**TOWN OF HARWICH, MA 02645**

**Community Center**

**100 Oak Street**

**FINANCE COMMITTEE MEETING**

**MINUTES**

***Community Center, Room #3***

*Thursday, July 13, 2017*

*6:30 P.M.*

**Present:** Chairman, Jack Brown; Mark Ameres; Jon Chorey; Noreen Donahue; Laurie Gillespie-Lee, and Dana DeCosta joined the meeting at 6:33 PM.

**Absent**: Ed McManus.

**Also Present:** Town Administrator, Chris Clark; Larry Ballantine and Town Finance Director, Carol Coppola

**Call to Order:** Chairman Jack Brown called the meeting to order at 6:31 PM.

1. **Minutes of June 22, 2017**

 **Motion made by Jon Chorey to approve the minutes of June 22, 2017 with the spelling correction of Carol Coppola. Seconded by Laurie Gillespie-Lee.**

 **Vote: 5-0-0.**

1. **Approve Budget Transfers to close out FY17**

**Motion made by Noreen Donahue to Approve the Budget Transfers to Close out FY17 Budget. Seconded by Mark Ameres. Vote: 6-0-0.**

Discussion: Chris Clark gave explanation of process and reasons for Transfer to close out FY 17.

1. **Discussion of Finance Committee Liaisons Assignments**
2. **A. Discussion of Town e-mail addresses for Finance Committee**

Larry Ballantine BOS, Liaison to the Finance Committee, discussed the issue of assigning Town e-mail addresses. Chris Clark asked the Board Secretary to send him a list of the current e-mail addresses for Finance Committee Members so he could speak with Foster Banford regarding assigning the e-mail addresses.

 B. Discussion of two Finance Committee openings.

 C. Chris Clark discussed Saquatucket Water Side and Land Side issues:

* Army Corp of Engineers have a “green light” but timing is still undetermined
* Landside Bids 3M; Waterside 1M; grants to offset costs; hope to do both projects in the fall
* Discussion of sidewalks and bus stop to Ferry access

 D. Mr. Clark discussed coverage of vacancies. He is personally covering vacancies and has a time line for filling the vacancies in September.

 E. Mr. Clark gave an update of Middle School Leasing

* Collecting data for two year period
* Revenue to be put in a separate fund
* Recreation Program to offset expenses in the future. Mr. Clark discussed operation costs vs income and insurance.

1. **Discussion:** No Finance Committee Meeting in August; September – Joint Meeting with BOS
2. **Adjourn**

**Motion made by Mark Ameres to adjourn 7:24 PM. Seconded by Jon Chorey. Vote: 6-0-0.**

Minutes respectfully transcribed by Marie Hickey, Board Secretary