



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 29, 2016, 7:00 pm
Town Building

In Attendance: N. Funkhouser (Chair); G. Cliff; C. Martin; W. Steinberg; D. Watkins; T. Abdella (Late 7:22); and Finance Director B. Keveny. Not in Attendance: G. Wolin. WayCam was taping the meeting

7:00 Call to Order

Ms. Funkhouser called the meeting to order at 7:01.

7:01 Public Comment

None.

7:02 Committee's response to Public Comment

None.

7:04 Finance Director's Update

Mr. Keveny indicated that he deducted \$25,000 incorrectly which required the committee to re-vote the Omnibus budget.

7:15 FY2017 Potential Final Operating & Capital Budget Update/Modifications, if any, and possible vote

Mr. Cliff made a motion to recommend a budget of \$71,137,604, Ms., Martin seconded the motion. Motion passed 5-0-0

7:30 Review, Discuss & Vote ATM Articles

Ms. Martin discussed Article XX. She communicated that after establishing the stabilization fund, the Recreation Committee requested that monies be immediately appropriated for two projects. The first was a soccer field near the Town Building for \$100,000. The second project was a feasibility study to evaluate the field that the library was also considering. She indicated that both projects could be funded from the stabilization fund and not require an additional tax levy. She emphasized that there was not enough time to vet the requests in the CIP process for FY17 ATM. She said that the BOS may or may not take a position and the Recreation department voted 5-0-0. Ms. Funkhouser indicated that Town legal had evaluated the Article. Ms. Martin brought the committee through the chronology of events. Ms. Funkhouser and Mr. Cliff indicated that the Article referred to a parcel that does not exist. Ms. Martin suggested referring to the old DPW site. Ms. Funkhouser indicated that we should refer to a map and that it was merely an administrative issue. Ms. Martin distributed a comment and recommendation. Mr. Watkins asked for clarification. Ms. Martin indicated that she wanted to vote the issue. Ms. Funkhouser said that additional time might be needed and Ms. Martin indicated that she wanted to make sure that FinCom's commentary was included. Ms. Funkhouser provided additional commentary that the Article needed further vetting. Ms. Martin made a motion to recommend Article XX Funding to design a multi-purpose rectangular, Ms. Funkhouser seconded the motion. The Vote: 0-5-0.

Ms. Martin discussed the Minuteman article 29 and recommended that FinCom take no action. Ms. Martin made a motion to take no action. Mr. Cliff seconded the motion. Vote 5-0-0.

Ms. Funkhouser reviewed Article M, Hear reports. She communicated that rather than print the information in the warrant, it would be posted to the website. She recommended that we vote to post it online instead of being printed in the Warrant. The committee deliberated and Ms. Funkhouser made a motion to recommend approval, Ms. Martin seconded. Vote 5-0-0

Mr. Cliff discussed two articles. Specifically, the Library article and second the capacity planning issued. He discussed a letter that was recently received by the DEP. He indicated that the decision needed to go to the BOS versus the Library trustees and said that the BOS was changing the motion. The committee deliberated and Mr. Cliff clarified the reason for the re-vote. Ms. Martin suggested not re-voting and because of our concern of the financial impact of the suggested changes. Mr. Cliff discussed not re-voting the article.

Ms. Martin discussed Article 7. She indicated that the recreation commission did not support the language as written and that they did not feel that the local receipts not be counted as such.

Ms. Funkhouser discussed the Omnibus FY 2017 Budget. Mr. Keveny discussed questions that Mr. Cliff had regarding the breakdown of the \$71,137,604. Mr. Cliff requested that Mr. Keveny include details about how that number is calculated. The committee deliberated and there was a suggestion that the reason it was not more detailed was that there was not a clear understanding regarding the amount. Mr. Cliff asked for clarification of the meaning of the report of the Finance Committee. He indicated that section 1, 3, 4 and 5 were required. Lastly he indicated that section two should be re-evaluated with Town Counsel. They discussed motion number 5. Ms. Martin indicated that the transfers were done as part of the individual Articles. She said that she needed to change the articles so that the monies would be transferred in Article 8 only. Ms. Funkhouser made a motion to recommend Article 8 and Mr. Cliff seconded. The Motion Passed 5-0-0.

Ms. Schuler, head of Community Preservation indicated that committee changed their vote to 5-0-1 and communicated that the project would now be funded 100% from CPA funds. Ms. Martin asked several questions including what happens if the Owner does not fulfill its obligation, Ms., Funkhouser asked how the relationship with SVT will work. Ms. Schuler answered and said that the P&S would be printed online and would be posted when the warrants are mailed. She indicated that there was a final meeting with all the parties and the lawyers, she spoke to SVT, owner of the property owner etc. and that all issues would be settled. Ms. Martin asked when it would be effective – Ms. Schuler said when it is closed. Ms. Schuler indicated that it was difficult to not have the full \$15M. Mr. Watkins made a motion to recommend approval, Ms. Funkhouser seconded. Vote 4-0-1.

8:00 Review, Discuss & Update *Report of the Finance Committee* for Warrant

Mr. Cliff provided comments to the Finance Committee annual report. He discussed 3 points, the first related to the court order and that the property taxes were derived versus planned for. He asked for clarification and requested that the \$1M needed explanation. The second substantive point he noted was that the cash capital non-exempt and exempt should be eliminated. He indicated that the description is not accurate (e.g. the purchase of the Fire Truck). Lastly, the chart with the general fund budget as a percentage of total should start at 0 vs 6%.

After deliberation, the committee discussed re-labeling the financing and also indicated that the forecast would be 5 years forward. The committee deliberated the wording of the proposed Finance annual report. Mr. Cliff made a motion to recommend the annual report as modified. Mr. Watkins seconded. Vote 5-0-0.

Aida Gennis reported on the BOS vote regarding the Wastewater Article. She indicated that the two conditions were removed including the letter and the engineering study. It was voted 4-0 and it was moved from the BOS and Sam Potter from Wastewater commission spoke. He indicated that the Town would be obligated to create a leaching field under certain circumstances. He indicated that that we were using 22,000 gallons at a 100% buildout. 820 gallons was very small and expectations 400 gallons as is non consequential. He indicated that it is low risk. Mr. Cliff confirmed his perceptions.

9:00 Liaison & Members' Reports, Concerns, and Topics
None.

9:15 Chair's Update & Items the chair did not reasonably anticipate would be discussed at the meeting
Discuss potential for newspaper article regarding budget
Mr. Cliff indicated that he would not submit a letter.
Ms. Martin asked for clarification of the WRAP group and Mr. Abdella indicated that there was information that was to be distributed to FINCOM.

Ms. Lewis discussed what the WRAP group position on the articles were. She indicated that the COA be delayed until a future Town meeting, parking current and future Town Meeting. No control of the parcel and should look at alternatives. WRAP also commented on the recreation article and said they would feel better if the monies were used for a field study instead of artificial turf. She indicated that the study should be done with the two committees working together. She indicated that there should be stronger collaboration between two departments.

9:45 Ms. Funkhouser made a motion to adjourn, Ms. Martin seconded the motion; Vote 5-0-0.

9:50 Meeting Adjourned.

Respectfully submitted,

Dave Watkins

ARTICLE #: FY 2017 OMNIBUS BUDGET

Sponsored by: Finance Committee

To determine what sum of money the Town will appropriate for the operation and expenses of the Town, including capital expenditures for equipment, improvements, or other purposes, and determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: Please see the Finance Committee Report on page ## of this Warrant.

ARGUMENTS IN FAVOR: This budget reflects the cost of operating the Town in an efficient manner in order to maintain delivery of current levels of service to the residents of Wayland.

ARGUMENTS OPPOSED: Some residents believe that this growth in Town spending and the resulting tax increases are unsustainable. Some have communicated that they feel the level of services should be reduced. Other residents believe that insufficient funds have been budgeted to perform all desired services.

RECOMMENDATION: The Finance Committee recommends approval. **Vote: 5-0 for the operating budget; 5-0 for the capital budget.**

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Sections 7 and 8.

MOTION UNDER ARTICLE 5:

1) “That the report of the Finance Committee respecting the Fiscal Year 2017 Budget be accepted; and that each and every numbered item set forth in the Finance Committee’s Budget for Fiscal Year 2017 be voted, granted and appropriated as an expenditure for the several purposes and uses set forth in said budget establishing a total budget of \$79,234,945 which sum shall be expended only for the purposes shown under the respective boards, committees and offices of the Town; and, of the total sum so appropriated, \$71,137,604 shall be raised by taxation, \$360,000 shall be provided by transfer from Ambulance receipts, \$90,291 shall be provided by transfer from Premium on Bonds Account, \$1,263,125 shall be provided by transfer from other funds, \$300,454 shall be provided by transfer from Overlay Surplus, \$1,500,000 shall be provided by transfer from Unreserved Fund Balance, \$3,787,352 shall be provided from Water revenue, \$52,708 shall be provided from Septage Retained Earnings, and \$743,411 shall be provided from Wastewater revenues.

2) For what it considers to be the proper management of the Town and its finances, the Finance Committee makes the following recommendations, and they are, therefore, incorporated under the motion to be made under Article 5 at the Annual Town Meeting, as follows:

“That the Town Administrator be charged with responsibility for (1) the operation, maintenance, and administration of the Wayland Town Building, the Public Safety Building, the DPW Garage, the Baldwin Pond Water Treatment Plant, the Wastewater Treatment Facility, and the Cochrane Town Building, their equipment, and their grounds, as well as (2) the supervision, except for matters relating to policy, of all employees in those buildings, other than elected officials, non-salaried appointed officials, and employees of the School Department;”

“That the Director of Youth and Family Services and Staff be under the jurisdiction of the Youth Advisory Committee which shall report to the Town on the activities of the Director of Youth and Family Services and Staff at the Annual Town Meeting;”

“That property tax abatements granted to eligible senior citizens under Section 80 and 81 of Chapter 127 of the Acts of 1999 be funded by transfer from the overlay account;”

“

- 3) “That each and every numbered item set forth in the Finance Committee’s capital budget of Fiscal Year 2017 listed on pages ###-## in the total amount of \$8,974,000 be appropriated for equipment and vehicle acquisitions and projects for the listed departments, each of which shall be a separate appropriation, and, of the total sum so appropriated, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$6,721,000 pursuant to the provisions of Massachusetts General Laws Chapter 44, Sections 7 and 8, \$305,000 shall be raised from taxation, \$290,000 shall be provided by transfer from Unreserved Fund Balance, \$450,000 shall be provided from water surplus, and \$0 shall be provided from Water revenues, and \$515,000 shall be provided from Ambulance receipts, and \$50,000 shall be provided from the Cemetery Revolving Fund, and \$88,000 shall be provided from the Transfer Station, and \$10,000 shall be provided by the Before and After School Account, and \$545,000 shall be provided by surplus capital closeouts, provided that the debt services costs related to the improvements to the Transfer Station and Recycling Center Facility shall be funded by transfer to the General Fund from fees paid for the use of said facility.
- 4) “That the Town :
 - a) appropriate the amount of \$1,900,000 Dollars for the purpose of paying costs of repairs to the Loker School, 47 Loker Street, Wayland, Massachusetts, 01778, including the payment of all costs incidental or related thereto (the “Project”), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the Town has applied for a grant from the Massachusetts School Building Authority (“MSBA”), said amount to be expended under the direction of the Permanent Municipal Building Committee. To meet this appropriation the Town Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under M.G.L. Chapter 44, or pursuant to any other enabling authority. The Town acknowledges that the MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and if the MSBA’s Board of Directors votes to invite the Town to collaborate with the MSBA on this proposed repair project, any project costs the Town incurs in excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the Town of Wayland; and that, if invited to collaborate with the MSBA on the proposed repair project, the amount of appropriation authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town of Wayland and the MSBA;
 - b) to meet said appropriation, authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow \$1,900,000 under Massachusetts General Laws Chapter 44, or any other enabling authority; and
 - c) authorize the School Committee to enter into all necessary and appropriate agreements for the repairs to the Loker School, including but not limited to a project funding agreement and a project scope and budget agreement with the MSBA, which agreements with the MSBA may include a provision requiring the Town to indemnify the MSBA for losses associated with the Town’s performance of its obligations and exercise of its rights under such agreements.

For more information on this article contact Nancy Funkhouser, Chair, Finance Committee at nancyfunkhouser@verizon.net.

To the Residents of Wayland:

The Finance Committee is pleased to present our annual report to Town Meeting. Overall, Wayland taxpayers' financial position has remained strong. The Finance Committee seeks to balance the goals, desires and limitations of a broad spectrum of residents in Wayland. Some residents demand more and better services from town government. Others struggle with the property tax obligations and other fees that town government imposes on our residents. With our recommendations, we try to balance the demand for services against the cost of delivering those services. We seek to gain efficiencies, cost savings and benefit from innovations in town operations, budgeting, and finances.

The Town of Wayland remains financially strong since we reported at ATM last year. According to Moody's, Wayland's Aaa bond rating "reflects a stable tax base with strong socio-economic indicators, satisfactory financial position, and manageable debt and pension burdens. The rating also incorporates the town's comprehensive fiscal management that includes aggressive funding of long-term liabilities."¹ This rating enables us to obtain favorable rates on our debt issuances and represents real savings in our debt service expense.

There is a significant amount of socio-economic diversity in our Town. There are residents who struggle to pay their property taxes as well as residents whose incomes are well above the average. A majority of Wayland residents fall somewhere in between. As such, we try to keep all of these varied constituencies in mind as we prepare our recommendations to Town Meeting.

THE COMMITTEE

The Wayland Finance Committee's seven members are appointed by the Board of Selectmen. The members' three year terms are staggered which allows for a mix of new and more experienced members. Our meetings are open to the public and always include time for public comment. Meeting minutes and other working documents and public presentations are available on the Finance Committee webpage on the Town website.

ROLE

The Bylaws charge the Finance Committee with two primary responsibilities. The Committee is required to prepare, recommend, and present the Omnibus Budget comprising the Town's operating and capital budgets, which appear as motions under an article in this Warrant. The Committee also may, and typically does, comment on articles submitted for inclusion in the Warrant.

MISSION STATEMENT

The mission of the Wayland Finance Committee is to define a financial strategy for the Town and to use this strategy as the basis for recommending to the Town a fiscally responsible operating and capital-spending plan. The Finance Committee seeks to balance the demand for services against the ability of residents with a broad range of financial situations to afford these services.

FINANCIAL STRATEGY AND GOALS

The Finance Committee's strategy has four main elements:

- Maintain quality Town services supplied by an efficient workforce
- Continue infrastructure investment through our capital spending plan
- Maintain appropriate levels of free cash and other reserve funds

¹ Moody's Investor's Service, *Credit Opinion*, 25, January 2016

- Provide a budget that takes into account the items listed above while being cognizant of residents' desire to restrain the growth in the tax levy

Overall, our challenge is to balance a long-term financial plan that provides residents with the quality and quantity of services they desire as efficiently as possible. One of the consistent concerns and considerations for the Finance Committee is the amount that our residents pay in taxes each year. This concern is balanced by the consideration for the types of services residents expect as members of this community.

BUDGET PROCESS

Throughout the Fall of 2015 the Finance Committee reviewed various FY2017 budget scenarios based on revenue estimates, expense growth as compared to FY2015 actuals and FY2016 year-to-date information, changes to the free cash position, the effect on the tax levy and feedback from residents of the Town. Following these discussions, the Finance Committee issued FY2017 Operating Budget Process Memorandum on September 29, 2015.

The Finance Committee's FY2017 operating budget process memorandum requested boards, committees, and departments to explore creative ways to gain efficiencies, explore innovations and take on new initiatives with the goal to control costs. This memorandum cited our goal for a lesser than 2.5% Total General Operating Budget increase which was unique in that it did not call for either "level-funded" or a "level service" budget (excluding agreed salary increases and changes in utility expenses), as we have done in the past. This goal was not meant to be a "hard" ceiling, but its purpose was to provide context to departments and committees as they prepared their 2017 budgets.

Boards, committees, and departments submitted their capital requests to the Finance Committee in the Fall and the operating budgets submissions were due in November. We requested written budget summaries with explanatory statements of changes from the amounts appropriated for the same purposes in FY 2016. In addition to board and committee members, and town officials and staff, members of the community provided valuable comments and insight during the budget season. We worked diligently to incorporate their suggestions in our work and in our recommendations.

For instance, with respect to Information Technology, we worked closely with the BOS, The Town Administrator, members of the public and our outside consultants to put forth an IT budget that is sensible. Our efforts reflect the consideration we paid to support the need for enhanced infrastructure, as well as an eye on affirming sensible, timely and an appropriate level of spending for staff, products, and infrastructure. On February 25, 2016, the Finance Committee deliberated and unanimously voted its final Omnibus Budget to Town Meeting. This draft budget was presented at a Public Hearing on February 16 and that presentation is available on the Finance Committee's website. [Attach link](#)

BUDGET DRIVERS

The general fund appropriations that drive the budget higher this year are as shown below in Table 1:

Table 1 : Operating Budget Drives		
<i>Department</i>	<i>Dollar Increase</i>	<i>Percent Increase</i>
Information Technology	475,241	59.61%
Fire Department	192,864	7.01%
Retirement	263,426	6.22%
Police Department	115,169	4.32%
Health Insurance	239,782	3.35%
Schools	1,003,594	2.73%

The largest percentage departmental increase is in Information Technology. This increase is the result of proposed funding for an IT leadership position as well as a support position, and funding for operating expense consisting of MUNIS off-site hosting, network penetration testing, virtual desktop reconfiguration, managed services, and hardware replacement. The increase in Fire and ALS reflects agreed upon salary increases and training. Police Department increases are due to negotiated contract settlements and Retirement and Health Insurance budgets are up, in line with municipalities across the Commonwealth and the country. The Increase in the School budget is primarily the result of increases in salaries, in this final year of a budget agreement with the Teacher's union in 20__, and due to increases mandated for special education requirements.

SUMMARY OF THE FY2017 OMNIBUS OPERATING BUDGET

There are several components to the operating budget. The General Fund Operating Budget funds most municipal and all school operations. Three other municipal enterprise fund operating budgets (Water, Wastewater, and Septage), along with the General Fund Operating Budget add up to the Omnibus Budget. We budget enterprise expenses to equal fee revenues generated in our enterprise fund budgets. In other words, the enterprise funds generally support themselves through fee revenue charged to their users.

In this report, we focus on the General Fund Operating Budget. We recommend an Operating Budget with operating expenses totaling \$74.6 million and other expenses of \$1.0 million, for a total amount to be raised of \$75.6 million. We estimate total revenue from property taxes, local receipts, and state aid in FY2017 will be \$72.1 million. The result is an operating budget deficit of about \$3.5 million. We propose to close this operating deficit with \$1.5 million from free cash reserves, \$360,000 in ambulance receipts, \$90,000 in prior year bond premiums, \$300,000 from the Overlay Surplus recently released by the Board of Assessors, and \$1.2 million in transfers from other funds. Tables Two and Three, below, summarize General Fund overall budgeted expenses and revenues and expense budget summaries by department. Table Four shows tax history and estimates the average property tax bill if our recommended budget is approved.

