

Town of Harwich  
Your Finance Committee  
October 2023

### Who We Are

Massachusetts General Municipal Law Chapter 39 Section 6 states that every town, whose valuation for purpose of apportioning the state tax exceeds one million dollars, shall establish by appointment or election a Finance Committee. The Town of Harwich has a finance committee of 9 members appointed by the Town Moderator. Members are volunteers and serve for three-year terms. Committee members may not serve more than 3 consecutive terms.

The Committee elects a chairperson, vice chairperson and clerk. The Chair coordinates and conducts the operation of the committee. Meetings are recorded and can be viewed on YouTube or the town's public access channel. Chapter 9 of the Town Charter specifies the duties and responsibilities of the committee. Members may not simultaneously serve on any other Town committee except for the two members chosen to serve on the Capital Outlay Committee.

### What our Primary Responsibilities Are

The primary responsibility of the Committee is to review the proposed Town operating budget, analyze its potential financial impact, and present recommendations to Harwich residents at Town Meeting on the budget and any other matters being considered that require a vote by the towns' people. The Committee may also provide recommendations with regard to town fiscal operations. The finance committee may consider any matter they feel will have a fiscal impact on the town, as well as any other matters the committee feels are relevant.

### How We Fulfill Our Responsibilities

Finance Committee actions include:

- Review the proposed Town budget and conduct budget hearings to get a clear understanding of the funds being requested
- Review and make recommendations on reports of Town fiscal operations
- Act on budget transfers that are proposed during the course of the fiscal year
- Attend meetings of the Capital Outlay Committee
- Review and make recommendations on the Capital Outlay Plan
- Work with the Select Board on matters involving town finances
- Arrange for the issuance of an updated and comprehensive report on the Town's debt (Authorized spent, Approved unspent, and Proposed), inclusive of principal and interest FY 2022 to FY 2050