



Town of Wayland Massachusetts

Finance Committee

Thomas Abdella

Nancy E. Funkhouser

Thomas Greenaway (Chair)

Carol Martin

Bill Steinberg

David Watkins

Gil Wolin

Finance Committee

Meeting Minutes

Tuesday, February 3, 2015

Attendance: T. Greenaway, N. Funkhouser, C. Martin, D. Watkins, G. Wolin and B. Keveny (Finance Director). B. Steinberg joined the meeting at 7:20pm. Not attending: T. Abdella

The meeting was called to order in the Senior Center at the Town Building at 7:03pm 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: A. Lewis, Claypit Hill Road, urged the Finance Committee (FinCom) to drill down while developing the omnibus budget. She particularly requested the FinCom look at the School's administration costs, staffing additions and seek opportunities to make budget cuts.

FINCOM MEMBERS' RESPONSE TO PUBLIC COMMENT: None

ANNUAL TOWN MEETING ARTICLE HEARING: Chair Greenaway announced the FinCom would begin its formal hearing of the warrant articles submitted for consideration at the upcoming FY15 Town Meeting at 7:15pm. Chair Greenaway distributed a copy of the articles and explained the purpose of article hearing is to allow article sponsors to opportunity to explain their article. He further stated the Board of Selectmen (BoS) were running late and their articles would be revisited when they arrived.

C: Current Year Transfers: Chair Greenaway indicated current year transfers would include snow removal as the DPW director has indicated his FY15 snow budget has been depleted.

D: FY16 Omnibus Budget: Chair Greenaway stated once the FinCom has completed its deliberations and voted a draft budget, the Committee would hold a budget hearing.

E: Compensation for Town Clerk: John Senchyshyn, Assistant Town Administrator explained the Town Clerk's proposed salary increase was 1.5%, the same as being given to all non-union staff members.

F: Personnel By-Laws and Wage and Classification Plan: Mr. Senchyshyn explained this is a standard article. The Personnel Board has implemented a 1.5% increase for non-union staff. He further stated the article contains no other language changes.

G: Rescind Authorized but Unused Debt: None. Chair Greenaway reported this article has been pulled.

H: Transfer Dudley Woods Parcels for Passive Recreation: Mr. Senchyshyn indicated the intent of this article is to transfer the two remaining articles in Dudley Woods to the Recreation Commission.

I: Acquire Open Space Parcel in Sage Hill Sub-Division: Brian Monahan, Conservation Department, indicated this article pertains to an easement issue.

K: Accept Valor Act to Establish Veterans Property Tax Workoff Program: Mr. Senchyshyn explained adopting this Bylaw which would allow Wayland veterans an opportunity to earn a \$500 real estate property tax exemption. Ms. Lewis asked if this exemption was income based and/or cumulative with other Town property exemption programs.

L: Inspection Testing and Maintenance of Privately Owned Water Based Fire Suppression Systems: Fire Chief Smith stated 99 hydrants throughout town are sited on private property. Adopting this Bylaw would allow the Town to conduct an annual test and perform any necessary maintenance on these hydrants.

M: Implement Solar Energy Power Purchase and License Agreement and Authorization for PILOT: John Harper of the Energy Committee explained this article seeks authorization for the Board of Selectmen (BoS) to enter into a 20 year agreement with Amersco to provide solar arrays at the High School, Middle School, DPW and Town Building which are expected to save the town money on future utility bills. Chair Greenaway suggested including the proposed savings. Ms. Lewis questioned how these facilities will be maintained, the associated costs and responsibility for these costs.

A: Recognize Citizens and Employees for Particular Service to the Town: Selectman Cherry Karlson stated this is a standard TM article.

B: Pay Previous Fiscal Year Unpaid Bills: Ms. Karlson indicated the Town and School Department have \$46,224 of unpaid bills from previous fiscal years.

J: Land and Easements Acquisitions for Route 30 and 27 Intersection Improvements: Joe Nolan, Chair of the BoS explained in order for the Route 30 and 27 intersection to qualify for State funds, additional land is needed. He estimated the cost as minimal. Linda Segal, Aqueduct Road asked if this article included a map outlining the land taking for easements.

N: OPEB Funding: Cliff Lewis, Chair of the OPEB committee reported the biannual actuarial study currently being undertaken will determine the amount the Town should contribute in FY16 and FY17. Mr. Lewis indicated he would report back to the FinCom once the report was received.

O: Withdraw from Minuteman Regional Vocational School District: Selectmen Tony Boschetto, stated this article is similar to last year's article. He explained if Wayland were to withdraw membership from Minuteman, Wayland students could still attend Minuteman at non-member rate. He added

withdrawing would offer our students a greater choice in selecting a vocational school.

P: Amendments to the District Agreement for the Minuteman Regional Vocational School District: Mr. Boschetto stated this article is also similar to one submitted and reviewed at last year's TM and although the proposed amendments to the member agreement are slightly different this year, essentially the end result remains the same: Wayland would most likely incur a hefty capital assessment.

