

***Wellfleet Selectboard  
&  
Wellfleet Finance Committee  
Hybrid Meeting Zoom/715 Old Kings Highway  
Tuesday February 28, 2023; 7PM  
Meeting Minutes***

**Members Present:** Ryan Curley, Chair; Michael DeVasto, Vice Chair; Barbara Carboni, John Wolf, Kathleen Bacon

**Finance Committee Members Present:** Kathleen Granlund, Chair; Fred Magee, Vice Chair (virtual); Jeff Tash, Ira Wood (virtual); Bob Wallace (virtual); Stephen Polowczyk (virtual); Moe Barocas, (virtual)

**Others Present:** Richard Waldo, Town Administrator (Virtual); Rebekah Eldridge, Executive Assistant; Deb Wagener, DLS; Zack Wagner, DLS; Marcia Bohinc; Jay Norton, DPW Director; William Sullivan, Harbormaster; Becky Rosenberg, Recreation Director; Suzanne Grout-Thomas; Jim Hood, Chair of the Water Commissioners; Jennifer Wertkin, Library Director.

Chair Called the meeting to order at 7:03pm

**I. *Announcements, Open Session and Public Comments***

**Note:** Public comments must be brief. The Board will not deliberate or vote on any matter raised solely during Announcements & Public Comments.

There were no announcements.

**II. *Consent Agenda***

**A.** Housing Choice Design ~ Elaine Mellroy, Wellfleet Housing Authority

**B.** Common Victualler Licenses

- Moby Dick's Restaurant
- Blue Willow
- Chequessett Yacht Club

**Chair Curley Moved; Board Member DeVasto Seconded; and it was voted to adopt and approve the consent agenda as presented and printed.**

**Roll Call Vote: 5-0**

**III. *Financial Management Review***

**A.** MA DOR Division of Local Services presentation on financial review  
Waldo introduced the team from DLS that would be presenting to the boards and explained this was a well thought out and detailed report. Blake began stating who he was and that the group would be presenting a slide show to both groups. The slides began explaining who this group was and what a financial management review was, and how it worked. He gave a background of what the group does. Bohinc the explained the scope of what their review was and what exactly they looked at within the town. She explained they look at the overall efficiency of the town's treasurer, and accounting department. She explained they looked through past and present employees that have worked on within the

financial scop of the town. She continued giving a “community snapshot” of Wellfleet. She then discussed professional development for staff within town hall, explaining that it shouldn’t just be the financial staff but any staff that works with budget related items. She also told the board that they need to work together as a team. She explained there needs to be more team meetings so that work is done and the staff is working together, and it allows them to have collaboration within the team. The next slide she moved on to be the recommendations for the town. Wagner was the next to speak to the boards, she couldn’t reiterate enough to the board about reconciliation between the collector, treasurer, assessor and accountant. She stated that it would go more smoothly the better reconciled they were.

Waldo thanked them for their report.

The selectboard began with questions, DeVasto began asking if DLS knew when free cash would be certified. Waldo stated he would be best to answer, he stated the job and focus right now is reconciliation of all accounts so that free cash will be certified. He stated they are still working on getting all documentation into DLS. Granlund asked if Wellfleet would be on any mandated scrutiny moving forward. It was explained that Wellfleet is not on mandated support, the Selectboard asked for this review to help identify the financial issues within the town.

Magee spoke to the board asking DLS if there was somewhat of a road map included for the staff or should all the recommendations that have been provided be a standing one that all staff should follow. Blake explained that the selectboard is the watchful eye on the staff and needs to hold those accountable. Tash spoke to the board and the DLS members, stating the challenges moving forward are the fact that the board is asking the town to bring in yet another senior staff member (finance director). He explained he sees the challenge of the need for cash. The boards discussed with the DLS members their concerns with free cash and upcoming financial issues.

**The Finance Committee adjourned their meeting.**

**Board Member Magee Moved; Board Member Tash Seconded; and it was voted to adjourn their meeting.**

**Roll Call Vote: 8-0**

**Finance Committee Adjourned at 8:35pm**

#### **IV. *Business***

##### **A. FY 2024 Department Operating Budget**

Chair Curley asked to take some of the budgets out of order. Asking that the water enterprise be brought forth after the TA budget. Waldo began screen sharing a spreadsheet of the overall budget. HE explained that the overall budget was an increase of 6.25%. He gave a brief rundown of the financial forecast. Waldo continued to show the spreadsheets of operating budget, and financial forecast budgets. He stated that all the staff worked hard on their individual budgets.

- ***TA Budget***

Waldo began with a brief overview of his budgets and explained them using a spreadsheet.

- *Water Enterprise*

Hood broke down the water enterprise budget and explained to the board some numbers within the budget are incorrect and he explained the water budget in great detail. The board had some questions for Hood, and he explained the structure.

**NO ACTION WAS TAKEN**

- *Marina Enterprise*

Sullivan Came to the table to discuss the Marina Enterprise Budget, He explained that there is an increase in fees of 7%. He gave a break down of his budgets. He spoke about his budget and explained each line item. The board had some questions for both Sullivan and Waldo regarding the budget.

**Chair Curley Moved; Board Member Wolf Seconded; and it was voted to approve the FY 2024 Marina Enterprise Budget as printed.  
Roll Call Vote: 5-0**

- *Recreation*

Rosenberg came to the table next to present her budget. She gave a description of her budget and spoke about bonuses and pay increases for staff members. She stated the programs she would like to restore in the programs she is running. It was asked if nonresidents paid the same for lessons as residents. Rosenberg explained there is an incremental 5-year strategy to be able to accommodate the nonresidents. Right now, she stated there aren't enough staff to accommodate nonresident visitors.

