



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

March 3, 2014

Attendance: T. Greenaway, N. Funkhouser, C. Karlson, G. Wolin, D. Gutschenritter, C. Martin, B. Steinberg (8:25), B. Keveny (Finance Director).

The meeting was called to order in the Senior Center at the Town Building at 7:06pm when a quorum was present. Chair Greenaway announced that the meeting was being recorded for broadcast by WayCAM and may be recorded by others.

Public Comment: Chair Greenaway announced that 25 parents and other interested parties of The Children's Way (TCW) had sent emails containing identical language to himself, D. Gutschenritter, G. Wolin, B. Steinberg and C. Martin expressing concern that the OPEB repayment schedule of TCW's past OPEB obligations would deplete TCW's cash reserves. A \$50K reserve was suggested as an appropriate solution.

FinCom Members' Response to Public Comment: Mr. Gutschenritter responded that a draft was being prepared to reduce TCW's OPEB FY15 repayment from \$130K to \$25K. Instead TCW will remit \$25,000/year for the next 11 years which would leave the TCW's reserve fund with \$50K.

Executive Session: At 7:16pm, Chair Greenaway asked for a motion to enter into Executive Session pursuant to MGL Ch 30A, Section 21(a)(3) to discuss strategy with respect to collective bargaining with regard to the unions representing employees of the Police, Teamsters (DPW), AFSCME (department heads and professional employees), SEIU (administrative and clerical) and Library and any other such bargaining units whose contracts expire at the end of this fiscal year, as such discussion in an Open

meeting may have a detrimental effect on the bargaining position of the Town.

The FinCom will also discuss meeting minutes from the executive session held on January 13, 2014 for the purpose of approving such minutes, as permitted by MGL Ch 30A, Section 22. Mr. Greenaway indicated John Senchyshyn, HR Director and Brian Keveny, Finance Director would join the session. Chair Greenaway expected that the executive session would last approximately 10 minutes, at which time the Committee would reconvene in open session to continue its regular meeting.

After the requested motion to enter executive session was so moved, Chair Greenaway suggested the Committee discuss the Minuteman Vocational Warrant articles and tabled the motion until Mr. Senchyshyn returned to the meeting.

Annual Town Meeting Articles – Discussion and Vote Recommendations: Minuteman Articles:

Minuteman Amendment: Mary Ellen Castagno, Wayland's Minuteman Representative distributed copies of the current Minuteman agreement, the proposed amendments, a point-by-point comparison worksheet and capital assessment models. Along with Mr. Wolin, Ms. Castagno explained the proposed amendment reduces Wayland's vote from approximately 6% to approximately 1%, and the proposed capital cost formula increases Wayland's cost significantly. Ms. Castagno urged the FinCom to not accept the amendment. The FinCom thanked Ms. Castagno for her input. Following discussion, a motion was made and seconded to recommend approval of this article. Vote: 0-5-1.

Minuteman Withdrawal Mary Ellen Castagno and Gil Wolin walked the Committee through the process for withdrawing from Minuteman. Ms. Funkhouser expressed concern that withdrawing would affect Wayland's ability to send students to Minuteman. Ms. Castagno indicated that Wayland's four-year average attendance at Minuteman is less than 10 students and it is possible to enroll students at Minuteman even if Wayland withdraws and in fact, tuition costs could be lower. Ms. Castagno asked the FinCom to support this article. The Committee thanked Ms. Castagno for her presentation and recommendations.

Chair Greenaway tabled further discussion and vote on this article until the Committee returned from Executive Session.

Executive Session: At 7:58pm, Chair Greenaway asked for a second to the motion that the FinCom enter into Executive Session. The motion was seconded. A roll call vote was taken:

Gutschenritter: Yes
Karlson: Yes
Wolin: Yes

Greenaway: Yes
Martin: Yes
Funkhouser: Yes

At 8:17 pm, the Committee returned to open session.

