



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

Meeting Minutes  
 Wednesday, March 18, 2015

	Gordon Andrews	Linda Braga	Margaret (Peg) Fitzgerald	Nikki Newton	Stu Hall	Julianne Crawford	Vacant
Present	✓	✓	✓	✓	✓	✓	

Others in Attendance: Charlie Seelig, Town Administrator; Sandy Nolan, Town Accountant; Kim Roy, Selectmen; Barbara Gaynor, Town Clerk; Cassey Hanson, Halifax Elementary School and Silver Lake School Committee Chairperson; Robert Slager, Halifax School Committee; Mel Conroy, Capital Planning Committee; Kathy Shrivone, Treasurer/Collector; Pam Adduci, Asst. Collector;

Meeting called to order by Gordon Andrews at 7:08pm. Meeting is being taped by CHAT TV

Treasurer/Collector

Line 21 is increased because training will be required. She figured approximately 6 hours per week for 16 weeks for Linda Cole to train the person that comes in. This will be a one year only expense. Line 22 is level funded. Line 23 is level funded with costs associated with tax title (fees, advertising, etc.). Line 24 increase is due to banking fee increase. Line 29 is level funded because elected officials do not have steps. The new person would come in at the same salary as Kathy is leaving at. Line 30 increase is due to steps, and extra day and 3 floating holidays for the current staff. Line 31 includes classes for the new positions, an increase of \$500.00 for postage, and an increase of \$2,500.00 for office supplies. Kathy will provide a breakdown.

Capital Plan

They have not yet met with the Halifax Elementary school.

Furnace at Town Hall

Windows at the Water Department

Aerial man lift

Software and ipad for Gerry

Paint Bay Ceilings at the Fire Department

Carpet in the Town Barn

Radios and Pagers at the Fire Department

Fire Department Turnout Gear

Ice Rescue Gear

Defibrillators  
PD and FD Defibrulators  
Fire Truck – exploring lease options (warranty outlast lease)  
Road Maintenance  
Library Computer Upgrades  
Assessors Triennial  
Water Reserve Fund  
Solid Waste – Windows at Recycling Center  
Recycling Truck & Bins funded out of retained earnings.

This is a non-prioritized list. Sandy will email the long term list.  
Monday 3/23 the Capital Plan will meet again.

#### FY15

Not yet in deficit for Snow and Ice that Sandy knows of. She is not expecting the deficit to be large if any.

There is a placeholder for STM for electricity for all buildings.

Veteran's benefits will need more money for this year. On the STM they will need approximately \$20,000.00

#### FY16

New Growth number is now \$187,309.00

Chapter 70 – leave level funded for right now and we will revisit it later.

#### Article 5 Line Items

Line 1 – Peg Fitzgerald made a motion to recommend \$200.00 for Moderator Salary. Seconded by Nikki Newton. Motion passed unanimously.

Line 2 – Peg Fitzgerald made a motion to recommend \$4,500.00 for Selectmen Salary. Seconded by Nikki Newton. Motion passed unanimously.

Line 3 – Peg Fitzgerald made a motion to recommend \$88,604.00 for Town Administrator Salary. Seconded by Julianne Crawford. Motion passed unanimously.

Line 4 – Peg Fitzgerald made a motion to recommend \$72,401.00 for Selectmen Clerical. Seconded by Julianne Crawford. Motion passed unanimously.

Line 5 – Peg Fitzgerald made a motion to recommend \$4,100.00 for Selectmen Expense. Seconded by Nikki Newton. Motion passed unanimously.

Line 6 – Peg Fitzgerald made a motion to recommend \$42,200.00 for Law. Seconded by Julianne Crawford. Motion passed unanimously.

Line 7 – Peg Fitzgerald made a motion to recommend \$14,900.00 for Town Hall Electricity. Seconded by Julianne Crawford. Motion passed unanimously.

Line 8 – Peg Fitzgerald made a motion to recommend \$5,700.00 for Town Reports. Seconded by Julianne Crawford. Motion passed unanimously.

Line 9 – Peg Fitzgerald made a motion to recommend \$20,000.00 for Audit. Seconded by Julianne Crawford. Motion passed unanimously.

Line 10 – Peg Fitzgerald made a motion to recommend \$4,661.00 for Fin Comm. Clerical. Seconded by Julianne Crawford. Motion passed unanimously.

Line 11 – Peg Fitzgerald made a motion to recommend \$359.00 for Fin Comm. Expense. Seconded by Julianne Crawford. Motion passed unanimously.

Line 12 – Peg Fitzgerald made a motion to recommend \$70,762.00 for Accountant Salary. Seconded by Julianne Crawford. Motion passed unanimously.

Line 13 – Peg Fitzgerald made a motion to recommend \$47,032.00 for Accountant Clerical. Seconded by Julianne Crawford. Motion passed unanimously.

