

AGENDA

FINANCE AND WARRANT COMMISSION NOVEMBER MEETING

Wednesday, November 16th, 2022

REMOTE MEETING - ZOOM WEBINAR

6:00 P.M.

Pursuant to Chapter 20 of the Acts of 2021, On June 16, 2022, Governor Baker signed into law an Act Extending Certain COVID-19 Measures Adopted during the State of Emergency. This Act includes an extension, until March 31, 2023, of the remote meeting provisions of his March 12, 2020, Executive Order. This meeting will be conducted via in-person & remote means. Members of the public who wish to access the meeting may do so either in- person or by using the Webinar link below. In-person attendance of members of the public will be permitted based on space availability following CDC, State and Local guidelines, every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means and in-person. In the event that we are unable to do so, for reasons of economic hardship and despite best efforts, we will post on the Town website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

The meeting will be live streamed by Westwood Media Center and the public can view the meeting there or on our government channels broadcasting the meeting on Comcast channel 12 and Verizon channel 42.

The public is encouraged to watch our meeting via Westwood Media Center live stream and join via Zoom webinar as instructed below. The public will be allowed to make comments, if they wish to do so, during the portions of the meeting designated for public comment.

Please click the link below to join the webinar:

You are invited to a Zoom webinar.

When: Nov 16, 2022 06:00 PM Eastern Time (US and Canada)

Topic: Finance and Warrant Commission

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81040568223?pwd=ZFJkR1hKbDJtcmtpaXVpNmQ1amNRdz09>

Passcode: 542937

Or One tap mobile :

US: +13126266799,,81040568223# or +16469313860,,81040568223#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 646 931 3860 or +1 929 205 6099 or +1 301 715 8592 or +1 309 205 3325 or +1 346 248 7799 or +1 360 209 5623 or +1 386 347 5053 or +1 564 217 2000 or +1 669 444 9171 or +1 669 900 6833 or +1 719 359 4580 or +1 253 215 8782 or 833 548 0282 (Toll Free) or 877 853 5257 (Toll Free) or 888 475 4499 (Toll Free) or 833 548 0276 (Toll Free)

Webinar ID: 810 4056 8223

International numbers available: <https://us02web.zoom.us/j/81040568223>

- I. Call to Order at 6:00 P.M.
- II. Grant permission to Westwood Media Center to live stream and videotape the meeting. Ask if anyone else wishes to record this meeting.
- III. Welcome all participants including members, presenters, and members of the public and press.
- IV. Pledge of Allegiance.
- V. **Member Roll-Call.**
- VI. Presenter(s): Chair Christopher Pfaff, Members of Planning Board
 - ❖ Informational Overview of Westwood Planning Board
 - Director of Community & Economic Development, Nora Loughnane
 - ❖ Informational Overview of Community & Economic Development
- VII. Chair's update – Reminder to submit subcommittee requests.
- VIII. New Business –
- IX. Old Business – Approval of 10.12.22 Minutes.
- X. Public and Press -
- XI. Adjournment – **Roll-Call Vote.**