Q: Appropriate Funds for Due Diligence and Feasibility Design for a Proposed Council on Aging/Community Center at Wayland Town Center. Bill Sterling, Chair of the CoA/CCAC explained this article consists of two components: A feasibility study of the Municipal Pad to determine any site issues and the maximum size building that can be built on the pad and a design study to assess the needs of interested parties including the Council on Aging and Recreation.

R: Acquire Municipal Parcel in Town Center and Convey Access Easement in Town Center: Ms. Karlson indicated that part of the development agreement Twenty Wayland made with the Town included a Municipal pad. She stated this article offers the opportunity for the Town to explore where the Municipal pad will be sited and whether to pursue a lease or sale of the parcel. Betty Salzburg requested this article include a map.

S: Fund Glezen Lane Traffic Control Measures: Selectmen Ed Collins reported traffic studies have triggered the need to reconstruct this intersection.

T: Accept Chapter 390 of the Acts of the 2014 to Establish a Tax Title Collection Revolving Fund: Mr. Boschetto and Treasurer Paul Keating stated this article will contain the costs involved in tax title collection in a separate fund versus the current practice of running these costs through the Treasurer's budget.

U: Create Chapter 44 Section 53F½ Recreation Enterprise Fund: Mr. Nolan indicated the Recreation Department's financial model is currently under review. This article is a placeholder until the appropriate FY16 financial model for Recreation's revolving fund is determined.

V: Create Chapter 44 Section 53D Recreation Revolving Fund: Mr. Nolan indicated the recreation financial model is currently under review. This article is a placeholder until the appropriate FY16 financial model for Recreation's revolving Fund is determined.

W. Fund Payment in Lieu of Sewer Betterment Assessment for Town Owned Buildings: Ms. Karlson reported the Wastewater Commission has excess capacity and has offered it to the Town for future use at the Library. She further stated a number of issues remain to be discussed and researched. Ms. Lewis questioned the existence of excess capacity. She added there is a state statute that prohibits Towns from paying betterment fees. Ms. Segal asked if it would be possible to share the excess capacity with outside interested parties.

X: Resolution Regarding ESCO Project Changes: Anne Harris of the Energy Committee indicated the Facilities Director has suggested forgoing the ESCO projects approved for the Town Building at FY14 TM. This article shifts those funds to ESCO suggested projects of equal value at Claypit and Loker schools.

Y: Amend Chapter 194-Stormwater and Land Disturbance Bylaw: Mr. Monahan explained this Bylaw change lowers the storm water threshold of Town's current Bylaw to be consistent with the current standard. He indicated if approved, public meetings would be held to gather feedback.

Z: Set Aside Community Preservation Funds for Later Spending: Gretchen Schuler, Chair of Community Preservation Community (CPC) stated this standard article sets aside funds for future spending.

AA: Set Aside for Later Spending \$2 Million for Open Space: Ms. Schuler stated \$2M of the CPC funds will be moved from the uncommitted fund to open space fund for future spending.

BB: Transfer Community Housing Funds to Wayland Municipal Affordable Housing Trust Fund: Ms. Schuler reported the CPC proposes transferring its \$397,794 Housing Funds balance to the Affordable Housing Trust.

CC: Appropriate Funds to Create Stewardship and Land Management Plans for Conservation Land: Ms Schuler stated this \$35K request is to create stewardship and land management report for Herd Farm and other Town owned conservation commissions properties.

DD: Acquire Land and House at 246 Stonebridge Road: Ms. Schuler reported Conservation Commission seeks to acquire this property. She reported negotiations were on going, the Town could not pay more than the current appraisal and project includes \$25K to demolish existing building.

EE: Appropriate Funds to Stabilize Two Arches of Stone's Bridge: Ms. Schuler stated this bridge has fallen into disrepair. Stabilizing the arches will allow access once again to the park. It was suggested that Framingham be approached to determine their interest in this project.

FF: Construct Rail Trail in Wayland: Ms. Schuler explained this project proposed by the Friends of the Rail Trail will construct a three mile rail trail on the old Central Rail line in Wayland. A copy of the Wayland Rail Trail Cost Estimate was distributed that included both CPC funds and Private Funding Sources.

GG: Design of a Multi-Use Grass Playing Field at Oxbow Meadows (Former Nike Site): Ms. Schuler presented this article for design funds to convert the former Nike Site to a multi-use grass playing field.

HH: Design and Construct Trails and Signage at Dudley Woods: Ms. Schuler reported the Recreation Commission would like to construct a loop of ADA accessible trails on the Dudley Woods land transferred to Recreation at 2014 ATM. She further reported the CPC felt the proposal submitted was too "urban", suggested a smaller scale project and reduced the \$110K budget to \$85K.

II: Authorization for the Town of Wayland to Grant an Additional License for the Sale of All Alcoholic Beverages not to be Drunk on the Premises: Attorney William Brewin of Marlboro stated the Petitioner, Eastbrook, Inc., located at 20 Wayland currently has a Wine and Malt License. Eastbrook is requesting TM start the process to authorize an additional full-service liquor license in Wayland.

