

Minutes – Wayland School Committee Finance Subcommittee
June 8, 2017

A meeting of the School committee's Finance subcommittee was called to order at 10:10 AM by Jeanne Downs.

Present were:

Jeanne Downs, chair
Kathie Steinberg

Also present:

Susan Botta, Business Administrator
Brian Keveny, Wayland Finance Director
Tom Sciacca
Marilyn Simeone
Heath Rollins, Athletic Director
Ben Keefe, Facilities Manager
Carol Martin, Finance Committee liaison to WPS

1. Public Comment

Tom Sciacca spoke to his concerns about turf fields including injuries, mechanical risks, heat problems, exposure to toxins, cost, advantage of multiple grass fields vs one turf field.

Marilyn Simeone agrees with the previous comments and also expressed her concerns for the water supply.

2 . Financial Matters

(b) Multi Year Model (Taken out of order)

Susan presented an updated model with the adjustments previously discussed. Limitations of the model were discussed and the uncertainty of SPED costs and possible reallocation of resources were reviewed. The model is informative during the budget process after the annual enrollment projections are adjusted in the fall.

Brian Keveny reviewed many of the town's financial objectives and the work that is being done with the consultant from Unibank.

The subcommittee agreed that Susan will ask Dave Watkins, FC chair, to meet with Brian and Kathie for further work on the model.

(a) High School Athletic Facility Master Plan

The subcommittee discussed its role in helping the School Committee move forward with a decision on the Master Plan presented by the consultant, Weston and Sampson. Discussed were the funding, understanding the necessity for the improvements and the options for implementation. Heath and Ben reviewed the condition of the existing facilities, the risk of delaying needed improvements and the importance of these facilities to the school and community.

Heath discussed the importance of planning to minimize disruption to the athletic program. Various options and timelines were discussed for phasing the project.

Carol Martin and Brian Keveny suggested different sources of funding that might be available and the need to evaluate the ability to fund this project within the town's financial goals. Fall and spring town meeting timing for requesting monies for design and construction was discussed as well as

project planning for seasonal construction and sport schedules. Ben will obtain a cash flow from the consultant.

The increased risk to athletes without these improvements and the urgency to begin the project now that a plan has been developed was emphasized. It was agreed that further conversations with the recreation commission would be helpful.

(c) Bus Parking

Susan updated the committee on the RFP process to date, her conversations with Linda Hansen (conservation) regarding the transfer station and her work with Tom Holder on the Old Landfill. DPW has requested a school committee member attend their next meeting to make a formal request to participate in the Weston and Sampson study. Jeanne will attend the meeting on Jun 13.

(d) Tuition Fees for Base

Susan presented a proposal from BASE to address the new fee structure to reflect the 15 minute reduction of BASE services since the elementary school day was increased. The subcommittee agreed to refer this to the school committee for approval. Susan reported that BASE has also increased their capacity at the elementary schools by shifting the fourth grade program to the middle school along with the fifth graders.

(e) Finance Subcommittee Goals

Jeanne will develop Finance Subcommittee goals to bring back at a future meeting. Inclusion of developing a process to share the school's quarterly budget reports with the Finance Committee was suggested.

3. Administration

(a) Calendar

The subcommittee will review its calendar after the school committee calendar is finalized.

(b) Outstanding Projects

Susan reported on her work that is continuing on the quarterly reports and the schedule for the development of the budget guidelines as reported at the Town Department Head meeting.

4. Approval of Minutes

Upon a motion made by Kathie Steinberg, seconded by Jeanne Downs, the Finance Subcommittee voted (2-0) to approve the May 4, 2017 minutes.

5. Adjournment

Upon a motion made by Jeanne Downs, seconded by Kathie Steinberg, the Finance subcommittee voted (2-0) to adjourn the meeting at 12:36 PM.

Respectfully submitted,

Kathie Steinberg

Corresponding documents
Agenda
Multi-year financial model
BASE Fee Structure
May 4, 2017 Finance Subcommittee Minutes