



# Town of Wayland Massachusetts

## Finance Committee

- Tom Abdella
- Carol Martin
- Gil Wolin
- Nancy Funkhouser, Chair
- Bill Steinberg
- David Watkins
- Gordon Cliff

### Meeting Minutes

Monday, February 18, 2016, 7:00 pm  
Town Building

*Note: Items may not be discussed in the order listed or at the specific time estimated. The meeting may be broadcast and videotaped for later broadcast by WayCAM and may be recorded by others.*

- 7:00 Call to Order  
Ms. Funkhouser called the meeting to order at 7:06.
- 7:01 Public Comment  
Ms. Molly Upton requested that the committee to cut \$500k to bring the budget to 2.5%.  
  
Ms. Annette Lewis asked about salaries, and made comments about non union year over year increases of 1.5%.
- 7:02 Committee's response to Public Comment  
Mr. Steinberg and Mr. Cliff commented on budget drivers, major expenses and salaries. Mr. Watkins and Mr. Cliff discussed the challenge resulting from not getting detailed information in accordance with the 2012 article. Ms. Funkhouser and Mr. Cliff indicated that we would review the details about the headcount and adjustments at a future meeting.
- 7:04 Finance Director's Update  
Mr. Keveny communicated the state of affairs and the most probable outcome as a result of the current operating budget. He indicated that we might be in a position to take money out of health insurance and employment and reduce it under 3%. Ms. Funkhouser indicated she would amend the 2/22/16 agenda to accommodate the changes in the operating budget.
- 7:05 Review, Discuss & Vote ATM Articles  
Ms. Funkhouser indicated she would go through the articles alphabetically.
- B. Pay Previous Fiscal Year Unpaid Bills: Ms. Funkhouser communicated the description of the article. Mr. Keveny indicated that this would be funded out of free cash. Mr. Cliff indicated this was over 10 (2004 through 2014) years and Mr. Keveny indicated that this was the final true-up payment. Mr. Keveny said that there were no additional unpaid bills are anticipated. Ms. Funkhouser indicated that more explanation was needed and would investigate accordingly. Ms. Funkhouser made a motion to recommend approval of Article 2 and Mr. Steinberg seconded. The motion passed 3-0-1
- C. Current Year Transfers: Mr. Keveny clarified the purpose of the current year transfer. He indicated it was a catch up of historical differences and would not be ongoing (2015). Mr. Cliff said that the article was different from previous years. He indicated that the amount in article 3 is related to article 2. Ms. Funkhouser indicated she would do more investigation.

D. OPEB Funding: Ms. Funkhouser communicated that the difference between this article and prior years was that it was updated. Mr. Cliff indicated that he was not convinced that the arguments in favor reflected fair compensation. Mr. Steinberg indicated that the arguments could be started with "some would say". Mr. Cliff agreed. Ms. Funkhouser made a motion to recommend approval of the article, Mr. Steinberg seconded. The motion passed 4-0-0.

G. Accept Law Increasing Real Estate Tax Exemption Amounts: Ms. Funkhouser communicated that background of the article and discussed the purpose of the exemption. She indicated that the article would be permanent and would not require an annual vote. Ms. Funkhouser indicated that the Assessors did not submit the article last year. Mr. Cliff indicated that it was spikes in taxes may have affected citizen's eligibility to participate. Ms. Funkhouser indicated she would do further analysis.

L. Rescind Authorized but Unissued Debt: Ms. Funkhouser described the article. Mr. Keveny indicated that he supported the article and that it was a housecleaning article. Ms. Funkhouser made a motion to recommend approval of the article and Mr. Steinberg seconded. Motion passed 4-0-0

D. Mr. Cliff discussed OPEB funding article. Committee member made comments regarding the content and the votes of the various committees including the School Committee and the Board of Selectman. Mr. Cliff answered various questions. Ms. Lewis indicated that we needed to vote to appropriate. Mr. Steinberg requested that we ask the Board of Selectman for clarification. Mr. Cliff indicated he would make changes. Mr. Cliff made a motion to recommend approval of the article and Mr. Steinberg seconded. Motion passed 4-0-0.

Y. Transfer 202 Old Connecticut Path to Library Trustees for Library Use: Mr. Cliff provided a description of the Article and indicated that this was a fairly administrative article that authorized the town to transfer the property. Ms. Funkhouser indicated that it would be necessary for Town to approve and building prior to using the land. Mr. Cliff indicated that he needed to add paragraph from the wrap committee and he that there were additional edits that he had yet to incorporate. Ms. Funkhouser asked for clarifications about various content because the words were confusing and Mr. Cliff agreed to provide additional color. Mr. Cliff made a motion to recommend approval of the article and Mr. Steinberg agreed. Motion passed 4-0-0.

