



LOUISE L. E. MILLER
TOWN ADMINISTRATOR
TEL. (508) 358-7755
www.wayland.ma.us

TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778

BOARD OF SELECTMEN

LEA T. ANDERSON
MARY M. ANTES
THOMAS J. FAY
CHERRY C. KARLSON
DOUGLAS A. LEVINE

BOARD OF SELECTMEN Meeting Minutes Wednesday, January 22, 2020 6:30 p.m. Wayland Town Building Selectmen's Meeting Room 41 Cochituate Road, Wayland, MA

Attendance: Lea T. Anderson, Mary M. Antes, Cherry C. Karlson, Thomas J. Fay, Douglas A. Levine (arrived at 6:34 p.m.)

Also Present: Town Administrator Louise Miller, Assistant Town Administrator Elizabeth Doucette

A1. Call to Order by Chair C. Karlson called the meeting of the Board of Selectmen to order at 6:30 p.m. in the Selectmen's Meeting Room in the Wayland Town Building when a quorum was present, noted that the meeting will likely be broadcast and videotaped for later broadcast by WayCAM, and reviewed the agenda for the public.

A2. Announcements and Public Comment M. Antes announced that three events are scheduled this week: The next Little Theatre Concert will be held on Jan. 31 at Wayland High School at 8pm; Sunday Sips and Sounds will take place at the library at 3pm with Jose Allende on classical guitar; and the movie "13" on racial inequality in prisons will be presended tomorrow night by State Rep. Carmine Gentile in Sudbury. There was no public comment.

D. Levine arrived at 6:34 p.m.

A3. FY2021 Operating and Capital Budgets: Update and potential vote to approve FY2021 Operating and Capital Budgets L. Miller reviewed a memo received on Jan. 17 from the Finance Committee addressed to the Superintendent of Schools and Town Administrator regarding the FY2021 Proposed Operating Budget. L. Miller reported that the Finance Committee is requesting a reduction of \$750,000 in operational funds from the submitted budgets for the Town and Schools combined. The Board reviewed the letter in which the Fincom requests that new initiatives be ranked in priority and that a detailed explanation of the effect of reductions on Town services be included. L. Miller explained that approximately \$130,000 in IT expenses had been double counted in the School and Town budgets. She reviewed the new positions in the Town budget: Firefighter at \$75,000; School Nurse at \$45,500; Youth Services Drug Free Agent at \$51,375; CoA increased hours at \$13,000; Conservation increased hours at \$7,400; Facilities Business Manager at \$70,000.

L. Miller reported that there is a possible \$200,000 reduction in debt service. The Town will not know the health insurance cost until later in February. The budget includes \$300,000 for capital stabilization. In her discussion with Moody's today, she learned that our bond rating agency is fine with the plan on stabilization.

The Board discussed the importance of being clear in communicating the consequences of removing positions from the budget. L. Anderson noted that the Board doesn't know what the community expects. The focus on lowering taxes is one part of the discussion. It is important to understand the list of services removed. M. Antes expressed concern about the "thin" staff and the need to defend these requests that have been delayed for years in some cases. L. Miller reported that there is currently no staff in the Facilities Department other than the

Director and the Construction Project Manager. This department is unable to keep up with contracts, bills, and the job of maintaining all Town buildings including schools. Both the Department of Public Works and the Library have Business Managers and this position is desperately needed in Facilities. T. Fay noted the need to maintain buildings.

The Board left at 7:15 p.m. to attend the Finance Committee ATM Article Workshop.

A4. Finance Committee Annual Town Meeting (ATM) Article Workshop At 7:15 p.m. the Board of Selectmen joined the Finance Committee in the Senior Center for the ATM Article Workshop.

D. Levine left the article workshop at 8:25 p.m. After the Finance Committee had heard from article proposers, the Board returned to its meeting in the Selectmen's Meeting room at 10:00 p.m.

A3. FY2021 Operating and Capital Budgets: Update and potential vote to approve FY2021 Operating and Capital Budgets – Continued The Board continued its discussion on giving L. Miller direction on responding to the Finance Committee's letter. L. Miller suggested that her approach would be to discuss excluded debt, describe possible reductions, clarify transfers, describe new positions, and incorporate the School's response. C. Karlson asked that she be graphic in explaining the current status regarding staffing. L. Miller reported that the Personnel Board will also prioritize positions. The Board agreed that it would like to see the memo early in its meeting on Monday, Jan. 27 before submitting it to the Finance Committee and advised that L. Miller request an extension to Jan. 27 for responding.

A5. Selectmen's reports and concerns There were none.

A6. Topics not reasonably anticipated by the Chair 48 hours in advance of the meeting, if any
There were none.

A7. Adjourn T. Fay moved, seconded by L. Anderson, to adjourn the meeting at 10:13 p.m. YEA: L. Anderson, M. Antes, T. Fay, C. Karlson. NAY: none. ABSENT: D. Levine. ABSTAIN: none. Adopted 4-0.

Items Distributed for Information and Use by the Board of Selectmen at the Meeting of January 22, 2020

1. Letter from Finance Committee to Louise Miller, Town Administrator, and Arthur Unobsky, Superintendent of Schools regarding FY2021 Proposed Operating Budget

Items included as part of the Agenda Packet for discussion during the January 22, 2020 Board of Selectmen Meeting

1. List of 2020 Annual Town Meeting (ATM) articles as of January 16, 2020
2. Article submissions for the 2020 Annual Town Meeting