



**Finance Committee**

Jonathan Barnett  
Steve Correia (Co-Chair)  
Michael Hoyle  
Kelly Lappin (Vice Chair)  
April Methot  
Brian O'Herlihy  
Pamela Roman (Co-Chair)

**FINANCE COMMITTEE**

**March 20, 2024**

**In-Person and Remote**

**Town Building – Council on Aging Room**

**41 Cochituate Road, Wayland, MA**

**7:00 P.M. Minutes**

**Attendance:** S. Correia, K. Lappin, B. O'Herlihy, and P. Roman. Absent: J. Barnett, M. Hoyle and A. Methot. Also in attendance: Brian Keveny, Finance Director.

**Call to Order:** The meeting was called to order by Co-Chair P. Roman at 7:03 PM. She noted that she, S. Correia, K. Lappin, and B. O'Herlihy were all participating in person and then read the following:

**One may watch or may participate remotely with the meeting link that can be found at <https://www.wayland.ma.us/public-body-meeting-information-virtual-in-person-and-hybrid>. Pursuant to Chapter 2 of the Acts of 2023, this meeting will be conducted in person and via remote means, in accordance with applicable law. This meeting may be recorded and will be made available to the public on WayCAM as soon after the meeting as is practicable. When required by law or allowed by the Co-Chairs, persons wishing to provide public comment or otherwise participate in the meeting, may do so by in person attendance, or by accessing the meeting remotely, as noted above. We request public comment be limited to two minutes per person.**

P. Roman reviewed the agenda for the public.

**Materials Discussed/Distributed:** Meeting Agenda for 3/20/2024; draft Minutes for meeting held on 3/18/2024; revised FY25 Capital Budget and 5-Year Capital Plan Excel spreadsheet (V8 dated 3/18/2024) prepared by B. Keveny; Fiscal 2025 Town Manager Operating Budget PDF file (dated 12/20/2023); Finance Committee (FinCom) Excel Budget file (v7 dated 3/18/2024); B. Keveny email dated 3/20/2024, together with Excel spreadsheet containing DOR data for various surrounding communities; and P. Roman's second draft of the *Report of the Finance Committee* which will appear in the 2024 ATM warrant.

### **Announcements:**

P. Roman noted that she was informed that the revised language for *Article NN (Solar Compact Development for Wayland)* reviewed at the last meeting would be included in the 2024 ATM warrant. She also noted that the Planning Board (PB) hearing on 3/26/2024 could only consider the original warrant article language and that if the revised article was voted down at the 2024 ATM, it could not be brought back to Town Meeting for two years.

B. O'Herlihy noted that the Select Board (SB) voted at its last meeting to refer the revised version of *Article NN* to the PB, as required under state law. He noted that the PB has sixty-five days to hold a hearing on the revised version and another 21 days to produce its report. B. O'Herlihy noted that if the PB's report was not available prior to the 2024 ATM, then the revised version of *Article NN* could not be considered by Town Meeting. He didn't believe the inability to consider this article would be treated the same as voting it down, i.e., the Petitioners would not be precluded from bringing it back Town Meeting for two years. In any event, he noted there appeared to be sufficient time for the PB to advertise another public hearing, hold the hearing and complete its report in advance of the 2024 ATM, but the control of the timing was up to the PB.

B. O'Herlihy also noted that the SB was unable to vote to refer the revised language for *Article KK (Amend Zoning Bylaw to Add Retail Self-Storage as Additional Commercial Use in a New Business District B Zone Subdistrict B-1)* to the PB since it was not on the agenda for its last meeting. The SB was meeting on 3/22/2024 and was anticipated to vote to refer the revised *Article KK* to the PB at that time. B.

O’Herlihy thought the same procedural issues noted for *Article NN* would appear to apply to *Article KK*.

**Discuss FY25 Draft Operating Budget with Finance Director and Vote, if necessary**

B. Keveny noted that there were no further changes to the FY2025 Operating Budget that the Members’ voted to approve at its last meeting.

**Discuss Capital Budget and 5-Year Capital Plan with Finance Director and Possible Vote**

B. Keveny noted that there were no further changes to the FY2025 Capital Budget and 5-Year Capital Plan for the FY25-29 that the Members’ voted to approve at its last meeting. He noted that he had followed up with John Bugbee, Assistant Town Manager, and Tom Holder, Director of Public Works, to see if there were projects that could be closed out and, as a result, generate additional surplus capital, but apparently the \$350,000 of Water surplus capital previously noted by J. Bugbee was not available at this time.

**Discuss With Finance Director and Vote Article F – FY25 Omnibus Budget**

B. Keveny noted that he had provided the Members’ questions about the motion language in *Article F* and the estimated cost shown at the top of the article to Town Counsel for input.