We recommend using \$1.5 million of free cash to offset this year's operating budget. This is substantially lower than the total used last year and is intended to mark the beginning of more stable annual recommended cash use going forward in line with Finance Committee goals.

TABLE 2: SUMMARY OF GENERAL FUND EXPENSES AND REVENUES

<i>Thousands of Dollars</i>	Approved FY 2015	Approved FY 2016	Proposed FY 2017
Operating Budget	70,303	72,643	74,651
Change Over Prior Year	3.43%	3.33%	2.77%
Other Expenses	1,263	771	1,022
Total Amount to be Raised (1+2)	71,566	73,414	75,673
Total Revenues	71,566	73,414	75,673
Property Tax Revenue	59,503	58,376	63,121
Local Receipts	4,180	4,180	4,300
Free Cash	1,000	4,350	1,500
Overlay Surplus	665	150	300
Other Revenue	6,218	6,358	6,452
State Aid	4,581	4,666	4,741
Ambulance Receipts	360	360	360
Bond Premium	101	94	90
Transfers from other funds	1,176	1,238	1,261

TABLE 3: EXPENSE BUDGET SUMMARY BY FUNCTION

<i>Thousands of Dollars</i>	FY 2014 Expended	FY 2015 Expended	FY 2016 Adopted	FY 2017 Proposed	Percent Change
General Government	3,247,496	3,153,958	3,375,879	3,933,342	16.51%
Public Safety	5,365,439	5,368,881	5,657,091	5,986,399	5.82%
Land and Planning Use	719,432	727,256	812,353	849,868	4.62%
Schools	33,516,931	35,194,711	36,719,239	37,722,833	2.73%
Regional Vocational Schools	212,417	203,026	110,045	68,618	-37.65%
Public Works	1,885,473	1,710,417	2,125,979	2,247,348	5.71%
Snow Removal	634,825	944,141	450,000	450,000	0.00%
Human Services	2,373,445	2,397,233	2,508,371	2,622,401	4.55%
Debt and Interest	7,308,513	7,692,910	7,751,620	7,507,251	-3.15%
Retirement	3,507,480	3,740,468	3,971,988	4,235,414	6.63%
Unclassified	7,251,532	7,743,551	9,160,218	9,028,000	-1.44%
TOTAL - GENERAL FUND	66,022,983	68,876,552	72,642,783	74,651,474	2.77%
Water Fund	4,634,508	3,432,054	3,679,379	3,787,352	2.93%
Septage Fund	33,205	39,502	34,369	52,708	53.36%
Wastewater Fund	662,633	654,905	750,155	743,411	-0.90%
TOTAL - ENTERPRISE FUNDS	5,330,346	4,126,461	4,463,903	4,583,471	2.68%
TOTAL - OMNIBUS BUDGET	71,353,329	73,003,013	77,106,686	79,234,945	2.76%

TABLE 4: PROPERTY TAX HISTORY & FORECAST

<i>Thousands of Dollars</i>	Approved 2013	Approved 2014	Proposed 2015	Approved 2016	Proposed 2017
Real Property Tax Rate Forecast					
Property Tax Revenue	52,011	54,589	59,586	58,374	63,121
Divided by Total Assessed Valuation	2,907,557	2,978,114	3,240,146	3,366,486	3,366,486
Equals Tax Rate (Mils)	17.89	18.33	18.39	17.34	18.75
Percent Change in Tax Rate from Prior Year	-5.90%	2.50%	0.19%	-5.58%	8.13%
Average Residential Real Property Tax Bill	10,529	10,974	12,049	11,730	12,675
Average Annual Change from prior year	-6.60%	4.20%	9.80%	-2.65%	8.05%
Cumulative Change from FY 12- (11,274)	-6.60%	-2.66%	6.87%	4.04%	12.42%

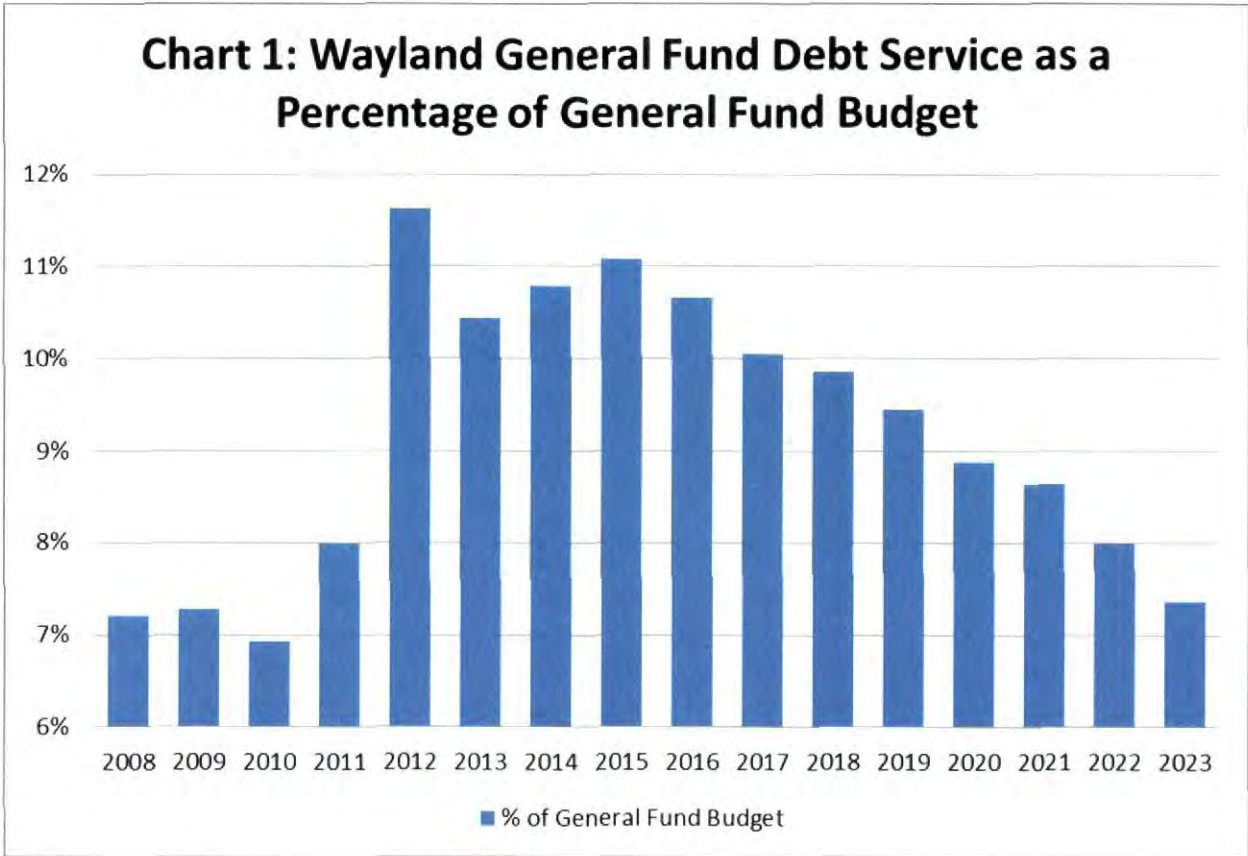
For our estimating purposes, we assume the FY2017 valuation and average single-family tax bill (in italics above in Table 4) will not change, even though experience teaches that they will change. The Board of Assessors will not finish their work on the FY2017 valuation until the fall of 2016.

FIVE-YEAR CAPITAL PLAN

Capital planning is part of the overall financial plan for the Town of Wayland that the Finance Committee prepares each year. Capital needs generally fall into four categories: equipment, buildings, land and roads. During 2008, the Town formalized the capital planning process by implementing a new Capital Improvement Program or "CIP." Capital requests are summarized by department, board or commission. Capital items beyond next fiscal year for FY2017 through FY2021 have not been formally presented by departments or approved by the Finance Committee; we include them for planning purposes only. Significant capital projects listed on the five-year plan include potentially funding a new Council on Aging/Community Center, road construction, repairs to Town Building and the construction of a new Library

CAPITAL REQUESTS

This year, Town boards and departments presented \$26.9 million in capital requests to the Finance Committee. That included funding for the Mainstone Conservation Restriction, a new COA, as well as [REDACTED]. We recommend that Town Meeting fund \$8,974,000, or about one third of the initially requested amount. Our capital budget recommendation is driven, among other things, by our policy to try to maintain our debt service levels under 10 percent of the operating budget. Our debt service levels have been above that policy range over the past several years, owing to the high school and DPW construction projects. See Chart 2 below, showing the general fund debt budget as a percentage of the total general fund budget. As depicted in the chart, the debt service levels are expected to be less than the 10% goal.



With respect to debt service levels, we evaluated many different borrowing levels so as to take advantage of current low interest rates while being mindful of our debt policy and the sustainability of the use of free cash to support the operating budget this year and going forward. Our recommendation is to borrow \$6.7 million to fund many of the capital projects we recommend. Of that aggregate borrowing amount, roughly \$950,000 is intended to pay for a new ladder truck; we are leveraging this low interest rate environment and utilizing the Ambulance Fund to service the aggregate debt over the life of the truck. Another \$1.9 million of the total capital budget is for replacement of Loker Doors and Windows and actual expenditures will be lower due to MSBA funding, and the bulk of the remaining large ticket items include infrastructure improvements such as roads, and water main replacement and equipment and vehicles. We estimate that debt service on this incremental debt would be \$369,000 in Fiscal Year 2018.

Our capital recommendations were based on properly maintaining the current infrastructure and replacing vehicles and equipment that have outlived their useful lives. Capital expenditure requests are listed on the final page of the Omnibus Budget under the title “Capital Budget.” Additional information supporting each capital expenditure requested is available on the pages following the budget (beginning on page 43) and on the Finance Committee’s webpage in the Capital Improvement Plan “CIP” folder: http://www.wayland.ma.us/Pages/WaylandMA_Finance/plan.

Capital expenditures generally fall in one of these three following categories:

Cash capital items: regularly occurring, replaceable equipment and vehicles with a life span of less than 5 years, funded with cash within the operating budget or from cash reserves. Cash capital items do not impact the tax rate directly as they are funded within the Proposition 2 ½ levy.

Non-exempt capital items: regularly occurring, replaceable equipment and vehicles with an individual unit cost of less than \$100,000, funded by borrowing and limited to the capacity within the existing debt service. Therefore, non-exempt capital items also do not directly impact the tax rate as they are funded within the Proposition 2 ½ levy.

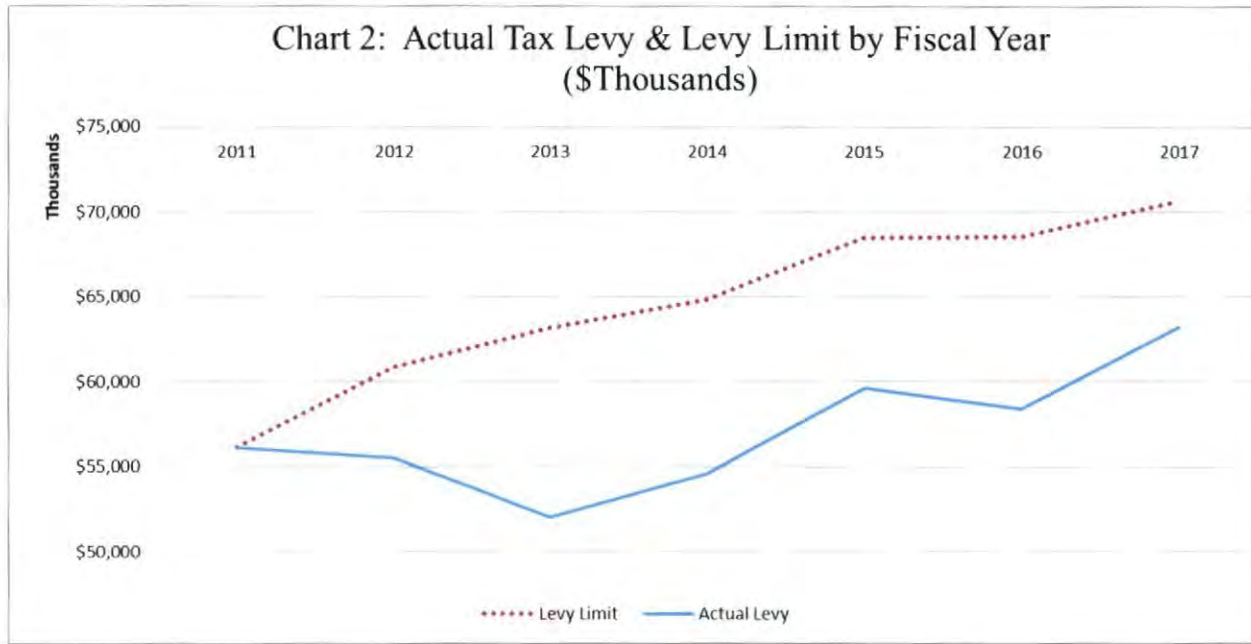
Exempt capital items: includes all building repairs as well as equipment and vehicles with an individual unit cost greater than \$100,000. These items are typically funded with a debt exclusion and normally result in a temporary increase in the tax rate.

Finally, we have worked diligently over the past several years to examine the balance sheet for capital funds that could be redeployed and we found more than \$693,000 in existing funds that we recommend Town Meeting use to fund new capital projects; These include *Surplus Bond Proceeds from Closeouts* which consists of \$545,000 of funds that weren't used from previously appropriated real estate projects. Other unique funding sources include \$138,000 from the *Cemetery Revolving Fund* and the *Transfer Station Revolving Fund* and the *BASE* program (Schools) cover \$10,000 of our capital recommendations. This is a more efficient approach than simply building out our balance sheet with new debt every time we recommend a new capital project.

PROPOSITION 2 ½

We do not anticipate the need for an operational override under Proposition 2 ½ in the near term if we limit expense growth. Our Proposition 2 ½ "Levy Limit" goes up each year, regardless of whether we actually impose taxes up to the levy limit or not. Over the past years as we cut taxes our levy limit continued to grow. However, the spread between the levy limit and taxation is shrinking. If we remain on this path, in future years, this difference should remain constant. See Chart 2 below.

As Chart 2 suggests, if the General Fund expense budget grows at much more than 2 ½ percent each year (we recommend just under a three percent increase this year), at some point we will eventually reach our levy limit, forcing a decision between passing an operational override or cutting expenses. On the other hand, if we constrain expense budget growth to between 2-3 percent over time, we may not hit our levy limit for some time. New property growth is an additional factor to consider, as Town Center and other developments in town will continue to increase our levy limit as well as offer additional opportunity to spread the tax burden more broadly.



CONCLUSION

The Finance Committee voted unanimously to recommend both the FY2017 operating and capital budgets. The Finance Committee believes it is in the best interest of Town Meeting to support the FY2017 budget to maintain core services and infrastructure.

The Finance Committee extends thanks and appreciation to the Town's employees, municipal and school department heads, and the various committees for their support during this year's budget preparation. Finally, we thank the interested residents who provided us timely advice and comments on how to make the budget better.

Respectfully submitted,

WAYLAND FINANCE COMMITTEE

Tom Abdella

Gordon Cliff

Bill Steinberg

Gil Wolin

Nancy Funkhouser (Chair)

Carol Martin

Dave Watkins (Vice Chair)

To the Residents of Wayland:

The Finance Committee is pleased to present our ~~annual~~ report to ~~annual~~ Town Meeting. ~~Overall, Wayland taxpayers' financial position has remained strong. Compared to many nearby communities, Wayland has a more diverse population.~~ Some residents demand more and better services from town government. Others struggle with the property tax obligations and other fees that town government imposes ~~on our residents.~~ With our recommendations, we try to balance the demand for services against the cost of delivering those services. We seek to ~~capture~~gain efficiencies ~~and~~ cost savings, and benefit from innovations in ~~town~~ operations, budgeting, and finances.

The Town of Wayland remains financially strong, ~~since we reported at ATM last year.~~ According to Moody's, Wayland's Aaa bond rating "reflects a stable tax base with strong socio-economic indicators, satisfactory financial position, and manageable debt and pension burdens. The rating also incorporates the town's comprehensive fiscal management that includes aggressive funding of long-term liabilities."¹ ~~Our Aaa~~This rating enables us to obtain favorable rates on our debt issuances, resulting in substantial~~and represents real~~ savings in our debt service expense.

Residents in Wayland represent a diverse range of wealth. ~~There are residents who struggle to pay their property taxes as well as residents whose incomes are well above the average. A majority of Wayland residents fall somewhere in between. As such, we try to keep all of these varied constituencies in mind as we prepare our recommendations to Town Meeting.~~

THE COMMITTEE

The Wayland Finance Committee's seven members are appointed by the Board of Selectmen. The members' three year terms are staggered which allows for a mix of new and more experienced members. Our meetings are open to the public and always include time for public comment. Meeting minutes and other working documents and public presentations are available on the Finance Committee webpage on the Town website.

ROLE

The Bylaws charge the Finance Committee with ~~three~~two primary responsibilities:;

1. Prepare the omnibus operating budget and submit it at the annual Town meeting
2. Prepare and present to annual Town meeting a five-year capital improvement program
3. Consider all articles in the warrant and make such report as it deems for the best interests of the Town.

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~~Persuant to responsibilities #1 and #2, (The Finance Committee's recommended is required to prepare, recommend, and present the FY 17 omnibus operating bBudget comprising the Town's operating and FY 17 capital budgets, which appear as motions under an article in this Warrant. rant. The Committee also may comment on articles submitted for inclusion in the Warrant. Pursuant to responsibility #3, the Finance Committee has provided comments in the warrant on articles where we believe our report might be helpful input to residents in deciding how to vote.~~

MISSION STATEMENT

¹ Moody's Investor's Service, *Credit Opinion*, 25, January 2016

The mission of the Wayland Finance Committee is to define a financial strategy for the Town and to use this strategy as the basis for recommending to the Town a fiscally responsible operating and capital-spending plan. The Finance Committee seeks to balance the demand for services against the ability of residents with a broad range of financial situations to afford these services.

FINANCIAL STRATEGY AND GOALS

The Finance Committee's strategy has four main elements:

- Maintain quality Town services supplied by an efficient workforce
- Continue infrastructure investment through our capital improvementspending plan
- Maintain appropriate levels of free cash and other reserve funds
- Provide a budget that takes into account the items listed above while being cognizant of residents' desire to restrain the growth in the tax levy.

Overall, our challenge is to balance a long-term financial plan that provides residents with the quality and quantity of services they desire as efficiently as possible. One of the consistent concerns and considerations for the Finance Committee is the amount that our residents pay in taxes relative to comparable communities each year. This concern is balanced by the consideration for the types of services residents expect as members of this community.

