

**Wellfleet Finance Committee**  
**Wednesday June 28, 2023 @ 7:00 PM**

**Meeting Minutes**

**Members Present:** Kathy Granlund; Chair, Ira Wood, Bob Wallace, Fred Magee, Jeff Tash.

**Others Present:** Karen Plantier, Richard Waldo, Rich Pauley

Chair Granlund opened the meeting at 7:05

**Minutes:**

**Motion:** Jeff Tash To approve the minutes from April 26, 2023 **Second:** Ira Wood **Vote:** 5/0

**Financial Update:** Everything is going smoothly for the end of the year. DOR does not have any issues with the uploads of the information. All Town Meeting numbers have been given to Department heads. DOR does not see any issues with the reports and is okay to move to FY24.

Budget FY25 process is starting again in early August. FY22 & FY23 both need to be reconciled. We are within weeks to be reconciled. DOR is happy with the stability and transparency with the Town of Wellfleet.

**Budget Schedule:**

On July 13, 2023, Rich would like to have FINCOM to do budgetary transfers & votes at the Selectboard Meeting.

DOR must have them completed and finalized by July 15<sup>th</sup>. We did some transfers at the Town Meeting. All the budget lines must be zeroed out. All FY23 bills need to have all the bills in on July 5, 2023, to pay out all the bills.

FINCOM will not meet in July and August. The Selectboard meeting will be the July meeting for FINCOM.

**Last Years Budget Process:**

Operating budget comes January. This assumes the budget book is put together by the end of December. Mid-January Police and Fire normally is done, based on the fact that the operating book is completed.

The Capital Plan should be done by October 1, and therefore needs a public hearing on this to review the FINCOM recommendations. Then the report is completed. November will be liaison reports with Department Heads and FINCOM. FINCOM does these meetings twice a month in December/January.

Have the TA put together all the CIP and then present it to FINCOM and if FINCOM has any questions then the Department Heads can come into the meetings and answer questions.

Scheduling: Rich will provide Debt Schedule to FINCOM. He will also put Revenue information on a readable form.

**Other business:**

September 18, 2023, special town meeting – borrowing authorizations two of them. Wastewater on 95 Lawrence Road and Innovative Septic systems and going through state revolving funds. Either 0% interest or 2% for the projects funding. There are subsidies on SRF Program will get \$1M I the Cape and Island Water Protection Fund. There would be 50% grant money from the Cape Island Water Protection Fund.

Next Joint Meeting: July 13, 2023, with the Selectboard. August 23, 2023 meeting potential.

Closing warrant on August 15, 2023.

Closing meeting: 8:47

Meeting was closed at 8:47