



Finance Committee
 Town of Halifax
 499 Plymouth St.
 Halifax, MA 02338

Meeting Minutes
 Monday, January 25, 2016

	Gordon Andrews	Linda Braga	Mel Conroy	Nikki Newton	Stu Hall	Julianne Crawford	Vacant
Present		✓	✓	✓	✓	✓	

Others in Attendance:

Sandy Nolan, Town Accountant; Charlie Seelig, Town Administrator; Jean Gallant, Interim Library Director; Bob Fuller, Library Trustee Chairman.

Vice Chairman Nikki Newton opened the meeting at 7:08pm.

The meeting was recorded by Area 58.

Mail

A copy of the SL Middle School and High School exterior building envelope evaluations were made available for all members to view. Mel and Linda would like copies. Sandy will contact Silver Lake for a digital copy first and advise before copies are made as Capital Planning would like a copy with color photos as well.

Kim Roy advised that there will be a RFT coming forward from Chief Broderick for approximately \$40,000.00. The radios, repeaters and some other equipment were damaged during the water tower repair from the lead paint. Reimbursement will be sought from Insurance, but that will take time that we can't afford to be without the equipment. Kendra will schedule the Police Chief, Fire Chief and Communications Director for a meeting next Monday, 2/1 to discuss this RFT and each of their FY17 budgets.

Meeting Minutes

Julianne Crawford made a motion to approve the meeting Minutes from 1/4/16. Seconded by Linda Braga. Motion passed unanimously.

Julianne Crawford made a motion to approve the meeting Minutes from 11/16/15. Seconded by Mel Conroy. Motion passed unanimously.

Mel Conroy made a motion to approve the meeting Minutes from 1/11/16. Seconded by Julianne Crawford. Motion passed unanimously.

Mel Conroy made a motion to approve the meeting Minutes from 12/7/15. Seconded by Linda Braga. Motion passed unanimously.

Julianne Crawford made a motion to approve the meeting Minutes from 10/27/15. Seconded by Mel Conroy. Motion passed unanimously.

Liaison Updates

Stu Hall has spoken with the Council on Aging. They would like to increase the van driver's hours from 80 hours to 84 hours. They would like to fund their salary through a line item in order to stop depleting the elderly revolving account. Barbara has increased the fees for the trips but the account is still dropping. The Committee would like to have Barbara come in on 2/8/16 to discuss just her budget. Kendra will schedule her and advise her that we will discuss other projects at another time.

7:30 Meeting with the Library

Jean Gallant, Interim Library Director and Bob Fuller, Library Trustees Chairman were present to discuss the FY17 Budget. In order for library to remain certified, they have to adhere to standards and the State MAR requirement is one of them. It is an increase of 2.5% to the average of their appropriated operating budget over the last 3 Fiscal years. This year is a unique situation as there is a \$19,000.00 deficit in reaching that number to begin with. They have had 3 step 6 employees leave and they have been replaced with step 1 employees. There is a waiver available to apply for, however there is no guarantee that one would be granted. Jean did have a conversation with a member of the Mass Board of Library Commission and she advised Jean that this situation is not considered a special circumstance when considering giving out waivers; therefore we may not even qualify. In addition, if you apply for a waiver and it is granted, you still have to make up the difference plus the additional 2.5% for the next year. In the end you are just digging yourself a bigger hole. Charlie Seelig recommended spending the \$19,000.00 on a Capital need for the Library. Kim Roy suggested looking into spending some of the money on repairing the walkway leading up to the library. Gerry has put that on the Capital Plan of things that need to be addressed, so that would be helpful to the town. Jean has contacted FTG for an estimate on a tech upgrade to the community room. The upgrade would consist of a wireless projector, screen, speakers and ports to plug computers and tablets into for easy hook up. The unofficial quote for the work is \$14,000.00. Jean will look into getting quotes from other vendors and will forward final quotes to Kendra when received. This kind of technology upgrade would make the Library's community room the only one in town to have the ability to service small groups needing projection technology. Stu asked why it wouldn't be better to spend the money on a collection project to keep in the Library. The problem with obtaining collections or more materials is the lack of storage space in the building. Mel suggested developing a long term plan for the excess gap in the funds as we are going to face this issue for a few years before the employees become high enough in their steps to get back to where we were.

Jean is also proposing adding hours to the Tech position at the Library. She would like to bring that position from 17 hours a week to 25 hours. It was previously cut from 30

hours when budget cuts happened and she feels the community needs this position more now than it ever has. The additional cost for the hours would be \$7,579.00 not including benefits.

Jean will send along the following information to Kendra: waiver information, more firm quote information for the community room along with shortfall numbers and a comparison of the local programs using the 10 towns.

Calendar

2/1/16 –Fire Chief, Police Chief and Communications

2/4/16 – Tri Town Meeting with Silver Lake

2/8/16 – COA, 8:00 HES School Committee

Charlie will be sending out the numbers for Ch. 70 and Local Aid.

Stu Hall made a motion to adjourn at 8:21pm. Seconded by Julianne Crawford. Motion passed unanimously.

Respectfully Submitted,

Mel Conroy
Clerk