



# Town of Wayland Massachusetts

## **Finance Committee**

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

## **FINANCE COMMITTEE Minutes Wednesday, September 5, 2018 Wayland Town Building 6:50 P.M.**

**Attendance:** C. Martin, S. Correia, D. Martin, G. Uveges, K. Lappin, K. Shigley, J. Gorke

**Call to Order:** The meeting was called to order by Chair C. Martin in the Planning Board room at 6:54 pm when a quorum was present. C. Martin reviewed the agenda for the meeting and announced the meeting was being taped by WayCam. She noted some of the agenda items might be taken out of order.

**Announcements:** Ms. Martin advised the Committee there will be a social hour from 3pm-5pm tomorrow, for Town Administrator, N. Balmer who is leaving the Town.

**Public Comment:** M. Lowery, Chair, Board of Public Works explained why he believes the FinCom should retain its traditional role as the primary review process for departmental budgets.

**Members' Response to Public Comment:** None.

**Review Special Town Meeting articles; assign liaisons; Discuss process/schedule:** C. Martin reviewed the article process with the Committee. She explained that the Town Administrator's office had requested the FinCom appoint a lead person for the November Special Town Meeting (STM) warrant article submissions and stated Vice Chair S. Correia would be the contact for the FinCom. A discussion ensued about the new process regarding the write-ups, sponsors and the stakeholders. S. Correia briefly discussed the liaison assignments, noting October 12th is the FinCom's deadline for Special Town Meeting comments.

Chairwoman Lea Anderson introduced Louise Miller, who begins her duties as Town's Town Administrator on Monday, September 10th. The Committee thanked her for attending the meeting.

**Special Town Meeting Article Workshop: Listen to STM articles presentations by sponsors**

**Field questions from members and residents.** Chair Martin opened the Workshop by explaining the purpose was to provide article sponsors an opportunity to explain their article and for the both the Finance Committee and residents to pose questions to sponsors. Ms. Martin reminded everyone, the Workshop is to share information, not debate articles.

**Pay Previous Fiscal Years Unpaid Bills** BoS Chair L. Anderson discussed the standard article and stated there are currently no unpaid bills.

**Current Year Transfers:** BoS Chair L. Anderson said there are three potential transfers. Finance Director B. Keveny explained the expected transfers were for the IT and Police personnel budgets.

**Appropriate Funds for the Abatement of Asbestos at Rivers Edge Site:** Town Engineer P. Brinkman discussed the article noting there needs to be more abatement than was previously thought. He said article request would be substantial, but he was hoping to a more accurate figure when he puts the job out to bid. He discussed the estimated time and a discussion ensued regarding the Asbestos and Town's responsibility to clean it up. He added the pile in question had been generated over a few decades so knowing who is responsible for it would be impossible. G. Uveges suggested looking into a possible insurance claim.

**Initial Year Funding of Town Successor Collective Bargaining Agreement for Police Union:** Town Administrator, N. Balmer discussed the article in lieu of the Personnel Board Chair, explaining, negotiations have been completed with the Police, and the Town needs to pay the wage increases due under the contract for FY18 and FY19. Total cost is approximately \$135,000 which will be funded via Salary Reserve. Any remaining balance will be funded via Current Year transfer.

**Circuit Breaker Match Program: Adopt State Language:** COA Director Julie Secord and Chair of COA Betsy Soule presented this article. Ms. Secord stated the article is being submitted on advice of town counsel who has indicated the language at ATM needed some clarifying.

**Article Prohibition of Marijuana:** Town Planner S. Sarkisian discussed the article and the process that lies ahead. There is also a ballot question on Oct. 2 that requires a simple majority but both the voted at the polls and STM have to be approved in order to prohibit marijuana. He added vote at STM will be 2/3rds.

L. Jurist, BoS member, asked several questions and asked that Town Counsel clarify that this article bans recreational marijuana. C. Plumb, Bald Rock Rd., asked about surcharges.

**Marijuana Establishment District A - Boston Post Road** S. Sarkisian presented this article, stating that if the ballot question and article prohibiting marijuana sales in Wayland fails, the Planning Board would like to establish an overlay district. This would allow marijuana sales only in that district. The underlying zoning will still be in place. A discussion ensued about what would happen if the article passes prohibiting marijuana and there are no current plans for just medical.

**Article Federal Flood Plain District Zoning Amendment-Panel Numbers Update:** S. Sarkisian discussed the article, noting that by updating the Flood Plain panel numbers to correspond with the Federal numbers, will help residents applying for flood insurance.

**Pre-existing Nonconforming Use of Land That Consists of More Than Six Dwelling Units:** S.

Sarkisian said this article gives the Planning Board authority to regulate non-conforming land with six or more dwelling units should a change of usage be contemplated.

**High School Athletic Complex Renovation:** Kathie Steinberg, School Committee member, stated they are requesting \$6.6M which includes part 1 and part 2 of the School Department's three part Renovation of the HS Athletic Complex. . B. Keveny asked if it would be borrowed in full. He said it would be nice if they could split the borrowing over several years. B. Keefe, Facilities Director said the project was going to be completed by September 2019, so 100% of borrowing would occur next February.

M. Lowery, Lakeshore Drive suggested they ask the engineer what steel is being used to incur a \$250K tariff and to ask if the Conservation Commission's Order of Conditions' process will be complete by STM.

