



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 Monday, October 16, 2017 Wayland Town Building 7 p.m.

Attendance: D. Watkins (arrived at 7:08pm), C. Martin, S. Correia, W. Steinberg, G. Uveges

Call to Order: The meeting was called to order at 7:02pm by Vice Chair C. Martin at the Town Building in the Selectmen's Room when a quorum was established. C. Martin announced the meeting was being taped by WayCam. She then reviewed the agenda for the meeting.

Public Comment: None.

Members' Response to Public Comment: None.

Report of the Finance Director: B. Keveny stated representatives from Facilities and School will come in tonight to go over their CIPs. He announced the town's Payroll person left. He also stated they will be adding 5 more bills to STM Article A, Pay Previous Fiscal Year Unpaid Bills.

Meeting Minutes - Review and Vote to Approve: 9/14, 9/26: G. Uveges moved that FinCom approve the minutes of 9/14/17 as written. Seconded by W. Steinberg. Motion passed 5-0-0. C. Martin moved that FinCom approve the minutes of 9/26/17. Seconded by G. Uveges. Motion passed 4-0-1 with W. Steinberg abstaining.

Review Outstanding Capital Requests: Chair Watkins stated he met with N. Balmer to review the Capital and Operating process for FY19. B. Keveny and N. Balmer will give their recommendations on what they think FinCom should do for funding sources. He stated the goal is to ask more high level questions so we can be better informed until we get the details.

Review of Department Meeting Schedule and Process for:

Schools Capital & Operating Plan: J. Downs, School Committee discussed the School's FY19 Capital requests. These requests include floor tile, phone upgrades, Wastewater Plant for High School, Loker School kitchen, Phases I and II of the high school athletic renovation project, custodian equipment and furniture replacement for the Middle School. J. Downs added that since ATM funded the Loker School upgrades in 2011, needs have changed and it has been determined that the Kitchen should not have been removed and this request is to re-install a kitchen at the Loker School.

Facilities Capital & Operating Plan: Facilities Director B. Keefe briefly discussed the FY19 Capital request for Facilities which include the library rotunda windows replacements, Town Building new window designs and interior renovations and mechanical/electrical improvements at the Town Building. B. Keefe added requests are also being submitted to renovate Fire Station #2, Town Depot repairs and the new library. B. Keefe noted the depot repairs can come from CPC funds

and the Fire Station renovations are to accommodate both male and female firefighters and the Town Building windows might qualify for an energy rebate program.

B. Keveny distributed the FY19 capital requests, noting that for FY19, 54 requests have been submitted, totalling \$42M. adding that \$29M of that total was for a new library. B. Keveny also distributed the Capital Activity report dated 6/30/17 which list \$4.9M of outstanding town and school capital projects. The Committee briefly reviewed the outstanding capital projects, acknowledging that approximately half of these projects were approved within the past two years and for one reason or another, still active projects.

The Committee did express its frustration in receiving new/additional capital requests from departments that have uncompleted and/or completed capital projects that have not been closed out, particularly since these surplus funds can be a funding source for future capital. The Committee asked C. Martin to follow up with Town Administrator, N. Balmer to request her assistance in getting dept. heads to close out these accounts.

**Fire Capital & Operating Plan; DPW/Water Capital & Operating Plan Review
Recreation Capital & Operating Plan; IT Capital & Operating Plan Police/Dispatch
Capital & Operating Plan:** Tabled to a future meeting.

Discussion and Possible Vote on STM Articles:

Accept Gifts of Land at Town Center: S. Correia distributed a revised draft write up and discussed changes. A discussion ensued about the difference between maintenance and governance of the basin. BoS Vice Chair C. Karlson discussed each parcel and its value to the Town. B. Sterling, Morse Road, discussed the measurements from the basin and a potential parking layout. W. Steinberg moved that FinCom recommend approval of Article C, Accept Gifts of Land at Town Center, as presented. Seconded by D. Watkins. Motion passed 5-0-0.

High School Stadium Complex Renovation Design Fees: W. Steinberg distributed a revised draft write up and discussed the changes and the updated Recreation Field Reservation figures for 2017. D. Watkins stated that without the accurate data he is hesitant and doesn't feel comfortable voting on this article. He added he believes an alternative cost for higher quality organic surface should be presented. S. Correia said the design process and materials should be decided at the next step by design committee. Then the town can decide at Annual Town Meeting.