JJ: Amend Bylaw re: Reconsideration of Articles by Town Meetings: Lead Petitioner George Harris of Holiday Road, stated the current Bylaw allows reconsideration of a TM article if new substantial information is available. Mr. Harris proposes to amend that language to state the new information had to be available at time article was voted at TM. This amendment will also change the quantum of vote from 2/3 to 4/5th.

KK: Amend Chapter 36 of Current Bylaws: Lead Petitioner Alice Boelter, Lake Shore Drive, proposes to change the date of Annual Town meeting from April 1st - May 15th to the fourth (4th) Thursday in April.

LL: Increase Water Rates for High Density Housing: Lead Petitioner Duane Galbi of Stonebridge Road

explained his proposal is to increase the water rates for properties that exceed twelve (12) bedrooms. He further stated he is looking for a board or commission sponsorship and would most likely drop this article if no board support was forthcoming.

MM: Town will Enforce Lowest Speed Limit Allowed by Law: Lead Petitioner Duane Galbi, Stonebridge Road, stated this article will ensure the lowest speed limit on Wayland roads are the default speed limit.

NN: Prohibit Roadside Distribution of Phone Books and Advertising: Lead Petitioner Tom McGonegal of Cochituate Road explained this article is to stop unrequested landscape advertising that is being dropped at the end of driveways throughout Town.

OO: Resolution to Continue Electronic Voting Through FY2019: Alan Reiss of the ELVIS committee stated this article is determine whether TM will continue its support of electronic voting.

PP: Choose Town Officers: Hear Reports: Chair Greenaway reported this is a standard TM article.

QQ: Sell or Trade Vehicles and Equipment: None. Chair Greenaway reported this article has been pulled.

RR: Accept Gifts of Land: None. Chair Greenaway reported this article has been pulled.

SS: Hear Reports: Mr. Greenaway reported this is a standard TM article.

At 10:00pm, Chair Greenaway announced the Warrant Article hearing had concluded and the Committee would take a short recess. At 10:08pm Mr. Greenaway reconvened the meeting and announced the Committee would not enter into Executive Session.

Fiscal 2016 Proposed Health Insurance: Mr. Senchyshyn stated West Suburban originally had indicated there would be a 10% increase in non-Medicare health insurance and 7% for Medicare plans. West Suburban's actual costs have been higher. Mr. Senchyshyn stated for FY16 the Town is facing a 13% premium increase in non-Medicare plans which translates into a 7% increase over FY15 as shown in the FY14-FY16 Health Insurance Costs spreadsheet he distributed.

ASSIGNMENT OF ARTICLES TO FINCOM MEMBERS FOR COMMENT: The Committee discussed the list of articles to be reviewed at Town Meeting and article write ups were assigned as follows:

Greenaway: Articles: A, B, C, D, E, F, Y, KK, PP, SS
Funkhouser: Articles: L, Z, AA, BB, CC, DD, EE
Steinberg: Articles: N, Q, R, S, X, FF
Abdella: Articles: I, J, W
Wolin: Articles: O, P, T, U
Watkins: Articles: K, M, II, OO
Martin: Articles: H, Q, R, U, V, GG, HH

The Committee determined to take a No Comment position on articles LL, MM and NN.

BUDGET DELIBERATIONS: Due to the lateness of the meeting, Chair Greenaway announced budget deliberations would be deferred.

REPORT OF THE FINANCE DIRECTOR: Finance Director Brian Keveny stated in an effort to maintain

Free Cash at 7% of budget, he had updated the FY16 Budget Worksheets and is suggesting the use of \$2.3M of Free Cash in the operating budget. He also suggested the Committee revisit the Legal Budget to determine if there were any available savings.

CHAIR'S UPDATE: Chair Greenaway distributed a draft copy of the Report of the Finance Committee for review and discussion at a future meeting. He also distributed two graphs: Cumulative Percentage Change of Valuations & Tax Levy between FY05-Fy15 and also FY10-FY15 for the Committee's review. Mr. Greenaway stated the Committee would begin reviewing warrant article write-ups on February 23rd.

Regarding the Public Records OML Request, Chair Greenaway stated he had spoken with the Secretary of State's office and indicated that all the requested emails had been sent to Finance Director Brian Keveny who given them to the complainant. From that discussion Mr. Greenaway had agreed to poll the Committee once again to ascertain compliance with the requested public records. All Committee members stated they had complied with the request.

MINUTES: Due to the lateness of the meeting, Chair Greenaway deferred minutes to a future meeting.

ADJOURN: At 11:08 a motion was made and seconded to adjourn. Vote: 6-0.

Respectfully Submitted,

Carol Martin

Documents:

Distributed by T. Greenaway

Article List for 2015 Annual Town Meeting

Draft: Report of the Finance Committee

Graph: Cumulative Percentage Change of Valuations & Tax Levy since FY05

Graph: Cumulative Percentage Change in Valuations & Tax Levy since FY10

Distributed by John Senchyshyn: Line 32B/Insurance Costs FY14-FY16

Distributed by Friends of Rail Trail: Wayland Rail Trail Cost Estimate