BUDGET PROCESS

Throughout the Fall of 2016~~5~~ the Finance Committee reviewed various FY 2017 budget scenarios based on revenue estimates, expense growth as compared to FY 2015 actuals, FY 2016 appropriated amounts, and FY 2016 year-to-date actual expendituresinformation, changes to ourthe free cash position, the effect on the tax levy, and feedback from residents of the Town. Following these discussions, the Finance Committee issued FY 2017 Operating Budget Process mMemorandum on September 29, 2015.

The Finance Committee's FY2017 operating budget process memorandum requested boards, committees, and departments to explore creative ways to gain efficiencies, explore innovations and take on new initiatives with the goal to control costs. This memorandum cited our goal for a lesser than 2.5% Total General Operating Budget increase, which was new unique in that it did not call for either a "level-funded" or a "level service" budget (excluding agreed salary increases and changes in utility expenses), as we have done in the past.

Boards, committees, and departments submitted their capital requests to the Finance Committee in the Fall and the operating budgets submissions were due in November. We requested written budget summaries with explanatory statements of changes from the amounts appropriated for the same purposes in FY 2016. In addition to board and committee members, and town officials and staff, members of the community provided valuable comments and insight during the budget season. We worked diligently to incorporate their suggestions in our work and in our recommendations.

For instance, with respect to Information Technology, we worked closely with the Board of SelectmenOS, (The Town Administrator, members of the public, and ~~our~~ outside consultants to put forth an IT budget that balances our need to make substantial upgrades with our ability to make sure every additional dollar is well spent, is sensible. Our recommended IT budgetefforts reflects the consideration we paid to a support the need for enhanced infrastructure, as well as a n eye on affirming sensible, timely, and an appropriate level of spending for staff and purchased services, products, and infrastructure.

On February 25, 2016, the Finance Committee deliberated and unanimously voted theits recommendedfinal FY 2017 oOmnibus operating bBudget to Town Meeting. AThis draft budget was

presented at a Public Hearing on February 16 and that presentation is available on the Finance Committee's website. [Attach link](#)

BUDGET DRIVERS

The general fund appropriations that drive the recommended budget higher this year are as shown below in Table 1:

Department	Dollar Increase	Percent Increase
Information Technology	475,241	59.61%
Fire & ALS Department	192,864	7.01%
Retirement	263,426	6.22%
Police Department	115,169	4.32%
Health Insurance	239,782	3.35%
Schools	1,003,594	2.73%

The largest percentage departmental increase is in Information Technology. This increase is the result of proposed funding for an IT leadership position and as well as a support position, and funding for operating expense consisting of MUNIS off-site hosting, network penetration testing, virtual desktop reconfiguration, managed services, and hardware replacement. The increase in Fire and ALS reflects agreed upon salary increases and enhanced training. Police Department increases are due to negotiated contract settlements and Retirement and Health Insurance budgets are up, in line with municipalities across the Commonwealth and the country. The Increase in the School budget is primarily the result of bringing the half-time Assistant Principal position at Claypit Hill Elementary to full-time and the addition of 5 special education FTE.

SUMMARY OF THE FY2017 OMNIBUS OPERATING BUDGET

There are several components to the omnibus operating budget. The General Fund includes Town and Operating Budget funds most municipal and all school operations, and is primarily funded by property taxes. In addition to the General Fund (There are three other municipal enterprise funds operating budgets (Water, Wastewater, and Septage) that are funded primarily by user fees, along with the General Fund Operating Budget add up to the Omnibus Budget. We budget enterprise expenses to equal fee revenues generated in our enterprise fund budgets. In other words, the enterprise funds generally support themselves through fee revenue charged to their users. In this report, we focus on the General Fund Operating Budget.

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We recommend a general fund operating budget with operating expenses totaling \$74.6 million and other expenses of \$1.0 million, for a total amount to be raised of \$75.6 million. We estimate total revenue from property taxes, local receipts, and state aid in FY 2017 will be \$72.1 million. The result is an operating budget deficit of about \$3.5 million. We propose to close this operating deficit with \$1.5 million from free cash reserves, \$360,000 in ambulance receipts, \$90,000 in prior year bond premiums, \$300,000 from the Overlay Surplus recently released by the Board of Assessors, and \$1.2 million in transfers from other funds. Tables Two and Three, below, summarize General Fund overall budgeted expenses and revenues and expense budget summaries by category department. Table Four shows tax

history and estimates the average property tax bill if our recommended budget is approved.

We recommend using \$1.5 million of free cash to offset this year's operating budget. This is substantially lower than the total used last year and is intended to mark the beginning of more stable annual recommended cash use going forward in line with fineomm goals, made possible primarily by tighter up-front budgeting resulting in lower turnbacks.

TABLE 2: SUMMARY OF GENERAL FUND EXPENSES AND REVENUES

<i>Thousands of Dollars</i>	Approved FY 2015	Approved FY 2016	Proposed FY 2017
Operating Budget	70,303	72,643	74,651
Change Over Prior Year	3.43%	3.33%	2.77%
Other Expenses	1,263	771	1,022
Total Amount to be Raised (1+2)	71,566	73,414	75,673
Total Revenues	71,566	73,414	75,673
Property Tax Revenue	59,503	58,376	63,121
Local Receipts	4,180	4,180	4,300
Free Cash	1,000	4,350	1,500
Overlay Surplus	665	150	300
Other Revenue	6,218	6,358	6,452
State Aid	4,581	4,666	4,741
Ambulance Receipts	360	360	360
Bond Premium	101	94	90
Transfers from other funds	1,176	1,238	1,261

TABLE 3: EXPENSE BUDGET SUMMARY BY FUNCTION

<i>Thousands of Dollars</i>	FY 2014 Expended	FY 2015 Expended	FY 2016 Adopted	FY 2017 Proposed	Percent Change
General Government	3,247,496	3,153,958	3,375,879	3,933,342	16.51%
Public Safety	5,365,439	5,368,881	5,657,091	5,986,399	5.82%
Land and Planning Use	719,432	727,256	812,353	849,868	4.62%
Schools	33,516,931	35,194,711	36,719,239	37,722,833	2.73%
Regional Vocational Schools	212,417	203,026	110,045	68,618	-37.65%
Public Works	1,885,473	1,710,417	2,125,979	2,247,348	5.71%
Snow Removal	634,825	944,141	450,000	450,000	0.00%
Human Services	2,373,445	2,397,233	2,508,371	2,622,401	4.55%
Debt and Interest	7,308,513	7,692,910	7,751,620	7,507,251	-3.15%
Retirement	3,507,480	3,740,468	3,971,988	4,235,414	6.63%
Unclassified	7,251,532	7,743,551	9,160,218	9,028,000	-1.44%
TOTAL - GENERAL FUND	66,022,983	68,876,552	72,642,783	74,651,474	2.77%
Water Fund	4,634,508	3,432,054	3,679,379	3,787,352	2.93%
Septage Fund	33,205	39,502	34,369	52,708	53.36%
Wastewater Fund	662,633	654,905	750,155	743,411	-0.90%
TOTAL - ENTERPRISE FUNDS	5,330,346	4,126,461	4,463,903	4,583,471	2.68%
TOTAL - OMNIBUS BUDGET	71,353,329	73,003,013	77,106,686	79,234,945	2.76%

TABLE 4: PROPERTY TAX HISTORY & FORECAST

<i>Thousands of Dollars</i>	Approved 2013	Approved 2014	Proposed 2015	Approved 2016	Proposed 2017
Real Property Tax Rate Forecast					
Property Tax Revenue	52,011	54,589	59,586	58,374	63,121
Divided by Total Assessed Valuation	2,907,557	2,978,114	3,240,146	3,366,486	3,366,486
Equals Tax Rate (Mils)	17.89	18.33	18.39	17.34	18.75
Percent Change in Tax Rate from Prior Year	-5.90%	2.50%	0.19%	-5.58%	8.13%
Average Residential Real Property Tax Bill	10,529	10,974	12,049	11,730	12,675
Average Annual Change from prior year	-6.60%	4.20%	9.80%	-2.65%	8.05%
Cumulative Change from FY 12- (11,274)	-6.60%	-2.66%	6.87%	4.04%	12.42%

For our estimating purposes, we assume the FY2017 valuation and average single-family tax bill (in italics above in Table 4) will not change, even though experience suggests teaches that they will change. The Board of Assessors will not finish their work on the FY2017 valuation until the fall of 2016.

FIVE-YEAR CAPITAL PLAN

Capital planning is part of the overall financial plan for the Town of Wayland that the Finance Committee prepares each year. ~~Capital needs generally fall into four categories: equipment, buildings, land and roads.~~ In 2008, the Town ~~changed formalized~~ the capital planning process by implementing a new Capital Improvement Program or "CIP." The five-year capital improvement plan is presented immediately after this report. Capital requests are summarized by department, board or commission. Capital items ~~beyond next fiscal year~~ for FY2018 through FY2022 have not been formally presented by departments or approved by the Finance Committee; we include them for planning purposes only. Major Significant capital projects listed on the five-year plan include potentially funding a new Council on Aging/Community Center, ~~road construction, repairs to Town Building~~ and the construction of a new Library

FY 2017 CAPITAL BUDGET REQUESTS

This year, Town boards and departments presented \$26.9 million in capital requests to the Finance Committee. ~~That, which included funding for the Mainstone Conservation Restriction, a new CoOA/CC,~~ as well as ~~_____~~. We recommend that Town Meeting approve fund \$8,974,000, or about one third of the initially requested amount. Our capital budget recommendation is driven, among other things, by our policy to try to keep maintain our debt service levels under 10 percent of the operating budget. Our debt service levels have been above that policy range over the past several years, due owing to the high school and DPW construction projects. (See Chart 2 below, showing the general fund debt budget as a percentage of the total general fund budget.) As depicted in the chart 2, the debt service levels are expected to be less than the 10% goal in FY 2017. Whether it continues to remain below 10% in future years will depend on many factors, including whether we vote to pursue major new capital projects.

INSERT DEBT SERVICE GRAPH HERE

With respect to debt service levels, ~~we evaluated many different borrowing levels so as to take advantage of current low interest rates while being mindful of our debt policy and the sustainability of the use of free cash to support the operating budget.~~ Our recommendation is to borrow \$6.7 million to fund many of the FY 2017 capital projects we recommend. Of that aggregate borrowing amount, roughly \$950,000 will be intended to pay for a new ladder truck; we are leveraging this low interest rate environment and utilizing the Ambulance Fund to service the aggregate debt over the life of the truck. Another \$1.9 million of the total capital budget is for replacement of Loker Doors and Windows ~~(and actual expenditures will be lower due to MSBA funding),~~ and the bulk of the remaining large ticket items include infrastructure improvements such as roads, and water main replacement and equipment and vehicles. We estimate that debt service on this incremental debt would be \$250,664 in Fiscal Year 2018, less than the amount debt service is projected to drop based on current obligations. In other words, we are guiding debt service down with our recommendations. Borrowing is the fairest prudent way to finance these investments, because it spreads the cost of buying the asset (debt service) over the asset's useful life, at a time when interest rates are low. The Finance Committee also recommends using free cash to fund \$290,000 of capital requests.

Our capital recommendations were based on properly maintaining our the current infrastructure and replacing vehicles and equipment that are at or near the end of have outlived their useful lives. Capital expenditure requests are listed on the final page of the Omnibus Budget under the title "Capital Budget." Additional information supporting each capital expenditure requested is available on the pages following the budget (beginning on page 43) and on the Finance Committee's webpage in the Capital Improvement Plan "CIP" folder: http://www.wayland.ma.us/Pages/WaylandMA_Finance/plan.

Capital expenditures generally fall in one of these three following categories:

Cash capital items: regularly occurring, replaceable equipment and vehicles with a life span of less than 5 years, funded with cash within the operating budget or from cash reserves. Cash capital items do not impact the tax rate directly as they are funded within the Proposition 2 1/2 levy.

Non-exempt capital items: regularly occurring, replaceable equipment and vehicles with an individual unit cost of less than \$100,000, funded by borrowing and limited to the capacity within the existing debt service. Therefore, non-exempt capital items also do not directly impact the tax rate as they are funded within the Proposition 2 1/2 levy.

Exempt capital items: includes all building repairs as well as equipment and vehicles with an individual unit cost greater than \$100,000. These items are typically funded with a debt exclusion and normally result in a temporary increase in the tax rate.

As none of the recommended capital items are very large and we are in the fortunate position of having an overall operating budget well below our levy limit, the Finance Committee recommended that the Board of Selectmen not include a vote to classify any new debt as being exempt for Proposition 2 1/2 levy limit calculation purposes.

Finally, we have worked diligently over the past several years to examine the balance sheet for unused capital funds that could be redeployed and we found more than \$693,000 in existing funds that we recommend Town Meeting use to fund new capital projects. These include *Surplus Bond Proceeds from Closeouts* which consists of \$545,000 of funds that weren't used from previously appropriated real estate projects. Other unique funding sources include \$138,000 from the *Cemetery Revolving Fund* and the *Transfer Station Revolving Fund* and the *BASE* program (Schools) cover \$10,000 of our capital recommendations. This is a more efficient approach than simply issuing simply building out our balance sheet with new debt for every every time we recommend a new capital project. Put differently, about 28% of our recommended capital budget will require no new debt, since Town Meeting can "recycle" some of the capital appropriations we already have already made in prior years, on-hand.

PROPOSITION 2 1/2

We do not anticipate the need for an operational override under Proposition 2 1/2 in the near term as long as if we keep a lid on expense growth under control. Our Proposition 2 1/2 "Levy Limit" goes up each year, regardless of whether we actually impose taxes up to the levy limit or not. Therefore, over the past years as we cut taxes, our levy limit continued to grow, as illustrated by Chart 32 below.

As Chart 32 suggests, if the General Fund expense budget grows at much more than 2 1/2 percent each year (we recommend just under a three percent increase this year), at some point we will eventually reach our levy limit, forcing a decision between passing an operational override or cutting expenses. On the other hand, if we constrain expense budget growth to between 2-3 percent per year over time, we may not hit our levy limit for some time. Encouraging nNew property growth is an additional factor to consider, as Town Center and other developments in town will continue to increase our levy limit as well as offer additional opportunity to spread the tax burden more broadly.

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CONCLUSION

The Finance Committee voted unanimously to recommend both the FY 2017 omnibus operating and capital budgets. The Finance Committee believes it is in the best interest of Town Meeting to support the FY2017 budgets as proposed to maintain core services and infrastructure.

The Finance Committee extends thanks and appreciation to the Town's employees, townmunicipal and school department heads, and the various committees for their support during this year's budget preparation. Finally, we thank ~~the interested~~ residents who provided us valuable input ~~timely advice and comments~~ on how to make the budget better.

Respectfully submitted,

WAYLAND FINANCE COMMITTEE

Tom Abdella

Gordon Cliff

Bill Steinberg

Gil Wolin

Nancy Funkhouser (Chair)

Carol Martin

Dave Watkins (Vice Chair)

3/14/16



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Table 1 : Operating Budget Drives		
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SUMMARY OF THE FY2017 OMNIBUS OPERATING BUDGET

There are several components to the operating budget. The General Fund Operating Budget funds most municipal and all school operations. Three other municipal enterprise fund operating budgets (Water, Wastewater, and Septage), along with the General Fund Operating Budget add up to the Omnibus Budget. We budget enterprise expenses to equal fee revenues generated in our enterprise fund budgets. In other words, the enterprise funds generally support themselves through fee revenue charged to their users.

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3 hours 5 Forecast

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Percent Change in Tax Rate from Prior Year	-5.90%	2.50%	0.19%	-5.58%	8.13%
Average Residential Real Property Tax Bill	10,529	10,974	12,049	11,730	12,675
Average Annual Change from prior year	-6.60%	4.20%	9.80%	-2.65%	8.05%
Cumulative Change from FY 12- (11,274)	-6.60%	-2.66%	6.87%	4.04%	12.42%

For our estimating purposes, we assume the FY2017 valuation and average single-family tax bill (in italics above in Table 4) will not change, even though experience teaches that they will change. The Board of Assessors will not finish their work on the FY2017 valuation until the fall of 2016.

FIVE-YEAR CAPITAL PLAN

Capital planning is part of the overall financial plan for the Town of Wayland that the Finance Committee prepares each year. Capital needs generally fall into four categories: equipment, buildings, land and roads. During 2008, the Town formalized the capital planning process by implementing a new Capital Improvement Program or "CIP." Capital requests are summarized by department, board or commission. Capital items beyond next fiscal year for FY2017 through FY2021 have not been formally presented by departments or approved by the Finance Committee; we include them for planning purposes only. Significant capital projects listed on the five-year plan include potentially funding a new Council on Aging/Community Center, road construction, repairs to Town Building and the construction of a new Library

CAPITAL REQUESTS

This year, Town boards and departments presented \$26.9 million in capital requests to the Finance Committee. That included funding for the Mainstone Conservation Restriction, a new COA, as well as roads. We recommend that Town Meeting fund \$8,974,000, or about one third of the initially requested amount. Our capital budget recommendation is driven, among other things, by our policy to try to maintain our debt service levels under 10 percent of the operating budget. Our debt service levels have been above that policy range over the past several years, owing to the high school and DPW construction projects. See Chart 2 below, showing the general fund debt budget as a percentage of the total general fund budget. As depicted in the chart, the debt service levels are expected to be less than the 10% goal.

