and Concerns**

None.

Public Comment was taken at the end of the meeting. A. Lewis requested that the Committee present more detailed line items in next year's budget, especially with respect to larger line items like facilities and the unclassified line items. A. Lewis also requested that "non-educational" programs like transportation, sports, and the electrician be pulled out of the school budget next year. She requested that the Town cross-charge enterprise funds for their allocable share of indirect costs incurred by the Town. She offered a comment on the budget analyst position. She suggested that town boards, departments, and committees could use the "Proposals Destined for Town Meeting" page on the Town's website in order to better publicize proposals. Finally, A. Lewis also asked for a "real cost-benefit analysis" on next year's capital budget items.

## **IX. Adjourn**

At 8:37 PM a motion was made and seconded to adjourn the meeting. The motion carried and the meeting adjourned.

Respectfully submitted,

Thomas Greenaway