W. Steinberg moved that FinCom recommend Article J, High School Stadium Complex Renovation Design Fees, as amended. Seconded by S. Correia. Motion 2-1-2 with Watkins opposed and Uveges and Martin abstaining.

Appropriate Funds for Design of Part 2 of the High School Athletic Preferred Improvement Plan: W. Steinberg discussed changes to the write up. The FinCom discussed the article at great length and the issue of having it come before Special Town Meeting in general.

B. Keveny left the meeting at 9:10pm.

W. Steinberg moved to recommend Article P, Appropriate Funds for Design of Part 2 of the High School Athletic Preferred Improvement Plan, as amended. Seconded by S. Correia. In discussion C. Martin said this is being funded by CPC funds. Motion passed 5-0-0.

Synthetic Turf Field at Loker Conservation and Recreation Area: W. Steinberg distributed a revised draft of this article write up and discussed the changes. C. Martin stated the reason why the article is coming before STM should be in the write up, added that while she appreciates the suggestion by the Recreation Commission that this field be used while the HS field is being renovated, field rental expense are projected at 20-40K, while building this field will cost approximately \$2M. D. Watkins said he would need to see organic options of synthetic materials and doesn't think this article rises to an emergency situation. S. Correia said the need for fields, indoor fields, and hockey rinks has always been high in Wayland. He stated the design money would come from the recreation stabilization fund.

W. Steinberg moved that FinCom recommend Article K, Synthetic Turf Field at Loker Conservation and Recreation Area, as amended. Seconded by S. Correia. Motion passed 3-1-1 with D. Watkins opposing and C. Martin abstaining.

107 Old Sudbury Road Demolition: C. Martin stated the FinCom has already voted on this article and the ensuing edits.

Appropriate Funds to Install Weston Aqueduct Pedestrian Crossings: S. Correia stated ConCom has already done the design work on this project and are ready to construct. He added the DPW has agreed to oversee the project. He stated the project is not a lot of money and trails and crosswalks are being used, which makes the article a safety issue. He added that he has been advised that Article M is not eligible for CPC funds. W. Steinberg moved that FinCom recommend Article M, Appropriate Funds to Install Weston Aqueduct Pedestrian Crossings, as amended. Seconded by S. Correia. Motion passed 3-0-2 with C. Martin and W. Steinberg abstaining.

D. Watkins thanked the Committee for getting their write ups completed in a timely manner. C. Martin reminded the Committee that the final versions of the write ups were due tomorrow and should be emailed to the Town Administrator's office. G. Uveges inquired what should be done about the Prior Year Unpaid Bills article, since additional school department bills have surfaced since the FinCom voted the article. After a brief discussion and because the revised write up was not presented for Committee review, it was decided to let the article stand as voted and amend at STM.

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

Discuss Letter for the Town Crier: Chair Watkins inquired if the Committee wished to submit an article to the Town Crier for the upcoming STM. After a brief discussion, W. Steinberg and S. Correia volunteered to draft the article. Committee members offered suggestions including why money articles are being presented at STM.

Members' Reports, Liaison Assignments, Concerns, and Topics and Schedule for Future Meetings: C. Martin suggested having a discussion concerning the Collins Center presentation. D. Watkins suggested putting it on the next agenda. He then reviewed the FinCom's schedule through STM, noting the Committee would have regular meetings on 10/23rd and 11/6th and attend STM on 11/14th and 11/15th.

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

Meeting Minutes: After a brief discussion, the Committee decided to take turns editing the minutes. G. Uveges stated he believes the minutes could be less detailed. W. Steinberg volunteered to be the next editor.

Adjourn: W. Steinberg moved to adjourn at 10:17 p.m. Seconded by G. Uveges. Motion passed 5-0-0.

Respectfully Submitted,

Katelyn O'Brien

Documents:

Source: B.Keveny: Capital Activity Report, dated 6/30/2017

Source: D. Watkins: Wayland Rec. Reservation Statistics: Actuals - 1/1-11/26/2017.

Source: S. Corriea:

Draft Article Write up: Accept Gifts of Land at Town Center

Draft Article Write up: Appropriate Funds to Install Weston Aqueduct Pedestrian Crossings

Source: W. Steinberg:

Draft Article Write up: HS Stadium Complex Renovation

Draft Article Write up: Synthetic Turf Field at Loker Conservation & Recreation Area