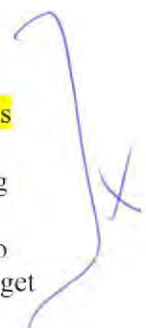
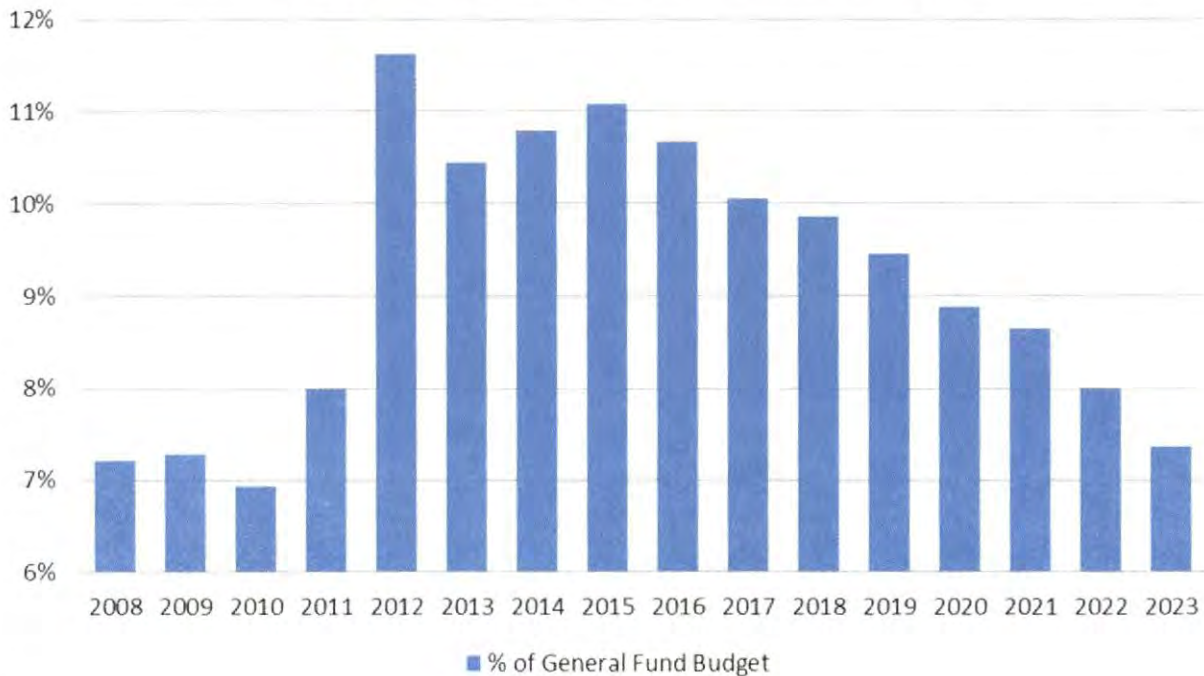


Chart 1: Wayland General Fund Debt Service as a Percentage of General Fund Budget



With respect to debt service levels, we evaluated many different borrowing levels so as to take advantage of current low interest rates while being mindful of our debt policy and the sustainability of the use of free cash to support the operating budget this year and going forward. Our recommendation is to borrow \$6.7 million to fund many of the capital projects we recommend. Of that aggregate borrowing amount, roughly \$950,000 is intended to pay for a new ladder truck; we are leveraging this low interest rate environment and utilizing the Ambulance Fund to service the aggregate debt over the life of the truck. Another \$1.9 million of the total capital budget is for replacement of Loker Doors and Windows and actual expenditures will be lower due to MSBA funding, and the bulk of the remaining large ticket items include infrastructure improvements such as roads, and water main replacement and equipment and vehicles. We estimate that debt service on this incremental debt would be \$369,000 in Fiscal Year 2018.

Roads

Our capital recommendations were based on properly maintaining the current infrastructure and replacing vehicles and equipment that have outlived their useful lives. Capital expenditure requests are listed on the final page of the Omnibus Budget under the title "Capital Budget." Additional information supporting each capital expenditure requested is available on the pages following the budget (beginning on page 43) and on the Finance Committee's webpage in the Capital Improvement Plan "CIP" folder:

http://www.wayland.ma.us/Pages/WaylandMA_Finance/plan.

Capital expenditures generally fall in one of these three following categories:

Cash capital items: regularly occurring, replaceable equipment and vehicles with a life span of less than 5 years, funded with cash within the operating budget or from cash reserves. Cash capital items do not impact the tax rate directly as they are funded within the Proposition 2 ½ levy.

We are concerned that we continue to not spend what is below a full replacement value and needs to be investigated and all spending below

Non-exempt capital items: regularly occurring, replaceable equipment and vehicles with an individual unit cost of less than \$100,000, funded by borrowing and limited to the capacity within the existing debt service. Therefore, non-exempt capital items also do not directly impact the tax rate as they are funded within the Proposition 2 ½ levy.

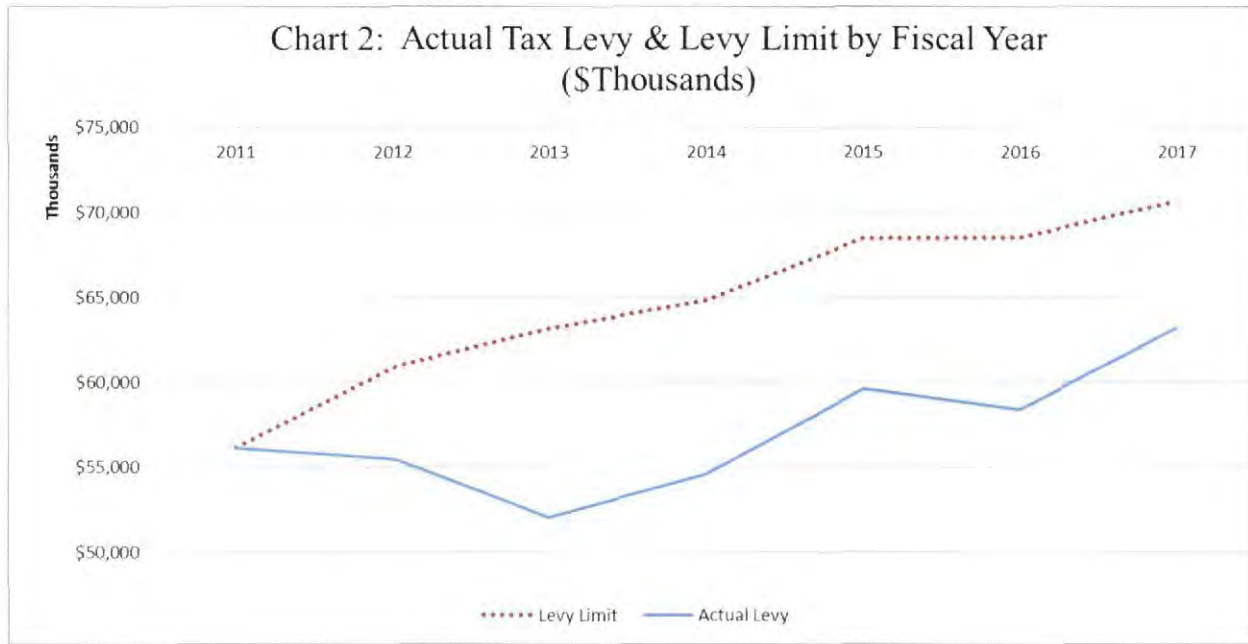
Exempt capital items: includes all building repairs as well as equipment and vehicles with an individual unit cost greater than \$100,000. These items are typically funded with a debt exclusion and normally result in a temporary increase in the tax rate. *NO NEW*

Finally, we have worked diligently over the past several years to examine the balance sheet for capital funds that could be redeployed and we found more than \$693,000 in existing funds that we recommend Town Meeting use to fund new capital projects; These include *Surplus Bond Proceeds from Closeouts* which consists of \$545,000 of funds that weren't used from previously appropriated real estate projects. Other unique funding sources include \$138,000 from the *Cemetery Revolving Fund* and the *Transfer Station Revolving Fund* and the *BASE* program (Schools) cover \$10,000 of our capital recommendations. This is a more efficient approach than simply building out our balance sheet with new debt every time we recommend a new capital project.

PROPOSITION 2 ½

We do not anticipate the need for an operational override under Proposition 2 ½ in the near term if we limit expense growth. Our Proposition 2 ½ "Levy Limit" goes up each year, regardless of whether we actually impose taxes up to the levy limit or not. Over the past years as we cut taxes our levy limit continued to grow. However, the spread between the levy limit and taxation is shrinking. If we remain on this path, in future years, this difference should remain constant. See Chart 2 below.

As Chart 2 suggests, if the General Fund expense budget grows at much more than 2 ½ percent each year (we recommend just under a three percent increase this year), at some point we will eventually reach our levy limit, forcing a decision between passing an operational override or cutting expenses. On the other hand, if we constrain expense budget growth to between 2-3 percent over time, we may not hit our levy limit for some time. New property growth is an additional factor to consider, as Town Center and other developments in town will continue to increase our levy limit as well as offer additional opportunity to spread the tax burden more broadly.



CONCLUSION

The Finance Committee voted unanimously to recommend both the FY2017 operating and capital budgets. The Finance Committee believes it is in the best interest of Town Meeting to support the FY2017 budget to maintain core services and infrastructure.

The Finance Committee extends thanks and appreciation to the Town's employees, municipal and school department heads, and the various committees for their support during this year's budget preparation. Finally, we thank the interested residents who provided us timely advice and comments on how to make the budget better.

Respectfully submitted,

WAYLAND FINANCE COMMITTEE

Tom Abdella

Gordon Cliff

Bill Steinberg

Gil Wolin

Nancy Funkhouser (Chair)

Carol Martin

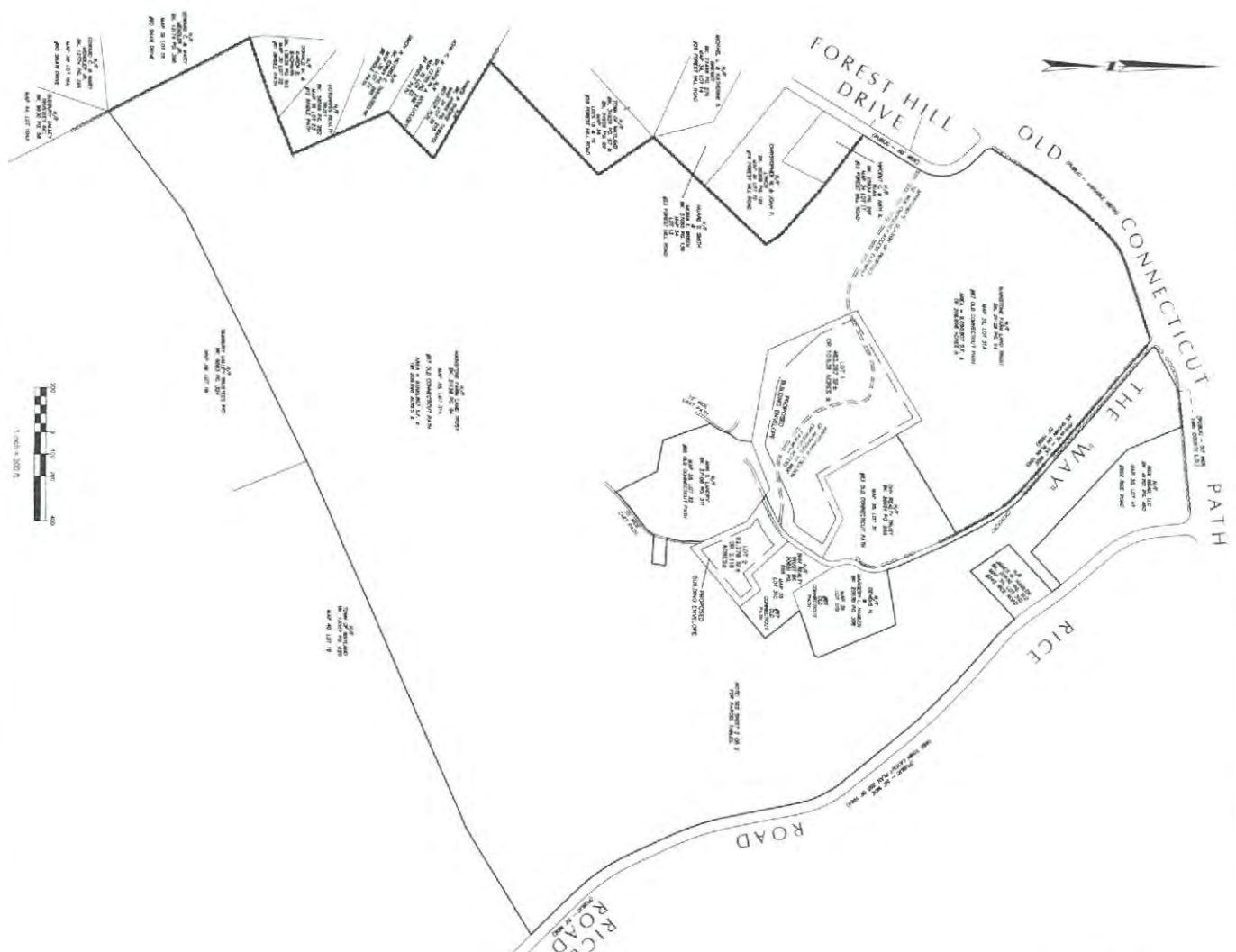
Dave Watkins (Vice Chair)

General Notes

1. THE BOUNDARIES OF THE LOTS SHOWN ON THIS PLAN WERE DETERMINED BY A SURVEY CONDUCTED BY THE ENGINEER IN 1985.
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PLAN REFERENCES

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<p>PROPOSED ACCESS EASEMENT EXHIBIT WAYLAND, MASSACHUSETTS</p>	<p>DATE: 11/11/85 BY: [Signature]</p>	<p>SCALE: 1" = 100'</p>	<p>PROJECT NO. 85-001</p>

DATE: FEBRUARY 29, 2016
TO: BOARD OF SELECTMEN
FROM: NAN BALMER, TOWN ADMINISTRATOR
RE: ARTICLE Z: SEWER CAPACITY FOR LIBRARY

- The Library Board of Trustees will submit an application for a MA Board of Library Commissioners (MBLC) grant for a new or expanded library. The grant application requires the Trustees to assure MBLC that sewer capacity is available for the expansion. The Library Trustees sponsored an article for a Town Meeting appropriation to purchase capacity through a Payment in Lieu of Betterment (PILOB) at a cost of \$56,000. Assignment of the 820 gpd to an expanded Library requires DEP approval; the Commission requested DEP approval.
- In 2015, the Selectmen considered two requests from the Wastewater Management District Commission to purchase 820 gallons per day of capacity for the Library — 440 gpd was relinquished from a private residence and the balance from Wayland Commons.
- The Selectmen declined to purchase the additional capacity because of uncertainty about the capacity it already owns. The Town, through the Board of Selectmen owns 7100 gallons per day of sewer capacity for town buildings and the municipal pad, has paid a \$500,671 PILOB, and pays ongoing fees for this capacity. The Town Health Director, Building Commissioner and Facilities Director recommend an engineering study to advise the Selectmen whether there is an engineering basis to ask the WWMDC to allocate some of the town capacity to the Library.
- The following is an alternative article that would be sponsored by the Board of Selectmen or co-sponsored with the Library and replace the article from the Library Trustees. It would allow the Selectmen to purchase the capacity for the Library as part of the existing portfolio of capacity, contingent upon DEP approval and on an engineering study to advise the town whether part of the capacity already owned by the town can be reallocated to the Library.

ARTICLE Z:

FUND PAYMENT IN LIEU OF SEWER BETTERMENT ASSESSMENT FOR SEWER CAPACITY FOR TOWN LIBRARY OR OTHER TOWN BUILDING

Sponsored by: ~~Board of Library Trustees~~ Board of Selectmen

To determine whether the Town will vote to appropriate a sum of money to be **that may be** expended by the Board of ~~Library Trustees~~ **Selectmen** for a payment in lieu of a betterment assessment relative to the ~~new~~ Town-owned wastewater treatment plant for sewer capacity at said plant to connect a Town Library building or other Town building at 5 Concord Road, Wayland, Massachusetts thereto, **said expenditure to be contingent upon approval by the Department of Environmental Protection for the Wastewater Management District Commission to reallocate 820 gallons per day of Title V design flow without major capital expenses, and also contingent upon an engineering study that establishes the town's current and future needs for wastewater capacity for all town buildings in the WWMDC;** and determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing under Massachusetts General Laws Chapter 44 or other enabling authority, or otherwise.

**ARTICLE TT: APPROPRIATE FUNDS TO PURCHASE CONSERVATION RESTRICTION
ON MAINSTONE FARM – CPA ~~AND GENERAL BORROWING~~**

*Sponsored by: Community Preservation Committee/Conservation Commission Estimated
Cost: \$12,000,000*

To determine whether the Town will vote to:

- a. authorize the Board of Selectmen, with the approval of Town Counsel as to form, to acquire by purchase, gift, eminent domain or otherwise a conservation restriction in accordance with Massachusetts General Laws Chapter 184, Sections 31-33, to be held by the Town of Wayland Conservation Commission and by the Sudbury Valley Trustees, Inc., on a parcel of land located on Old Connecticut Path and Rice Road, Wayland, Massachusetts containing 208.7 acres, more or less, being a portion of the land on Old Connecticut Path and Rice Road in Wayland, Massachusetts described in the deed dated April 18, 1991 and recorded with the Middlesex South Registry of Deeds in Book 21128, Page 94, which parcel of land to be covered by said conservation restriction is shown on Wayland Assessors Map as Parcel 35-031A and on an unrecorded plan entitled "Subdivision Plan of Land in Wayland Middlesex County Massachusetts" dated December 22, 2015, prepared for Mainstone Land Trust by Samiotes Consultants Inc., a copy of which plan is attached to the Warrant for the Annual Town Meeting 2016 in Appendix__;
- b. appropriate a sum of money to be expended by the Board of Selectmen for the acquisition of said conservation restriction to be held by the Town of Wayland Conservation Commission and by Sudbury Valley Trustees, Inc.; and
- c. determine whether said appropriation shall be provided by taxation, transfer from unappropriated available funds, transfer from available funds appropriated for other purposes, by borrowing, or otherwise, provided:
 - i. not more than \$5 million of the funds so appropriated shall be transferred from the Community Preservation Fund of which \$2.1 million shall be from the Open Space Fund and \$2.9 million from the uncommitted funds in the Community Preservation Fund, and
 - ii. not more than ~~\$5.7~~ million of the funds to be borrowed from Community Preservation Fund future receipts, and
 - iii. ~~not more than \$2 million from general borrowing.~~

FINANCE COMMITTEE COMMENTS:

In April 2001 the Community Preservation Committee was established to study the needs, possibilities and resources of the town regarding community preservation, make

recommendations in proper form to the Town Meeting for the acquisition, creation, and preservation of open space (OS); for the acquisition and preservation of historic resources (HP); for the acquisition, creation, and preservation of land for recreational use; for the creation, preservation, and support of community housing (CH); and for rehabilitation or restoration of such open space, historic resources, land for recreational use, and community housing that is acquired or created with funds received in accordance with the Community Preservation Act.

When the Town began setting aside funds for the CPA, one of the primary interests was planning for the preservation of Mainstone Farm. Mainstone Farm is located at ~~83-87~~ Old Connecticut Path and is approximately 208 acres of rolling pastures, wooded hillsides, and rich wetlands and one of the largest remaining pieces of undeveloped and unprotected open space in Wayland and Boston region. The proposed preservation is in the form of a conservation restriction (CR) and will only happen as a result of the Town partnering with the Sudbury Valley Trust (SVT) for financial considerations and with the owners of the property.

In 2011, Town Meeting commissioned a \$40,000 land use study and appraisal to evaluate potential residential development alternatives. At that time, the highest value use was for 128 housing units of which 18 would be conventional lots and 110 would be cluster development lots. Most of the property, except the wetlands in the southwest corner, would be covered with neighborhood roads and house lots. When the study was conducted in 2011, the residential real estate market had not recovered and the CR was assessed to be worth \$10.6 million dollars. As a result, the owners did not move forward with the sale of the CR interest in the property and continued their discussions with the Town.

