

**MINUTES  
FINANCE COMMITTEE**

**Meeting:** August 10, 2022

**Present:** Mary Shaw, Clerk; Roy Merolli; Tom Gardner; Peter Wade; Rae Ann Palmer; Rick Knight; Joanna Buffington; Russ French; Art Autorino, Select Board Representative; Jacqui Beebe, Town Administrator; Rich Bienvenue, Assistant Town Administrator/Finance Director

**Members Absent:** None

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Mary Shaw called the meeting to order at 5:00 PM. This is an in-person and remote meeting via Zoom.

- **Approval of Minutes**
  - Roy Merolli motions to accept the minutes of the July 13, 2022, meeting, second by Rae Ann Palmer. Roll Call Vote: 5-0-3, Joanna Buffington, Rick Knight, Russ French abstained. Motion passed.
  
- **Interview of Finance Committee Candidates**
  - Paul Brown interview and follow up questions from approximately 5:05 – 5:20.
  - Thomas McNamara interview and follow up questions from approximately 5:30 – 5:50.
  - Discussion amongst members regarding the relative merits and benefits of each candidate.
  - Mary Shaw motions for the appointment of Thomas McNamara as the Finance Committee appointment, seconded by Peter Wade. Roll Call Vote: 8-0-0. Motion passed unanimously.
  
- **Nomination and Election of Officers for FY 2023** – Taken out of order between candidate interviews approximately 5:20 – 5:30.
  - Rae Ann Palmer nominates Mary Shaw for Chair, 2<sup>nd</sup> by Russ French. Vote: 8-0-0, Mary Shaw is voted unanimously as Chair.
  - Mary Shaw nominates Rae Ann Palmer as Vice Chair, 2<sup>nd</sup> by Joanna Buffington.
  - Russ French nominates Peter Wade as Vice Chair, 2<sup>nd</sup> by Rick Knight.
  - Initial roll call vote: Peter Wade votes for RP; Joanne Buffington votes for RP; Roy Merolli votes for PW; Rick Knight votes for PW; Mary Shaw votes for RP; Rae Ann Palmer votes for RP; Russ French votes for PW; Tom Gardner votes for PW
  - The result of the initial roll call vote was a 4-4 tie.
  - Peter Wade changes his vote to abstain.
  - The final result of the vote is 4 votes for PW, 3 votes for RP, 1 abstention – Peter Wade is voted as Vice Chair.
  - Rick Knight nominates Rae Ann Palmer as Clerk, 2<sup>nd</sup> by Russ French. Vote: 8-0-0, Rae Ann Palmer is voted as Clerk.
  
- **Capital Project Liaisons**
  - Discussion on liaisons to various capital project committees.
  - Current liaisons are Water Project – Russ French; Wastewater – Peter Wade; NRHS Renovation – Peter Wade; Rock Harbor – Tom Gardner.
  - Consensus of the committee to maintain current liaisons – no vote taken.

- **Staff Updates**
  - Rich Bienvenue provided a brief update as to the status of the year-end closing procedures and of the tax rate setting process.
  
- **Town Administrator Report – Jacqui Beebe provided an update on several topics**
  - Town has closed on the two property acquisitions approved at Town Meeting – we are creating a punch list of items that need to be addressed with each of the buildings.
  - The Open Space and Recreation Committees are meeting to update the Open Space and Recreation plan, and meeting with Housing Trust to review potential acquisition of future parcels that may become available.
    - Ultimately looking to obtain consensus and create a Land Management Plan.
  - Master Planning process for T-Time, Town Center Plaza, and COA sites is underway. A public meeting to review concept drawings is scheduled for October 12, 2022.
  - Wastewater planning – hydrological testing is in process with a target of completing work for issuance of a draft for discussion in the Fall. Anticipated to file a plan with MA DEP in the Spring.
    - Likely to be looking for wastewater funding at the FY 2024 Annual Town Meeting and for significant funding in FY 2025 Capital Plan/Budget.
  - Water Project – Award for the well station contract being issued. Discussion regarding the potential extension of the water system into South Wellfleet.
  - Rock Harbor – It was determined not to redesign or rebid the original project. Town is now looking at seasonal alternatives to provide presence at the harbor.
  - Route 6 Corridor – Select Board received an update recently from the engineering firm completing study work that highlighted several potential redesign possibilities. Additional traffic studies are being completed during August prior to finalizing work and presenting conceptual design recommendations.
  - Goal Setting – the Select Board will be undergoing their annual goal setting process.
  - The Town has hired a new DPW Superintendent, John Roughley, who is starting 9/6/22.
  - Mary Shaw inquired about the status of the recommendations from the ADA report – a staff committee will need to be formed to begin addressing the recommendations.
  
- **New Business**
  - No further new business.
  
- **Adjourn** – Motion by Russ French, 2<sup>nd</sup> by Mary Shaw. Roll call vote 8-0-0, passed. The meeting adjourned at 6:45 pm.

Respectfully submitted,

Rae Ann Palmer, Clerk