



**Town of Concord  
Finance Committee Task Force  
Meeting Minutes – June 5, 2023**

**Present:** Parashar Patel (Finance Committee Chair), Lois Wasoff (Guidelines Chair) and Dee Ortner (Clerk).

**Absent:** Eric Dahlberg

**Others Present:** Kathy Cuocolo, Betsy Levinson (Concord Bridge reporter), Paul Macone, Gail Dowd, CFO/Finance Director (arrived at 2:24pm).

The meeting was called to order by Ms. Ortner at 2:00pm.

Discussion on community outreach and communications continued from the prior June 1, 2023 meeting with the remaining two categories of “W” topics as shown in the agenda. Each is summarized below.

**When:** The group concluded at its previous meeting that “what the FinCom does” (its charge) is not well known and would like to better inform residents of the *role* of the Finance Committee in Town governance and the *process* used throughout the year to better advise all constituencies. Focus, timing and topics are key.

The group discussed a high-level strategy for engaging residents from two perspectives: education on how the Finance Committee works, and timely alerts of new financial information as well as key upcoming Finance Committee meetings. The educational component will begin in late August with a primer on the Finance Committee’s role and yearly process and continue throughout the year with financially relevant topics such as planning of short-term as well as long-range capital needs. The development and delivery of timely alerts will be discussed and determined at upcoming Finance Committee meetings.

**Where:** The last topic of discussion focused on strategies for communicating with and getting information to residents. The group brainstormed the following possibilities:

- Finance Committee webpage      Concord Journal      Council on Aging
- Interaction with Select Board      LWVCC Friday Forums      Rotary / Lions Clubs
- Concord Bridge (weekly announcements, short articles)      Nextdoor (website)
- Concord Business Roundtable      Living Concord (website)      Facebook
- Alerts (linking back to FinCom webpage on Town website) to news releases, weekly updates

**Next Steps:** Task Force recommendations will be made to the entire Finance Committee at the June 22<sup>nd</sup> meeting.

There being no further business, the meeting was adjourned at 3:01PM.

Respectfully submitted,

Dee Ortner, Clerk