In July 2015, using CPA administrative funds, the CPC commissioned a \$5,000 study to provide an updated appraisal ~~with a modified for a~~ CR. The new appraisal was for \$17 million and was based on ~~the same~~ configuration less three (3) conventional lots (125 lots of which 110 could be cluster development and 15 could be conventional lots). As a result, the owners agreed to sell for \$15 ~~Million~~million. The agreement specifies that the farmland would remain in private ownership and the CR would provide for allowed and prohibited uses in perpetuity. The CR allows for farming to continue and calls for the preservation of open space. The CR on the farm land would be held jointly by the Town and SVT and would be managed through an agreement between the Conservation Commission and SVT. Annual meetings would be used to guide the process, including the enforcement of maintenance standards and a trail system open to the general public.

The CPC is advancing a plan, raising \$12 million from the Town, and \$3 Million from SVT. Upon approval by the Town to purchase the CR, no current CPA funds will be spent and no borrowing against future CPA revenue streams will occur unless all fundraising efforts for the \$15 Million are accounted for. There might be grant funding available; and if awarded, could reduce the amount CPC would need to borrow

The following table represents the sources of funds.

No.	Description	Amount
1	Estimated balance from CPF	\$5,000,000
2	CPC Borrowing	\$5,000,000
3	Amount Borrowed from General Fund	\$2,000,000
3	Grant Sources	\$0
4	Contribution from SVT	\$3,000,000
5	Contribution from Town Bonds	\$0
TOTAL FUNDS NEEDED		\$15,000,000

To accommodate the Town's historical February borrowing cycle, the earliest the Town would be in a position to close on the CR is Spring of 2017. The complex arrangement will have many conditions that must be met in order to close and delays will potentially jeopardize the agreement. The conditions are specified in the ~~signed and negotiated~~ Purchase & Sale Agreement (P&S). No funds can be spent until closing, no borrowing can occur unless all conditions are met and closing is imminent, \$15 Million in funding is available and all documents have been signed.

ATM is voting to earmark funds and approve borrowing against Community Preservation Fund future receipts. In the event that there is a reason to not proceed, a future town meeting could vote to remove the allocation of the funds that have been set aside for this purpose.

Under the Finance Committee's proposed scenario, the CPC will continue to have the requisite funds after committing future CPF receipts to service the debt for the next 30 years. Furthermore, The Town can only borrow against future CPA surcharge funds and the borrowed amount cannot exceed an amount for which the debt can be paid by the annual 1.5% CPA surcharge receipts minus the 10% for each of the dedicated funds. Recreation projects, and additional monies for OS, HP or CH are funded from the Uncommitted Balance. Additionally, the State Trust Fund varies annually and its certainty is unknown.

The following represents the estimated fund balances through 6/30/16:

No.	CPA Fund	Actual 12/31/15 Balance	Net Estimated FY16 ATM Changes	Less Mainstone Allocation	FY16 Ending Balance
1	Historic	\$145,980	(\$5,307)	\$0	\$140,673
2	Housing	\$1	\$0	\$0	\$1
3	Open Space	\$2,036,750	\$95,694	\$2,100,000	\$32,444
4	Admin	\$19,605	\$10,000	\$0	\$29,605
5	Uncommitted	\$3,809,133	(\$297,082)	\$2,900,000	\$612,051*
TOTAL		\$6,011,469	(\$196,695)	\$5,000,000	\$814,774

*FY'16 ending balance will have an additional \$356,378 for last two quarters of FY'16 surcharge receipts deposited in Uncommitted.

The following is the estimated annual fund flow (based on FY16) ~~if with~~ all borrowing ~~was~~ against the Community Preservation Fund (CPF) future receipts only:

No.	Description	Amount
1	Projected FY'16 surcharge at 1.5%	\$736,851
2	Less: 10% set aside for 3 dedicated funds (OS, HP, CH)	(\$221,055)
3	Less: Estimated annual payments at 2.5% over 30 years	(\$335,000)
4	Plus: Estimated State Trust Fund Contribution (FY16)	\$220,085
5	Less: 10% State Fun set aside for 3 dedicated funds (OS, HP, CH)	(\$66,231)
6	Plus: Estimated annual interest payments	\$1,000
7	Remaining Annual Uncommitted Balance in CPF for other projects	\$335,650

The above table indicates that there ~~will be funds remaining in the CPF for other projects in the future. is enough money available in the current CPF to not require an additional tax levy using the Town's general fund.~~ Over a 5-year period the estimated cumulative fund balances are shown below:

No.	CPA Fund	FY16 Ending Balance	Annual Additional Contribution	5 Years of Contributions to CPF (no interest)	Estimated FY22 Balance
1	Historic	\$140,673	\$95,694	\$478,470	\$619,143
2	Housing	\$1	\$95,694	\$478,470	\$478,471
3	Open Space	\$32,444	\$95,694	\$478,470	\$510,914
4	Admin	\$29,605	\$10,000	\$50,000	\$10,000
5	Uncommitted	\$923,450	\$335,650	\$1,678,250	\$2,601,700
TOTAL		\$1,126,083	\$632,732	\$3,163,660	\$4,220,228

The following is estimated annual fund flow (based on FY16) if \$2 Million were borrowed using the Town's General Fund:

No.	Description	Amount
1	Projected FY'16 surcharge at 1.5%	\$736,851
2	Less: 10% set aside for 3 dedicated funds (OS, HP, CH)	(\$221,055)
3	Less: Estimated annual payments at 2.5% over 30 years	(\$240,000)
4	Plus: Estimated State Trust Fund Contribution (FY16)	\$220,085
5	Less: 10% State Fun set aside for 3 dedicated funds (OS, HP, CH)	(\$66,231)
6	Plus: Estimated annual interest payments	\$1,000
7	Remaining Uncommitted Balance in CPF for other projects	\$430,650

If the Town were to accept the Article as written, and commit to general borrowing, it would be equivalent to increasing the CPF rate by .19% to 1.69% vs 1.5%.

No.	Description	Amount
1	All CPA Borrowing estimated annual payments at 2.5% over 30 years	\$335,000
2	Less: \$2M Town Borrowing/\$5M CPF future receipts only	(\$240,000)
3	Projected FY'16 surcharge of \$736,851 (Assessors calculation)	\$736,851
4	Effective FY16 surcharge using general borrowing	\$831,851
5	Equivalent rate the Town is paying for CPF vs 1.5%	1.69%

In Summary, the Finance Committee is supportive of the project but are not supportive of the with all borrowing against future financing method. The Committee believes that any contemplated borrowing required should be against the Community Preservation Fund (CPF) future receipts that will does not and not affect the current tax levy.

The Community Preservation Committee voted in favor of this article on January 13, 2016. Vote: 8-0-0. The Conservation Commission voted in favor of this article on January 7, 2016. Vote: 6-0-0. The Board of Selectman recommends [REDACTED], Vote: [REDACTED].

ARGUMENTS IN FAVOR:

This acquisition is consistent with one of the main goals of the CPC when the Town began collecting CPA funds and has been a goal of the open space plan.

Borrowing over thirty years makes this a multi-generational project so that present and future residents pay for the privilege of enjoying the open space, the farm activity and the scenic quality of Mainstone Farm.

Purchase of a CR on Mainstone Farm will preserve in perpetuity one of the largest known farms in close proximity to Boston from future development and will provide the opportunity to continue to use the property as a working farm.

Ownership and responsibility for maintaining the farm would remain in the hands of the owners.

Land use planning has shown that the highest developed use is for 128 single-family housing units. This CR would prevent development of the land and would provide public access to part of the farm on designated trails.

Preservation of the farmland is a unique opportunity locally and regionally and will occur through a partnership with Sudbury Valley Trustees, Inc., the Town and the present owners of the farm.

ARGUMENTS OPPOSED:

~~The proposal required an additional tax levy and will be collected through the CPA surcharge with a direct effect on the present tax rate or individual bill.~~

If a future ATM were to vote to reduce the Town's 1.5% annual surcharge, the Town would have to reduce Open Space, Community Housing, Historic Preservation and Recreation project expenses.

Any changes to the program that affects matching CPA State Funds would be a detriment to the overall program of the CPC.

The projected debt service payments on the bonds assume a level debt service structure, like a mortgage, at the requested interest rates which are subject to change.

~~There may be too much of a burden on tax payers. The \$2 million to be borrowed against the General Fund may affect the tax rate and individual tax bills as well as future borrowing for other projects.~~

In 2014, Wayland just provided \$2,400,000 funds to purchase a conservation restriction on Lincoln Road Fields.

The land could possibly remain undeveloped by the owner and future owners regardless of whether we acquire a conservation restriction.

If the owners were to sell the land for residential development, this would result in greater tax revenue for the Town.

In the event that the owner does not maintain the land the Town may incur additional costs in maintaining the property. Currently, SVT is raising \$3.3 million where \$3mill is for the purchase of CR and \$300,000 will be used toward an endowment for ~~trail maintenance management of the CR~~ etc.

Following acquisition of this conservation restriction, the CPC Open Space Fund would be depleted ~~temporarily affecting~~ and the Town's ability to make future conservation purchases ~~would be temporarily depleted~~ and the Town's ability to make large future conservation purchases would be limited until the fund is replenished or financed by other means.

RECOMMENDATION: The Finance Committee **recommends to not approve. Vote 0-5xxx.**

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QUANTUM OF VOTE: a.) and b.) See Massachusetts General Laws Chapter 40, Section 14, c.) Majority – see Massachusetts General Laws Chapter 40, Section 5, Chapter 44, Section 33B and Chapter 44B, Section 6. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

For more information about this article, contact Gretchen Schuler at 508-358-7980 or ggschuler@verizon.net.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing bylaw amendment is consistent with federal and Massachusetts law.



Town of Wayland Massachusetts

Finance Committee

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

AMENDED AGENDA

Monday, February 29, 2016, 7:00 pm
Town Building

te: 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

7:01 Public Comment

7:02 Committee's response to Public Comment

7:04 Finance Director's Update

7:15 FY2017 Potential Final Operating & Capital Budget Update/Modifications, if any, and possible vote

7:30 Review, Discuss & Vote ATM Articles

8:00 Review, Discuss & Update *Report of the Finance Committee for Warrant*

9:00 Liaison & Members' Reports, Concerns, and Topics

9:15 Chair's Update & Items the chair did not reasonably anticipate would be discussed at the meeting
- Discuss potential for newspaper article regarding budget

9:30 Meeting Minutes Review, Discussion and Approval
1/28 (NF), 2/11 (NF), 2/22 (BS), 2/25 (CM)

Future meetings: 3/14, 3/28, ATM

9:45 Adjourn

Fiscal 2017 Budget-DRAFT
2/29/2016

GF / Enterprise
Omnibus
Budget

Expenses

General Fund		74,651,474.00
Enterprise Funds		4,583,471.00
Unappropriated		-
		-
		-
Total		<u>79,234,945.00</u>

Revenues

Taxation		
Real Estate	62,095,243.00	
State Aid	4,741,957.00	
Local Receipts	4,300,404.00	
	Total	71,137,604.00
Ambulance		360,000.00
Premium on Bond		90,291.00
Other funds		1,263,125.00
Overlay		300,454.00
Unreserved Fund Balance		1,500,000.00
Water Enterprise		3,787,352.00
Wastewater Enterprise		743,411.00
Septage		52,708.00
Total Revenues:		<u>79,234,945.00</u>

**DRAFT- RECAP OF FY 17 BUDGET REQUESTS
REVENUE AND EXPENDITURES-DRAFT**

2/29/2016 EXPENDITURES	DRAFT ONLY			
	Payroll	Expenses	Omnibus Total	All Budgets
Town	11,876,337.00	4,281,639.00	16,157,976.00	16,157,976.00
School	30,874,683.00	6,848,150.00	37,722,833.00	37,722,833.00
Debt	-	7,507,251.00	7,507,251.00	7,507,251.00
Retirement	-	4,235,414.00	4,235,414.00	4,235,414.00
Unclassified-Other	-	1,863,000.00	1,863,000.00	1,863,000.00
Health Insurance	-	7,165,000.00	7,165,000.00	7,165,000.00
Cash Capital - Capital Projects	-	-	-	305,000.00
Total Departmental	42,751,020.00	31,900,454.00	74,651,474.00	74,956,474.00
Water Enterprise	778,470.00	3,008,882.00	3,787,352.00	3,787,352.00
Wastewater Enterprise	33,552.00	709,859.00	743,411.00	743,411.00
Septage Enterprise	-	52,708.00	52,708.00	52,708.00
Total Enterprise	-	3,771,449.00	4,583,471.00	4,583,471.00
Total-Omnibus Budget	42,751,020.00	35,671,903.00	79,234,945.00	79,539,945.00
Unappropriated				
Overlay	-	-	-	600,000.00
State Assessments	-	-	-	110,000.00
Cherry Sheet Offset	-	-	-	17,500.00
Transfer to Other Funds	-	-	-	-
Total Other	-	-	-	727,500.00
Total	42,751,020.00	35,671,903.00	79,234,945.00	80,267,445.00
REVENUES				
Taxation	-	-	62,095,243.00	63,127,743.00
State Aid	-	-	4,741,957.00	4,741,957.00
Local Receipts	-	-	4,300,404.00	4,300,404.00
Free Cash - Operating	-	-	1,500,000.00	1,500,000.00
Free Cash - Capital	-	-	-	-
Transfers from other funds	-	-	-	-
Ambulance Fund	-	-	360,000.00	360,000.00
Overlay	-	-	300,454.00	300,454.00
Bond Premium	-	-	90,291.00	90,291.00
Council on Aging	-	-	1,373.00	1,373.00
Water Fund	-	-	338,601.00	338,601.00
Septage Fund	-	-	52,708.00	52,708.00
Wastewater Fund	-	-	24,669.00	24,669.00
Recreation Revolving	-	-	15,687.00	15,687.00
Transfer Station	-	-	71,961.00	71,961.00
BASE	-	-	220,101.00	220,101.00
Childrens Way	-	-	233,506.00	233,506.00
Food Service	-	-	270,401.00	270,401.00
Full Day Kindergarden	-	-	34,118.00	34,118.00
Water Enterprise Revenues	-	-	3,787,352.00	3,787,352.00
Wastewater Revenues	-	-	743,411.00	743,411.00
Septage Retained Earnings	-	-	52,708.00	52,708.00
Total			79,234,945.00	80,267,445.00

FISCAL YEAR 2017 BUDGET		EXPENDED FY 2014	EXPENDED FY 2015	APPROVED FY 2016	REQUESTED FY 2017
SELECTMEN					
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
	PURCHASE OF SERVICES	\$23,463	\$20,760	\$24,000	\$24,000
	SUPPLIES	\$7,253	\$3,015	\$6,000	\$6,000
1	TOTAL EXPENSES	\$30,716	\$23,775	\$30,000	\$30,000
	TOTAL SELECTMEN	\$30,716	\$23,775	\$30,000	\$30,000
TOWN OFFICE					
	<i>Total FTEs</i>	4.50	5.00	5.00	5.00
2	PERSONNEL SERVICES	\$497,230	\$468,322	\$435,000	\$435,000
	PURCHASE OF SERVICES	\$13,620	\$14,842	\$10,000	\$10,000
	SUPPLIES	\$66,238	\$66,139	\$71,500	\$71,500
3	TOTAL EXPENSES	\$79,858	\$80,981	\$81,500	\$81,500
	TOTAL TOWN OFFICE	\$577,088	\$549,303	\$516,500	\$516,500
PERSONNEL BOARD					
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
4	PERSONNEL SERVICES	\$0	\$2,100	\$5,000	\$5,000
	PURCHASE OF SERVICES	\$4,157	\$8,540	\$10,000	\$10,000
5	TOTAL EXPENSES	\$4,157	\$8,540	\$10,000	\$10,000
	TOTAL PERSONNEL BOARD	\$4,157	\$10,640	\$15,000	\$15,000
FINANCE					
	<i>Total FTEs</i>	4.43	4.54	4.54	4.80
6	PERSONNEL SERVICES	\$274,089	\$296,257	\$318,301	\$338,618
	PURCHASE OF SERVICES	\$64,946	\$60,909	\$48,700	\$53,700
	SUPPLIES	\$991	\$1,563	\$3,000	\$3,000
7	TOTAL EXPENSES	\$65,937	\$62,472	\$51,700	\$56,700
	TOTAL FINANCE	\$340,026	\$358,729	\$370,001	\$395,318
ASSESSOR					
	<i>Total FTEs</i>	4.00	4.00	4.00	4.00
8	PERSONNEL SERVICES	\$238,932	\$243,751	\$244,460	\$259,626
	PURCHASE OF SERVICES	\$78,663	\$53,361	\$49,850	\$49,150
	SUPPLIES	\$1,705	\$3,025	\$3,000	\$3,100
9	TOTAL EXPENSES	\$80,368	\$56,386	\$52,850	\$52,250
	TOTAL ASSESSOR	\$319,300	\$300,137	\$297,310	\$311,876
TREASURER					
	<i>Total FTEs</i>	3.26	3.26	3.26	3.26
10	PERSONNEL SERVICES	\$196,076	\$208,554	\$199,000	\$190,104
	PURCHASE OF SERVICES	\$37,824	\$72,609	\$115,700	\$99,900
	SUPPLIES	\$0	\$0	\$200	\$200
11	TOTAL EXPENSES	\$37,824	\$72,609	\$115,900	\$100,100
	TOTAL TREASURER	\$233,900	\$281,163	\$314,900	\$290,204

