

# FINANCE COMMITTEE MINUTES

Meeting: February 22, 2023

**Committee Members Present:** Mary Shaw, Chair; Rick Knight; Roy Merolli (Remote Participation); Joanna Buffington; Tom Gardner (Remote); Russ French; Peter Wade; Tom McNamara

**Staff & Other representatives:** Jacqui Beebe, Town Manager (Remote Participation); Rich Bienvenue, Assistant Town Manager/Finance Director; John Roughley, DPW Director (departed approx. 6:47); Art Autorino, Select Board Representative

**Members Absent:** None

---

## 1. Call to Order

- Meeting called to order at 5:00 pm. This is an in-person meeting with remote participation via Zoom.

## 2. Review and vote on Minutes – No minutes presented; action deferred.

## 3. Review of FY 24 Operating Budget (Selected departments)

- Rich Bienvenue introduced the Public Works budget and turned over to John Roughley to present. John Roughley discussed department operations and requested budget. Discussion and questions from Finance Committee members – concluded approximately 6:47
- Departments/Divisions covered included:
  - Highways, Natural Resources, Sanitation, Maintenance, Water Enterprise Fund – including status of ongoing water project.

## 4. Old Business

- Mary Shaw inquired regarding the status of meetings on 3/20/23. Jacqui Beebe clarified that the Master Plan update meeting is a presentation to the Select Board on 3/20/23. The Budget Hearing is also on the same date and will be a joint meeting.
- Mary inquired as to the status of the Capital Projects Committee. Jacqui Beebe indicated that the formation of the Committee has not yet been started.
- Mary Shaw and Art Autorino interviewed Finance Committee candidate, Paul B. Brown, and will likely be recommending appointment.

## 5. Town Manager Report and Staff Updates

- Jacqui Beebe provided a verbal update on several matters and responded to Committee member questions.
  - Town staffing
  - Request for design/engineering money for wastewater likely for Town Meeting
  - Pursuing a joint watershed plan with the Town of Orleans
  - Working on agreements with the Town of Wellfleet to extend water mains to the Maurices site.
  - Town Center Plaza septic sitework is underway
  - Request for Proposal for the Beach Plum Motel septic to be issued soon.
  - Inquiry regarding petitioned articles- None received yet for Annual Town Meeting.
  - Inquiry regarding Memorandum of Understanding with the four Outer Cape Towns – no progress since last meeting, not likely to be progress during budget and Town Meeting season among the Towns.
    - Discussion regarding performing a survey of community members on shared services
  - Inquiry regarding the use and application of Family Support Package funds – no further Town Meeting action needed.

## 6. New Business

- Mary Shaw reminded Committee Members about completing the required Conflict of Interest training.
- Mary Shaw discussed the timing and completion of the Finance Committee letter for the Town Meeting Warrant.
- Discussed upcoming March 15, 2023, budget meeting for educational services. Meeting will be a joint meeting and be held at Library.

## 7. Adjourn

- Motion by Russ French to adjourn the meeting, 2<sup>nd</sup> by Tom McNamara. Vote: 8-0. The meeting was adjourned at 7:05pm.