Informational Meeting with Finance & Warrant Commission

Nora Loughnane, Director of Community & Economic Development

Chris Pfaff, Planning Board Chair

November 16, 2022

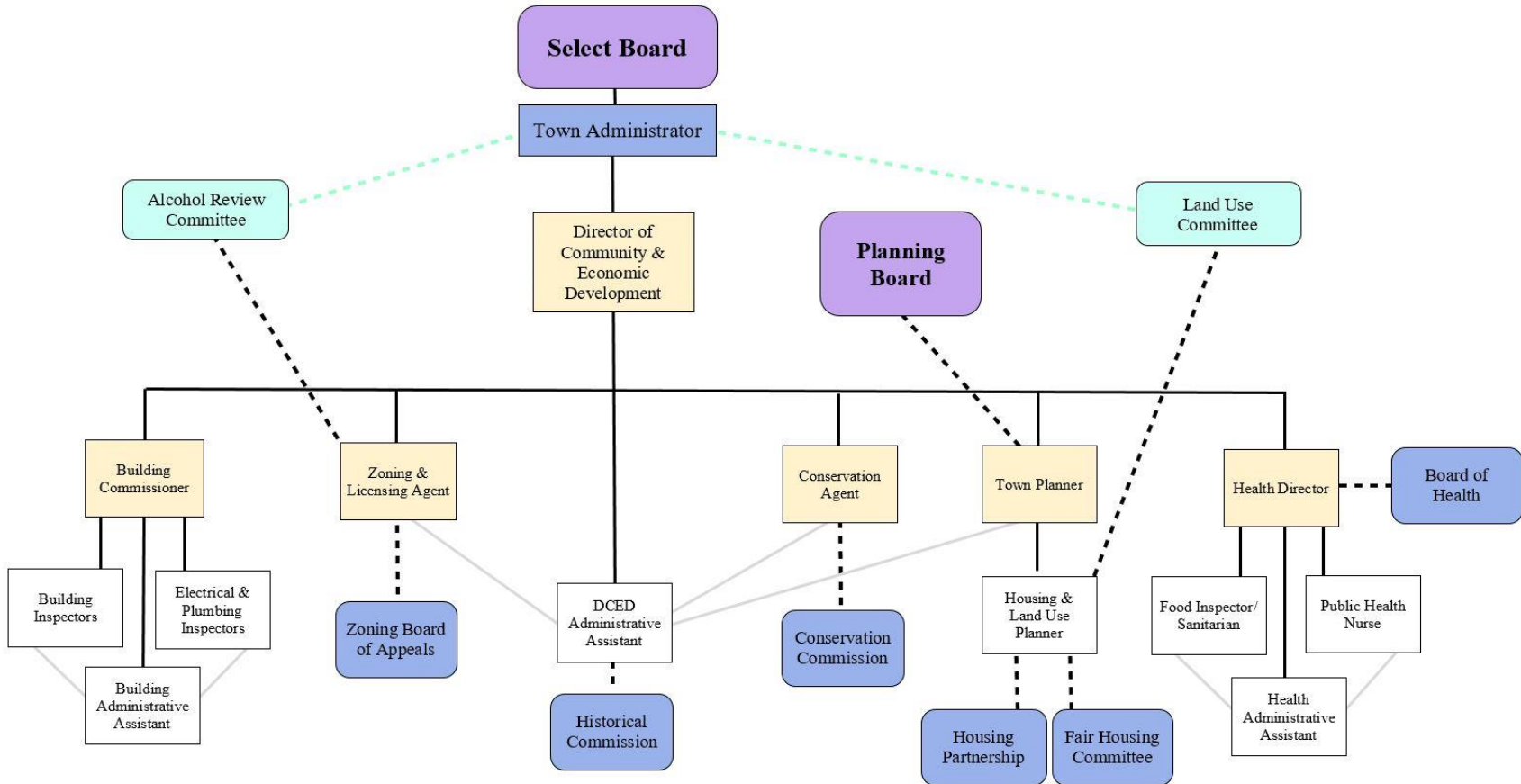
Department of Community & Economic Development

- Building Division
- Planning Division
- Conservation Division
- Zoning Division
- Licensing Division
- Housing Division
- Health Division
- Economic Development
- Historic Preservation Division

DCED Provides Assistance to Elected and Appointed Boards

- Planning Board
- Zoning Board of Appeals
- Conservation Commission
- Board of Health
- Housing Partnership
- Fair Housing Committee
- Westwood Historical Commission
- Alcohol Review Committee
- Land Use Committee

Department of Community & Economic Development (DCED)



DCED Ongoing Projects

- University Station Development
 - Home2 Hotel
 - Proposed Dana Farber Facility
 - Core Retail Renovations
- Islington Center Redevelopment Project
 - Neroli Mercato
 - Neroli Ristorante
- 24M Lithium Ion Research & Development Facility
- Colbea Shell/Seasons Market Redevelopment
- Mercedes of Westwood Expansion
- Obed Baker House FMUOD Mixed-use Redevelopment

