



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

Meeting Minutes  
Monday, February 25, 2013

	Gordon Andrews	Karen Fava	Nikki Newton	Margaret (Peg) Fitzgerald	Stu Hall	Vacant
Present	✓	✓	✓	✓	✓	

Others in Attendance: Kendra Kelly, Finance Committee Secretary; Sandy Nolan, Town Accountant; Charlie Seelig, Town Administrator; Bob Badore, Highway Surveyor; Cassandra Hanson, Silver Lake School Committee Chairperson; Lisa Gilbert, Halifax Elementary School Chairperson; Kim Roy, Selectmen.

Meeting called to order by Gordon Andrews at 7:10pm

#### Mail

Two memos from the Selectmen were read stating that they have received the resignation of both Peter Beals and Paul Weckbacher from the Fin Comm. effective immediately.

A Budget Status report was received from the Asst. Accountant as of 12/31/12.

A letter was received from the Asst. Treasurer re: the Health Insurance Budget line. She would like to adjust it to the new figure of \$881,427.56. This is a decrease in what was initially submitted as it was expected that the fund would see an 8% increase and in fact the worst case scenario is a 2% increase.

A full copy of the FY12 Audit was received and will be kept in the Fin Comm. files.

A new copy of the Beacon was received.

#### Reserve Fund Transfers

A Reserve Fund Transfer was submitted by Bob Badore in the amount of \$10,000.00 to the Equipment Account. He is down to \$2,000.00 in that account with 2 months of winter left. This money should cover the repairs that will be needed for the rest of the season barring any major issues. Peg and Stu will obtain copies of the invoices, receipts etc and will revisit at the 3/4/13 meeting.

A motion to postpone was made by Peg Fitzgerald. Seconded by Stu Hall. Motion passed unanimously.

### Budget Updates

Peg will follow up with the Comm. Center.

Lisa Gilbert said that there were no new updates for HES. They will be meeting on March 4, 2013

Cassey Hanson said there were no changes from the 14<sup>th</sup> at SL. There will be Health Insurance savings that will be reflected on the next budget that is released. Sequestering will affect us as well. If you take away the Federal money you many need to adjust local aid to make up for it. The Schools are more vulnerable due to these grants.

If the Library does not stand by their agreement from previous years then we will reconsider their budget and level fund it. Gordon expressed concern that we treat the Library differently than all the other depts. and that has to change. Peg said that they have in past years turned over excess money to the town. Nikki stated that Jean Gallant told her they were not willing to hold to that agreement this year. Last year because of the wage increase the expense budget was adjusted down so the salary budget could go up to keep the bottom line the same. FY14 was approved because that deal was going to be the same. Certification is in question but they will have to go for a waiver from the state if the agreement is not going to hold.

### Article 5 Line Items

Line 1 – Karen Fava made a motion to approve \$200.00 for Moderator Salary. Seconded by Nikki Newton. Motion passed unanimously.

Line 2 – Karen Fava made a motion to approve \$4,500.00 for Selectmen Salary. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 3 – Karen Fava made a motion to approve \$85,768.00 for Town Admin. Salary. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 4 – Karen Fava made a motion to approve \$68,373.00 for Selectmen Clerical. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 6 – Karen Fava made a motion to approve \$42,200.00 for Law. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 7 – Karen Fava made a motion to approve \$12,800.00 for Town Hall Electricity. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 8 – Karen Fava made a motion to approve \$5,500.00 for Town Reports. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 10 – Karen Fava made a motion to approve \$4,109.00 for Fin Comm. Clerical. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 11 – Karen Fava made a motion to approve \$359.00 for Fin Comm. Expense. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 20 – Karen Fava made a motion to approve \$7,700.00 for Office Machines Expense. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 32 – Karen Fava made a motion to approve \$4,283.00 for Wage and Personnel Clerical. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 33 – Karen Fava made a motion to approve \$250.00 for Wage and Personnel Expense. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 34 – Karen Fava made a motion to approve \$5,500.00 for Recruitment and Employment Costs. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 35 – Karen Fava made a motion to approve \$1,225.00 for Cons Commission Expense. Seconded by Peg Fitzgerald. Motion passed unanimously.