P. Roman noted that B. Keveny had provided Members with trend data, downloaded from the DOR’s website, for various surrounding communities. K. Lappin suggested summarizing the data and posting it on the FinCom web page and consider including a link to the information in the *Report of the Finance Committee*.

**Public Comment and Members’ Response:**

There was no one present in person for public comment, but a member of the public was on Zoom and appeared to want to provide comment. Mr. Fred Leuchter had his hand raised, but when asked if he wanted to make a public comment there was none.

It being unclear if this was due to a technical issue, S. Correia invited him to submit his public comment by email and noted it would be read at the next meeting<sup>1</sup>.

**Discussion and Possible Vote on Articles, including, but not limited, to Articles K, O, S, T, KK and NN:**

P. Roman was unaware of any articles that required a review or vote at this meeting.

S. Correia provided an update on *Article S (Revise Town Code Chapter 43: Personnel)* and *Article T (Amend Zoning Bylaws and Town Zoning Map – MBTA Communities Multi-Family Housing)*, noting that it was still unclear if the SB planned to withdraw Article S. He also noted that a few edits had been made to the bylaw language contained in *Article T*, but he didn't feel they would impact the Members' prior vote.

B. O'Herlihy noted the Board of Public Works (BoPW) discussed *Article OO (Establish Athletic Fields Planning Committee)* at its 3/19/2024 meeting and decided not to take a vote on this article. Apparently the BoPW members agreed that the field issues need attention, but couldn't agree on the appropriate approach for addressing them. B. O'Herlihy also noted the Recreation Commission had yet to schedule a meeting to discuss this article following its last discussion on 1/22/2024. The Members discussed whether it might make sense to re-vote the article and defer taking a position to the 2024 ATM, but decided they were comfortable with their prior votes.

**Vote to approve Minutes of 3/18/24:**

Members reviewed the draft Minutes of 3/13/24. S. Correia moved to approve the Minutes of 3/18/24. K. Lappin seconded. Motion passed by a vote of 4-0-0.

**Discussion about Finance Committee Report for 2024 Annual Town Meeting and Presentation to Select Board**

P. Roman noted the absence of three Members and acknowledged that the remaining Members hadn't had time to review her second draft of the *Report of the Finance*

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<sup>1</sup> Following the meeting, B. O'Herlihy searched on line to determine if this individual was, in fact, a Wayland resident and no one with that name could be located.

*Committee*. She proposed scheduling a meeting for 3/25/2024 to review a near final draft of the report.

B. O’Herlihy provided a few additional high-level comments and suggestions, including (i) putting an executive summary or highlights at the beginning of the report, (ii) confirming that the Schools and Town departments have agreed to absorb the cost of fully funding full-day kindergarten in their respective budgets in FY26 and beyond should additional Chapter 70 funding not be provided to the Town, assuming it continued to be a “minimum aid” community in FY26, and (iii) including a reference to the Town’s operating override history since 2001. He noted that the Town approved operating overrides in 2003, 2004, 2006, 2007 and 2009, but in the last fourteen years no operating overrides were needed to fund the Operating Budgets. He presumed that some of the reasons operating overrides were not needed during this timeframe included increased state aid, declining levy debt service payments, and wage increases that were less than 2.5% per year.

K. Lappin and S. Correia noted additional reasons, including improved efficiencies through combination of Town and School services, return of Free Cash to taxpayers through a reduction of their tax bills, and the impact of the brief, partial closing of the Loker elementary school.

Members had a high-level discussion on matters impacting future budgets, including debt strategy, planning for the MWRA and elementary school projects, creation of a Capital Planning Committee – all of which might be addressed in the *Report of the Finance Committee*.

P. Roman agreed to circulate a new draft prior to the next meeting at which time Members can provide additional input and proposed edits. The Members expressed a desire to do so in a public meeting, particularly given the Open Meeting Law constraints on circulating a document that contains a compilation of comments received from a quorum of Members outside of a public meeting.

**Topics Not Reasonably Anticipated by the Co-Chairs 48 Hours Prior to Posting, if any, and Setting Next Meeting:**

None.

P. Roman noted she would schedule the next regular meeting for 3/25/2024 at 7:00 PM.

S. Correia noted that *Article S* may require the Members' review and vote should the SB, PB and Town Manager resolve their differences on the proposed edits to the Personnel bylaw following their respective meetings scheduled for 3/22/2024. He also noted that *Article T* might require an update and suggested that both warrant articles be included in the agenda.

**Adjournment:**

K. Lappin moved to adjourn the meeting. S. Correia seconded. Motion passed by a vote of 4-0-0. Meeting adjourned at 8:25 PM.

Respectfully Submitted,

Brian O'Herlihy  
Minutes Taker