DCED Ongoing Projects

- FMUOD Mixed-use Redevelopment of K&S Printing property
- MUMFROD Mixed-use Redevelopment of Foster Block property
- Westwood Glen Community Center and Additional Dwelling Units
- Hanlon-Deerfield Elementary School Project
- Homes at 45 - OSRD Development of former Westwood Lodge
- Westwood Estates Subdivision – Hedgerow Lane
- Comprehensive Plan Implementation
- Updates to Rules & Regulations
- Proposed Bylaw Amendment Warrant Articles

Planning Board

Town of Westwood Charter – Section 4

4-4-1. A planning board of 5 members shall be elected for 3-year overlapping terms. Members shall serve without compensation.

4-4-2. The board shall meet regularly and shall maintain a public record of its proceedings, resolutions and determinations.

It shall be responsible for the general, physical, economic and environmental planning of the town under the General Laws, this charter and town by-laws.

Planning Board

Potential 2023 Warrant Articles:

Zoning Bylaw Amendments

- Section 7. 1 – Earth Material Movement EIDR Approval
 - Allow Administrative EIDR Approval
- Section 7.3 – Environmental Impact & Design Review (EIDR)
 - Strengthen EIDR Design Standards to promote sustainability
 - Require Rooftop Solar on new Commercial Structures

General Bylaw Amendments

- New Tree Preservation Bylaw
- New Dumpster Maintenance Bylaw

Planning Board

Upcoming Meeting Schedule:

December 13

Review initial draft articles and consider additional articles, if desired

January 3

Review draft articles for short form of public hearing notice

January 24

Review draft articles for long form of public hearing notice

February 7

Opening of Planning Board Public Hearing

Receive public comment and consider recommended revisions

Provide draft text to Finance & Warrant Commission for February 28/March 1 Fincom Public Hearing

March 7

Continued Planning Board Public Hearing

Receive public comment and consider recommended revisions

Consider revisions recommended at February 28/March 1 Fincom Hearing

Provide revised text to Finance & Warrant Commission for March 28/29 Fincom Public Hearing

March 21

Continued Planning Board Public Hearing

Receive public comment and consider recommended revisions

Provide final text to Finance & Warrant Commission for March 28/29 Fincom Public Hearing

April 11

Close Planning Board Public Hearing

Make recommendation to Annual Town Meeting

Westwood Finance and Warrant Commission
OCTOBER, 12, 2022 REMOTE MEETING
ZOOM WEBINAR
7:00 PM
Meeting Minutes
Approved – please see amendment below.

Finance Commission Chairperson George Hertz called the meeting to order at 7:00PM.

Finance and Warrant Commission members who were present: William Bruce Jr., John Carey, James Ferraro, Rene Gauthier, Mike Gay, George Hertz, Angeila Hughes, Caitlyn Jurczak, George Laham, George Maroun, Kristina Patyjewicz, Christopher Poreda , Sean Weller and Alexander Yale.

Chairperson Hertz then granted permission to Westwood Media Center to live stream and record the meeting. He also asked if anyone else would like to record this meeting.

He then welcomed all participants, members, presenters and members of public and press to the FinCom October 2022 meeting.

The Finance Commission administrator, Ms. Wong then called the ROLL. Chairperson Hertz hopes the next meeting will be an in person meeting. He then stated that he will make a Herculean effort to make the voting meetings to be all in person.

Afterwards, Chairperson Hertz led members in the Pledge of Allegiance.

Members were provided with the final agenda and all other related material prior to the meeting.