**Chair Curley Moved; Board Member Wolf Seconded; and it was voted to approve the FY2024 Recreational Budget.  
Roll Call Vote: 5-0**

- *Library*

Wertkin spoke to her budget explaining she hasn't changed much in her budget. She explained that her telephone bill was increased, and her cable bill was increased. She gave a breakdown of the increases in her budget. There were no questions about her budget.

**Chair Curley Moved; Board Member DeVasto Seconded; and it was voted to approve the Library FY2024 budget as written.  
Roll Call Vote: 5-0**

- *Department of Public Works*

Norton introduced his budget to the board and went over the increases throughout each line item. He explained his overall operating budget was a 3% increase.

**Board Member DeVasto Moved; Board Member Wolf Seconded; and it was voted to approve the DPW Facilities FY 2024 Budget as presented.  
Roll Call: 5-0**

Norton moved on to his operating budget and explained each line item to the board.

**Chair Curley Moved; Board Member Wolf Seconded; and it was voted to approve the DPW FY 2024 Operations Budget as presented.  
Roll Call Vote: 5-0**

Norton moved on to his highway budget.

**Board Member DeVasto Moved; Chair Curley Seconded; and it was voted to approve the DPW FY2024 Highways Budget.**

**Roll Call Vote: 5-0**

Norton moved on to his snow removal budget and explained that this line item went up about 2.5% because gas and salt have increased in cost.

**Chair Curley Moved; Board Member Wolf Seconded; and it was voted to approve the FY2024 DPW Snow Removal Budget as printed.**

**Roll Call Vote: 5-0**

**Chair Curley Moved, Board Member Bacon Seconded; and it was voted to approve the FY 2024 DPW Street Lighting budget.**

**Roll Call Vote: 5-0**

Norton continued to the Transfer station budget and explained the increases with this budget and why it wasn't able to be level funded. He stated that the department does have a roll off truck that is being delivered in April and they have been waiting for a little over two years for. He stated they need to make sure they are able to pay for certain increases. They discussed Amnesty Day being cut out of the budget. It was discussed and decided that the residents enjoy this day, so it didn't right now make sense to take that day out of the budget.

**Chair Curley Moved; Board Member DeVasto Seconded; and it was voted to approve the FY 2024 DPW Transfer Station budget as printed.**

**Roll Call Vote: 5-0**

**Chair Curley Moved, Board Member DeVasto Seconded and it was voted to approve the FY 2024 Recycling Budget as presented.**

**Roll Call Vote: 5-0**

- *Schools*
  - Nauset Regional*
  - Wellfleet Elementary*
- *Community Services*

Thomas began with human services, she stated that her numbers were different than what Waldo had on the screen so she asked not to present this budget tonight until she was able to meet with Waldo and discuss where the discrepancies were.

She continued with her Council on Aging Budget, she stated there was a large increase due to a full-time position being added. She gave more information on her budget.

**Chair Curley Moved; Board Member Carboni Seconded; and it was voted to approve the FY 2024 Council on Aging Budget as presented.**

**Roll Call Vote: 5-0**

Thomas explained that this is a function from the state.

**Chair Curley Moved; Board Member Bacon Seconded; and it was voted to approve the FY 2024 Veteran's Services as presented.**

**Roll Call Vote: 5-0**

Community Service Director was the next budget to be presented to the board. They discussed the increase was due to porta potties. She discussed that originally it was from April to April now it is a year-round expense for her.

**Chair Curley Moved; Board Member DeVasto seconded; and it was voted to approve the FY 2024 Community Services Director Budget as presented.**

**Roll Call Vote: 5-0**

- ***Beaches***

Thomas presented her beach budget and explained the increase in this budget due to vendors' prices being increased.

**Board Member DeVasto Moved; Chair Curley Seconded, and it was voted to approve FY2024 Beaches Budget as presented.**

**Roll Call Vote: 5-0**

- ***Town Administration Budget (All Town Hall) Moved to March 7, 2023***

*Assessor*

*Clerk*

*Treasurer*

*Collector*

**B. Warrant article requesting a stipend increase for the select board ~ Kathleen Bacon**

Bacon spoke to the board regarding a warrant article be drafted to increase the selectboard stipend. She explained the last time it was done was 2017. She explained that public service has been very demanding on this board over the past few years. The board discussed this increase and one of the reasons that was given is there is a higher chance that more people will run to be on the selectboard.

**Board Member Bacon Moved; Board Member Wolf seconded, and it was voted to insert as article for the FY 2023 ATM Warrant to increase the stipend for the Selectboard Members, \$5000.00 for board members and \$7,000 for the chair.**

**Roll Call Vote: 5-0**

**C. 2023 Annual Town Meeting Warrant ~ The Warrant was moved to the next meeting on March 7, 2023**

**V. *Selectboard Reports***

Wolf submitted a written dredging task force and marina advisory report. He gave a summary of both meetings.

**VI. *Topics for Future Discussion***

**VII. *Minutes***

- A. February 21, 2023, Chair Curley Moved; Board Member Carboni Seconded; and it was voted to approve the minutes of February 21, 2023, as drafted.  
Roll Call Vote: 4-0-1**
- B. February 23, 2023 ~ Chair Curley Moved; Board Member Carboni Seconded; and it was voted to approve the minutes of February 23, 2023, as amended.  
Roll Call Vote: 4-0-1**

**VIII. *Adjournment***

**Chair Curley Moved; Board Member Seconded; and it was voted to adjourn the meeting.  
Roll Call Vote: 5-0  
Meeting Adjourned 10:**

***Public Documents:***

***Application for Common Victualler Licenses  
Letter for Housing from Elaine McIlroy  
DLS Report  
Operating Budgets  
Second Version of the Town Meeting Warrant  
Meeting Minutes***