



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

Meeting Minutes
 Thursday, April 4, 2013

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

Others in Attendance: Kendra Kelly, Finance Committee Secretary; Kim Roy, Selectmen; Sandy Nolan, Town Accountant; Charlie Seelig, Town Administrator; Derek Bennett, Cable Advisory Board; John Shiovone, Cable Advisory Board.

Meeting called to order by Gordon Andrews at 7:04pm

Mail

No mail was received.

Reserve Fund Transfer

A Reserve Fund Transfer request was received from Kathy Shiovone, Treasurer/Collector for \$1,500.00 to Collector's Expense Account. There is currently \$5.02 in the account due to the increase in postage and the number of mailings. That is not going to be enough to cover the water bills that will need to be mailed out. Cost will be reimbursed by the Water Dept. The Committee would like more supporting documentation. Stu asked if there are rules against "pre-paying" on accounts. Sandy stated that it is a postage meter account so it is allowed.

Nikki Newton made a motion to have Kendra send a memo asking for the current balance in the Pitney Bowes Account and for any other expenses other than those related to the Water Dept. mailings. Seconded by Peg Fitzgerald. Motion passed unanimously.

Veteran's Agent Discussion

Peg went to the Wage and Personnel meeting on Tuesday night. They felt that the \$16,702.00 that was previously recommended was too high for the position. They surveyed 10 comparable towns along with the surrounding towns and that number was higher than any of them. They are recommending \$13,557.00 for the combined position.

Cable Committee Discussion

75% of the subscribers are currently from Halifax with 25% being from Plympton. Even though Plympton only has 25% of the subscribers, they are planning to contribute

\$10,000.00 to the non-profit start up. The old license was under Adelphia and then was taken over by Comcast. Comcast no longer wants to run the studios. We must either set up a non-profit or a new Town department to run it. If they get 501C3 status, they can be eligible to receive Government money, contributions and grants. That money is not taxed and they can also use the funds to provide the product. It will be a Free/Independent Community based service. This is not an ongoing fund request. They are in hopes to get 5% of the Cable TV fees from Comcast for Plympton and Halifax for funds. Nikki asked if online streaming would be in the future and the answer was absolutely. Resources would be transferrable to allow for MP4 streaming. Peg asked what benefit this would have to the town as people should be coming to the meetings, not just watching them on TV. Right now Comcast is required to provide public access. The Federal Law (PEG) requires them to provide Public Access. We have 3 choices as a town at this point. 1) Run the public Access studio as a Town Department. 2) Join a larger group of communities like Plymouth to provide Public Access. 3) Join a small group with Plympton. We need to get the Town out of the business due to liability. A non-profit group can censor the material submitted, the town can't. Peg asked if there would be salaries involved. If so, the Comcast fee would cover that cost. Only consulting fees would be coming from the money if the town votes to appropriate it. Stu asked if there was a mission statement created for the non-profit. Mr. Bennett read the initial draft as it stands right now. As a non-profit, is there intent to do some fundraising in town? Yes, if there is a need. (It will be used for additional expenses for production, training etc.)

Quorum Discussion

Finance Committee is a 7 member board. In the bylaws, it states that Quorum is 4 members. That number does not change if seats become vacant. The Committee wishes to make a change to the number of votes needed for a vote to pass.

If there are 7 members of the board, 4 yes votes would be needed.

If there are 6 members of the board, 4 yes votes would be needed.

If there are 5 members of the board, 3 yes votes would be needed.

If there are 4 members of the board, 3 yes votes would be needed.

Karen Fava made a motion to recommend the changes to the voting as shown above. Seconded by Stu Hall. Motion passed unanimously.

Article 5 Line Items

Line 123 – Peg Fitzgerald made a motion to reconsider the line. Seconded by Karen Fava. Motion passed unanimously. Peg Fitzgerald made a motion to approve \$13,557.00 for Veteran's Agent Salary. Seconded by Karen Fava. Motion passed unanimously.

Line 137 – Peg Fitzgerald made a motion to reconsider the line. Seconded by Nikki Newton. Motion passed unanimously. Peg Fitzgerald made a motion to recommend \$1.00 for Cable Committee. Seconded by Nikki Newton. Motion passed unanimously.

STM Articles

SA – Peg Fitzgerald made a motion to recommend. Seconded by Gordon Andrews. Motion passed unanimously.

SB – HOLD for Town Meeting as there is no figure provided.

SC – Already voted

SD – Karen Fava made a motion to reconsider the line. Seconded by Nikki Newton. Motion passed unanimously. Karen Fava made a motion to recommend \$149.06. Seconded by Nikki Newton. Motion passed unanimously.