Annual Town Meeting Articles – Discussion and Vote Recommendations: The following articles were discussed:

Minuteman Withdrawal: Resuming its discussion of this article, the Committee felt it would like more information concerning Minuteman alternatives and the associated costs. A motion was made and seconded to defer recommendation until Town Meeting. Vote 7-0.

At 8:25pm, B. Steinberg joined the meeting.

Forty Acre Drive Lots: N. Funkhouser stated that there was no additional or updated information available on this article. The FinCom expressed its frustration with the lack of information because it prevented a thorough review of this article and the Warrant deadline was fast approaching. A motion was made and seconded to recommend approval of this article. Vote 0-7.

Sidewalk Construction in Roadside, Business Districts A and B, Light Manufacturing and Limited Commercial of the Zoning Bylaw: B. Steinberg pointed out to the Committee that the language change being proposed is to clarify where sidewalks can be placed and who has the authority to grant that approval. After a brief discussion, there was a motion and second to recommend approval of this article. Vote: 7-0.

Specimen Tree Overlay Protection: Ms. Karlson suggested a map be added as an appendix to this write up. Mr. Wolin stated he would follow up to ensure a map was included in the Warrant. _

OPEB Funding: D. Gutschenritter moved to re-consider the OPEB article. That motion was seconded and approved 7-0. Mr. Gutschenritter explained to repay their prior year OPEB commitment, The Children's Way (TCW) has agreed to remit \$25K/year for the next 11 years. He further reported that both Food Service and TCW would have adequate funds to support the \$25,000 towards prior year commitments and current year OPEB obligations on 4/1/14. A motion was made and seconded to recommend approval of this article. Vote 7-0.

FY15 Budget - Line 32b - Health Insurance: B Keveny distributed and Mr. Senchyshyn discussed the updated FY15 draft budget worksheet for line 32B. Mr. Senchyshyn indicated he had calculated the FY15 Health Insurance budget using zero based budgeting while Mr. Keveny used actual figures from Munis. Both approaches yielded similar results.

Mr. Keveny stated the FY14 turn back from line 32B is expected to be approximately \$400K. The

Committee thanked both Mr. Keveny and Mr. Senchyshyn for their continued efforts to improve the budget forecast for health insurance.

Restore Authority to Employ Town Counsel to the Board of Selectmen: Lead Petitioner, George Harris of Holiday Road, explained this article restores the sole authority to hire Town Counsel with the Board of Selectmen (BoS). He further explained that while in Wayland, authority to hire Town Counsel rests with the Town Administrator, in all twelve (12) of Wayland's peer towns the Town Counsel reports to the BoS. He further explained that Wayland's peer towns have employment contracts, written performance reviews and receive itemized reports detailing the scope of work undertaken by their Town Counsel. None of which currently occurs in Wayland. The pros and cons of this article were discussed. A motion was made and seconded to recommend approval this article. Vote: 1-4-2

Affordable Housing Trust: John Senchyshyn rejoined the FinCom meeting to report the Board of Selectmen (BoS) had voted 4-0 to fund the housing Trust with the \$51,339 proceeds currently in the housing fund within the Town's revolving fund. Mr. Senchyshyn further reported the BoS also voted 4-0 to deposit a minimum of \$350,000 in the Housing Trust once those funds are received from the town center developer.

Accept Provisions of MGL 71: Lead Petitioner Anette Lewis, Claypit Hill Road explained acceptance of this statute is an enabling statute. Once accepted by Town Meeting this statute would allow the town to consolidate whatever town and school functions it felt appropriate. Ms. Lewis further explained that at their request, she had been working with the School Committee on the language of the motion. A discussion ensued. The motion to recommend approval of this article was seconded. Vote: 3-3-1.

FY2015 Capital and Operating Budget: Chair Greenaway distributed copies of the Report of the Finance Committee. The Committee reviewed the report and discussed edits. (Vote taken with Operating Budget. See below).