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

Line 38 – Karen Fava made a motion to approve \$825.00 for Board of Appeals Expense. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 39 – Karen Fava made a motion to approve \$65,704.00 for Regulatory Clerical. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 40 – Karen Fava made a motion to approve \$10,404.00 for Bldg Committee Clerical. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 41 – Karen Fava made a motion to approve \$450.00 for Bldg Committee Expense. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 44 – Karen Fava made a motion to approve \$3,000.00 for Town Buildings Snow & Ice Melt. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 48 – Karen Fava made a motion to approve \$41,614.00 for Police Clerical. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 49 – Karen Fava made a motion to approve \$71,485.00 for Police Expense. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 52 – Karen Fava made a motion to approve \$97,457.00 for Fire Chief Salary. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 53 – Karen Fava made a motion to approve \$37,604.00 for Fire Clerical. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 54 – Peg Fitzgerald made a motion to approve \$468,350.00 for Fire Wages. Seconded by Nikki Newton. Karen Fava abstained. Motion passed.

Line 57 – Peg Fitzgerald made a motion to approve \$27,600.00 for Fire Expense. Seconded by Nikki Newton. Motion passed unanimously.

Line 58 – Peg Fitzgerald made a motion to approve \$12,783.00 for fire Station Maintenance. Seconded by Nikki Newton. Motion passed unanimously.

Line 60 – Peg Fitzgerald made a motion to approve \$15,000.00 for Fire Medical Supplies. Seconded by Nikki Newton. Motion passed unanimously.

Line 61 – Peg Fitzgerald made a motion to approve \$7,500.00 for Ambulance Billing. Seconded by Nikki Newton. Motion passed unanimously.

Line 62 – Peg Fitzgerald made a motion to approve \$1,545.00 for Emergency Management. Seconded by Nikki Newton. Motion passed unanimously.

Line 63 – Peg Fitzgerald made a motion to approve \$61,807.00 for Bldg Inspector Wages. Seconded by Nikki Newton. Motion passed unanimously.

Line 64 – Peg Fitzgerald made a motion to approve \$1,951.00 for Asst Building Inspector Wages. Seconded by Karen Fava. Motion passed unanimously.

Line 65 – Peg Fitzgerald made a motion to approve \$4,750.00 for Bldg Inspector Expense. Seconded by Nikki Newton. Motion passed unanimously.

Line 68 – Peg Fitzgerald made a motion to approve \$16,411.00 for Dog Officer Salary. Seconded by Karen Fava. Motion passed unanimously.

Line 69 – Peg Fitzgerald made a motion to approve \$4,616.00 for Dog Officer Expense. Seconded by Nikki Newton. Motion passed unanimously.

Line 80 – Peg Fitzgerald made a motion to approve \$66,779.00 for Highway Surveyor Salary. Seconded by Nikki Newton. Motion passed unanimously.

Line 81 – Peg Fitzgerald made a motion to approve \$269,654.00 for Highway Wages. Seconded by Nikki Newton. Motion passed unanimously.

Line 82 – Peg Fitzgerald made a motion to approve \$32,058.00 for Highway Clerical. Seconded by Nikki Newton. Motion passed unanimously.

Line 83 – Peg Fitzgerald made a motion to approve \$5,421.00 for Highway Expense. Seconded by Karen Fava. Motion passed unanimously.

Line 84 – Peg Fitzgerald made a motion to approve \$10,100.00 for Highway Barn Maintenance. Seconded by Nikki Newton. Motion passed unanimously.

Line 85 – Peg Fitzgerald made a motion to approve \$38,500.00 for Highway Equipment. Seconded by Nikki Newton. Motion passed unanimously.

Line 86 – Peg Fitzgerald made a motion to approve \$74,355.00 for Highway Town Roads. Seconded by Karen Fava. Motion passed unanimously.

Line 87 – Peg Fitzgerald made a motion to approve \$177,509.00 for Highway Snow & Ice. Seconded by Nikki Newton. Motion passed unanimously.

Line 88 – Peg Fitzgerald made a motion to approve \$21,945.00 for Street Lights. Seconded by Karen Fava. Motion passed unanimously.