SE – Peg Fitzgerald made a motion to reconsider the line. Seconded by Karen Fava. Motion passed unanimously. Gordon Andrews made a motion to not recommend. Seconded by Karen Fava. Vote was 3-2. Karen Fava, Gordon Andrews and Stu Hall voted yes, Nikki Newton and Peg Fitzgerald voted no. Motion passed.

SF – Karen Fava made a motion to recommend \$1,387.09. Seconded by Gordon Andrews. Motion passed unanimously.

SG – Gordon Andrews made a motion to reconsider. Seconded by Nikki Newton. Motion passed unanimously. Gordon Andrews made a motion to recommend \$4,981.50. Seconded by Karen Fava. Motion passed unanimously.

SH – Already voted.

SI – Karen Fava made a motion to recommend \$11,500.00 for Cable Non-Profit. Seconded by Nikki Newton. Motion passed unanimously.

SJ – Gordon Andrews made a motion to HOLD for recommendation at Town Meeting. Seconded by Nikki Newton. Motion passed unanimously.

SK – Gordon Andrews made a motion to recommend \$13,557.00. Seconded by Karen Fava. Motion passed unanimously.

SL – Gordon Andrews made a motion to recommend. Seconded by Karen Fava. Motion passed unanimously.

A vote was taken to adjourn to Executive Session at 8:45pm.

Gordon Andrews – Yes

Nikki Newton – Yes

Peg Fitzgerald – Yes

Karen Fava – Yes

Stu Hall – Yes

The Committee returned to Open Session at 9:38pm

ATM Articles

1 – Already voted.

2 – Karen Fava made a motion to recommend. Seconded by Nikki Newton. Motion passed unanimously.

3 – Peg Fitzgerald made a motion to recommend and have the salaries listed the same as they were for FY13. Seconded by Karen Fava. Motion passed unanimously.

4 – Peg Fitzgerald made a motion to recommend and to add the letter (N) to line 113 and 118. Seconded by Karen Fava. Motion passed unanimously.

5 – Peg Fitzgerald made a motion to recommend. Seconded by Karen Fava. Motion passed unanimously.

6 - Peg Fitzgerald made a motion to recommend. Seconded by Karen Fava. Motion passed unanimously.

7 – Peg Fitzgerald made a motion to recommend at Town Meeting. Seconded by Gordon Andrews. Motion passed unanimously.

8 - Peg Fitzgerald made a motion to recommend at Town Meeting. Seconded by Gordon Andrews. Motion passed unanimously.

9 - Peg Fitzgerald made a motion to recommend at Town Meeting. Seconded by Gordon Andrews. Motion passed unanimously.

10 - Peg Fitzgerald made a motion to recommend at Town Meeting. Seconded by Gordon Andrews. Motion passed unanimously.

11 - Peg Fitzgerald made a motion to recommend at Town Meeting. Seconded by Gordon Andrews. Motion passed unanimously.

12 - Peg Fitzgerald made a motion to recommend at Town Meeting. Seconded by Gordon Andrews. Motion passed unanimously.

13 - Peg Fitzgerald made a motion to recommend at Town Meeting. Seconded by Gordon Andrews. Motion passed unanimously.

A – Karen Fava made a motion to recommend at Town Meeting. Seconded by Nikki Newton. Motion passed unanimously.

B – Gordon Andrews made a motion to recommend at Town Meeting. Seconded by Nikki Newton. Motion passed unanimously.

C1 – Gordon Andrews made a motion to recommend. Seconded by Karen Fava. Motion passed unanimously.

D – Gordon Andrews made a motion to recommend \$25,650.00. Seconded by Karen Fava. Motion passed unanimously.

F – Gordon Andrews made a motion to recommend. Seconded by Karen Fava. Motion passed unanimously.

G – Peg Fitzgerald made a motion to recommend. Seconded by Karen Fava. Motion passed unanimously.

H – Karen Fava made a motion to recommend. Seconded by Gordon Andrews. Motion passed unanimously.

I – Peg Fitzgerald made a motion to recommend \$40,000.00. Seconded by Karen Fava. Motion passed unanimously.

J – Peg Fitzgerald made a motion to recommend. Seconded by Nikki Newton. Motion passed unanimously.

K – Peg Fitzgerald made a motion to recommend. Seconded by Karen Fava. Motion passed unanimously.

L – Peg Fitzgerald made a motion to recommend. Seconded by Karen Fava. Motion passed unanimously.

M - Peg Fitzgerald made a motion to recommend. Seconded by Karen Fava. Motion passed unanimously.

N - Peg Fitzgerald made a motion to recommend. Seconded by Nikki Newton. Motion passed unanimously.

O - Peg Fitzgerald made a motion to recommend. Seconded by Karen Fava. Motion passed unanimously.

Q - Peg Fitzgerald made a motion to recommend. Seconded by Karen Fava. Motion passed unanimously.