Z. Fund Payment in Lieu of Sewer Betterment Assessment for Sewer Capacity for Town Library or Other Town Building: Mr. Cliff helped committee members to understand the details regarding the article. He indicated that there was wastewater capacity and that the Library could purchase capacity from the Wastewater management district. He indicated that there was a one-time fee to buy the capacity. He also said that there might be challenges passing the article due to the Wastewater capacity problems related to Town Center. Mr. Steinberg indicated that if the article was approved that they would have to go through DEP so the capacity was made available. Mr. Cliff said that the authorities were questioned and asked to get back to the Town. He also indicated that there was a potential for a bad outcome and that it was too early to vote because we do not have the Wastewater management process resolved. Ms. Funkhouser indicated that further clarification should be added that we have not heard from authorities. Ms. Lewis indicated that there was a capacity charge each year and money would be allocated. Mr. Cliff made a motion to recommend approval of the article, Mr. Steinberg seconded the motion passed 4-0-0.

UU. Amend Chapter 36 of the Town Bylaws Relative to Time for Debate at Town Meetings: Mr. Cliff clarified that the article was attempting to reduce the length of Town meeting. He indicated that the articles requested changes to the bylaw. He said that the petitioners were frustrated that their requests had not been incorporated by the moderator. Ms. Funkhouser indicated that the argument opposed should be changed. Mr. Steinberg clarified for the extension of debate. Mr. Cliff made a motion to recommend approval of the article, Mr. Steinberg seconded. The motion passed 4-0-0.

VV. The objective of this article was to remove the time taken for town meeting by limiting the time for remarks. Mr. Cliff indicated that the Moderator did not agree and that he would want more time. Mr. Steinberg and Ms. Funkhouser provided comments and Mr. Keveny requested clarification as to how

many times one can speak at ATM. Mr. Cliff made a motion to recommend approval of the article. Mr. Steinberg approved. Vote was 2-2.

WW. Clarify Petitioner Access to Town Counsel: Mr. Cliff described the article and indicated that the article puts Town counselor in a difficult position. He indicated that he did not want to force people to work with him. He said you cannot know is how many petitioners you would use him estimated. Mr. Watkins discussed cost and conflicts of interest. Mr. Cliff made a motion to recommend approval of the article, Mr. Steinberg seconded. The vote was 0-4-0.

XX. Amend Chapter 36 of Current Bylaws: Mr. Cliff commented that this was an article that we debated before and he needed additional information. Mr. Cliff made a motion to recommend approval of the article. Ms. Funkhouser seconded and the vote was 0-4-0.

P. Fund Glezen Lane Traffic Control Measures: Mr. Steinberg provided a background and indicated that an island would be created at the entrance to Glezen Lane. He indicated that the police department and the fire department had issues with it. The traffic consultant did not recommend changes to the intersection. He communicated the background of the statements in favor and opposed. Mr. Cliff indicated at some point the Town would be in trouble if they did not comply and that they did not comply. Ms. Lewis indicated that we would need to pay the plaintiff's cost if that were the case. Mr. Steinberg indicated he would follow up with additional information.

II. Home Occupation: Mr. Steinberg indicated that the petitioner wanted to make it clearer why you cannot have a business in your home. Ms. Funkhouser indicated that the article's language was confusing. Mr. Steinberg indicated that the standard is 10 and if a person has 15 more, Ms. Funkhouser disagreed. Mr. Cliff indicated that he did not appreciate the criteria being used. The article was not complete and Mr. Steinberg said he would obtain additional information.

JJ. Assisted/Independent Living and Nursing Home: Mr. Steinberg indicated that a person could use a portion of their house for independent living in their home. He indicated that the article would prohibit the ability for people to use their home for assistant independent living and nursing homes to be located in residential districts. Mr. Steinberg indicated he would get clarification of independent living and nursing home.

KK. Landscaping in Parking Areas Zoning Bylaw: Mr. Steinberg indicated that for new applicants coming to the planning board for approval they would need 10 feet for landscaping. Mr. Steinberg made a motion to recommend approval of this article, Ms. Funkhouser seconded. Vote was 1-4-0.

LL. Building Height: Mr. Steinberg provided the background on the article. Mr. Watkins and Mr. Steinberg had an animated deliberation. Mr. Steinberg made a motion to recommend approval, Ms. Funkhouser seconded. Vote was 3-1-0.

Mr. Steinberg indicated he was concerned that having money articles in the fall was our policy. He requested that the committee provide feedback regarding moving money articles in the fall. The Committee was mixed.

W. Preservation of Historically Significant Buildings Through Demolition Delay: Mr. Watkins described the Article. He indicated that surrounding Towns had similar policies. Ms. Funkhouser requested clarity around the reason for the delay and requested that comments be expanded accordingly. Mr. Steinberg requested that the various votes be added to the Article.

U. Confirmatory Taking of Newbury Conservation Land: Mr. Watkins reviewed Confirmatory Taking of Newbury Conservation Land description. The committee requested clarification around potential costs. Ms. Funkhouser requested that the votes be included and the cost added. Mr. Steinberg asked for clarification on the definition of bounds. Ms. Funkhouser also requested to include the value of the land. Mr. Watkins made a motion to recommend approval. Ms. Funkhouser seconded. Vote was 4-0-0.