Line 89 – Peg Fitzgerald made a motion to approve \$5,500.00 for Traffic Lights. Seconded by Karen Fava. Motion passed unanimously.

Line 90 – Peg Fitzgerald made a motion to approve \$1.00 for Tree Warden Salary. Seconded by Karen Fava. Motion passed unanimously.

Line 91 – Peg Fitzgerald made a motion to approve \$3,500.00 for Tree Maintenance. Seconded by Karen Fava. Motion passed unanimously.

Line 92 – Peg Fitzgerald made a motion to approve \$1.00 for Insect & Pest Control. Seconded by Karen Fava. Motion passed unanimously.

Line 93 – Peg Fitzgerald made a motion to approve \$10,001.00 for Cemetery Supt Salary. Seconded by Karen Fava. Motion passed unanimously.

Line 94 – Peg Fitzgerald made a motion to approve \$65,608.00 for Cemetery Wages. Seconded by Nikki Newton. Motion passed unanimously.

Line 95 – Peg Fitzgerald made a motion to approve \$5,320.00 for Cemetery Supplies & Equip. Seconded by Nikki Newton. Motion passed unanimously.

Line 96 – Karen Fava made a motion to approve \$73,077.00 for Water Supt Salary. Seconded by Nikki Newton. Motion passed unanimously.

Line 97 – Karen Fava made a motion to approve \$179,547.00 for Water Wages. Seconded by Nikki Newton. Motion passed unanimously.

Line 98 – Karen Fava made a motion to approve \$42,309.00 for Water Clerical. Seconded by Nikki Newton. Motion passed unanimously.

Line 99 – Karen Fava made a motion to approve \$167,432.00 for Water Supply. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 101 – Karen Fava made a motion to approve \$49,200.00 for Water Insurance. Seconded by Nikki Newton. Motion passed unanimously.

Line 102 – Karen Fava made a motion to approve \$5,000.00 for Water Retirement. Seconded by Nikki Newton. Motion passed unanimously.

Line 103 – Karen Fava made a motion to approve \$1,500.00 for Water Legal Fees. Seconded by Nikki Newton. Motion passed unanimously.

Line 104 – Karen Fava made a motion to approve \$20,000.00 for Water Meters. Seconded by Nikki Newton. Motion passed unanimously.

Line 105 – Karen Fava made a motion to approve \$13,750.00 for Water Gas & Oil. Seconded by Nikki Newton. Motion passed unanimously.

Line 106 – Karen Fava made a motion to approve \$7,500.00 for Water Vehicle/Equipment Maintenance. Seconded by Nikki Newton. Motion passed unanimously.

Line 107 – Karen Fava made a motion to approve \$25,000.00 for Water Tower/Well Maintenance. Seconded by Nikki Newton. Motion passed unanimously.

Line 108 – Karen Fava made a motion to approve \$26,046.00 for Recycling Office Clerical. Seconded by Nikki Newton. Motion passed unanimously.

Line 110 – Karen Fava made a motion to approve \$66,767.00 for Recycling Center Wages. Seconded by Nikki Newton. Motion passed unanimously.

Line 111 – Karen Fava made a motion to approve \$21,085.00 for Recycling Center Expense. Seconded by Nikki Newton. Motion passed unanimously.

Line 112 – Karen Fava made a motion to approve \$9,800.00 for Hazardous Waste Collection. Seconded by Nikki Newton. Motion passed unanimously.

Line 114 – Karen Fava made a motion to approve \$38,702.00 for Health Clerical. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 115 – Karen Fava made a motion to approve \$4,335.00 for Health Expense. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 116 – Karen Fava made a motion to approve \$61,707.00 for Health Agent. Seconded by Nikki Newton. Motion passed unanimously.

Line 117 – Karen Fava made a motion to approve \$7,000.00 for Health Nursing Service. Seconded by Nikki Newton. Motion passed unanimously.

Line 119 – Karen Fava made a motion to approve \$2,814.00 for Inspector of Animals. Seconded by Nikki Newton. Motion passed unanimously.

Line 120 – Karen Fava made a motion to approve \$148,333.00 for Council on Aging. Seconded by Peg Fitzgerald. Yes vote from Stu Hall, Peg Fitzgerald and Karen Fava. No vote from Gordon Andrews. Nikki Newton abstained. Motion did not pass. Hold the line item for further discussion.

