



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

Meeting Minutes
Monday, September 24, 2012

	Gordon Andrews	Peter Beals	Karen Fava	Margaret (Peg) Fitzgerald	Paul Weckbacher	Nikki Newton
Present	✓	✓	✓	✓	✓	✓

Others in Attendance: Charlie Seelig, Town Administrator; Sandy Nolan, Town Accountant; Kim Roy, Selectmen; William Carrico, Fire Chief; Patricia Forsstrom, Fire Chief's Secretary; Kathy Shiavone, Collector.

Meeting called to order at 7:00pm
Meeting Adjourned at 8:40pm

Mail

A memo was received from Sandy Nolan, Town Accountant regarding authorized signatures needing to be updated for all departments. Peg Fitzgerald moved that Gordon Andrews be authorized to sign payroll. Seconded by Nikki Newton. Motion passed unanimously. Gordon Andrews made a motion that Nikki Newton be the alternate authorized signer. Seconded by Peg Fitzgerald. Motion passed unanimously.

A memo was received from John Grace of Wage and Personnel regarding Employee Evaluations. They will be kept in personnel files in the Treasurer's Office in sealed envelopes. Peg Fitzgerald made a motion that the Chairperson does the Evaluation on the Fin Comm. Secretary and then brings it before the Committee to review. Seconded by Karen Fava. Motion passed unanimously. Kendra will remind Gordon in December that the review needs to be completed before January 20, 2013.

The Association of Town Finance Committees is having its Annual Meeting on October 20, 2012. Peg Fitzgerald is planning to attend. Nikki Newton may also be attending. Both Peg and Nikki have the registration forms.

Peg Fitzgerald made a motion to approve the Meeting Minutes from August 13, 2012. Seconded by Peter Beals. Motion passed unanimously.

Reserve Fund Transfers

A Reserve Fund Transfer was received from Kathy Shiavone, Town Collector for \$1,363.08 to be transferred to 01-752-5925, Interest on Short Term Loans. The Appellate

Tax Board has ordered abatement for the Verizon 2009 Personal Property Tax in the amount of 22,870.44. The Town also owes them interest in the amount of 8% per year, calculated from the payment date to the day we pay them. We owe 6,281.76. This is the amount paid out of the Interest on Short Term Loans Account. There was only 5,000.00 appropriate into that account so there is a deficit in the account of 1,363.08. There was no indication during FY12 budget season that this case would be settled during FY 13 or the amount of the abatement. Peg Fitzgerald made a motion to approve 1,363.08. Seconded by Karen Fava. Motion passed unanimously.

A Reserve Fund Transfer Request in the amount of 12,000.00 was received from Chief Carrico to be transferred into Vehicle & Equipment. There are 7,000.00 in outstanding bills sitting on the Chief's desk. The air conditioning in A2 has been a problem and is out of service currently as they can't get the back ordered parts. The Ladder truck failed an inspection and he had to replace a ground ladder and swivel control. His FY13 budget in this account is 14,000.00 and he is requesting an additional 12,000.00 to hopefully get through the rest of FY13. In the big picture, a savings could actually be coming to the tax payers as the Fire Department is possibly going up to an ISO3 rating. Peg asked why more wasn't appropriated to that account as last year 14,000.00 was appropriated and then there was a 6,000.00 Reserve Fund Transfer. The Chief cannot foresee brakes going, air conditioning going etc. He can predict annual maintenance and testing but not breakdowns. These Ford Ambulances are known for breaking down like this. Paul stated that it is very unusual for all of A2's air conditioning unit parts to let go at the same time. The Chief agreed and said he is contesting the verbal estimate he currently has for 2,600.00 as the repair was done just 2 weeks before and it obviously was not done correctly. Paul suggested that the Chief file for Loss of Use on A2 with Colonial Ford to recover the approx 8,600.00 to date of lost revenue for having A2 sidelined waiting for parts. Peter pointed out that procedurally it is good to find out what is going on, but in reality the money is already spent as there is currently a 1468.25 deficit in this account. Peg agreed with Peter. Peg Fitzgerald made a motion for 12,000.00 Reserve Fund Transfer. Seconded by Nikki Newton. Gordon Andrews, Nikki Newton and Peg Fitzgerald voted yes. Karen Fava abstained. Peter Beals and Paul Weckbacher did not vote. The vote did not pass as the Committee needs to have four voting members. Paul Weckbacher made a motion for 8,000.00 Reserve Fund Transfer. Seconded by Peter Beals. Karen Fava abstained. All other members voted yes. Motion passed.

The Chief will email the Committee to advise how he makes out with Colonial Ford. Paul will be assisting the Chief with this issue.

General Discussion

Natasha Lyman was coming in to be interviewed by the Committee to fill the empty position on Finance Committee. She was not at the meeting due to illness. Kendra will reschedule her to our next meeting on Tuesday, 10/9.

Upcoming Meetings

10/8 meeting moved to 10/9 due to holiday. Gordon Andrews made a motion to move the 10/8 meeting to 10/9 in the Upstairs Meeting Room. Seconded by Peg Fitzgerald. Motion passed unanimously.

10/22 (Meet with Kingston and Plympton Fin Comm.'s), Kendra will reserve the Great Hall and draft a letter to the other Committees inviting them to the meeting and review with Gordon.

Gordon Andrews made a motion to move the meeting with the Selectmen to 11/19/12. Seconded by Peter Beals. Motion passed unanimously.

11/26 will be a normally scheduled meeting.

12/10 will be a normally scheduled meeting.

Gordon Andrews made a motion to cancel the meeting on 12/24. Seconded by Paul Weckbacher. Motion passed unanimously.

Weekly Monday meetings will begin on January 14, 2013.

The tax rate is 17.99 for this year. Previously it was 16.80. Which is a 4.5% decrease in property value for the single family home and a 12% decrease in raw land. The total drop was 5%. Gordon will forward the full information to Kendra to pass along.

Summary

Next Meeting is Tuesday, October 9, 2012.

Paul Weckbacher made a motion to adjourn. Seconded by Peter Beals. Motion passed unanimously.

Nikki Newton
Corresponding Clerk