

**MINUTES
HARWICH FINANCE COMMITTEE
THURSDAY, FEBRUARY 9, 2023 6:00PM**

Members present: Peter Hughes, Karen Doucette, Mark Kelleher, Dan Tworek and Mark Ameres. Dana DeCosta was present virtually. The Chair declared a quorum was present.

Call to Order: The meeting of the Finance Committee was called to order by Peter Hughes, Chairman on February 9, 2023 at 6:00PM.

Approve minutes of January 19, 2023

Mr. Tworek moved to approve the minutes of the January 19, 2023 meeting, 2nd by Mr. Ameres. Vote 6:0 in favor. Motion carried unanimously.

MMA Conference Feedback

Mr. Kelleher attended the conference and offered a description of what topics were discussed and the notable people who attended the conference. He also noted helpful information from the trade show and encouraged other members to attend in the future.

Debt Schedule Update

Mr. Hughes had previously distributed Financial Reports from the Finance Director to Committee members. It appears that Wastewater phase one and two of East Harwich were not included. Mr. DeCosta did receive information from Richard Waystack which he and Ms. Gallucci need to complete documents. Mr. Hughes noted that he and Ms. Gallucci met with Dan Pelletier, Water Superintendent and Noreen Donahue, Water Commission and he shared the information that they received. Dana and Michele will provide a debt schedule/analysis at our next meeting.

Report 5 Received from the Finance Director

- Budget Historical Actuals Comparison
- Receipts
- ReCap Sheet
- Revenue History
- Free Cash Calculation

February 9, 2023

Mr. Hughes noted that Committee members should become familiar with these reports as they move forward. Mr. DeCosta suggested particular items that should be looked into. He will prepare a list of questions and items for the next meeting.

Announcements:

Capital Outlay Plan Public Hearing March 9 @ 6PM
FY24 Budget Public Hearing March 9 @ 6PM

Mr. Hughes suggested using the multipurpose room to have more space for the March 9th meeting. Mr. DeCosta will look into the possibility of having cameras in that room.

Dana to work on notices for the hearings:

Mr. DeCosta gave an update on the notices for the Public Hearings. The location of the hearings will be on the agenda.

Mr. Hughes reminded members of the meeting on Saturday, March 4th. It is a joint meeting with the Board of Selectmen to discuss budget items. The Town Administrator will be turning the Budget over to the Finance Committee soon. Ms. Doucette will update the tracking spreadsheet.

FinComm Liaison Updates:

Mr. Kelleher updated on the Monomoy Regional School 3.8 % increase and other issues that they are facing. He commented on enrollment and that they are doing a great job.

Other:

Mr. Hughes referred to a document from the clerk regarding ethics training. All Committee members are required to access the training through the State website by April 7, 2023.

Adjournment:

Mr. Ameres moved to adjourn, 2nd by Mr. Kelleher. Vote 6:0 in favor. Motion carried unanimously.

Meeting adjourned.

February 9, 2023

Respectfully submitted,

Judith R. Moldstad
Board Secretary

February 9, 2023