

TOWN OF WAYLAND – TOWN CLERK’S OFFICE  
NOTICE OF MEETINGS OF TOWN BOARDS/COMMITTEES/COMMISSIONS

Posted in accordance with the provisions of the Open Meeting Law

[www.mass.gov/ago/openmeeting](http://www.mass.gov/ago/openmeeting)

PLEASE TYPE OR PRINT LEGIBLY

NAME OF BOARD/COM: Finance Subcommittee (of the School Committee)  
FILED BY: Diane Marobella  
DATE OF MEETING: Monday, November 16, 2020  
TIME OF MEETING 12:15 PM  
PLACE OF MEETING: Wayland Town Building

NOTE: Notices and agendas are to be posted at least 48 hours in advance of the meetings excluding Saturdays, Sundays and legal holidays. Please keep in mind the Town Clerk’s business hours of operation and make the necessary arrangements to be sure this notice is received and stamped in an adequate amount of time.

In compliance with the revised Open Meeting Law requirements, we will live stream the meeting via Zoom, and in some cases on WayCAM. No in-person attendance of members of the public will be permitted. The Zoom meeting can be entered using the following link:

To make a public comment via Zoom, perform a virtual “hand raise.” The meeting moderator will contact you via a chat message to acknowledge your request and will inform the chair of your request to comment. Instructions for performing a virtual “hand raise” can be found at <https://support.zoom.us/hc/en-us/articles/205566129-Raising-your-hand-in-a-webinar>

AGENDA

12:15 PM

1. Comments and Written Statements from the Public
2. Financial Matters
  - a. Update on town and school finances including any changes to the FY21 Budget Summary, COVID-related expenses, reimbursements and potential funding sources.
  - b. Review of Special Revenue Budgets including updates on fee-related revenue
  - c. Review and discussion of Budget Guidelines, Budget Calendar and budget process
  - d. Review and discussion of FY22 Capital Budget and Capital Improvement Requests including scope of work, cost estimates, scheduling, prioritization and regrouping of projects.
  - e. Review and discussion of the Five-Year Capital Plan including scheduling, prioritization and updated capital requests
3. Administrative Matters
  - a. Future Agenda Topics and Next Meeting Dates
  - b. Receive Updated Status on Outstanding Projects by the Business Administrator
4. Matters Not Anticipated by the Chair
5. Approval of Minutes
  - a. Oct 9, 2020
  - b. Oct 30, 2020

2:15 PM

6. Adjournment

“The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law