

MINUTES OF SPECIAL MEETING OF WAREHAM FINANCE COMMITTEE

Date of Meeting: November 2, 2010

I. CALL MEETING TO ORDER

The meeting was called to order at 6:00 P.M.

II. ROLL CALL

Members Present: Donna Bronk, Chairman
Marilyn Donahue, Vice Chairman
William R.C. White, Clerk
David Trudell
Richard Paulsen
Bonnie Cottuli (Arrived at 6:11 P.M.)
Frank Heath

Members Absent: Dominic Cammarano
Sam Gray

Also Present: Jane Donahue, BOS Liaison
Brenda Eckstrom, BOS Liaison
Mark Andrews, Town Administrator
John Sanguinet, BOS Assistant

III. DISCUSSION RE: POLICIES & PROCEDURES

Ms. Bronk emphasized this meeting was convened to reiterate the communication flow between the Committee & the Town Administration. She pointed & reaffirmed her desire to be able to communicate openly & honestly w/ the Administration. She expressed her hope that the Administration could & would respond in similar fashion. She reminded those present that we are all in the business of doing the Town's business & moving it forward. In order to do the Town's business & fulfill the charge to the FinCom, it is imperative that the FinCom's desires for information & data need to be funneled through the chain of command; by the Chairman to the Town Administrator. On occasion, specific FinCom members will be tasked to follow-up or contact various individuals w/in the Administration & again, this will be done at the direction of the FinCom & in coordination w/ the Town Administrator.

In the course of general discussion, it was noted that the Town Accountant & Town Administrator need not attend every FinCom meeting. Further coordination will be made through the Chair.

Mr. Andrews reported information to the FinCom.

Mr. Andrews stated the Administration has progressed on or completed 91% of the items cited in the Department of Revenue (DOR) Management Review of Wareham. This progress has been done in about four months. He noted that many of the items appearing in the current DOR Report are the same issues that surfaced during the previous DOR

review a number of years ago & remained un-reconciled. (An updated DOR matrix was handed out to those present).

The Town Administrator also presented a memo from the Town Accountant which indicated that Powers & Sullivan would be in Town Hall to finish the onsite work on the FY2010 independent audit. Other items of interest concerning several monthly accounting procedures & deadlines can be obtained from the memo which is attached to these minutes.

That, in the face of some recent disturbing distractions concerning a member of the FinCom, Mr. Andrews stated he remains positive & continues to focus on the business at hand.

Members of the Board of Selectmen voiced concern over recent activities, for the health of the relationship between the FinCom, the Administration, & the Board of Selectmen, & the potential impact on the Town.

Mr. Paulsen presented a package of several types of financial reports which he indicated have been missing from the general flow of information to the Board of Selectmen & the FinCom. He posed the question "will the Administration supply us w/ the necessary tools to do our job?" He feels in the absence of sufficient & proper information, the Board of Selectmen & the FinCom are "flying blind." He asked that the materials be reviewed & the FinCom members comment. These materials are attached to these minutes.

Several FinCom members cited some successes, frustrations, & expectations re: the timely receipt of financial information. Mr. Andrews indicated his sensitivity to the FinCom's needs & he will do his best to respond, through the Chair.

Ms. Bronk noted the continuing need for the FinCom to stay informed & have time to accomplish the financial analysis that Town Meeting expects.

IV. ADJOURNMENT

MOTION: A motion was made & seconded to adjourn the meeting at 6:56 P.M.

VOTE: (7-0-0)

Respectfully submitted,

Kelly Barrasso
Kelly Barrasso, Typist

Date signed: 12/8/10

Attest: William R.C. White
William R.C. White, Clerk
WAREHAM FINANCE COMMITTEE

Date filed: 12/9/10
Date copy sent to Town Clerk: 12/9/10

