

## Harwich Finance Committee Meeting Minutes

---

*Thursday, March 22<sup>nd</sup>, 2018 at 7:00pm*

**Harwich Community Center, Rm 4**

**100 Oak St., Harwich, MA**

**Members Present:** *Jack Brown (Chair); Dana DeCosta; Laurie Gillespie-Lee; Mark Ameres; Edward McManus*

**Members Absent:** *Jon Chorey*

**Others Present:** *Carol Coppola (Finance Director); Anita Doucette (Town Clerk); John Doucette, Dave Dickson (CPC), Charleen Greenhalgh (Town Planner)*

**I. Call to Order** The meeting was called to order at 7:00pm by Mr. Brown.

### **III. Topics for Discussion**

#### **A. Meet with Assistant Town Administrator and discuss possible Town Clerk Position Salary Plan.**

The Chair recused himself from further discussion noting he reached out to the ethics commission and is waiting for a response. He requested that DeCosta take over as Chair for the purposes of this discussion.

DeCosta noted that the FinCom subcommittee voted unanimously to pass a plan regarding elected positions not including the Town Clerk position. He asks the Town Clerk whether she sees any issue of having a range on the salary and she states there is no issue if everything is made clear at the town meeting.

The salary range includes 10 steps which is based on years of service, not Town population or candidate's education and the Town Administrator is responsible to slot the candidate on the salary scale.

DeCosta reviewed the history of the percentage increases over time for the Town Clerk position and Doucette notes she is the least paid Town Clerk based on years of service.

- On a motion by McManus seconded by Gillespie Lee we move to accept and adopt **Article 3: Elected Officials Salaries in Budget.**
  - 1 abstention, none opposed, approved 1-0-4.

#### **B. Discuss Remaining Warrant Articles and vote as presented or vote amendments.**

Discussion of Articles 34-37 related to Marijuana:

Greenhalgh reviewed timeline for relevant voting, bans and regulations for marijuana-related activities starting with the May 2017 Town meeting that approved a Temporary Moratorium on the resale sale of recreational marijuana. (see attachment).

At the request of the BOS, Greenhalgh drafted a Use Special Permit Bylaw outlining "Time, Place, Manner" for the retail sale of recreational marijuana. She clarifies that none of the Articles prohibit the use of recreational marijuana and - only its retail sale.

McManus notes the articles go beyond banning retail sale. They also limit potential economic opportunities such as lab or manufacturing facilities resulting in well-paying production jobs in relatively unobtrusive buildings. All marijuana uses as per the Warrant have laid out activities as one class of use rather than making a division between industrial and small use activities. There was no discussion regarding the financial implications on Cape towns of this industry. We're missing an opportunity to look at new sources of revenue. None of the articles were drafted with the view of the Cannabis Control Commission in mind. The process should have been slowed another six months.

Gillespie-Lee also feels that we're limiting ourselves from potential economic revenue as a result of this industry.

Brown added there is a tendency of government to overstep. Passing up the financial aspect of it is unadvisable. Further discussion should have happened to deeply understand the consequences, particularly relating to the effect on medical marijuana.

DeCosta proposes that McManus craft an amendment in response to the committee's concerns for the existing articles. McManus will also gather information for next meeting regarding financial impacts.

- On a motion by DeCosta seconded by Ameres we move no recommendation pending further information on **Article 34: Amend Zoning - Marijuana Establishment Ban**, a no-charge article.
  - No abstentions, none opposed, approved unanimously.
- On a motion by DeCosta seconded by Ameres we move no recommendation pending further information on **Article 35: Amend By-Laws – Marijuana Establishment Ban**, a no-charge article.
  - No abstentions, none opposed, approved unanimously.
- On a motion by DeCosta seconded by McManus we move to accept and adopt **Article 36: Amend Zoning – Marijuana Temporary Moratorium**, a no-charge article.
  - No abstentions, none opposed, approved unanimously.

- On a motion by DeCosta seconded by McManus we move no recommendation pending further information on **Article 37: Amend By-Laws – Marijuana Establishment Rec Use**, a no-charge article.
  - No abstentions, none opposed, approved unanimously.

### **Discussion of Article 4: Town Operating Budget:**

Overall, the committee feels the budget is high, particularly the debt service portion. Members reviewed and discussed an OT handout outlining departmental use of OT budgets. DeCosta notes that providing a fixed budget and asking them to manage it would be preferable. If an event occurs where additional funds are needed, they could request more budget. (See sheet in attachment).

The chair notes that given the trend of increasing OT, something needs to be done. There is a lack of either shift planning, people and/or Union management rules.

McManus notes that some of this OT is driven by labor contracts and mandatory manning requirements which are out of each department's control. These positions work in service of the Town's population. People get hurt on the job. Unexpected scenarios arise. Provisionals is one of the keys to reduce this budget.

In conclusion, FinCom would like to find a way to reduce the overall budget increase. Even a partial reduction would be helpful.

There are other areas in the budget, such as the addition of a 2<sup>nd</sup> IT person that lack a plan that outlines specific needs/requirements. The Committee would like to review actual need for the Town before adding additional resources.

- On a motion by DeCosta seconded by McManus we move no recommendation pending additional information **Article 4: Town Operating Budget** at \$37,045,888.
  - No abstentions, none opposed, approved unanimously.
- On a motion by DeCosta seconded by McManus we move to accept and adopt **Article 10: Fund Facility Maintenance and Repairs** at \$825,000 from available funds.
  - No abstentions, none opposed, approved unanimously.

### **III. Adjourn**

Motion to adjourn by DeCosta seconded by Ameres.

Adjourned at 9:05pm.

Respectfully Submitted,  
*Sarah Manion*