



Town of Wayland Massachusetts

Finance Committee

Nancy E. Funkhouser
Thomas Greenaway (Chair)
David J. Gutschenritter
Cherry C. Karlson
Carol Martin
Bill Steinberg
Gil Wolin

Finance Committee Meeting Minutes September 16, 2013

Attendance: B. Steinberg, C. Karlson, D. Gutschenritter, C. Martin, T. Greenaway (Chair), G. Wolin, B. Keveny (Finance Director)

Absent: N. Funkhouser

The meeting was called to order at 6:00pm in the Small Conference room, second floor, Town Building when a quorum was present. T. Greenaway announced that the meeting was being recorded.

1. Public Comment:

- Dennis Berry, moderator, expressed his willingness to help with preparation for the upcoming November STM. He won't make any rulings until that night and hopes for a friendlier tone than at ATM.
- Anette Lewis discussed the financial projections used at the FinCom September 16th meeting and asked that FinCom consider turnbacks of about \$3.4 to \$4 million to keep reserve balances at the stated level of 7%. She is concerned with the tax level.
- T. Greenaway read from an email sent by Kent George on September 15, 2013. K. George asked that we coordinate with the BoS in setting the budget guideline.

D. Gutschenritter joined the meeting.

- ### **2. FinCom Members' Response to Public Comment:**
- In response to A. Lewis, FinCom members explained that: tonight's meeting was to address that same topic, we take advice from all residents/boards, the budget guideline is a starting point for our January budget discussion, and that in the Warrant the FinCom's stated goal of 7% refers to the level of free cash and not of total reserves. In regards to the email from K. George, T. Greenaway explained that he would meet with the BoS later this evening. C. Karlson mentioned that other boards/committees (e.g. SC, Library, BoH) have budget responsibilities, too.

- ### **3. Consideration and Vote of Potential STM Warrant Article:**
- The proposed language (on the agenda) was taken from the 2011 STM articles for format. When asked, D. Berry suggested changing the wording from "reconsider" to "revise". T. Greenaway polled the FinCom on its willingness to move forward with the discussion of using funds to buy down the tax impact this Fall. The FinCom

unanimously agreed. T. Greenaway reviewed the available funds and the causes for the increase in free cash levels. B. Keveny provided two draft documents – Wayland General Fund Draft Projections Schedule and Town Wayland, Balance of Town Funds as of June 30, 2013 – following on last week’s FinCom meeting. It was announced that both documents should be marked Draft.

B. Keveny reported on a discussion with the auditors pertaining to funding for the high school project. It appears that the last borrowing of \$1.4 million has not yet taken place and expenses were paid that may need to be closed out to free cash as of June 30, 2013. He is still working with the auditors to clarify the details. B. Keveny stressed that we have the borrowing authority and expenses are within budget – it is a matter of funding source and timing. There may be an impact on free cash as certified by the DOR. This is a work in progress and he will report back when more details are known.

The FinCom discussed the available sources of funds for the potential STM article. There was general agreement to match the source of funds with the use of funds – or one time monies with one time expenses – and to use some funds toward the tax impact and some to buy down the cost of the DPW (assumed to be another STM article). The FinCom agreed that the sources of funds for the proposed article would be unreserved fund balance and/or real estate tax overlay. Specific amounts will be discussed and voted at a later meeting.

A motion was made and seconded with proposed language. After discussion an amended motion was made and seconded to submit the following article for consideration at STM in November 2013:

To determine whether the Town will revise the sources of funding the Fiscal Year 2014 operating budget by reducing the portion of the budget raised by taxation and increasing the portion to be appropriated from one or more of the following general government funds: unreserved fund balance or real estate tax overlay, leaving the total budget appropriation unchanged. This article calls only for revising the funding of the operating budget (so as to achieve a reduction in the property tax levy) and not the budget itself.

Vote: 6-0.

4. Items the Chair Did Not Reasonably Anticipate Would Be Discussed At The Meeting:

- a. T. Greenaway reported that the FinCom response to the OML finding had been sent to the AG’s office. It was suggested that a copy be attached to these minutes.
- b. FinCom has a meeting scheduled for October 15th, which is an election day. C. Martin will check with the Town Clerk on whether we can meet that evening or not.

At 7:00, there was a motion and second to adjourn. Vote: 6-0.

Respectfully Submitted,
Cherry Karlson

Documents:

Email from Kent George, dated September 15, 2013, titled “Budget Guidelines”

Wayland General Fund Draft Projections Schedule, source B. Keveny

Town Wayland, Balance of Town Funds as of June 30, 2013, source B. Keveny

Email from Tom Greenaway, dated September 13, 2013, titled Wayland Finance Committee Response to OML 2013-127, with attachment