Line 14 – Peg Fitzgerald made a motion to recommend \$1,625.00 for Accountant Expense. Seconded by Julianne Crawford. Motion passed unanimously.

Line 15 – Hold

Line 16 – Peg Fitzgerald made a motion to recommend \$4,500.00 for Assessors Salary. Seconded by Julianne Crawford. Motion passed unanimously.

Line 17 – Peg Fitzgerald made a motion to recommend \$63,829.00 for Principal Assessor/Appraiser Salary. Seconded by Julianne Crawford. Motion passed unanimously.

Line 18 – Peg Fitzgerald made a motion to recommend \$62,169.00 for Assessors Clerical. Seconded by Julianne Crawford. Motion passed unanimously.

Line 19 – Hold

Line 20 – Peg Fitzgerald made a motion to recommend \$7,500.00 for Office Machines Expense. Seconded by Julianne Crawford. Motion passed unanimously.

Line 21 – Hold

Line 22 – Peg Fitzgerald made a motion to recommend \$6,500.00 for Treasurer Expense. Seconded by Julianne Crawford. Motion passed unanimously.

Line 23 – Peg Fitzgerald made a motion to recommend \$2,500.00 for Tax Title Treasurer. Seconded by Julianne Crawford. Motion passed unanimously.

Line 24 – Peg Fitzgerald made a motion to recommend \$6,200.00 for Treasurer Banking & Payroll Expense. Seconded by Julianne Crawford. Motion passed unanimously.

Line 25 – Hold

Line 26 – Peg Fitzgerald made a motion to recommend \$32,648.00 for Clerk Clerical. Seconded by Julianne Crawford. Motion passed unanimously.

Line 27 – Hold

Line 28 – Peg Fitzgerald made a motion to recommend \$12,910.00 for Elect/Register. Seconded by Julianne Crawford. Motion passed unanimously.

Line 29 – Stu Hall made a motion to recommend \$64,849.00 for Treasurer/Collector Salary. Seconded by Julianne Crawford. Motion passed unanimously.

Line 30 – Peg Fitzgerald made a motion to recommend \$63,242.00 for Collector Clerical. Seconded by Julianne Crawford. Motion passed unanimously.

Line 31 – Hold

Line 32 – Peg Fitzgerald made a motion to recommend \$4,843.00 for Wage & Personnel Clerical. Seconded by Julianne Crawford. Motion passed unanimously.

Line 33 – Peg Fitzgerald made a motion to recommend \$250.00 for Wage & Personnel Expense. Seconded by Julianne Crawford. Motion passed unanimously.

Line 34 – Hold

Line 35 – Peg Fitzgerald made a motion to recommend \$1,225.00 for Conservation Commission Expense. Seconded by Julianne Crawford. Motion passed unanimously.

Line 36 – Peg Fitzgerald made a motion to recommend no funding for Conservation Agent. Seconded by Julianne Crawford. Motion passed unanimously.

Line 37 – Peg Fitzgerald made a motion to recommend \$2,109.00 for Planning Board Expense. Seconded by Julianne Crawford. Motion passed unanimously.

Line 38 – Peg Fitzgerald made a motion to recommend \$825.00 for Board of Appeals Expense. Seconded by Julianne Crawford. Motion passed unanimously.

Line 39 – Peg Fitzgerald made a motion to recommend \$69,496.00 for Regulatory Clerical. Seconded by Julianne Crawford. Motion passed unanimously.

Line 40 – Peg Fitzgerald made a motion to recommend \$10,758.00 for Building Committee Clerical. Seconded by Julianne Crawford. Motion passed unanimously.

Line 41 – Peg Fitzgerald made a motion to recommend \$450.00 for Building Committee Expense. Seconded by Julianne Crawford. Motion passed unanimously.

Line 42 – Peg Fitzgerald made a motion to recommend \$164,240.00 for Town Reports. Seconded by Julianne Crawford. Motion passed unanimously.

Line 43 – Hold

Line 44 – Hold

#### Public Participation

Cassey Hanson is looking for a number. She has to vote a number by law so she needs something to work on. Gordon has a meeting with John Tuffy tomorrow to discuss the spreadsheet that he and Mary McKinnon made. The towns still own the Pembroke Retirement money as well. Gordon feels the Regional Schools should have applied for a waiver for the onetime \$335,000.00 revenue as it would affect the minimum contribution. \$4,164,071.85 is Silver Lake's request for Halifax for the Operating Assessment (not including debt). There is an increase in insurance, retirement, steps lanes, audio visual (software, not new). Capital items have been removed from the Operating Budget but still need to be funded. The Committee will further discuss the number the Cassey is looking for on Monday after Gordon has met with John Tuffy.

9:40 pm Peg Fitzgerald made a motion to adjourn. Seconded by Julianne Crawford. Motion passed unanimously.

Respectfully Submitted,

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Margaret Fitzgerald  
Corresponding Clerk