Line 121 – Peg Fitzgerald made a motion to approve \$8,880.00 for Council on Aging Expense. Seconded by Nikki Newton. Motion passed unanimously.

Line 127 – Gordon Andrews made a motion to approve \$1.00 for Housing Authority. Seconded by Karen Fava. Motion passed unanimously.

Line 128 – Gordon Andrews made a motion to approve \$1.00 for ADA Expense. Seconded by Karen Fava. Motion passed unanimously.

Line 132 – Karen Fava made a motion to approve \$13,042.00 for Youth & Rec Wages. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 134 – Karen Fava made a motion to approve \$15,747.00 for Youth & Rec Director. Seconded by Nikki Newton. Motion passed unanimously.

Line 135 – Karen Fava made a motion to approve \$100.00 for Parks Wages. Seconded by Gordon Andrews. Motion passed unanimously.

Line 136 – Karen Fava made a motion to approve \$450.00 for Parks Expense. Seconded by Gordon Andrews. Motion passed unanimously.

Line 139 – Karen Fava made a motion to approve \$2,499.00 for Historical Commission. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 140 – Nikki Newton made a motion to approve \$446.00 for Historical District Commission. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 141 – Karen Fava made a motion to approve \$3,395.00 for Holidays in Halifax. Seconded by Karen Fava. Motion passed unanimously.

Line 142 – Gordon Andrews made a motion to approve \$1.00 for Beautification Committee. Seconded by Karen Fava. Motion passed unanimously.

Line 143 – Karen Fava made a motion to approve \$4,300.00 for Website Committee Expense. Seconded by Gordon Andrews. Motion passed unanimously.

Line 144 – Peg Fitzgerald made a motion to approve \$96,075.00 for Debt Water Extension Project. Seconded by Karen Fava. Motion passed unanimously.

Line 146 – Peg Fitzgerald made a motion to approve \$153,635.00 for Debt Police Station. Seconded by Karen Fava. Motion passed unanimously.

Line 147 – Peg Fitzgerald made a motion to approve \$10,400.00 for Debt WPAT. Seconded by Karen Fava. Motion passed unanimously.

Line 148 – Peg Fitzgerald made a motion to approve \$10,000.00 for Debt WPAT II. Seconded by Karen Fava. Motion passed unanimously.

Line 149 – Peg Fitzgerald made a motion to approve \$12,600.00 for Debt Landfill Capping. Seconded by Karen Fava. Motion passed unanimously.

Line 151 – Peg Fitzgerald made a motion to approve \$5,000.00 for Interest on Temporary Loans. Seconded by Karen Fava. Motion passed unanimously.

Line 152 – Karen Fava made a motion to approve \$874,375.00 for Plymouth County Retirement. Seconded by Nikki Newton. Motion passed unanimously.

Line 153 – Gordon Andrews made a motion to approve \$881,428.00 for Group Insurance Town Share. Seconded by Karen Fava. Motion passed unanimously.

Line 154 – Gordon Andrews made a motion to approve \$101,170.00 for Medicare Town Share. Seconded by Karen Fava. Motion passed unanimously.

Line 155 – Gordon Andrews made a motion to approve \$253,300.00 for Insurance. Seconded by Karen Fava. Motion passed unanimously.

Line 156 – Gordon Andrews made a motion to approve \$140,650.00 for Gas & Oil All Depts. Seconded by Peg Fitzgerald. Motion passed unanimously.

Line 157 – Gordon Andrews made a motion to approve \$78,650.00 for Heating Oil All Bldgs. Seconded by Peg Fitzgerald. Motion passed unanimously.

Next Meeting – 3/4/13 – Sequester Discussion, Reserve Fund Transfer decision for Bob Badore, Discussion of Comm. Center, Police and Fire budgets.

3/11/13 Meeting – COA update, Library and Capital planning budget discussions.

3/18/13 Meeting – Schools Update.

Stu Hall made a motion to adjourn. Seconded by Karen Fava. Motion passed unanimously.

Meeting was adjourned at 9:50pm.

---

Nikki Newton  
Corresponding Clerk