Mr. Keveny presented the FY15 budget for the Wastewater Enterprise Fund, noting that in both FY12 and FY13 Wastewater's revenue was approximately \$300,000 while its expenses were in the \$500-\$600,000 range.. The FY14 budget is currently projected to generate \$82,000 in revenue against a \$687,000 budget which will yield a potential deficit of nearly \$280,000. He further explained, for FY15 Wastewater has presented a budget of \$684,000, which based on current projections may yield approximately a \$256,000 deficit. To avoid having to report this deficit on the tax recap, the Committee could transfer FY14 funds from the Finance Committee reserve fund to Wastewater.

Addressing additional expenses to the FY15 budget, Mr. Keveny stated he had been approached by John Moynihan to add \$50,000 and by the Town Clerk to add \$10K for consulting services. A discussion ensued. The Committee did not feel these expenses were necessary and did not add these items to the FY15 budget.

Mr., Keveny indicated he had also been approached by Don Ouellette who indicated the \$700,000 water main project was erroneously deleted from his capital budget and asked the FinCom to reconsider. A discussion ensued but the Committee did not reconsider.

Chair Greenaway indicated he had been approached by John Moynihan to request FinCom reconsideration of the access road at the landfill. A discussion ensued. No interest was expressed to re-open that article.

Concerning revenue estimates, Mr. Keveny distributed the FY14 projected turnback estimates which is currently tracking at \$823,000. Mr. Keveny stated he anticipates Free Cash will be \$5.073M or approximately 7.00% of the proposed FY15 budget. If the OPEB funding article passes, approximately an additional \$500,000 will be added to the General fund. Based on these projections, the Committee felt applying \$1M of Free Cash to the FY15 Operating budget kept within its guidelines.

Having completed the FY15 budget discussion, Chair Greenaway stated the revenue and expense budgets for the Town and School departments was \$70,303,159 to which \$4,126,461 is added for the Water, Septage and Wastewater Enterprise funds for a total FY15 budget of \$74,429,620. Mr. Greenaway indicated if there was no further discussion, the Committee needed to vote to approve the FY15 budget and the Finance Committee report. A motion was made and seconded to recommend approval. Vote 7-0.

Committee Members' Reports, Concerns: Mr. Gutschenritter, the FinCom's representative on the Town Administrator Search Committee reported he had been elected Committee Chair. He explained the committee had met to review a slate of candidates, hoped to hold second interviews on March 15th and submit finalists to the BoS on March 24th.

Chair's Update:

Chair Greenaway reminded committee members completed write-ups should be sent to MaryAnn DiNapoli with copies to B. Keveny and himself before 4pm tomorrow -Tuesday, March 4th.
Upcoming meetings: Wednesday, March 26th. The FinCom will convene at 7pm and attend the Selectmen's Warrant hearing at 7:30pm, before reconvening.

Minutes: Due to the lateness of the hour, Chair Greenaway announced the Committee would postpone reviewing minutes.

Adjourn: At 12:03am, a motion was made and seconded to adjourn. Vote: 7-0.

Respectfully Submitted,

Carol Martin

Documents:

Sample email from TCW parents and interested parties

Distributed by Mary Ellen Castagno:

- Current Minuteman agreement,
- Proposed Amendments to Minuteman Agreement
- Point-by-point comparison worksheet
- Capital assessment models

Distributed draft copies of article comments:

- FY15 Budget motions, source B. Keveny
- Amendments to Minuteman Agreement, source G. Wolin
- Withdraw from Minuteman School District,, source G. Wolin
- Purchase Forty Acre Drive Lots, source N. Funkhouser
- Sidewalk Construction Zoning Bylaw, source B. Steinberg
- Restore Town Counsel Employment to BoS, source, T. Greenaway
- Accept M.G.L. 71 Section 37M, source C. Martin

Distributed Draft Finance Committee Report, source T. Greenaway

Distributed by B. Keveny

- FY15 Healthcare worksheets (2)
- FY14 Estimated Turnback, dated 3/3/14
- Wastewater Enterprise Fund, FY15 budget analysis