MINUTES
TOWN OF HARWICH
FINANCE COMMITTEE
SMALL MEETING ROOM, TOWN HALL
THURSDAY, SEPTEMBER 11, 2025 - 6:00PM

MEMBERS PARTICIPATING: Bob MacCready, Chair, Scott Norum, Vice Chair, Dana DeCosta, Clerk, Peter Hughes, Dan Tworek, Mark Ameres, Michele Gallucci, Tina Games and Mark Peterson

I. CALL TO ORDER

Mr. MacCready called the meeting of the Harwich Finance Committee meeting to order on Thursday, September 11, 2025 at 6:00PM and read the Recording Notice. The Chair declared a quorum.

Members introduced themselves for the record.

Approve Minutes for July 10, 2025, August 18, 2025, August 21, 2025

Mr. DeCosta moved to approve the Minutes for July 10, 2025, August 18, 2025 and August 21, 2025. Seconded by Mr. Hughes.

Ms. Games noted that she had not attended the July 10, 2025 meeting but had reviewed the video.

Vote: 7:0:2 in favor with Mr. Peterson and Ms. Gallucci abstained. Motion carried.

II. NEW BUSINESS

III. OLD BUSINESS

A. Vote on memo to the Charter Commission

Mr. MacCready noted that he will submit the memo to the Charter Commission after voted, at their request.

Mr. Hughes moved to vote to approve the memorandum as intended and with one suggested edit Seconded by Ms. Games.

Vote: 9:0 in favor. Motion carried.

B. Priority discussion

Ms. Gallucci requested a status on FinCom members receiving town email addresses.

Mr. Ameres gave a brief summary of discussions and suggested that the FinCom discuss the matter with the Interim Town Administrator. Mr. Ameres volunteered to contact Mr. Schiavi.

Mr. MacCready noted the current hiring situation, specifically the Finance Department and suggested that the FinCom be sensitive in their expectations to the town regarding asking for new and different things.

Mr. Hughes referred to the email he had been authorized to send to the Select Board prior to the end of the last fiscal year. He noted that the FinCom had submitted a report on 204 Sisson Road over a year ago including not operating that building under a revolving account and there has been no response. He questioned if and when the Select Board would be taking up the subject and suggested that he and Mr. Norum have a conversation with Mr. Schiavi, Interim Town Administrator and one Select Board member to discussed the 204 Sisson Road Report. He gave a brief history of the operation expenses of the building and use of the revenues.

Mr. DeCosta suggested a plan if the conversation with Mr. Schiava and a Select Board member is unsuccessful.

Committee member discussed the situation with the 204 Sisson Road, the past Town Meeting Articles and their intent, proper use of Revolving Funds, made suggestions and listed goals for how the 204 should be operated. Also discussed was having the accounting firm come to a FinCom meeting to discuss the status of the Town's financial status.

Mr. Hughes moved to authorize the Finance Committee Chairman to contact and work with the liaison, Mark Kelleher to pursue the status and consideration for setting up a working group to address, notably 204 Sisson Road but all revolving accounts. Seconded by Mr. Ameres.

Vote: 9:0 in favor. Motion carried.

Mr. Tworek commented that he would like to see the Finance Committee receive a briefing from the accounting firm after the completion of the certified financial audit and noted what that briefing should include.

Mr. DeCosta suggested they first speak with the Treasurer and find out if giving briefings was included in the RFP for the accounting firm.

Members discussed whether or not there was going to be a presentation to the Select Board and if so, they could attend. Also discussed was the Finance Committee's responsibilities to the residents as per the Charter.

Mr. DeCosta moved to authorize the Chair to find out from the liaison or theTreasurer when the presentation is or has been and if the FinCom can attend. Seconded by Mr. Ameres.

Jeff Handler, Select Board member was in the audience. He was asked if he is familiar with when the auditors and Finance Director are going to present the newly published Town Finance Report to the Select Board.

Mr. Handler did not have that information.

Vote: 9:0 in favor. Motion carried.

Mr. Hughes noted documents and information available on the Town's website.

Mr. MacCready requested that members look at the various schedules and other documents of interest to them, prior to the next meeting.

Members discussed gathering information and what their responsibilities are once the information is gathered. Also discussed was what could be accomplished once a new Finance Director is in place.

Mr. Hughes and Mr. DeCosta exited the meeting.

Members discussed information that the Finance Committee used to receive and noted a list of everything they would like to receive.

IV. OTHER

V. ADJOURN

Mr. Ameres moved to adjourn. Seconded by Mr. Norum.
Vote: 7:0 in favor. Motion carried. Meeting adjourned.

Respectfully submitted,

Judi Moldstad
Board Secretary