



# Town of Wayland Massachusetts

## **Finance Committee**

Steven Correia  
Jen Gorke  
Carol Martin (Vice Chair)  
Klaus Shigley  
William Steinberg  
George Uveges  
Dave Watkins (Chair)

## **FINANCE COMMITTEE Minutes Wednesday, September, 14, 2017 Wayland Town Building 7:00pm**

**Attendance:** D. Watkins, K. Shigley, C. Martin, G. Uveges, S. Correia, W. Steinberg, and J. Gorke (remote)

**Call to Order:** The meeting was called to order by Chair Watkins at the Town Building at 7:00pm. D. Watkins announced the meeting was being taped by WayCam and that because J. Gorke would be participating remotely due to personal illness, all votes would be roll call votes and He then reviewed the agenda for the meeting.

**Public Comment:** G. Cliff, High Fields Rd., briefly summarized a document he sent to FinCom by email. He urged FinCom to show leadership and financial discipline. L. Segal, Aqueduct Rd., passed around a copy of what was on school dept.'s website. She stated the Teacher's Contract and memorandum are still not available on the website. C. Karlson, Vice Chair of Board of Selectmen (BoS), responded stating she had followed up on this question and learned the contract is still with the union's attorney and efforts are underway to get the contract signed prior to STM. She said the School Committee is aware that a citizen has asked for this information.

**Members' Response to Public Comment:** D. Watkins said FinCom would do what they can. He asked L. Segal if a draft would suffice. She stated that it would not.

### **Meeting with UniBank:**

J. Gorke joined the meeting remotely at 9:15 p.m.

**Participate in Discussion Regarding Town Finances: Introduce Candidate Budget Guidelines Based on Model – Keveny:** Finance Director Keveny discussed the memo he sent out titled "Fiscal 2019 Budget Guideline Recommendation". He discussed the 8 key issues to consider for developing the goals and objectives for FY19. B. Keveny noted that two new costs for FY19 will be School Busing and Transfers to Capital

Stabilization. He also noted the Snow and Ice budget may need to increase. He said the goal is to look beyond FY19 and come up with 3-year projection and keep a consistent message. How to fund OPEB was discussed. New FTE's for School and Town is something FinCom will have to address. He said a true balanced budget is one where there is no use of free cash and local aid and that is his recommendation for FY19.

W. Steinberg said he would like to see Dept. Heads look for ways to save dollars in their write-ups. D. Watkins suggested numerical guidelines and asked FinCom members if they think it would be more helpful. FinCom vote the FY19 budget guideline on 9/25th.

**Discuss Candidate Debt Exclusion Letter to the Board of Selectmen: D.** Watkins stated that historically it's been FinCom that puts debt exclusions together. However, Town Administrator N. Balmer has requested the Board of Library Trustees petition the Board of Selectmen for a library construction debt exclusion. B. Keveny stated the Library will find out about extension decision by Oct. 10. C. Martin suggested. D. Watkins stated he will start putting together a debt presentation for the BoS.

**Discuss Candidate Articles where 30 Word Comments are Possible  
Discussion and Possible Vote on STM Articles:**

**Article: Pay Previous Fiscal Year Unpaid Bills:** B. Keveny stated there are 6 unpaid bills. After a brief discussion, S. Correia moved to recommend approval of Pay Previous Fiscal Year Unpaid Bills, as amended. Seconded by K. Shigley. Motion passed 7-0-0 by Roll Call Vote: Watkins-Yes, Gorke – Yes, Uveges –Yes, Corriera – Yes, Shigley- Yes, Steinberg –Yes, Martin - Yes.

**Article C, Accept Gifts of Land at Town Center:** Review tabled to a future meeting.

**Article D, Change Filing Deadline for Circuit Breaker Match Program:** Review tabled to a future meeting.

**Article E, Compensation for Town Clerk:** W. Steinberg stated it seemed like a high increase. Further review and vote tabled to a future meeting.

**Article: Personnel Bylaws and Wage Classification Plan:** W. Steinberg presented this article stating the increases are for non-union employees. K. Shigley asked if anyone who was negotiating for the town would be getting an increase because that would be a conflict of interest. W. Steinberg said just J. Senchyshyn, although he's retiring this year. D. Watkins asked why merit doesn't play a role in non-union positions. He stated he would like to look at something like that in the future.

W. Steinberg moved the FinCom recommend approval of the Personnel Bylaws and Wage Classification Plan. Seconded by G. Uveges. Motion passed 7-0-0 by Roll Call Vote: Watkins-Yes, Gorke-Yes, Uveges–Yes, Corriera–Yes, Shigley- Yes, Steinberg–Yes, Martin–Yes.

**Article: Town Union Collective Bargaining Agreements 2017-2020:** Presented by W. Steinberg. After a brief discussion, C. Martin moved the FinCom recommend approval of the Town Union Collective Bargaining Agreements 2017-2020 as amended. Seconded by S. Corriera. Motion passed 7-0-0 by Roll Call Vote: Watkins-Yes, Gorke – Yes, Uveges –Yes, Corriera – Yes, Shigley- Yes, Steinberg –Yes, Martin – Yes.

**Article: School Union Collective Bargaining Agreements 2017-2020:** Review tabled to a future meeting.

**Article: Appropriate Funds to Construct New Library Building:** J. Gorke stated she's working on this.

**Article: High School Stadium Complex Renovation Design Fees:** K. Shigley said he's still working on this article. He recommended everyone read the article he sent around about turf fields.

**Article: Synthetic Turf Field at Loker Conservation and Recreation Area:** Review tabled to a future meeting.

**Article: 108 Old Sudbury Road Demolition:** Review was tabled to a future meeting.

**Article: Appropriate Funds to Install Weston Aqueduct Pedestrian Crossings:** S. Correia stated this article might be pulled and he would update everyone at next meeting. W. Steinberg stated he's still not sure why CPC funds can't be used for this project.

**Article: Non-Medical/Recreational Marijuana Six Month Moratorium – Zoning Bylaw Amendment.** Review tabled to a future meeting.

**Article: Appropriate Funds to Restore/Preserve Stone Pillars at Castle Gate Road and West Plain Street:** Review tabled to a future meeting.

**Article: Appropriate Funds for Design of Part 2 of High School Athletic Preferred Improvement Plan:** Review tabled to a future meeting.

**Discuss Chair and Vice Chair's Update:**None.

**Present latest draft of Presentation to the Board of Selectmen Regarding Town Debt and Budgeting Considerations:** Topic was tabled to a future meeting.

**Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, If Any:** None.

**Meeting Minutes - Review and Vote to Approve: 9/5:** None.

**Adjourn Meeting:** S. Correia moved to adjourn meeting at 10:58 p.m. Seconded by G. Uveges. Motion passed 7-0-0 by Roll Call Vote: D. Watkins –Yes, Gorke–Yes, Uveges – Yes, Corriera – Yes, Shigley-Yes, Steinberg –Yes, Martin - Yes.

Respectfully Submitted,

Katelyn O'Brien

**Documents:**

Source: Clark Rowell, Unibank:

**Questions for Unibank Meeting/with summary responses**  
**Debt Service/% of budget/Debt Policies/Peer Town**  
**Fund Balances - FY12-FY16 - Moody's Triple A rated communities**  
**Bond Fund Pricing Example: Tewksbury, MA**  
**Source: B. Keveny: Memo - FY 2019 Budget Guideline Recommendations**  
**Source: L. Segal: Schools Web Page: Collective Bargaining Contracts**