



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

Meeting Minutes
 Monday, April 29, 2013

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

Others in Attendance: Kendra Kelly, Finance Committee Secretary; Charlie Seelig, Town Administrator; Kim Roy, Selectmen; Sandy Nolan, Town Accountant; John Campbell, Municipal Building Committee Chairperson; Gerry Elliott, Director of Building Maintenance.

Meeting called to order by Gordon Andrews at 7:06 pm

Mail

A letter was read from Christine Healy.

A Status Update from the Accountants Office was read.

COA Update

Article 45 of the Annual Town Meeting is proposed in the amount of \$9,500.00 to be able to hire an Architect to draw up plans for renovations at Pope's Tavern. This way they can get estimates to see what the cost will be. A new building is at least five year out and something needs to be done. The ramp can come off of the back now that they new one has been built on the front. They would also like to add on to the Kitchen with a room and an elevator in order to make the second floor accessible. They need a professional to put it on paper so they can get estimates and come up with a feasible plan. Peg feels that putting \$500,000.00 into Pope's Tavern is a waste. Nikki asked what does Peg think we should do about it. Peg suggested using the land on Thompson Street or selling it and buying the Waterman property on Monponsett Street. Nikki asked if the Building Committee feels it is safe and realistic to add on to Pope's Tavern. John Campbell feels it will hold until we can do something else. Monponsett St. is already under agreement to a 40B project. Kim would support it as well. In 1985 when Pope's Tavern was rehabbed, they replaced beams and added some additional so it was like brand new. The porch is now compromised. John said that surrounding towns have spent 3 million on their buildings. Add 1 million to the estimated cost for architects and building regulations. A new facility is just too big of a project to undertake financially at this time.

Additional Building Articles on the Warrant

The Waste Oil Burner at the Town Barn

\$8,500.00 for a "Catch All Account"

\$85,000.00 for Generators. This is also pending grants that would come back into the Stabilization Account.

\$6,850.00 for painting the entire inside of the Holmes Library

\$27,000.00 for replacing the entire carpet in the Holmes Library

\$3,650.00 to test sprinkler systems. This should have been done on a regular basis.

Condensation builds up in the pipes and rots from the inside out. It really should go on the Capital Plan every 5 years.

\$5,000.00 for a backup generator. The newer generator took a long time to get parts when it was not working. As a result, no one was able to get fuel as the pumps didn't run.

\$13,500.00 for a security system at the Town Hall. It is a big thing now. John Campbell feels that it would be nothing but problems with increased police calls for alarms going off etc. It is nice to put on a wish list.

Article 42 is to repave the COA

\$26,800.00 for the Fire Station floor. The entire thing will be done in one shot. The Chief is concerned about peeling. The new floor should last a lifetime so it is worth spending the money. It comes with a lifetime guarantee.

\$5,980.00 to paint the Great Hall. It would finish the upstairs and would be using leftover money from previous Articles for painting.

Line Item Transfers

A line item Transfer was received from Gerry Elliott in the amount of \$5,000.00 from line 196 to Line 197, Town Barn Expenses for heating, A/C, Elevator Issues and Generator Repairs. Brenda is now coming in for 30 hours a week. Summer help is coming in early to cover Tom Schindler's absence. A list of expenses was provided. Vote at the 5/6 meeting.

School

The roof is leaking in Room 105; there are rotted metal studs and plywood. They replaced the trim with azec board and the clapboards have been put back on. They took out the scupper and moved the drain to help the flat roof. Now the water will go into the main drain or the drywell. This repair should be good for 10 years or so. The main roof should have about 5-6 years left in it. If the seams are done then it may get 8-10 years before needing a new roof. One section of seams is \$22,000.00. We have 4-5 sections to do. Peg asked if the school is drawing up a Capital Plan. Kim discussed that they are responsible for their building and they should be submitting to Capital Plan. Sandy said that all repair hours should be reported to her so we can increase our State Aid. Gerry indicated that a Capital Plan for all buildings is in the works now and priorities are included for the next 5 years.