FISCAL YEAR 2017 BUDGET		EXPENDED FY 2014	EXPENDED FY 2015	APPROVED FY 2016	REQUESTED FY 2017
TOWN COUNSEL					
	<i>Total FTEs</i>	0.00	0.00		0.00
	PURCHASE OF SERVICES	\$170,312	\$142,088	\$175,000	\$175,000
	SUPPLIES	\$4,334	\$0	\$0	
12	TOTAL EXPENSES	\$174,646	\$142,088	\$175,000	\$175,000
	TOTAL TOWN COUNSEL	\$174,646	\$142,088	\$175,000	\$175,000
INFORMATION TECHNOLOGY					
	<i>Total FTEs</i>	1.00	1.00	1.00	3.00
13	PERSONNEL SERVICES	\$84,085	\$84,693	\$83,842	\$287,669
	PURCHASE OF SERVICES	\$147,743	\$197,706	\$91,890	\$97,890
	SUPPLIES	\$52,351	\$52,308	\$146,300	\$411,714
14	TOTAL EXPENSES	\$200,094	\$250,014	\$238,190	\$509,604
	TOTAL INFORMATION TECHNOLOGY	\$284,179	\$334,707	\$322,032	\$797,273
TOWN CLERK					
	<i>Total FTEs</i>	2.00	2.00	2.00	2.00
15	PERSONNEL SERVICES	\$124,327	\$119,529	\$120,584	\$125,781
	PURCHASE OF SERVICES	\$7,598	\$13,829	\$15,643	\$15,930
	SUPPLIES	\$1,269	\$1,104	\$1,400	\$1,400
16	TOTAL EXPENSES	\$8,867	\$14,933	\$17,043	\$17,330
	TOTAL TOWN CLERK	\$133,194	\$134,462	\$137,627	\$143,111
ELECTIONS					
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
17	PERSONNEL SERVICES	\$19,966	\$22,522	\$22,608	\$37,908
	PURCHASE OF SERVICES	\$361	\$4,704	\$2,500	\$1,000
	SUPPLIES	\$7,680	\$3,714	\$9,130	\$9,170
18	TOTAL EXPENSES	\$8,041	\$8,418	\$11,630	\$10,170
	TOTAL ELECTIONS	\$28,007	\$30,940	\$34,238	\$48,078
REGISTRAR					
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
19	PERSONNEL SERVICES	\$275	\$275	\$275	\$275
	PURCHASE OF SERVICES	\$3,901	\$3,799	\$4,050	\$5,000
20	TOTAL EXPENSES	\$3,901	\$3,799	\$4,050	\$5,000
	TOTAL REGISTRAR	\$4,176	\$4,074	\$4,325	\$5,275
CONSERVATION					
	<i>Total FTEs</i>	1.83	1.83	2.37	2.37
21	PERSONNEL SERVICES	\$135,052	\$132,862	\$169,457	\$177,902
	PURCHASE OF SERVICES	\$9,711	\$7,941	\$23,000	\$23,000
	SUPPLIES	\$6,233	\$6,767	\$14,400	\$18,200
22	TOTAL EXPENSES	\$15,944	\$14,708	\$37,400	\$41,200
	TOTAL CONSERVATION	\$150,996	\$147,570	\$206,857	\$219,102
PLANNING					
	<i>Total FTEs</i>	1.40	1.40	1.40	1.40
23	PERSONNEL SERVICES	\$103,703	\$104,254	\$105,000	\$105,000
	PURCHASE OF SERVICES	\$2,746	\$2,702	\$3,000	\$3,000
	SUPPLIES	\$42	\$222	\$1,500	\$1,500
24	TOTAL EXPENSES	\$2,788	\$2,924	\$4,500	\$4,500
	TOTAL PLANNING	\$106,491	\$107,178	\$109,500	\$109,500

FISCAL YEAR 2017 BUDGET		EXPENDED FY 2014	EXPENDED FY 2015	APPROVED FY 2016	REQUESTED FY 2017
SURVEYOR					
	<i>Total FTEs</i>	2.00	2.00	2.00	2.00
25	PERSONNEL SERVICES	\$160,605	\$162,411	\$160,778	\$168,118
	PURCHASE OF SERVICES	\$12,519	\$21,520	\$22,800	\$23,000
	SUPPLIES	\$2,578	\$1,136	\$4,150	\$4,150
26	TOTAL EXPENSES	\$15,097	\$22,656	\$26,950	\$27,150
	TOTAL SURVEYOR	\$175,702	\$185,067	\$187,728	\$195,268
FACILITIES					
	<i>Total FTEs</i>	3.54	3.54	3.54	4.54
27	PERSONNEL SERVICES	\$270,837	\$263,107	\$279,722	\$277,932
28	PURCHASE OF SERVICES	\$196,617	\$207,285	\$263,450	\$277,000
	Contract Services				
	Repairs & Other Expenses				
29	UTILITIES	\$575,564	\$458,885	\$529,000	\$560,500
30	SUPPLIES	\$26,782	\$35,109	\$39,500	\$43,000
	TOTAL FACILITIES	\$1,069,800	\$964,386	\$1,111,672	\$1,158,432
MISC COMMITTEES					
<i>Historic Commission, Surface Water Quality Commission, Historic District Commission, Public Ceremonies Committee</i>					
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
31	PURCHASE OF SERVICES	\$48,307	\$19,546	\$47,275	\$47,275
	TOTAL EXPENSES	\$48,307	\$19,546	\$47,275	\$47,275
	TOTAL MISC COMMITTEES	\$48,307	\$19,546	\$47,275	\$47,275
POLICE					
	<i>Total FTEs</i>	25.33	25.59	25.59	25.59
32	PERSONNEL SERVICES	\$2,105,446	\$2,192,172	\$2,231,344	\$2,356,693
	PURCHASE OF SERVICES	\$132,761	\$138,688	\$138,890	\$140,710
	SUPPLIES	\$181,950	\$167,962	\$181,400	\$169,400
33	TOTAL EXPENSES	\$314,711	\$306,650	\$320,290	\$310,110
	TOTAL POLICE	\$2,420,157	\$2,498,822	\$2,551,634	\$2,666,803
JOINT COMMUNICATIONS					
	<i>Total FTEs</i>	8.00	8.00	8.00	8.00
34	PERSONNEL SERVICES	\$462,562	\$449,983	\$475,400	\$496,675
	PURCHASE OF SERVICES	\$16,186	\$11,774	\$11,600	\$11,600
	UTILITIES	\$13,724	\$11,019	\$10,000	\$10,000
	SUPPLIES	\$6,005	\$4,362	\$5,500	\$5,500
35	TOTAL EXPENSES	\$35,915	\$27,155	\$27,100	\$27,100
	TOTAL JOINT COMMUNICATIONS	\$498,477	\$477,138	\$502,500	\$523,775
EMERGENCY MANAGEMENT					
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
	PURCHASE OF SERVICES	\$13,447	\$15,202	\$16,000	\$16,000
	SUPPLIES	\$9,125	\$7,001	\$7,000	\$7,000
36	TOTAL EXPENSES	\$22,572	\$22,203	\$23,000	\$23,000
	TOTAL EMERGENCY MANAGEMENT	\$22,572	\$22,203	\$23,000	\$23,000

FISCAL YEAR 2017 BUDGET		EXPENDED FY 2014	EXPENDED FY 2015	APPROVED FY 2016	REQUESTED FY 2017
DOG OFFICER					
	Total FTEs	0.00	0.00	0.00	0.00
	PURCHASE OF SERVICES	\$22,962	\$21,228	\$21,500	\$21,500
	SUPPLIES	\$0	\$0	\$0	\$0
37	TOTAL EXPENSES	\$22,962	\$21,228	\$21,500	\$21,500
	TOTAL DOG OFFICER	\$22,962	\$21,228	\$21,500	\$21,500
FIRE & ALS					
	Total FTEs	28.87	27.87	27.87	28.04
38	PERSONNEL SERVICES	\$2,204,981	\$2,122,359	\$2,305,349	\$2,492,921
	PURCHASE OF SERVICES	\$34,528	\$39,073	\$77,500	\$74,500
	SUPPLIES	\$161,762	\$188,058	\$175,608	\$183,900
39	TOTAL EXPENSES	\$196,290	\$227,131	\$253,108	\$258,400
	TOTAL FIRE	\$2,401,271	\$2,349,490	\$2,558,457	\$2,751,321
BUILDING & ZONING					
	Total FTEs	4.63	4.63	4.63	4.63
40	PERSONNEL SERVICES	\$271,999	\$278,199	\$293,767	\$311,497
	PURCHASE OF SERVICES	\$12,539	\$7,875	\$12,000	\$12,000
	SUPPLIES	\$1,705	\$1,366	\$2,501	\$2,501
41	TOTAL EXPENSES	\$14,244	\$9,241	\$14,501	\$14,501
	TOTAL BUILDING & ZONING	\$286,243	\$287,440	\$308,268	\$325,998
SCHOOLS					
	Total FTEs	374.64	392.35	393.58	405.45
42	TOTAL SCHOOLS	\$33,516,931	\$35,194,711	\$36,719,239	\$37,722,833
REGIONAL VOCATIONAL SCHOOLS					
	Total FTEs	0.00	0.00	0.00	0.00
43	TOTAL REGIONAL VOC SCHOOLS	\$212,417	\$203,026	\$110,045	\$68,618
DPW					
	Total FTEs	28.37	29.41	29.41	31.41
44	PERSONNEL SERVICES	1,304,211	1,270,236	1,465,479	1,586,848
HIGHWAY					
	PERSONNEL SERVICES	\$925,976	\$869,973	\$960,145	\$1,030,407
45	PURCHASE SERVICES	\$265,702	\$172,131	\$227,700	\$227,700
46	SUPPLIES	\$65,005	\$76,888	\$74,800	\$74,800
PARK AND CEMETERY					
	PERSONNEL SERVICES	\$378,235	\$400,263	\$505,334	\$556,441
47	PURCHASE SERVICES	\$101,809	\$65,832	\$185,500	\$185,500
48	SUPPLIES	\$93,289	\$96,241	\$107,500	\$107,500
LANDFILL					
49	PURCHASE SERVICES	\$55,457	\$29,143	\$65,000	\$65,000
	TOTAL DPW	\$1,885,473	\$1,710,471	\$2,125,979	\$2,247,348
SNOW					
	Total FTEs	0.00	0.00	0.00	0.00
50	PERSONNEL SERVICES	\$154,947	\$229,040	\$125,000	\$125,000
	PURCHASE OF SERVICES	\$146,689	\$333,983	\$110,000	\$110,000
	SUPPLIES	\$333,189	\$381,118	\$215,000	\$215,000
51	TOTAL EXPENSES	\$479,878	\$715,101	\$325,000	\$325,000
	TOTAL SNOW	\$634,825	\$944,141	\$450,000	\$450,000

<u>FISCAL YEAR 2017 BUDGET</u>		EXPENDED FY 2014	EXPENDED FY 2015	APPROVED FY 2016	REQUESTED FY 2017
BOARD OF HEALTH					
	<i>Total FTEs</i>	9.15	9.29	9.29	9.29
52	PERSONNEL SERVICES	\$589,601	\$589,158	\$637,877	\$672,884
	PURCHASE OF SERVICES	\$130,144	\$138,943	\$158,290	\$167,656
	SUPPLIES	\$13,447	\$9,716	\$15,700	\$15,700
53	TOTAL EXPENSES	\$143,591	\$148,659	\$173,990	\$183,356
	TOTAL BOARD OF HEALTH	\$733,192	\$737,817	\$811,867	\$856,240
VETERANS SERVICES					
	<i>Total FTEs</i>	0.00	0.00	0.00	0.00
54	PERSONNEL SERVICES	\$0	\$0	\$0	\$0
	PURCHASE OF SERVICES	\$26,400	\$37,004	\$41,600	\$44,000
	SUPPLIES	\$2,826	\$4,938	\$3,000	\$4,000
55	TOTAL EXPENSES	\$29,226	\$41,942	\$44,600	\$48,000
	TOTAL VETERANS SERVICES	\$29,226	\$41,942	\$44,600	\$48,000
COUNCIL ON AGING					
	<i>Total FTEs</i>	2.83	2.83	3.34	3.34
56	PERSONNEL SERVICES	\$166,009	\$172,252	\$195,776	\$207,486
	PURCHASE OF SERVICES	\$44,759	\$43,752	\$46,700	\$46,700
	SUPPLIES	\$9,028	\$7,762	\$8,800	\$9,300
57	TOTAL EXPENSES	\$53,787	\$51,514	\$55,500	\$56,000
	TOTAL COUNCIL ON AGING	\$219,796	\$223,766	\$251,276	\$263,486
YOUTH SERVICES					
	<i>Total FTEs</i>	2.11	2.17	3.50	3.50
58	PERSONNEL SERVICES	\$157,401	\$167,101	\$205,053	\$222,400
	PURCHASE OF SERVICES	\$2,734	\$2,807	\$2,850	\$2,850
	SUPPLIES	\$907	\$789	\$1,225	\$1,225
59	TOTAL EXPENSES	\$3,641	\$3,596	\$4,075	\$4,075
	TOTAL YOUTH SERVICES	\$161,042	\$170,697	\$209,128	\$226,475
LIBRARY					
	<i>Total FTEs</i>	14.74	14.74	14.74	13.69
60	PERSONNEL SERVICES	\$757,017	\$771,670	\$802,800	\$823,000
	PURCHASE OF SERVICES	\$44,123	\$40,851	\$47,700	\$47,700
	SUPPLIES	\$184,164	\$177,447	\$180,500	\$185,500
61	TOTAL EXPENSES	\$228,287	\$218,298	\$228,200	\$233,200
	TOTAL LIBRARY	\$985,304	\$989,968	\$1,031,000	\$1,056,200
RECREATION					
	<i>Total FTEs</i>	1.83	2.11	2.54	3.54
	PERSONNEL SERVICES	\$244,885	\$320,364	\$160,500	\$172,000
	SUPPLIES	\$0	\$0	\$0	\$0
	TOTAL EXPENSES			\$160,500	\$172,000
62	TOTAL RECREATION	\$244,885	\$233,043	\$160,500	\$172,000

FISCAL YEAR 2017 BUDGET		EXPENDED	EXPENDED	APPROVED	REQUESTED
		FY 2014	FY 2015	FY 2016	FY 2017
WATER FUND					
	<i>Total FTEs</i>	9.00	8.00		8.00
	SALARIES	\$658,358	\$713,880	\$731,834	\$778,470
	PURCHASE OF SERVICES	\$474,673	\$450,117	\$565,117	\$580,117
	UTILITIES	\$290,915	\$363,271	\$365,000	\$414,500
	SUPPLIES	\$499,600	\$470,000	\$570,000	\$570,000
	OTHER FINANCING USES	\$1,543,213	\$348,583	\$331,725	\$338,601
	DEBT SERVICE	\$1,167,749	\$1,086,203	\$1,115,703	\$1,105,664
78	TOTAL WATER DEPARTMENT	\$4,634,508	\$3,432,054	\$3,679,379	\$3,787,352
SEPTAGE FUND					
	<i>Total FTEs</i>	0.00	0.00		0.00
	SALARIES - RETIREE CHARGES	\$33,205	\$39,502	\$34,369	\$52,708
	PURCHASE OF SERVICES				
78	TOTAL SEPTAGE DEPARTMENT	\$33,205	\$39,502	\$34,369	\$52,708
WASTEWATER MGMT DISTRICT COMM					
	<i>Total FTEs</i>	0.00	0.00		0.54
	SALARIES	\$22,864	\$0	\$22,000	\$33,552
	PURCHASE OF SERVICES	\$130,434	\$145,725	\$159,275	\$134,155
	UTILITIES	\$42,766	\$57,400	\$52,200	\$48,563
	SUPPLIES	\$22,870	\$0	\$30,000	\$25,000
	OTHER FINANCING USES	\$15,919	\$0	\$0	\$24,669
	DEBT SERVICE	\$450,644	\$451,780	\$486,680	\$477,472
80	TOTAL WASTEWATER MGMT COMM	\$662,633	\$654,905	\$750,155	\$743,411
	<i>Grand Total FTEs</i>	537.46	555.56	551.60	577.39
	TOTAL ENTERPRISE FUNDS	\$5,330,346	\$4,126,461	\$4,463,903	\$4,583,471
	GRAND TOTAL OMNIBUS BUDGET	\$71,353,329	\$73,003,057	\$77,106,687	\$79,234,945

Fiscal 2017
Preliminary Budget
2/29/2016

Departmental	Fiscal 2017			Fiscal 2017			Comparison- Fiscal 2017 / Fiscal 2016		
	Fiscal 2017	\$ Variance FY 17 / FY 16	% CHG	Fiscal 2017	\$ Variance FY 17 / FY 16	% CHG	Total 2017	Total \$ Variance FY 17 / FY 16	% CHG
Selectmen	30,000.00	-	0.00%	-	-	0.00%	30,000.00	-	0.00%
Town Office	81,500.00	-	0.00%	435,000.00	-	0.00%	516,500.00	-	0.00%
Personnel Board	10,000.00	-	0.00%	5,000.00	-	0.00%	15,000.00	-	0.00%
Finance	56,700.00	5,000.00	9.67%	338,618.00	20,318.00	6.38%	395,318.00	25,318.00	6.40%
Assessor	52,250.00	(600.00)	-1.14%	259,626.00	15,166.00	6.20%	311,876.00	14,566.00	4.67%
Treasurer	100,100.00	(15,800.00)	-13.63%	190,104.00	(8,896.00)	-4.47%	290,204.00	(24,696.00)	-8.51%
Legal	175,000.00	-	0.00%	-	-	0.00%	175,000.00	-	0.00%
Information Technology	509,604.00	271,414.00	113.95%	287,669.00	203,827.00	243.11%	797,273.00	475,241.00	59.61%
Town Clerk	17,330.00	287.00	1.68%	125,781.00	5,197.00	4.31%	143,111.00	5,484.00	3.83%
Elections	10,170.00	(1,460.00)	-12.55%	37,908.00	15,300.00	67.68%	48,078.00	13,840.00	28.79%
Registrar	5,000.00	950.00	23.46%	275.00	-	0.00%	5,275.00	950.00	18.01%
Conservation	41,200.00	3,800.00	10.16%	177,902.00	8,445.00	4.98%	219,102.00	12,245.00	5.59%
Planning	4,500.00	-	0.00%	105,000.00	-	0.00%	109,500.00	-	0.00%
Surveyor	27,150.00	200.00	0.74%	168,118.00	7,340.00	4.57%	195,268.00	7,540.00	3.86%
Facilities	880,500.00	48,550.00	5.84%	277,932.00	(1,790.00)	-0.64%	1,158,432.00	46,760.00	4.04%
Misc Committees	47,275.00	-	0.00%	-	-	0.00%	47,275.00	-	0.00%
Police	310,110.00	(10,180.00)	-3.18%	2,356,693.00	125,349.00	5.62%	2,666,803.00	115,169.00	4.32%
Joint Communications	27,100.00	-	0.00%	496,675.00	21,275.00	4.48%	523,775.00	21,275.00	4.06%
Emergency Management	23,000.00	-	0.00%	-	-	0.00%	23,000.00	-	0.00%
Dog Officer	21,500.00	-	0.00%	-	-	0.00%	21,500.00	-	0.00%
Fire Department	258,400.00	5,292.00	2.09%	2,492,921.00	187,572.00	8.14%	2,751,321.00	192,864.00	7.01%
Building & Zoning	14,501.00	-	0.00%	311,497.00	17,730.00	6.04%	325,998.00	17,730.00	5.44%
Minuteman Regional	68,618.00	(41,427.00)	-37.65%	-	-	0.00%	68,618.00	(41,427.00)	0.00%
Highway	302,500.00	-	0.00%	1,030,407.00	70,262.00	7.32%	1,332,907.00	70,262.00	5.27%
Snow and Ice	325,000.00	-	0.00%	125,000.00	-	0.00%	450,000.00	-	0.00%
Transfer Station	65,000.00	-	0.00%	-	-	0.00%	65,000.00	-	0.00%
Parks	293,000.00	-	0.00%	556,441.00	51,107.00	10.11%	849,441.00	51,107.00	6.02%
Board of Health	183,356.00	9,366.00	5.38%	672,884.00	35,007.00	5.49%	856,240.00	44,373.00	5.18%
Veterans	48,000.00	3,400.00	7.62%	-	-	0.00%	48,000.00	3,400.00	7.08%
Council on Aging	56,000.00	500.00	0.90%	207,486.00	11,710.00	5.98%	263,486.00	12,210.00	4.63%
Youth Services	4,075.00	-	0.00%	222,400.00	17,347.00	8.46%	226,475.00	17,347.00	7.66%
Library	233,200.00	5,000.00	2.19%	823,000.00	20,200.00	2.52%	1,056,200.00	25,200.00	2.39%
Recreation	-	-	0.00%	172,000.00	11,500.00	7.17%	172,000.00	11,500.00	6.69%
Total	4,281,639.00	284,292.00	7.11%	11,876,337.00	833,966.00	7.55%	16,157,976.00	1,118,258.00	7.44%
Debt Service	7,507,251.00	(244,369.00)	-3.15%	-	-	-	7,507,251.00	(244,369.00)	-3.26%
Retirement	4,235,414.00	263,426.00	6.63%	-	-	-	4,235,414.00	263,426.00	6.22%
<i>Unclassified:</i>									
General Insurance	615,000.00	-	0.00%	-	-	-	615,000.00	-	0.00%
Insurance 32B	7,165,000.00	239,782.00	3.46%	-	-	-	7,165,000.00	239,782.00	3.35%
Medicare Tax	580,000.00	10,000.00	1.75%	-	-	-	580,000.00	10,000.00	1.72%
Unemployment	50,000.00	(25,000.00)	-33.33%	-	-	-	50,000.00	(25,000.00)	-50.00%
Non Contributory	-	(18,000.00)	-100.00%	-	-	-	-	(18,000.00)	0.00%
Public Disability	15,000.00	-	0.00%	-	-	-	15,000.00	-	0.00%
Reserve for Salary	50,000.00	(324,000.00)	-86.63%	-	-	-	50,000.00	(324,000.00)	-648.00%
Occupational Health	8,000.00	-	0.00%	-	-	-	8,000.00	-	0.00%
Buyback	40,000.00	-	0.00%	-	-	-	40,000.00	-	0.00%
Town Meeting	100,000.00	10,000.00	11.11%	-	-	-	100,000.00	10,000.00	10.00%
Street Light	130,000.00	-	0.00%	-	-	-	130,000.00	-	0.00%
Reserve Fund	275,000.00	(25,000.00)	-8.33%	-	-	-	275,000.00	(25,000.00)	-9.09%
Total Other / Unclass	9,028,000.00	(132,218.00)	-1.44%	-	-	-	9,028,000.00	(132,218.00)	-1.44%
Subtotal Town Depts.	25,052,304.00	171,131.00	0.69%	11,876,337.00	833,966.00	7.55%	36,928,641.00	1,005,097.00	2.80%
School Department	6,848,150.00	(3,933.00)	-0.06%	30,874,683.00	1,007,527.00	3.37%	37,722,833.00	1,003,594.00	2.73%
Total Town / School	31,900,454.00	167,198.00	0.53%	42,751,020.00	1,841,493.00	4.50%	74,651,474.00	2,008,691.00	2.77%
Enterprise Funds									
Water	3,787,352.00	107,973.00	2.93%	-	-	-	3,787,352.00	107,973.00	2.93%
Septage	52,708.00	18,339.00	53.36%	-	-	-	52,708.00	18,339.00	53.36%
Wastewater	743,411.00	(6,744.00)	-0.90%	-	-	-	743,411.00	(6,744.00)	-0.90%
Total Enterprise	4,583,471.00	119,568.00	2.68%	-	-	-	4,583,471.00	119,568.00	2.68%
Total Omnibus Budget	36,483,925.00	286,766.00	0.79%	42,751,020.00	1,841,493.00	4.50%	79,234,945.00	2,128,259.00	2.76%

