



# Town of Wayland Massachusetts

## **Finance Committee**

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

## **Finance Committee Meeting Minutes October 16, 2013**

Attendance: N. Funkhouser, T. Greenaway, C. Martin, B. Steinberg, G. Wolin, and Finance Director Brian Keveny.

Absent: D. Gutschenritter, C. Karlson

**I. Call to Order:** The meeting was called to order by Chair Tom Greenaway at 7:00 PM in the Senior Center of the Wayland Town building.

### **II. Public Comment & Committee Members' Response:**

Bruce Cummings, 6 Eden Road, again presented concerns with the claims presented by the Recreation Commission regarding the actual numbers for field use by the various sports, in particular with the claim that baseball actually uses the fields for the number of hours claimed by the Recreation Commission. There appears to be a conflict between what the 2010 Gale Report indicates is needed and what the Wayland Youth use says is required: are more soccer or baseball fields needed? Carol Martin asked whether they are working with the Recreation Commission, and Cummings said yes. Martin will connect with Cummings offline.

Anette Lewis, 33 Claypit Hill Road, asked Brian Keveny if the wastewater fund was running short. He said that if the Wastewater Fund did not have funds to pay its debt obligations in FY 14, the town would need to pay the debt.

**III. Discussion & Vote On Special Town Meeting Articles:** The Chair indicated that the Finance Committee would vote on recommendations tonight, and get comments and final draft of the articles to MaryAnn DiNapoli by close of business Thursday. Bill Steinberg suggested using the buddy system to assist each other in meeting the deadline.

### **CPC Acquisition of Conservation Easement on Lincoln Road Property:**

N. Funkhouser introduced the revised article saying it was unchanged except for additional information on the source of funds. Jerry Heller, 24 Hickory Hill Road, from the CPC was there to answer questions.

Steinberg asked if the house was included in the appraisal. Heller said it was not possible to separate the house from the conservation land, due to IRS ruling. The land enhances the value of the house, according to the appraisal, \$2.9 million versus \$2.4 million. B. Steinberg commented that he thought the Town was doing very well in this acquisition, as the value could be as much as \$3.5 million going forward. Heller said that this should drive up the tax value of the house. FAQs on the project will be available at Special Town Meeting. The CPA has voted in favor of the article, 4-0.

C. Martin asked Heller if the restriction asks for Town use and access. Heller said yes, passive use like hiking is permitted but there is not much parking. The Chair feels that the Town is getting a good value, and that it should make sure the seller is getting what he needs.

N. Funkhouser moved to approve the article, and B. Steinberg seconded. Vote: 5-0.

### **Article 3: Community Preservation Committee Dues**

This is a virtual repeat of an article approved in 2009. G. Wolin presented the write-up, and several edits were suggested by other Committee members and incorporated. B. Steinberg moved to approve the article with edits; Martin seconded the motion. Vote: 5-0.

### **Other Special Town Meeting Issues**

The DPW article was deferred pending completion of Board of Public Works meeting this evening.

The Chair brought up concerns regarding sources of funding for this project. Based upon FinCom guidelines for funding this type of project, FinCom would recommend the use of exempt debt; however based upon a vote of the Board of Selectmen prior to Annual Town Meeting last spring, the Selectmen are not supportive of the use of exempt debt. Therefore, financing for this project will need to be predominantly from non-exempt debt.

C. Martin asked if the Mass Department of Revenue (DOR) had reviewed our certification of free cash. Mr. Keveny said that the DOR reduced the free cash certification because the Treasury Department did not properly reconcile the Town's "cash balance" via bank statements to the general ledger "cash account" This reduction was \$36,000. After DOR did the certification the Treasury Dept found a \$12,000 error and thus the amount of the variance is now \$24,000. Mr. Keveny also reported that there was a posting error in the amount of \$46,000, which occurred in posting the refunding of bonds in February 2013. This error was corrected.

- IV. Chairman's Update:** The Chair informed members that he had sent a letter to the Attorney General's office in response to the ruling by that office on a fall 2013 complaint filed by Wayland resident George Harris. Members had received a copy of that letter via email from the Chair.