The Evening's Presenters:

- Robert Gotti- Select Board Chair, Christopher Coleman- Town Administrator and Pam Dukeman- Finance Director/Asst. Town Administrator: Budget Update and Planning

The Chair introduced the evening's first presentation. Robert Gotti (Select Board Chair), Christopher Coleman (Town Administrator) and Pam Dukeman (Finance Director/ Asst. Town Administrator) were present. Chairperson Hertz gave an honorable mention to Ms. Dukeman for her tremendous service for the town. Mr. Gotti and Mr. Coleman gave a detailed presentation on the town's status, this year's budget update, the 5 year Capital planning and the build of next fiscal year budget planning. Mr. Gotti stated that Ms. Dukeman will send the Finance Commission members additional documents that referenced their Select Board meeting the previous night. During their presentation, Mr. Gotti mentioned they will reinstate the Long Range Financial Planning Committee and the FY24 budget will be presented to Finance Commission members in February 2023. Mr. Gotti, Mr. Coleman and Ms. Dukeman spent

considerable time answering members' questions at the end of their presentation. Chairperson Hertz thanked Mr. Gotti, Mr. Coleman and Ms. Dukeman for their excellent work and answering all questions on the town budget planning.

Mr. Gotti announced there will be a public thank you for Pam Dukeman next Thursday, October 20th, 4PM at the Westwood Public Library.

-Emily Parks – Westwood Public Schools Superintendent and Abigail Hanscom – District's Director of Student Services: Update on Westwood Public Schools

Next, the Chair introduced the evening's second presentation. Emily Parks, WPS Superintendent and Abigail Hanscom, Director of Student Services were present. Also present were some members of the School Committee. Ms. Parks went over the schools' budget development process and the annual budget drives. She then provided specific examples that explains their school budget increases and capital needs. Ms. Hanscom highlights that one of their budget increases are driven by special education costs. After their presentation, they spent considerable time answering member's questions. Chairperson Hertz thanked Ms. Parks and Ms. Hanscom for their wonderful presentation. He then paused the Q&A to allow Ms. Parks to move on with the next presentation.

-Emily Parks – Westwood Public Schools Superintendent and Maya Plotkin – SBC Chair, School Committee Member: Hanlon Deerfield Elementary School Building Project Update

Ms. Emily Parks led this presentation with SBC Chair, Maya Plotkin. They were joined by John Cummings, Roberto Fitzgerald (D+W), Bryan Jarvis, Chin Lin, and Donald Walter (D+W). Ms. Parks gave an overview of how the Hanlon Deerfield School Project started and what processes occurred throughout. Then Ms. Parks shared some animated previews of the upcoming school building. Ms. Plotkin provided an update on their budget costs and a timeline of when the Hanlon Deerfield Elementary School will be completed. Towards the end of their presentation, a Q& A took place. Chairperson Hertz thanked Ms. Parks, Ms Plotkin, and Mr Cummings for attending and giving a wonderful presentation.

Amendment: There was a budget follow up question for Ms. Dukeman – what is the difference in interest rate for what was executed versus what was projected for the new school? What was the impact over the 30 years in financing?

Member Discussion:

- There will be a separate capital budget group this year. The chair hopes that the members will have a role in long range financial planning even with the restrictions that the Town Charter has in place. Then the chair requested members to decide which sub-committee they would like to participate in and inform the Ms. Wong on their decision.
- Chairperson Hertz clarified the difference between remote participation vs. Zoom meetings. A member is only allowed to call in by phone as there is no Zoom option for an in person meeting. If a member has a reasonable excuse and wishes to participate remotely, they will need to submit a request form to Ms. Wong. The form will need to be approved and signed off by the Chair and then submitted to the Town Clerk for recording purposes.
- A town resident emailed the Finance and Warrant Commission members in regards to a letter sent to the Fire Department. The letter included a response from Chief Decker. This issue will be addressed with the Public Safety Committee.
- Members were asked to review and approve the meeting minutes for Sept. 08, 2022. A motion was offered and seconded. A ROLL call took place. Eight members approved the minutes and five members abstained. Two members were not present for the vote.

Chairperson Hertz asked if there were any questions from the public and press. There were no questions from the public and the press.

Chairperson Hertz thanked members for attending and asked for a motion to adjourn. A motion was offered and seconded. Hands were raised in place of the ROLL CALL vote and the Chair declared a unanimous vote in favor of adjourning.

Meeting Adjourned at 9:21PM

For a complete video of the 10/12/22 FinCom meeting please see the following link:
<https://westwoodmediacenter.tv/>