



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 November 20, 2013

Attendance: B. Steinberg, C. Karlson, D. Gutschenritter, C. Martin, T. Greenaway (Chair), G. Wolin, B. Keveny (Finance Director), N. Funkhouser (6:40)

The meeting was called to order at 6:31pm in the Wayland House School Fieldhouse prior to STM when a quorum was present.

1. **Public Comment:**None.
2. **FinCom Members' Response to Public Comment:**None.
3. **Discussion of STM Warrant Articles:** Following the STM Warrant Hearing, T. Greenaway followed up with resident Anette Lewis on the wording of Article 1 (sponsored by FinCom) and on Article 2 (DPW).
4. **Reports from FinCom liaisons to Boards & Committees on FY15 Budget Requests:**

D. Gutschenritter reported that he met with the Board of Health and they expressed concern about having the HRS expense in their budget as they have no insight as to how the money is spent. While in the BoH budget for FY15, they suggested it be housed in the School budget or the Youth and Family Service budget in future years.

C. Karlson reported that she met with the Board of Assessors. They voted a FY15 budget and are preparing information to submit to the DOR and to complete the Tax Recap sheet. The tax rate classification hearing and the Tax Recap meeting will likely be pushed off until December 9th.

C. Karlson and T. Greenaway reported on discussions with the SC chair. The SC anticipates that a maintenance of effort (MOE) budget will be approximately \$800,000 over the FY15 guideline and is looking for guidance on how to report that difference. After discussion, it was agreed that the FinCom liked the FY14 budget approach and suggested showing the MOE budget, the Superintendent's recommended budget and the FinCom guideline. Specifically, FinCom would like

to understand how federal and state mandates drive the budget and when available, the salary/steps/lanes trend over the life of the 4-year contract.

B. Steinberg reported on discussions with the Energy Committee and will arrange for them to attend one of our December meetings in order to prepare for discussion of their CIP submission.

N. Funkhouser met with the Fire Chief and reported that he will ask for additional personnel (follow-up from FY14 request which was not fulfilled). B. Keveny will follow up with the Fire Chief on the best way to present the request in his budget.

B. Keveny stated that the DPW operational budget had not been submitted as of last Friday. The FinCom stressed that the budget and accompanying narrative needed to be completed.

C. Martin stated that the CoA is also looking for staff and that the Library is pursuing CPC funds for the CIP they submitted for new windows.

5. Chair's Update:

- a. T. Greenaway spoke with Dennis Berry (Moderator) to begin preparation for ATM, discuss the conduct of the meeting and the presentation of articles.
- b. T. Greenaway reported on the BoS votes on the STM articles.
- c. T. Greenaway traded messages with the AG's office in regards to the outstanding OML complaint. It is his understanding that they will provide a response.

6. Tax Rate Classification: Each year the FinCom reviews data from the Assessors to opine on whether to split the residential and commercial tax rates. The FinCom reviewed the FY13 data as the FY14 data was not yet available. After discussion, the committee agreed that the level of commercial tax revenue has not yet grown to a level to consider splitting the rate, especially since we are still waiting for the Town Center development to be completely built out and leased. The Committee was comfortable discussing the issue in theory without the FY14 actual numbers. A motion was made and seconded to recommend not splitting the tax rate for FY14. Vote: 7-0. FinCom will review the FY14 data prior to the Classification hearing.

7. Chair's Update, continued: The meeting schedule was discussed. The FinCom will attend the Classification and Tax Recap hearing on either Dec 2 or 9 and will determine later whether a meeting is needed on Dec 16.

8. Public Comment: Anette Lewis stated that a number of areas are requesting new positions for FY15 and asked that we consider the fully loaded cost of adding each one (salary, benefits, OPEB, pension).

9. Response to Public Comment: None.

10. Executive Session: At 7:09, there was a motion and second to enter Executive Session to discuss negotiations between the Town of Wayland and the Wayland Educational Secretaries Association, representing employees of the School department, whose contract expired at the beginning of the current fiscal year. Executive session is required, as discussing such information in a public session could be detrimental to the outcome of such negotiations. Brian Keveny, Finance Director, will attend the executive session. The FinCom will return to regular session in about 20 minutes solely for the purpose of attending STM.

A roll call vote was taken:

Wolin Yes

Martin	Yes
Funkhouser	Yes
Steinberg	Yes
Gutschenritter	Yes
Karlson	Yes
Greenaway	Yes

At 7:23pm, the FinCom returned to regular session to attend STM.

Respectfully Submitted,
Cherry Karlson

Documents:

FY13 Tax Rate Classification materials, provided by C. Karlson