The Chair set dates for future meetings as September 30, 2013 (later rescinded – see below) and October 7, 2013.

- V. Capital Projects:** There were questions regarding

Fund 40, Town Capital Projects:

1. Fire Station 2 Repairs: the appropriation for this project was closed out to the general fund a few years ago by the Finance Director. The Facilities Director notified Mr. Keveny in FY 14 that the funds (\$44,000) should never have been closed out and he needed the funds transferred from the General Fund to the Capital Account.

2. Transfer Station Overrun: \$80,000 was originally approved to reconstruct the concrete structures supporting the dumpsters at the Transfer Station. The first half of this work was completed at a cost of approximately \$80,000. The cost to complete the other side of the Transfer Station is another \$40,000. The work required was significantly more extensive than originally budgeted. The Transfer Station plans to request the additional funds to complete the project at Annual Town Meeting in April 2014. B. Steinberg and G. Wolin are meeting with Mr. Ouellette on October 18 to discuss DPW and Water Department items and will add this to their agenda.
3. C. Martin indicated that we needed data on 7 other Fund 40 projects.

Fund 41, School Capital Projects:

Mr. Keveny reported the current cash balance stood at -\$1.7 million, as the high school and middle school roof construction had been completed; however the borrowing for this project has not yet occurred, as the borrowing for Town projects occurs in February of each year. Until funds are borrowed, the general fund cash is used for interim funding.

C. Martin asked when the high school project will be closed? Mr. Moynihan is now overseeing the project, as the High School Building Committee has disbanded. B. Steinberg will call Mr. Moynihan for an update.

T. Greenaway asked for an update of the status of funds allocated in 2008 regarding renovation projects at the old high school prior to the commencement of construction of the new high school and would like to know if there are there any unspent funds remaining?

Fund 42, Water Capital Projects:

Mr. Ouellette has scrubbed this fund; therefore the report presents data that is currently up to date.

*Other Projects*

G. Wolin will meet with Mr. Senchyshyn and Ms. Simon regarding combining establishing a combined IT purchasing function to meet Town and School laptop buying requirements

- VI. Finance Director's Report:** Mr. Keveny confirmed that Free Cash was certified at \$4.09 million. The unreconciled variance of \$36,000 between the Town and the DOR numbers was now down to \$24,000 (see discussion by Mr. Keveny, above).

The timing of securing financing for the new high school left the Town with a temporary shortfall of \$1.5 million. The DOR said the Town could pull this from free cash in the interim, as this is a timing issue. The use of the free cash for the high school project temporarily reduces free cash to \$4.1 million.

Mr. Keveny said it would limit the Town's ability to allocate free cash for unexpected contingencies, as the \$1.5 million will be unavailable until the DOR recertifies the Town's free cash a year from now.

**MUNIS Report:**

Hiring a new Budget Analyst is in process.

C. Martin commented that changes in the code numbers will make it hard to compare current data to old data.

The Chair suggested that the Town build a program within MUNIS in an attempt to modify MUNIS such that it would be consistent with recommended changes to the budget as it appeared in the Warrant for this fiscal year. Mr. Keveny indicated that we cannot create new object codes, but can add department and organization number for Police, Fire, DPW, Facilities and Schools.

**VII. Discussion & Vote On Special Town Meeting Articles, continued:**

B. Steinberg updated the FinCom on the DPW Building article. The primary access has been moved from Rte. 20 to River Road. The Rte. 20 access was preferred in part due to concerns raised by River Road residents. This will decrease the direct project cost by eliminating the road from Rte 20 to the new facility.

Discussion ensued, raising questions as to how the Town would finance the cost. Mr. Keveny indicated that there was \$12,124,816 in non-exempt, and \$575,184 from the Reserve for Real Estate Account.

B. Steinberg moved to approve the article and funding. C. Martin seconded. Vote approved 5-0.

**VIII. Adjourn:** At 9:24 PM there was a motion and second to adjourn. Vote: 5-0.

Respectfully submitted,

Gil Wolin

Documents:

- FY14Capital Projects Update – source, B. Keveny
- FY14 MUNIS report- source, B. Keveny