V - Peg Fitzgerald made a motion to recommend. Seconded by Nikki Newton. Motion passed unanimously.

X – Line will be deleted as it can be done under the Dog Officer Expense Line.

Y - Peg Fitzgerald made a motion to recommend. Seconded by Nikki Newton. Motion passed unanimously.

Z – Karen Fava made a motion to recommend. Seconded by Peg Fitzgerald. Gordon Andrews was opposed. All other members voted yes. Motion passed.

AA - Peg Fitzgerald made a motion to recommend. Seconded by Karen Fava. Motion passed unanimously.

AC - Peg Fitzgerald made a motion to recommend. Seconded by Nikki Newton. Motion passed unanimously.

AD - Peg Fitzgerald made a motion to recommend. Seconded by Nikki Newton. Motion passed unanimously.

AE - Peg Fitzgerald made a motion to recommend. Seconded by Karen Fava. Motion passed unanimously.

AF - Peg Fitzgerald made a motion to recommend. Seconded by Karen Fava. Motion passed unanimously.

AG – Peg Fitzgerald made a motion to recommend the full replacement for \$27,000.00. Seconded by Karen Fava. Motion passed unanimously.

AH - Peg Fitzgerald made a motion to recommend. Seconded by Nikki Newton. Motion passed unanimously.

AI - Peg Fitzgerald made a motion to recommend. Seconded by Nikki Newton. Motion passed unanimously.

AJ - Peg Fitzgerald made a motion to not recommend. Seconded by Nikki Newton. Motion passed unanimously.

AL – Gordon Andrews made a motion to recommend. Seconded by Karen Fava. Motion passed unanimously.

AM – Peg Fitzgerald made a motion to recommend \$85,000.00 from Stabilization and if any money is received from State or Federal Grants, that money will be returned to the Stabilization Fund. Seconded by Karen Fava. Motion passed unanimously.

AN – Peg Fitzgerald made a motion to recommend repairing the entire floor for \$26,800.00. Seconded by Karen Fava. Motion passed unanimously.

AO - Peg Fitzgerald made a motion to recommend. Seconded by Karen Fava. Motion passed unanimously.

AP1 - Peg Fitzgerald made a motion to recommend at Town Meeting and to add the wording “for architectural plans for possible addition, repairs and renovations”. Seconded by Karen Fava. Motion passed unanimously.

AR – Gordon Andrews made a motion to recommend at Town Meeting. Seconded by Karen Fava. Motion passed unanimously.

AR1 - Peg Fitzgerald made a motion to recommend. Seconded by Gordon Andrews. Motion passed unanimously.

AS – Gordon Andrews made a motion to recommend. Seconded by Karen Fava. Motion passed unanimously.

AT - Peg Fitzgerald made a motion to recommend at Town Meeting. Seconded by Karen Fava. Motion passed unanimously.

AU - Peg Fitzgerald made a motion to recommend at Town Meeting. Seconded by Karen Fava. Motion passed unanimously.

AV – Karen Fava made a motion to recommend. Seconded by Gordon Andrews. Motion passed unanimously.

AX – Gordon Andrews made a motion to recommend at Town Meeting. Seconded by Karen Fava. Motion passed unanimously.

AY - Gordon Andrews made a motion to recommend at Town Meeting. Seconded by Karen Fava. Motion passed unanimously.

AZ - Gordon Andrews made a motion to recommend at Town Meeting. Seconded by Karen Fava. Motion passed unanimously.

BA - Gordon Andrews made a motion to recommend at Town Meeting. Seconded by Karen Fava. Motion passed unanimously.

BB – Stu Hall made a motion to recommend at Town Meeting. Seconded by Karen Fava. Motion passed unanimously.

BC - Stu Hall made a motion to recommend at Town Meeting. Seconded by Karen Fava. Motion passed unanimously.

BD - Stu Hall made a motion to recommend at Town Meeting. Seconded by Karen Fava. Motion passed unanimously.

BE - Stu Hall made a motion to recommend at Town Meeting. Seconded by Karen Fava. Motion passed unanimously.

BF - Stu Hall made a motion to recommend at Town Meeting. Seconded by Karen Fava. Motion passed unanimously.

BG - Stu Hall made a motion to recommend at Town Meeting. Seconded by Karen Fava. Motion passed unanimously.

BH - Stu Hall made a motion to recommend at Town Meeting. Seconded by Karen Fava. Motion passed unanimously.

BI - Stu Hall made a motion to recommend at Town Meeting. Seconded by Karen Fava. Motion passed unanimously.

Medical Marijuana STM

2 – Karen Fava made a motion to not recommend. Seconded by Gordon Andrews. Nikki Newton Abstained. Motion passed.

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

Meeting was adjourned at 10:25pm.

Nikki Newton
Corresponding Clerk