



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

Meeting Minutes  
Monday, March 11, 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; Kim Roy, Selectmen; Cassandra Hanson, Silver Lake School Committee Chairperson; Mike Schleiff, Selectmen.

Meeting called to order by Gordon Andrews at 7:05pm

Mail

Conservation Commission sent a memo authorizing the release of \$5,335.00 from the Wetlands Account to fund 50% of the Agent Salary line.

An email from Charlie was read as a reminder of the Building Department Meeting on 3/12 at 8:15pm with the Selectmen re: ideas for the COA Center.

An email was received from Charlie advising of a Planning Board Public Hearing on 4/4 at 7:30pm in preparation for the Medical Marijuana STM on 4/8.

An email was received from Charlie re: Surplus Police Vehicles. The 2009 Ford is still available and now has a minimum bid of \$2,700.00.

Reserve Fund Transfers

A Reserve Fund Transfer was submitted by Bob Badore in the amount of \$10,000.00 to the Equipment Account. Discussion continued from last week. Stu reported that Bob has indicated if Mass DOT came in, not one of the trucks would pass inspection. He needs \$3,000.00 just for conditioning the sweeper for spring cleanup. It is hard to distinguish when something breaks if it is normal wear and tear or if it is unforeseen. Stu recommends transferring \$5,000.00 now and we can revisit it in a few weeks if the account needs it.

Stu Hall made a motion to transfer \$5,000.00 to Highway Equipment. Seconded by Nikki Newton. Motion passed unanimously.

Highway Dept Discussion

Gordon would like to know what the maintenance cost is on the loader and is it built into their maintenance budget. Stu will follow up with Bob regarding the maintenance budget.

#### Council on Aging Discussion

Nikki will ask about the wages and the electric account during her meeting with Barbara.

#### Library Discussion

Nikki is going to the Trustee Meeting tomorrow night. Laurie Cavanaugh is wondering if the Town approves a wage increase across the board and that therefore increases their bottom line to more than level funded, would that mean that they will need to cut back to level funded budget from there. Peg said yes but they could level fund the expense budget then if there was a raise to employees it would raise the bottom line to the necessary certification level and a waiver may not be needed.

#### Youth and Rec Discussion

Nikki will be following up with Dick Steele. The Committee would like to know why the gym floor upkeep increase is not reflected in increased user fees as previously discussed.

#### HES Discussion

The school is responsible to be sure that the maintenance is completed on the building. Cassandra Hanson wants to be sure it is the School Committee's responsibility and not the Town's. Mike Schleiff said that the school asked for it to be handled that way. Peg talked about the possibility of a shared position with Silver Lake as a Supervisor of Building Maintenance that would deal with all District Schools. Cassandra said that there currently is not a position for that; the Head Custodian handles it at the Silver Lake level. Peg would like to expand that position. Nikki suggested putting the repairs on the Warrant as an Article. Gordon said that we should know going forward who is in charge of this problem. Kendra will send a memo to the Board of Selectmen asking for clarification on this matter.

#### Fire Department Discussion

Peg has had a discussion with Chief Carrico. The current FY Fire budget has seen a lot of overtime due to storms. In addition it has been affected by two 111F's. Margaret Logan cost \$5,000.00 more than anticipated as she had unused vacation time that needed to be paid before she was moved to disability. The second person on 111F was on for 2 weeks extra due to the Town Physician not fitting him into the schedule for the exam he needed in order to be cleared to return to duty. He is expecting approx \$9,000.00 back from FEMA for the last storm but he won't see that money for a while. Sandy is setting up a tracking system and expects that the Fire Dept. will be about \$14,000.00 – \$25,000.00 over budget for FY13. If the State is slow with aid, the number will be on the higher side. Sandy said to expect about \$19,000.00 in a Reserve Fund Transfer shortly.

#### Police Department Discussion

Why were there no steps built into the Sergeant's contract? Kim said that it was not up for negotiation when it came up last year. Peg stated that it became a personal contract with one person and the steps were dropped. Kim has done research and that one step that was dropped was comparable to the initial step up. Ted had a \$5,000.00 stipend so he was brought up to the appropriate salary without steps. No Director of Operation will be needed once he moves up to Chief.

3/18/13 Meeting – Schools Update and Capital Planning.

3/25 Meeting – COA, Library and Veterans.

Peg Fitzgerald made a motion to adjourn. Seconded by Nikki Newton. Motion passed unanimously.

Meeting was adjourned at 8:33pm.

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Nikki Newton  
Corresponding Clerk