RR. Appropriate Funds to Restore Cochituate Town Clock: Mr. Watkins discussed the Article to Appropriate Funds to Restore Cochituate Town Clock. He indicated that there did not appear to be a maintenance plan for the clock. Mr. Steinberg asked whether the Town was using CPA funds for the project. Mr. Watkins indicated that he would get clarification. Ms. Funkhouser indicated that the Article should incorporate information from Article 23 in 2014.

QQ. Appropriate Funds to Restore Monuments at North Cemetery: Mr. Watkins discussed the article to Appropriate Funds to Restore Monuments at North Cemetery. Mr. Steinberg and Mr. Cliff requested the source of funds be included. Mr. Cliff requested clarity about the difference between a tombstone and a monument? Ms. Funkhouser asked whether the amount of money was appropriate. Ms. Funkhouser requested that additional information be collected about the relevance of the area and why now. Mr. Cliff, indicated that it would only be appropriate if funding came from CPC.

PP. Transfer Community Housing Funds to Wayland Municipal Affordable Housing Trust Fund: Mr. Watkins described the Transfer Community Housing Funds to Wayland Municipal Affordable Housing Trust Fund. Mr. Cliff and Ms. Funkhouser said to eliminate the "seed" money. Mr. Watkins made a motion to recommend approval. Mr. Steinberg seconded. Vote was 4-0-0.

OO. Set Aside Community Preservation Funds for Later Spending: Mr. reviewed the Set Aside Community Preservation Funds for Later Spending. Mr. Cliff requested clarity around the administrative expense. Ms. Funkhouser and Mr. Steinberg indicated that there is zero cost. Ms. Funkhouser requested that additional information was available in past warrants to provide additional clarity. Mr. Watkins made a motion to recommend approval. Mr. Steinberg seconded. Vote was 4-0-0.

TT. Appropriate Funds to Purchase Conservation Restriction on Mainstone: Because the committee did not have a quorum, the article was not discussed.

#### 10:15 Liaison & Members' Reports, Concerns, and Topics

Mr. Watkins discussed the Mr. Keveny was doing on behalf of Mainstone. He discussed the various options being investigated. He requested that committee members weigh in on whether they thought it was better to use CPA and General Fund Borrowing or just CPA borrowing. The committee was unanimous in their opinion that the 4.5% interest rate was too high and that the Town was more sympathetic if the full amount was borrowed by the CPA. Mr. Steinberg asked for more detailed information regarding the various fund balances and the associated State Fund receipts.

10:20 Chair's Update & Items the chair did not reasonably anticipate would be discussed at the meeting FY2017 Operating Budget Update/Modifications, if any

Ms. Funkhouser indicated that she would revisit the budget on Monday and revote it. Beginning next Thursday, she indicated that FinCom will have the budget write up for people to review. She also said that in previous years, FinCom has written an article for the Town Crier that described changes to the budget. Mr. Steinberg indicated that we should write the article. Mr. Keveny indicated that \$10k was identified by base requiring the committee to revote the capital budget.

10:25 Meeting Minutes Review, Discussion and Approval. 1/25 (BS), 1/28 (NF). 2/1 (CM). 2/11, 2/16 Not discussed.

#### 10:30 Adjourn

Ms. Funkhouser made a motion to adjourn. Mr. Steinberg seconded. Vote was 4-0-0.

#### Attachments:

- B. Pay Previous Fiscal Year Unpaid Bills
- C. Current Year Transfers
- D. OPEB Funding

- G. Accept Law Increasing Real Estate Tax Exemption Amounts
- L. Rescind Authorized but Unissued Debt
- P. Fund Glezen Lane Traffic Control Measures
- U. Confirmatory Taking of Newbury Conservation Land
- W. Preservation of Historically Significant Buildings Through Demolition Delay
- Y. Transfer 202 Old Connecticut Path to Library Trustees for Library Use
- Z. Fund Payment in Lieu of Sewer Betterment Assessment for Sewer Capacity for Town Library or Other Town Building
- II. Home Occupation
- JJ. Assisted/Independent Living and Nursing Home
- KK. Landscaping in Parking Areas Zoning Bylaw
- LL. Building Height
- OO. Set Aside Community Preservation Funds for Later Spending
- PP. Transfer Community Housing Funds to Wayland Municipal Affordable Housing Trust Fund
- QQ. Appropriate Funds to Restore Monuments at North Cemetery
- RR. Appropriate Funds to Restore Cochituate Town Clock
- TT. Appropriate Funds to Purchase Conservation Restriction on Mainstone
- UU. Amend Chapter 36 of the Town Bylaws Relative to Time for Debate at Town Meetings
- WW. Clarify Petitioner Access to Town Counsel
- XX. Amend Chapter 36 of Current Bylaws