C. Plumb said she feels that Weston & Sampson made an error about not contacting all abutters. She added she's concerned this project won't make it out of Conservation in time.

**Appropriate Partial Construction Funds for Wayland High School Athletic Facilities Improvements:**

Community Preservation Committee member Susan Weinstein stated that CPC has voted to appropriate part of the construction funds for the facilities improvements provided it is not for the turf field.

**Construction of Synthetic Turf Athletic Field at Loker Conservation & Recreation Area:** Recreation Chair Asia Foster and Recreation Director Katherine Brenna came before the FinCom to discuss the Turf Field at Loker, stating the cost has increased from \$2M to approximately \$3.1M. D. Watkins asked if the use of organics had been evaluated. G. Uveges asked about the sequencing of the articles. C. Karlson, Board of Selectmen requested A. Foster explain the difference in the costs compared to the Spring. C. Plumb stated she is still waiting for clarification about the lighting.

**Loker Conservation Area Grass Athletic Field:** The petitioner John Sax, 203 Willow Brook Dr., discussed the intent of his article, to construct a Grass Field at Loker, stating the estimated cost includes drivers such as maintenance and irrigation costs and addresses mitigating traffic. The estimated costs is \$1,500,000.

**Limit Discharge of Weapons in Town of Wayland:** The petitioner Duane Galbi, 190 Stonebridge Rd., discussed the intent of the article. He noted that he's done some research and it looks like the Wayland Rod and Gun Club isn't operating legally due to not having the correct permits. He added this is a quality of life issue and there are no known costs associated. L. Jurist asked if Town Counsel has reviewed this article.

**Advanced Water Meter Rending Infrastructure:** M. Lowery, Chair, Board of Public Works and DPW Director, T. Holder presented the article stating the estimated cost has been revised to \$1.3M and that the BOPW would like to fund this purchase from the Water Surplus Fund. Mr. Keveny stated he would rather have this article funded by borrowing. Mr. Jurist inquired about the difference in the vote. Mr. Keveny replied water surplus fund expenditures require a majority vote; borrowing requires 2/3rds.

Chair Martin concluded the STM article workshop by thanking all who attended and reminding sponsors that final articles were due to the FinCom liaison by Friday, September 14th.

Ms. Martin announced the FinCom would recess for approximately five minutes, returning to Open Session in at 9:02pm

**Reserve Fund Transfer Request: River's Edge** Town Engineer P. Brinkman discussed his request a \$40,000 reserve fund transfer to hire an engineering firm to develop a design to remove the asbestos found at

River's Edge. He added the design will help define the project scope and costs when the the asbestos removal article is presented at STM in November. Mr. Brinkman added this work would be required regardless if the land was being developed. D. Watkins asked P. Brinkman if he thinks the occasion is unforeseen and or extraordinary. P. Brinkman said he sees it as an emergency since the town is working on DEP's schedule. A discussion ensued about if this request falls under unforeseen and extraordinary. B. Keveny said he believes it needs to be done.

After a long discussion, J. Gorke moved the FinCom recommend a Reserve Transfer Request for River's Edge. Seconded by G. Uveges. Motion passed 6-1-0 with D. Watkins voting against.

**Finance Director Updates - Year-end FY18 report and Discussion:** B. Keveny reviewed the FY18 Budget Year-End Report, answering questions from the Committee. Mr. Keveny explained revenue and expenses were as expected with the exception of local receipts, particularly Motor Vehicles which posted a gain. He stated the turn back was approximately \$900K, that close to \$1.5M had been encumbered and Fund Balance had increased by approximately \$23K. The Committee expressed its concern about Fund Balance and discussed option for increasing fund balance with the goal being to achieve 20% of General Fund Revenue.

**FY20 Budget update:** B. Keveny said he's continuing to work on the Financial Summit presentation. He went through the plan for the presentation stating the presentation would include projected revenues and expenses, FY18 performance, state assessments, overlay and Free Cash. A discussion ensued about the 5-year plan. Mr. Keveny added the Summit presentation would be complete within the next week and distributed to the Finance Committee a few days prior to the Summit for review.

#### **FY20 Special Projects**

**Stabilization Fund: Review draft recommendation and possible vote** Tabled to a future meeting.

**OPEB: Review draft recommendation and possible vote** Tabled to a future meeting.

**Residential Exemption** Tabled to a future meeting.

**Article Checklist** Tabled to a future meeting.

**Chair and Vice Chair's Discussion including Finance Committee webpage/IPads:** None.

**Schedule** Chair Martin reviewed the upcoming meeting dates: 9/17th, 10/1st, 10/10th and 10/22nd. She stated that 10/4th would be added to schedule if needed for STM article review.

**Members' Reports, Concerns, and Topics** K. Lappin reminded members to use her Wayland email address. K. Shigley said he received an email from K. Steinberg requesting to know what issues the FinCom might have for the School Committee and would like them to think about what they want from the School Committee this year.

**Tweets of the Week** None.

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

**Meeting Minutes – Review and Vote to Approve: July 30<sup>th</sup>; August 22<sup>nd</sup>** Tabled to a future meeting.

**Adjourn Meeting:** J. Gorke moved to adjourn the meeting at 10:08pm. Seconded by K. Lappin. Motion passed 7-0-0

Respectfully Submitted,

Katelyn O'Brien

**Documents:**