Comments:

Warrant Articles were due on January 15th. Article texts were due on Feb.12th. The Finance Committee did not receive article text for this article until Feb 26th, two days prior to the close of the Warrant. This unfortunately prevented the Finance Committee from fully vetting this article and being able to present a fully informed writeup in the Warrant.

This article has two very distinct, different types of capital projects: Field Renovations and a Feasibility Study. To give each request a proper evaluation and recommendation, these projects should have been submitted separately.

Recommendation:

While the Finance Committee is sympathetic to the request to renovate the Soccer Field at the Town Building, a feasibility study requires greater analysis. Since these two projects are linked together, the Finance Committee is xxxx..

- 1) First there is an issue w/ CIP process
- 2) issue re/ Artificial Turf
- 3) ve + Feasibility study

ARTICLE XX: FUNDING TO DESIGN A MULTI-PURPOSE, RECTANGULAR, ARTIFICIAL TURF FIELD 193 AND 195 MAIN STREET, ALSO KNOWN AS THE FORMER DPW SITE

Field Renovations and 193/195 Main Street Feasibility Study

Sponsored by: Recreation Commission

\$150,000

To determine whether the Town will vote to allow the Recreation Commission to use up to \$200,000 from the Recreation Stabilization Fund, funded by field user fees, to design and investigate the construction of a potential Multi-Purpose, Rectangular, Artificial Turf Field at 193 & 195 Main Street (Old DPW Site) at the Wayland Middle School.

To determine whether the Town will vote to allow the Recreation Commission to spend a sum of money from the Recreation Stabilization Fund for field renovations at Town Building and to do a Feasibility Study to investigate the construction of a potential Multi-Purpose, Rectangular, Natural or Artificial Turf Field at 193 & 195 Main Street.

FINANCE COMMITTEE COMMENTS: This article requests \$150,000 in funding which will be spent on two separate projects: \$100,000 to renovate to the soccer field at the Town Building and \$50,000 for a feasibility study at **193/195 Main Street**, the former DPW site.

Soccer Field: The Town Building soccer field is currently in poor condition due to overuse. Planned renovations include irrigation maintenance, aerifying, grading, loaming, seeding and fertilizing new natural grass on the entire field. The ideal time to plant new seed and establish a healthy playing field is early fall. Renovating this field in the Fall will dovetail with the repair efforts at the Art King Baseball Field also located at Town Building. This project is being proposed to start after the installation of solar panels in the Town Building parking lot. The Recreation Commission seeks \$100,000 to fund this renovation.

Feasibility Study at 193/195 Main Street: For several years, the Recreation Commission has included **193/195 Main Street**, the former DPW site in its list as a potential location for a second artificial turf field. Recognizing the Library is currently evaluating this site for a possible building site, the Recreation Commission seeks \$50,000 to fund its own Feasibility Study to determine if a natural or an artificial turf field could fit on this site along with a potential new library.

The scope of the Feasibility study would include Wetlands & Environmental delineations, developing/reviewing existing conditions map, and creating 2-3 schematic layouts. This study would include the first phase of the general engineering study and provide clarity whether or not a library and turf field could both on this site. It will also identify any environmental restrictions and concerns with the proposed project.

The proposed funding source for both projects is the Recreation Stabilization Fund created under **Article XX**. Spending \$150,000 on these two projects will leave a fund balance of \$252,618.

The Recreation Stabilization Fund has been established to fund Recreation Capital projects that have been vetted through the Capital Improvement Process (CIP). Neither of these projects have been through the Capital Improvement Process.

The Recreation Commission voted 5-0-0 to support this article.

20551
②

①

The Board of Selectmen voted XXX

ARGUMENTS IN FAVOR: The Soccer Field at the Town Building can be renovated this Fall.

The Feasibility Study will determine whether 193/195 Main Street is suitable location for a turf field at the same time this site is evaluated for a potential new Library.

The funding source for both projects is the Recreation Stabilization Fund rather than taxation.

ARGUMENTS OPPOSED: Neither of these projects followed the Capital Improvement Project (CIP) process as voted by Town Meeting when the Stabilization Fund was established.

The solar panels may not be installed in the Town Building parking lot in a timely enough manner to allow for a Fall field renovation.

The feasibility study being conducted by the Library Trustees already includes evaluating the possibility to site fields at 193/195 Main Street.

While some state that a turf field will help with field rotation and maintenance, there has not been a community wide discussion of the well publicized potential risk factors with turf fields.

Recreation should wait until a field project has been identified for 193/195 Main Street before conducting feasibility and/or design studies.

RECOMMENDATION: The Finance Committee recommends XXXX

QUANTUM OF VOTE:

For more information concerning this article, contact Jessica Brodie, Recreation Director at 508/358-3662 or by email at jbrodie@wayland.ma.us.

ARTICLE M: HEAR REPORTS

Sponsored by: Board of Selectmen

To determine whether the Town will vote to receive and act upon reports of Town officers, agents, trustees, commissioners, boards and committees.

- Board of Assessors
- Community Preservation Committee
- Energy Initiatives Advisory Committee
- OPEB Advisory Committee
- Youth Advisory Committee

FINANCE COMMITTEE COMMENTS: This is a standard article that allows reports commissioned by the Town to be heard. The reports will not actually be heard at Town Meeting but will instead be posted on the Town's website and made available for viewing instead. The Board of Selectmen recommends approval. ~~Vote 3-0.~~ *Vote 3-0*

Access to these reports can be found on the Town website at

RECOMMENDATION: The Finance Committee recommends. **Vote:**

QUANTUM OF VOTE: Majority.

For more information about this article, contact Nan Balmer, Town Administrator, at (508) 358-3620, or email nbalmer@wayland.ma.us. Reports are printed in Appendix XX.

VOTE ea
Motion as we go
Through the
article

ARTICLE #: FY 2017 OMNIBUS BUDGET

Sponsored by: Finance Committee

To determine what sum of money the Town will appropriate for the operation and expenses of the Town, including capital expenditures for equipment, improvements, or other purposes, and determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: Please see the Finance Committee Report on page ## of this Warrant.

ARGUMENTS IN FAVOR: This budget reflects the cost of operating the Town in an efficient manner in order to maintain delivery of current levels of service to the residents of Wayland.

ARGUMENTS OPPOSED: Some residents believe that this growth in Town spending and the resulting tax increases are unsustainable. Some have communicated that they feel the level of services should be reduced. Other residents believe that insufficient funds have been budgeted to perform all desired services.

RECOMMENDATION: The Finance Committee recommends approval. Vote: 5-0 for the operating budget; 5-0 for the capital budget.

Vote: 5-0 for the operating budget; 5-0 for the capital budget.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Sections 7 and 8.

MOTION UNDER ARTICLE 5:

1) "That the report of the Finance Committee respecting the Fiscal Year 2017 Budget be accepted; and that each and every numbered item set forth in the Finance Committee's Budget for Fiscal Year 2017 be voted, granted and appropriated as an expenditure for the several purposes and uses set forth in said budget establishing a total budget of \$79,234,945 which sum shall be expended only for the purposes shown under the respective boards, committees and offices of the Town; and, of the total sum so appropriated, \$71,137,604 shall be raised by taxation, \$360,000 shall be provided by transfer from Ambulance receipts, \$90,291 shall be provided by transfer from Premium on Bonds Account, \$1,263,125 shall be provided by transfer from other funds, \$300,454 shall be provided by transfer from Overlay Surplus, \$1,500,000 shall be provided by transfer from Unreserved Fund Balance, \$3,787,352 shall be provided from Water revenue, \$52,708 shall be provided from Septage Retained Earnings, and \$743,411 shall be provided from Wastewater revenues.

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this MADE

2) For what it considers to be the proper management of the Town and its finances, the Finance Committee makes the following recommendations, and they are, therefore, incorporated under the motion to be made under Article 5 at the Annual Town Meeting, as follows:

"That the Town Administrator be charged with responsibility for (1) the operation, maintenance, and administration of the Wayland Town Building, the Public Safety Building, the DPW Garage, the Baldwin Pond Water Treatment Plant, the ~~Wastewater Treatment Facility~~, and the Cochrane

Town Building, their equipment, and their grounds, as well as (2) the supervision, except for matters relating to policy, of all employees in those buildings, other than elected officials, non-salaried appointed officials, and employees of the School Department;"

"That the Director of Youth and Family Services and Staff be under the jurisdiction of the Youth Advisory Committee which shall report to the Town on the activities of the Director of Youth and Family Services and Staff at the Annual Town Meeting;"

"That property tax abatements granted to eligible senior citizens under Section 80 and 81 of Chapter 127 of the Acts of 1999 be funded by transfer from the overlay account;"

..

3) "That each and every numbered item set forth in the Finance Committee's capital budget of Fiscal Year 2017 listed on pages ##-## in the total amount of \$8,974,000 be appropriated for equipment and vehicle acquisitions and projects for the listed departments, each of which shall be a separate appropriation, and, of the total sum so appropriated, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$6,721,000 pursuant to the provisions of Massachusetts General Laws Chapter 44, Sections 7 and 8, \$305,000 shall be raised from taxation, \$290,000 shall be provided by transfer from Unreserved Fund Balance, \$450,000 shall be provided from water surplus, and \$0 shall be provided from Water revenues, and \$515,000 shall be provided from Ambulance receipts, and \$50,000 shall be provided from the Cemetery Revolving Fund, and \$88,000 shall be provided from the Transfer Station, and \$10,000 shall be provided by the Before and After School Account, and \$545,000 shall be provided by surplus capital closeouts, provided that the debt services costs related to the improvements to the Transfer Station and Recycling Center Facility shall be funded by transfer to the General Fund from fees paid for the use of said facility.

4) "That the Town :

a) appropriate the amount of \$1,900,000 Dollars for the purpose of paying costs of repairs to the Loker School, 47 Loker Street, Wayland, Massachusetts, 01778, including the payment of all costs incidental or related thereto (the "Project"), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the Town has applied for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the Permanent Municipal Building Committee. To meet this appropriation the Town Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said amount under M.G.L. Chapter 44, or pursuant to any other enabling authority. The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and if the MSBA's Board of Directors votes to invite the Town to collaborate with the MSBA on this proposed repair project, any project costs the Town incurs in excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the Town of Wayland; and that, if invited to collaborate with the MSBA on the proposed repair project, the amount of appropriation authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town of Wayland and the MSBA;

- b) to meet said appropriation, authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow \$1,900,000 under Massachusetts General Laws Chapter 44, or any other enabling authority; and
- c) authorize the School Committee to enter into all necessary and appropriate agreements for the repairs to the Loker School, including but not limited to a project funding agreement and a project scope and budget agreement with the MSBA, which agreements with the MSBA may include a provision requiring the Town to indemnify the MSBA for losses associated with the Town's performance of its obligations and exercise of its rights under such agreements.

5) "That the Town:

- a) Transfer \$482,618 from the MGL Chapter 44, Section 53E1/2 Recreation Revolving Fund to the General Fund.
- b) Transfer \$80,000 from the General Fund to the MGL Chapter 44 Section 53D Beach Revolving Fund
- c) Transfer \$402,618 from the General Fund to the Recreation Stabilization Fund.
- d) Transfer the balance in the School Professional Development account, Project 3225 to the MGL Chapter 44, Section 53E1/2 School Professional Development Revolving Fund.
- e) Transfer the balance of the School Curriculum account, Project 3226 to the MGL Chapter 44 Section 53E 1/2 School Curriculum Revolving Fund.

ARTICLE LIST FOR 2016 ANNUAL TOWN MEETING

* Asterisk indicates articles proposed for abbreviated presentation procedure

Article	2016 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
1	Recognize Citizens and Employees for Particular Service to the Town	Board of Selectmen	C. Karlson	N. Funkhouser	3-0	5-0
2*	Pay Previous Fiscal Year Unpaid Bills	Board of Selectmen	C. Karlson	N. Funkhouser	4-0	
3*	Current Year Transfers	Board of Selectmen	C. Karlson	N. Funkhouser	4-0	5-0
4*	OPEB Funding	Finance Committee	C. Karlson	G. Cliff	4-0	5-0
5	Establish 53D Recreation Revolving Fund for the Wayland Town Beach	Recreation Commission	J. Nolan	C. Martin	4-0	4-0
6	Establish and Fund a Recreation Stabilization Fund	Recreation Commission	J. Nolan	C. Martin	4-0	3-1
7	Adopt Massachusetts General Laws Chapter 44, Section 53 E 1/2, Revolving Accounts	Board of Selectmen	C. Karlson	C. Martin	4-0	4-0
8	FY 2017 Omnibus Budget	Finance Committee	C. Karlson	N. Funkhouser		6-0
9	Accept Gifts of Land	Board of Selectmen	C. Karlson	N. Funkhouser	3-0	5-0
10*	Confirmatory Taking of Newbury Conservation Land	Board of Selectmen/Conservation Commission	M. Antes	D. Watkins	3-0	4-0
11	Amend Chapter 36 of Current Bylaws	Petitioners	L. Anderson	G. Cliff		Against 0-4

ARTICLE LIST FOR 2016 ANNUAL TOWN MEETING

* Asterisk indicates articles proposed for abbreviated presentation procedure

Article	2016 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
12	Clarify Petitioner Access to Town Counsel	Petitioners	J. Nolan	G. Cliff		Against 0-4
13	Amend Chapter 36 of the Town Bylaws Relative to Remarks at Town Meetings	Petitioners	M. Antes	G. Cliff		4-1
14	Personnel Bylaws and Wage & Classification Plan	Personnel Board	C. Karlson	N. Funkhouser	4-0	5-0-1
15*	Compensation for Town Clerk	Board of Selectmen	C. Karlson	N. Funkhouser	3-0	4-0
16*	Amend Chapter 145-Inspection, Testing, Maintenance of Private Fire Hydrants	Board of Selectmen	L. Anderson	T. Abdella	4-0	5-1
17	Fund Permanent Reconfiguration of the Intersection of East Plain Street, School Street, and Route 30 (Commonwealth Road)	Board of Public Works	J. Nolan	T. Abdella	3-0	6-0
18	Fund Reconfiguration of the Five Paths Intersection (Cochituate Road and Old Connecticut Path)	Board of Public Works	J. Nolan	T. Abdella	3-0	6-0
19	Transfer 193 and 195 Main Street to Library Trustees, Recreation Commission	Board of Library Trustees, Recreation Commission	J. Nolan	G. Cliff	4-0	3-1
20	Transfer 202 Old Connecticut Path to Library Trustees for Library Use	Board of Library Trustees	J. Nolan	G. Cliff	4-0	4-0
21	Fund Payment in Lieu of Sewer Betterment Assessment for Sewer Capacity for Town Library or Other Town Building	Board of Library Trustees	J. Nolan	G. Cliff		4-0