The Boiler Repairs have additional information added. In January, the repair was denied by insurance so there is still \$13,000.00 to pay. It should be absorbed in the school

budget. The older boiler now has a crack and needs repair. There is a claim that there is a \$5,000.00 deductible on and that should be covered but it is not a definite.

Articles

45 – Peg Fitzgerald made a motion to recommend funding \$9,500.00 for architectural plans for Popes Tavern repairs. Seconded by Karen Fava. Motion passed unanimously.

Executive Session

Peg Fitzgerald made a motion to adjourn to Executive Session at 7:47pm. Seconded by Karen Fava. Motion passed unanimously by roll call vote.

Public Meeting resumed at 7:55 pm by roll call vote.

Library Computers

The actual cost will be \$9,346.05 for 10 public computers including monitors (2 catalog) and 5 Staff Computers. Sails support and software is already paid for in their dues. There will possibly be \$10,000.00 freed up from Overlay Surplus to use. Kim stated that they didn't understand the process but really do need new computers. She feels that they are desperately needed. They will be starting a Capital Plan for the future. Peg said that their inventory shows 7-9 years for replacement. They need to be taught how to replace each year instead of in bulk. Nikki said that a plan needs to be implemented. Stu asked what the total number is. They have 20 in use at this point. Stu's philosophy doesn't think that replacing 75% of their computers at one time is a good plan. A 3-4 year cycle should be expected.

STM Article 5 – Peg Fitzgerald made a motion to reconsider. Seconded by Nikki Newton. Motion passed unanimously.

Karen Fava made a motion to approve \$9,080.73 for 14 computers and 10 monitors. Seconded by Stu Hall. Peg Fitzgerald made a motion to amend the motion to \$9,593.55. Seconded by Nikki Newton. 2 yes, 3 no, motion did not pass.

Gordon Andrews made a motion to recommend 14 computers from Line 130 in the amount of \$9,149.48. Seconded by Nikki Newton. Motion passed unanimously.

Nikki will tell the Library Director that they Article will be amended.

Highway Dept.

A line item transfer from heating fuel to cover repairs may be possible. \$37,706.00 is what is left in that line at this time. All tanks will be filled before the end of FY13. Bob will submit a line item transfer for the next meeting.

Comm. Center Line Discussion

Sandy said that we are going to need a line item transfer from the Wage Account. FY14 budget should be evaluated. Last year was \$600.00 higher than budget and this year is going to be \$700.00 - \$1,000.00 higher. The total should be \$29,200.00. Gordon would like to see the cell phone and regular phone breakdowns.

OPEB

Gordon said that there is \$35,000.00 in there now. If extra in free cash or overlay surplus maybe we can make a larger contribution. Peg said to spend free cash up to the limit and leave overlay alone. Once the retirement is fully funded put it towards OPEB, but that won't be for 20 years. Peg also suggests \$50,000.00 from free cash this year. You can't spend free cash from July 1 to October 1 because it is frozen. Vote Next week.

Meeting Minutes

Peg Fitzgerald made a motion to approve the minutes from 1/28/13. Seconded by Gordon Andrews. Motion passed unanimously.

Peg Fitzgerald made a motion to approve the minutes from 2/25/13. Seconded by Karen Fava. Motion passed unanimously.

Peg Fitzgerald made a motion to approve the minutes from 3/4/13. Seconded by Karen Fava. Motion passed unanimously.

Peg Fitzgerald made a motion to approve the minutes from 3/11/13. Seconded by Nikki Newton. Motion passed unanimously.

Karen Fava made a motion to approve the minutes from 3/18/13. Seconded by Peg Fitzgerald. Motion passed unanimously.

Peg Fitzgerald made a motion to approve the minutes from 3/25/13. Seconded by Nikki Newton. Motion passed unanimously.

Upcoming Meetings

5/6 - STM & ATM Meeting Review

Look at what will happen if the Town votes a 2.5% wage increase.

Line Item Transfer vote for Gerry Elliott

Line Item Transfer discussion for Bob Badore

Contracts

Sources for Articles

OPEB discussion and vote

Karen Fava made a motion to adjourn. Seconded by Peg Fitzgerald. Motion passed unanimously. Meeting adjourned at 9:07 pm.

Nikki Newton
Corresponding Clerk