



Town of Wayland Massachusetts

Finance Committee

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

Finance Committee Meeting Minutes March 27, 2013

Attendance: B. Steinberg (Chair), C. Karlson, D. Gutschenritter, T. Greenaway, N. Funkhouser (7:00), B. Keveny (Finance Director)

The meeting was called to order at 6:50pm in the Town Building, Large Hearing Room when a quorum was available. The recording equipment was still being set up and it was not clear if the meeting was being recorded.

1. Public Comment:

Dennis Berry, Town Moderator, discussed the flow of articles at Annual Town Meeting.

At 7:00pm, the FinCom joined the Warrant Hearing held by the Board of Selectmen, and N. Funkhouser joined the meeting.

At 7:40pm, the FinCom reconvened following the conclusion of the Warrant Hearing and continued with Public Comment. The meeting was not recorded.

Dennis Berry concluded his remarks with thoughts on how the budget motions should be handled if we need to discuss the budget over two sessions.

Mike Lowery, Chair BoPW, stated that they had reached an accord with ConCom on the access road to the proposed DPW building (Article 9)

2. FinCom Comments on Public Comment: None.

3. Review and vote on Articles for 2013 ATM: The FinCom addressed the pending articles.

Article 14, Loker Athletic Fields: B. Steinberg distributed a draft article write-up prepared by S. Lesser and asked for comments. C. Karlson outlined a compromise given the number of outstanding issues and questions. She suggested continuing with CPC funding for non-field specific work (wetlands, artifacts, soil) while more research is done to answer the FinCom's and residents' questions. B. Steinberg then accepted public comment.

- Bob Virzi, Rec Commissioner, stated the usage numbers have been recalculated and the fee structure imposed by Rec is not related to the need to develop fields.
- Eric Schwartz, Highland Circle, spoke to the condition of the fields and safety issues. In his opinion, Wayland is not providing good services.
- Brud Wright, Rec Commissioner, stated that maintenance of fields is based on need.
- Matt Glynn, Red Barn Road, spoke about his experience playing baseball in town and spoke in favor of developing new fields.
- StasGayshan, Rec Commissioner, spoke about the poor field conditions and the maintenance. He stated that the maintenance dollars due to out of town leagues are low, and explained that many adult leagues cross town borders with their memberships.

FinCom continued its discussion and determined that the write-up needed more context after the evening's discussion. C. Karlson will work with S. Lesser to complete the write-up, have it posted online and distributed at ATM. There was a motion and second to recommend approval of Article 14. Vote: 5-0.

C. Karlson requested that FinCom review the Rec business model to ensure that the structure does not push for revenues at the expense of services to residents. The sense of the meeting was to do so following ATM.

Article 18, Accept Roads: D. Gutschenritter gave an update on this article based on an email from BoPW chair Mike Lowery dated March 19th (forwarded by F. Turkington). Neither Green Way nor Rose Hill Lane will be brought before town meeting this year. There was a motion and second to recommend approval of the article as amended. Vote: 5-0.

Article 11, FinCom Reports:The committee received an email from F. Turkington with updated language as voted by the BoS. After discussion, it was decided that D. Gutschenritter would contact F. Turkington expressing the committee's appreciation of the intent of the article to make its work more efficient; however, the committee is not yet ready to decide on the best approach to ensure independent article comments to inform the public. A motion was made and seconded to approve Article 11 with the amended language. Vote: 0-2-3.

Article 19, Land Clearing: B. Steinberg reported that discussions continue between residents and Town officials on this article. The committee had no discussion.

- 4. FY2014 Capital Budget – source of funds for Middle School roof project:** B. Steinberg distributed a memo and a worksheet to the committee explaining a potential source of funds and options for how to expend them. Following a meeting with the Town Administrator, Chair of the HSBC, Public Buildings Director and consulting with B. Keveny, B. Steinberg reported that the HSBC will need its full appropriation. They have approximately \$2.48 million left under their borrowing authorization. In 2007, the Town received \$2.68 million for reimbursement of a prior MS project and it appears the funds have been held in the same account as the HSBC funds. The committee discussed the funding options related to these funds, the MS roof and the DPW garage.

Following a lengthy discussion, a motion was made and seconded to use the MS building project reimbursement rather than the HS project proceeds to fund the MS roof and the DPW project, respectively. Vote: 5-0.

- 5. Report by the Finance Director:**B. Keveny reported on a number of items.
Capital project reporting: B. Steinberg distributed a draft report of all outstanding capital projects. While the FinCom understood that the report needs further refinement, it praised B. Keveny's effort

to complete a draft prior to ATM. B. Keveny anticipates about \$15,000 will be turned back from closed capital projects this year and outlined his plans for monitoring these items going forward.

Turnbacks: B. Keveny reported that he is still reviewing anticipated turnbacks with legal being hard to predict. At this time, he anticipates about \$1.5 million in Town turnbacks mainly from Unclassified – Insurance 32B as FinCom has previously discussed with J. Senchyshyn.

Carryovers: B. Keveny explained that a carryover is an expense encumbered by a purchase order and the amount is added to the next year's appropriation as a budget adjustment. These carryforward items are typically reviewed by the auditors for appropriateness. B. Keveny outlined his process for working with departments to identify and properly document carryforwards as the fiscal year comes to a close.

The FinCom expressed its appreciation for all of the Finance Director's efforts since coming to Wayland.

6. **Chairman's Update:** B. Steinberg suggested that FinCom meet 30 minutes prior to the start of each ATM session – April 4th at 7:00pm, April 7th at 12:30pm and April 9th at 7:00pm.
7. **Minutes:** The minutes of March 6, 2013 were reviewed. A motion was made and seconded to approve the minutes as amended. Vote: 5-0. C.Karlson requested that FinCom members get previously approved minutes posted online.

At 9:45pm, the meeting was adjourned.

Respectfully Submitted,
Cherry Karlson

Documents:

- Article 14, draft write-up, source S. Lesser
- Email from F. Turkington forwarding M. Lowery's email, subject: BoPW Street Acceptance Hearing actions - re Article 18, dated March 19, 2013
- Email from F. Turkington, subject: Article 11 - possible amendment to gain FinComm support, dated March 20, 2013
- Memo from B. Steinberg, dated March 27, 2013 to the Finance Committee on the topic of funding the MS roof
- Worksheet from B. Steinberg of estimated debt service impacts from funding options for the MS roof
- Draft report of capital projects outstanding, created by B. Keveny