ARTICLE LIST FOR 2016 ANNUAL TOWN MEETING

** Asterisk indicates articles proposed for abbreviated presentation procedure*

Article	2016 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
22	Appropriate Funds for Design, Construction Documents and Bidding for a Proposed Council on Aging/Community Center at Wayland Town Center	Board of Selectmen/Council on Aging Community Center Advisory Committee	M. Antes	B. Steinberg	4-0	3-1
23	Funding to Design a Multi-Purpose, Rectangular, Artificial Turf Field 193 & 195 Main Street, also Known as the Former DPW Site	Recreation Commission	J. Nolan	C. Martin		
24*	Accept Modified Route 30 and 27 Intersection as a Town Way	Board of Public Works	J. Nolan	T. Abdella	3-0	6-0
25*	Set Aside Community Preservation Funds for Later Spending	Community Preservation Committee	M. Antes	D. Watkins	4-0	4-0
26*	Transfer Community Housing Funds to Wayland Municipal Affordable Housing Trust Fund	Community Preservation Committee	M. Antes	D. Watkins	4-0	4-0
27	Appropriate Funds to Restore Monuments at North Cemetery	Community Preservation Committee	M. Antes	D. Watkins	4-0	6-0
28	Appropriate Funds to Restore Cochituate Town Clock	Community Preservation Committee	M. Antes	D. Watkins	4-0	5-1
29	Vote to Appropriate Funding for New Minuteman High School	Board of Selectmen	L. Anderson	C. Martin	No position	

ARTICLE LIST FOR 2016 ANNUAL TOWN MEETING

** Asterisk indicates articles proposed for abbreviated presentation procedure*

Article	2016 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
30	Appropriate Funds to Purchase Conservation Restriction on Mainstone Farm – CPA and General Borrowing	Community Preservation Committee	M. Antes	D. Watkins		Against 0-5
31	Fund Glezen Lane Traffic Control Measures	Board of Selectmen	C. Karlson	B. Steinberg	3-0-1	3-3
32*	Rescind Authorized but Unissued Debt	Board of Selectmen	C. Karlson	N. Funkhouser	4-0	4-0
33*	Transfer Custody of Small Portion of Lakeview Cemetery	Board of Public Works	J. Nolan	C. Martin	3-0	4-0
34*	Accept Law Increasing Real Estate Tax Exemption Amounts	Board of Selectmen	L. Anderson	N. Funkhouser	3-0	6-0
35*	Hear Reports	Board of Selectmen	C. Karlson	N. Funkhouser	3-0	
36*	Choose Town Officers	Board of Selectmen	C. Karlson	N. Funkhouser	3-0	5-0
37*	Sell or Trade Vehicles and Equipment	Board of Selectmen	J. Nolan	N. Funkhouser	3-0	5-0

ARTICLE LIST FOR 2016 ANNUAL TOWN MEETING

* Asterisk indicates articles proposed for abbreviated presentation procedure

Article	PULLED 2016 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
Q	Petition the State Legislature to Remove All Police Personnel from the Provisions of Civil Service Without Affecting the Civil Service Rights of Incumbents	Board of Selectmen	C. Karlson	T. Abdella	4-0	6-0
R	Petition the State Legislature to Adopt Special Act for Other Employment Benefits Trust Funds and Repeal Existing OPEB Trust Fund Special Act	Board of Selectmen	C. Karlson	G. Cliff	No position	
T	Amend Chapter 36, Section 18 of Town Code, Attendance and Participation of Nonresident Town Officials	Board of Selectmen	C. Karlson	C. Martin		
W	Preservation of Historically Significant Buildings Through Demolition Delay	Historical Commission	M. Antes	D. Watkins	3-0	Against 0-2
EE	Regulating Temporary Signs Within Town-Owned Rights of Way	Board of Public Works	M. Antes	T. Abdella	Against 0-3	Against 0-6
H	Home Occupation	Planning Board	L. Anderson	B. Steinberg		
JJ	Assisted/Independent Living and Nursing Home	Planning Board	L. Anderson	B. Steinberg		
KK	Landscaping in Parking Areas Zoning Bylaw	Planning Board	L. Anderson	B. Steinberg		Against 1-3

ARTICLE LIST FOR 2016 ANNUAL TOWN MEETING

** Asterisk indicates articles proposed for abbreviated presentation procedure*

Article	PULLED 2016 Article Name	Sponsor	Assignee Selectmen	Assignee FinCom	Position Selectmen	Position FinCom
LL	Building Height	Planning Board	L. Anderson	B. Steinberg		3-1
MM	Sidewalk Construction in Roadside, Business Districts A and B, Light Manufacturing and Limited Commercial of the Zoning Bylaw	Planning Board	L. Anderson	B. Steinberg		
NN	Conservation Cluster Developments	Planning Board	L. Anderson	B. Steinberg		
SS	Appropriate Funds to Purchase Conservation Restriction on Mainstone Farm — CPA Only	Community Preservation Committee	M. Antes	D. Watkins		
UU	Amend Chapter 36 of the Town Bylaws Relative to Time for Debate at Town Meetings	Petitioners	M. Antes	G. Cliff		3-1

*Make a Motion
to Reappoint
Approved*

ARTICLE TT: APPROPRIATE FUNDS TO PURCHASE CONSERVATION RESTRICTION ON MAINSTONE FARM – CPA BORROWING

Sponsored by: Community Preservation Committee/Conservation Commission
Cost: \$12,000,000

Estimated

To determine whether the Town will vote to:

- a. authorize the Board of Selectmen, with the approval of Town Counsel as to form, to acquire by purchase, gift, eminent domain or otherwise a conservation restriction in accordance with Massachusetts General Laws Chapter 184, Sections 31-33, to be held by the Town of Wayland Conservation Commission and by the Sudbury Valley Trustees, Inc., on a parcel of land located on Old Connecticut Path and Rice Road, Wayland, Massachusetts containing 208.7 acres, more or less, being a portion of the land on Old Connecticut Path and Rice Road in Wayland, Massachusetts described in the deed dated April 18, 1991 and recorded with the Middlesex South Registry of Deeds in Book 21128, Page 94, which parcel of land to be covered by said conservation restriction is shown on Wayland Assessors Map as Parcel 35-031A and on an unrecorded plan entitled "Subdivision Plan of Land in Wayland Middlesex County Massachusetts" dated December 22, 2015, prepared for Mainstone Land Trust by Samiotes Consultants Inc., a copy of which plan is attached to the Warrant for the Annual Town Meeting 2016 in Appendix __;
- b. appropriate a sum of money to be expended by the Board of Selectmen for the acquisition of said conservation restriction to be held by the Town of Wayland Conservation Commission and by Sudbury Valley Trustees, Inc.; and,
- c. determine whether said appropriation shall be provided by taxation, transfer from unappropriated available funds, transfer from available funds appropriated for other purposes, by borrowing, or otherwise, provided:
 - i. not more than \$5 million of the funds so appropriated shall be transferred from the Community Preservation Fund of which \$2.1 million shall be from the Open Space Fund and \$2.9 million from the uncommitted funds in the Community Preservation Fund, and
 - ii. not more than \$7 million of the funds to be borrowed from Community Preservation Fund future receipts, and

FINANCE COMMITTEE COMMENTS:

In April 2001 the Community Preservation Committee was established to study the needs, possibilities and resources of the town regarding community preservation, make recommendations in proper form to the Town Meeting for the acquisition, creation, and preservation of open space (OS); for the acquisition and preservation of historic resources

(HP); for the acquisition, creation, and preservation of land for recreational use; for the creation, preservation, and support of community housing (CH); and for rehabilitation or restoration of such open space, historic resources, land for recreational use, and community housing that is acquired or created with funds received in accordance with the Community Preservation Act.

When the Town began setting aside funds for the CPA, one of the primary interests was planning for the preservation of Mainstone Farm. Mainstone Farm is located at 87 Old Connecticut Path and is approximately 208 acres of rolling pastures, wooded hillsides, and rich wetlands and one of the largest remaining pieces of undeveloped and unprotected open space in Wayland and Boston region. The proposed preservation is in the form of a conservation restriction (CR) and will only happen as a result of the Town partnering with the Sudbury Valley Trust (SVT) for financial considerations and with the owners of the property.

In 2011, Town Meeting commissioned a \$40,000 land use study and appraisal to evaluate potential residential development alternatives. At that time, the highest value use was for 128 housing units of which 18 would be conventional lots and 110 would be cluster development lots. Most of the property, except the wetlands in the southwest corner, would be covered with neighborhood roads and house lots. When the study was conducted in 2011, the residential real estate market had not recovered and the CR was assessed to be worth \$10.6 million dollars. As a result, the owners did not move forward with the sale of the CR interest in the property and continued their discussions with the Town.

In July 2015, using CPA administrative funds, the CPC commissioned a \$5,000 study to provide an updated appraisal for a CR. The new appraisal was for \$17 million and was based on the same configuration less three (3) conventional lots (125 lots of which 110 could be cluster development and 15 could be conventional lots). As a result, the owners agreed to sell for \$15 million. The agreement specifies that the farmland would remain in private ownership and the CR would provide for allowed and prohibited uses in perpetuity. The CR allows for farming to continue and calls for the preservation of open space. The CR on the farm land would be held jointly by the Town and SVT and would be managed through an agreement between the Conservation Commission and SVT. Annual meetings would be used to guide the process, including the enforcement of maintenance standards and a trail system open to the general public.

The CPC is advancing a plan, raising \$12 million from the Town, and \$3 Million from SVT. Upon approval by the Town to purchase the CR, no current CPA funds will be spent and no borrowing against future CPA revenue streams will occur unless all fundraising efforts for the \$15 Million are accounted for. There might be grant funding available; and if awarded, could reduce the amount CPC would need to borrow

The following table represents the sources of funds.

at Mainstone
[Handwritten signature]
[Handwritten initials]

No.	Description	Amount
1	Estimated balance from CPF	\$5,000,000
2	CPC Borrowing	\$7,000,000
3	Grant Sources	\$0
4	Contribution from SVT	\$3,000,000
5	Contribution from Town Bonds	\$0
TOTAL FUNDS NEEDED		\$15,000,000

To accommodate the Town's historical February borrowing cycle, the earliest the Town would be in a position to close on the CR is Spring of 2017. The complex arrangement will have many conditions that must be met in order to close and delays will potentially jeopardize the agreement. The conditions are specified in the Purchase & Sale Agreement (P&S). No funds can be spent until closing, no borrowing can occur unless all conditions are met and closing is imminent, \$15 Million in funding is available and all documents have been signed.

ATM is voting to earmark funds and approve borrowing against Community Preservation Fund future receipts. In the event that there is a reason to not proceed, a future town meeting could vote to remove the allocation of the funds that have been set aside for this purpose.

Under the Finance Committee's proposed scenario, the CPC will continue to have the requisite funds after committing future CPF receipts to service the debt for the next 30 years. Furthermore, The Town can only borrow against future CPA surcharge funds and the borrowed amount cannot exceed an amount for which the debt can be paid by the annual 1.5% CPA surcharge receipts minus the 10% for each of the dedicated funds. Recreation projects, and additional monies for OS, HP or CH are funded from the Uncommitted Balance. Additionally, the State Trust Fund varies annually and its certainty is unknown.

The following represents the estimated fund balances through 6/30/16:

No.	CPA Fund	Actual 12/31/15 Balance	Net Estimated FY16 ATM Changes	Less Mainstone Allocation	FY16 Ending Balance
1	Historic	\$145,980	(\$5,307)	\$0	\$140,673
2	Housing	\$1	\$0	\$0	\$1
3	Open Space	\$2,036,750	\$95,694	\$2,100,000	\$32,444
4	Admin	\$19,605	\$10,000	\$0	\$29,605
5	Uncommitted	\$3,809,133	(\$297,082)	\$2,900,000	\$612,051*
TOTAL		\$6,011,469	(\$196,695)	\$5,000,000	\$814,774

*FY'16 ending balance will have an additional \$356,378 for last two quarters of FY'16 surcharge receipts deposited in Uncommitted.

The following is the estimated annual fund flow (based on FY16) with all borrowing against the Community Preservation Fund (CPF) future receipts only:

No.	Description	Amount
1	Projected FY'16 surcharge at 1.5%	\$736,851
2	Less: 10% set aside for 3 dedicated funds (OS, HP, CH)	(\$221,055)
3	Less: Estimated annual payments at 2.5% over 30 years	(\$335,000)
4	Plus: Estimated State Trust Fund Contribution (FY16)	\$220,085
5	Less: 10% State Fun set aside for 3 dedicated funds (OS, HP, CH)	(\$66,231)
6	Plus: Estimated annual interest payments	\$1,000
7	Remaining Annual Uncommitted Balance in CPF for other projects	\$335,650

State Fun = Fund

The above table indicates that there will be funds remaining in the CPF for other projects in the future. Over a 5-year period the estimated cumulative fund balances are shown below:

No.	CPA Fund	FY16 Ending Balance	Annual Additional Contribution	5 Years of Contributions to CPF (no interest)	Estimated FY22 Balance
1	Historic	\$140,673	\$95,694	\$478,470	\$619,143
2	Housing	\$1	\$95,694	\$478,470	\$478,471
3	Open Space	\$32,444	\$95,694	\$478,470	\$510,914
4	Admin	\$29,605	\$10,000	\$50,000	\$10,000
5	Uncommitted	\$923,450	\$335,650	\$1,678,250	\$2,601,700
TOTAL		\$1,126,083	\$632,732	\$3,163,660	\$4,220,228

In Summary, the Finance Committee is supportive of the project with all borrowing against future Community Preservation Fund (CPF) receipts that does not affect the current tax levy.

The Community Preservation Committee voted in favor of this article on ~~January 13, 2016~~ *Feb 29, 2016*.
 Vote: ~~8-0-0~~. The Conservation Commission voted in favor of this article on January 7, 2016.
 Vote: 6-0-0. The Board of Selectman recommends [redacted], Vote: [redacted].

Plot plan CPC

ARGUMENTS IN FAVOR:

This acquisition is consistent with one of the main goals of the CPC when the Town began collecting CPA funds and has been a goal of the open space plan.

Borrowing over thirty years makes this a multi-generational project so that present and future residents pay for the privilege of enjoying the open space, the farm activity and the scenic quality of Mainstone Farm.

Purchase of a CR on Mainstone Farm will preserve in perpetuity one of the largest known farms in close proximity to Boston from future development and will provide the opportunity to continue to use the property as a working farm.

No trails

Ownership and responsibility for maintaining the farm would remain in the hands of the owners.

Land use planning has shown that the highest developed use is for 128 single-family housing units. This CR would prevent development of the land and would provide public access to part of the farm on designated trails.

Preservation of the farmland is a unique opportunity locally and regionally and will occur through a partnership with Sudbury Valley Trustees, Inc., the Town and the present owners of the farm.

ARGUMENTS OPPOSED:

If a future ATM were to vote to reduce the Town's 1.5% annual surcharge, the Town would have to reduce Open Space, Community Housing, Historic Preservation and Recreation project expenses.

Any changes to the program that affects matching CPA State Funds would be a detriment to the overall program of the CPC.

The projected debt service payments on the bonds assume a level debt service structure, like a mortgage, at the requested interest rates which are subject to change.

In 2014, Wayland just provided \$2,400,000 funds to purchase a conservation restriction on Lincoln Road Fields.

The land could possibly remain undeveloped by the owner and future owners regardless of whether we acquire a conservation restriction.

If the owners were to sell the land for residential development, this would result in greater tax revenue for the Town.

In the event that the owner does not maintain the land the Town may incur additional costs in maintaining the property. Currently, SVT is raising \$3.3 million where \$3mill is for the purchase of CR and \$300,000 will be used toward an endowment for management of the CR etc.

Following acquisition of this conservation restriction, the CPC Open Space Fund would be depleted temporarily affecting the Town's ability to make future conservation purchases and the Town's ability to make large future conservation purchases would be limited until the fund is replenished or financed by other means.

RECOMMENDATION: The Finance Committee recommends to not approve. Vote xxx.

QUANTUM OF VOTE: a.) and b.) See Massachusetts General Laws Chapter 40, Section 14; c.) Majority – see Massachusetts General Laws Chapter 40, Section 5, Chapter 44, Section 33B and Chapter 44B, Section 6. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

For more information about this article, contact Gretchen Schuler at 508-358-7980 or ggschuler@verizon.net.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing bylaw amendment is consistent with federal and Massachusetts law.

ARTICLE TT: APPROPRIATE FUNDS TO PURCHASE CONSERVATION RESTRICTION

ON MAINSTONE FARM – CPA BORROWING

Sponsored by: Community Preservation Committee/Conservation Commission

Cost: \$12,000,000

To determine whether the Town will vote to:

- a. authorize the Board of Selectmen, with the approval of Town Counsel as to form, to acquire by purchase, gift, eminent domain or otherwise a conservation restriction in accordance with Massachusetts General Laws Chapter 184, Sections 31-33, to be held by the Town of Wayland and Conservation Commission and by the Sudbury Valley Trustees, Inc., on a parcel of land located on Old Connecticut Path and Rice Road, Wayland, Massachusetts containing 208.7 acres, more or less, being a portion of the land on Old Connecticut Path and Rice Road in Wayland, Massachusetts described in the deed dated April 18, 1991 and recorded with the Middlesex South Registry of Deeds in Book 21128, Page 94, which parcel of land to be covered by said conservation restriction is shown on Wayland Assessors Map as Parcel 35-031A and on an unrecorded plan entitled "Subdivision Plan of Land in Wayland Middlesex County Massachusetts" dated December 22, 2015, prepared for Mainstone Land Trust by Samioes Consultants Inc., a copy of which plan is attached to the Warrant for the Annual Town Meeting 2016 in Appendix _;

- b. appropriate a sum of money to be expended by the Board of Selectmen for the acquisition of said conservation restriction to be held by the Town of Wayland Conservation Commission and by Sudbury Valley Trustees, Inc.; and,
- c. determine whether said appropriation shall be provided by taxation, transfer from unappropriated available funds, transfer from available funds appropriated for other purposes, by borrowing, or otherwise, provided:
 - i. not more than \$5 million of the funds so appropriated shall be transferred from the Community Preservation Fund of which \$2.1 million shall be from the Open Space Fund and \$2.9 million from the uncommitted funds in the Community Preservation Fund, and
 - ii. not more than \$7 million of the funds to be borrowed from Community Preservation Fund future receipts, and

FINANCE COMMITTEE COMMENTS:

In April 2001 the Community Preservation Committee was established to study the needs, possibilities and resources of the town regarding community preservation, make recommendations in proper form to the Town Meeting for the acquisition, creation, and preservation of open space (OS); for the acquisition and preservation of historic resources

(HP); for the acquisition, creation, and preservation of land for recreational use; for the creation, preservation, and support of community housing (CH); and for rehabilitation or restoration of such open space, historic resources, land for recreational use, and community housing that is acquired or created with funds received in accordance with the Community Preservation Act.

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The Community Preservation Committee voted in favor of this article on January 13, 2016.

⁵⁻¹⁻⁰ ~~Vote: 8-0-0.~~ The Conservation Commission voted in favor of this article on January 7, 2016.

Vote: 6-0-0. The Board of Selectman recommends [redacted], Vote: [redacted].

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For more information about this article, contact Gretchen Schuler at 508-358-7980 or ggschuler@verizon.net.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing bylaw amendment is consistent with federal and Massachusetts law.