

**Wellfleet Finance Committee
Virtual Zoom Meeting
Wednesday June 9, 2021; 7:00PM
Meeting Minutes**

Members Present: Fred Magee, Chair; Ira Wood, Bob Wallace, Linda Pellegrino, Jeff Tash, Kathy Granlund; Moe Barocas, Jen Rhodes, Steven Polowczyk.

Others Present: Karen Plantier, Committee Secretary; Charles Sumner Town Administrator.

Chair Magee called the meeting to order at 7:00.

Announcement:

None

Minutes – Meeting minutes for May 26, 2021.

To Approve Motion Tash Second Barocas Vote 6/0 Accepted

Discussion with Town Administrator Charlie Sumner

TA Sumner spoke: Two individuals to assist with accounting will be Lisa Souve, and Mary McIssac and treasurer. Lisa will manage the fiscal operations. In 2021 will start a new chart of accounts to manage the fiscal accounts. Mary will be going back 2 years into the records and then move forward, July 1 2021. The system that will be the VADAR system.

Mary has looked at current issues: Errors, made, coding, revenues, expenditures. Most of the errors are modest in nature. There will be training on the software platform that we have. This will take 6-10 months of work to get through the issues highlighted by management letter of the audit.

Admin work plan – Listed them identify auditors' recommendation. Who we are working with, and an action plan – Date of Completion. Get a % of completion. Every two weeks report will be updated.

This plan will then go to the Selectboard with a status report, any problems or needed resources.

There was an arrangement for Mass Dept Revenue to come in and do a review. They will give us a report of recommendations. After town meeting, Sumner will have them come in and do a review. That currently is on hold until after town meeting.

There has been significant turnover in the accounting area over the past two years.

2019 Audit there was not a Management Letter produced, and a new audit software was installed. There were issues via new software and auditing firm did not provide the Management Letter. Auditing firm is under contract for one more year. The Town of Brewster is still using Bob Brown & Associates. Forming an audit committee would have some added benefit to the overall town. They would help with the selecting of the auditing company. Replacing the auditor should be completed every few years. {Part of best practices}.

The old software systems had some overall issues. It was appropriate to change to another vendor. Chatham and Brewster both use VADAR. The problem was not the software system. The base balances from the old system needed to move into the new system however that was not done. The system was flawed from the start. The system revenue projection feature was never working appropriately. It would be beneficial if the system could be stress tested on the recommendations. Is there a way to quantify the cost of cleaning this situation to get the town back on track? There would be a report for updates maintaining the investment on this process in a spreadsheet provided to the Finance Committee if they desire.

Warrant Review – Outstanding articles requiring FinCom votes.

Article 1 FY 2022 Operating Budget

Reserve Recommendation	Motion Polowczyk	Second Granlund	Vote 9/0
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Article 2 FY2021 Budget Transfers

Reserve Recommendation	Motion Polowczyk	Second Granlund	Vote 9/0
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Article 3 FY 2022 Capital Budget

Reserve Recommendation	Motion Polowczyk	Second Granlund	Vote 9/0
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Article 5 Water Enterprise Fund

Recommend	Motion Polowczyk	Second Pellegrino	Vote 9/0
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Article 6 Prior Year Invoices

Recommend	Motion Polowczyk	Second Granlund	Vote 9/0
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Article 7 Wellfleet Police Officers Union Contract

Recommend	Motion Wood	Second Polowczyk	Vote 9/0
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Article 8 Non-Union & Other Personnel Compensation

Reserve Recommendation	Motion Wood	Second Barocas	Vote 9/0
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Article 16 DPW-Replace backstops at Baker's Field.

Recommend	Motion Polowczyk	Second Wood	Vote 9/0
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Article 17 Amend Rate of Local Excise Tax on Short Term

Recommend	Motion Wood	Second Polowczyk	Vote 9/0
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Article 18 Main Street/RT6 Engineering design

Recommend	Motion Wood	Second Tash	Vote 6Y/2N /1A
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Article 19 Enhanced Septic System Upgrade Program

Reserve Recommendation Motion Polowczyk Second Wood Vote 9/0

Article 20 Wastewater Commercial Street PRB

Reserve Recommendation Motion Polowczyk Second Tash Vote 9/0

Article 21 Wastewater Mitigation 95 Lawrence Road

Recommend Motion Wood Second Polowczyk Vote 9/0

Article 25 Disposal of Dredging Spoils

Recommend Motion Polowczyk Second Barocas Vote 9/0

Article 26 Wellfleet Harbor Flora and Fauna Survey

Reserve Recommendation Motion Polowczyk Second Wood Vote 9/0

Article 37 Home Rule Petition for Real Estate xfer fee

Recommend Motion Wood Second Polowczyk Vote 7Y/1N /1A

Article 41 Expanding Residential Property

Recommend Motion Wood Second Pellegrino Vote 8/0

Article 44 Affordable Housing Trust

Recommend Motion Polowczyk Second Pellegrino Vote 9/0

Article 48 Disposable of Personal Property

Recommend Motion Polowczyk Second Wood Vote 9/0

Meeting schedule: Next Meeting

- Thursday June 24, 2021, via zoom or in person

Transfers:

- No Transfers

Liaison Reports

- No reports

Correspondence

- No correspondence

New Business

- No New Business

Meeting schedule: Next Meeting

- Thursday June 24, 2021, via zoom or in person

Committee Member Ira Wood moved, Committee Member Linda Pellegrino seconded; and it was voted to adjourn.

Meeting adjourned at 8:55 PM.

Public Records

List: Agenda for June 9, 2021, FINCOM Meeting Minutes May 26, 2021, List of Warrant Articles to be voted on, Management Audit Letter, Admin work plan.