



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

Meeting Minutes  
 Wednesday, March 20, 2019

	Frederick McGovern	Leonard Teceno	Bill McAvoy	Melinda Tarsi	Brad Graham	Vacant
Present	X	X	X	*X		

Also in attendance was Sandy Nolan, Town Accountant, Charlie Seelig, Town Administrator; Kim Roy, Selectman

Bill opened the meeting at 7:10p.m.

The meeting was recorded by Area 58

Bill stated that we do not have quorum, so the committee will skip the regular agenda and talk about Capital Items, although they will not be voting on them tonight. Sandy passed out the capital item sheets which are in priority order.

Highway – Road Maintenance Account in the amount of \$150,000.00. Bill stated the committee had previously discussed this. Kim stated that the list represents the priority of things we do every year. Bill stated he will bring up each item and if anyone has questions, they can ask them.

Treasurer/Collector-GASB OPEB study in the amount of \$6,550.00 is a state mandated study that we have to do every two years.

Fire – New Ambulance in the amount of \$300,000.00– Fred asked if we are replacing an ambulance. Kim said yes, it has had a lot of use and needs to be replaced. Len asked about the ambulance billing receipts. Sandy stated we are at 500k which is 100k more than last year.

Police Chief Cruiser in the amount of \$90,000.00. Charlie stated it is actual two vehicles. Sandy stated that we are not trading in vehicles. The Building Department is looking to use the old cruiser, and the Chief will update on this as it transpires. The \$90,000.00 amount is before a trade in.

Replace Voting Machines in the amount of \$21,800.00. There will be two machines and this price includes any maintenance to be done this year.

Water-Roof and Chemical Dispersion for both Well Fields in the amount of \$520,000.00, to be funded by the Water Department. Bill asked if there were any questions on this article. There were none.

Data Processing - Network Cabling Refresh in the amount of \$75,000.00.

Data Processing - Server Battery Back-Ups in the amount of \$200.00. There were no questions.

Police - Purchase 15 new computers in the amount of \$35,000.00. Sandy stated these are for the police and fire departments. Len asked if this included a software package that we don't currently have. The Committee thinks this amount is large and asked Sandy to clarify. Kim said state requirements for recording and reporting require the cruisers and ambulances to update their computers.

Police – Purchase 5 tasers in the amount of \$12,000.00. No questions.

Police – Bullet Proof Vests in the amount for \$5,000.00. Bill asked about the reimbursement from the state. Sandy stated we pay for the vests up front, and then get reimbursement from the state. Len asked if we did something with vests last year. Sandy stated they had put the article in last year, but then took it out.

School – Replace HES Network Switches in the amount of \$15,000.00. Bill asked if the schools are replacing nine switches. Sandy stated yes. They are going ahead with the nine switches now because we can expect to get a possible 50% contribution from the state. Len asked if we made sure the switches would be compatible with what is currently installed. Sandy stated this was checked on and yes, they would be compatible.

Water – Purchase and Equip Water Department service truck in the amount of \$34,000.00 to be funded by the Water Department. No questions.

Highway – Highway Surveyor Truck in the amount of \$30,000.00. Sandy stated he is purchasing a smaller truck. Len asked if they are retiring a truck. Sandy said the foreman's truck, which will be the old truck, will be used for plowing.

#16 Animal Control – Equip Animal Control Vehicle in the amount of \$5,000.00. Bill asked if this request is from the police chief. Sandy said yes. Animal Control will use the old cruiser and equip it with a cage.

#17 Highway - Traffic Lights Rebuild in the amount of \$19,500.00. Sandy explained they need replacing because they have been corroded by street salting in the winter.

#18 Recycling – Cement Slab for Roll Off Containers in the amount of \$15,000.00 to be funded by the Solid Waste Enterprise.

#19 MSBC- Replace Recycling center flooring in the amount of \$5950.00 to be funded by the Solid Waste enterprise.

#20 MSBC - Police Station flooring in the amount of \$4,600.00. Kim stated this has been needed for a while now.

#21 MSBC - Pope's Tavern 1st floor flooring in the amount of \$4,500.00 to possibly be funded by Pope's Tavern money. Sandy stated there was 100k voted from the landfill project that we put towards the COA. We may be able to use some of this money, but until that is firm, we are still using free cash.

#22 MSBC - Replace Windows at Pope's Tavern in the amount of \$12,000.00 to possibly be funded by Pope's Tavern money. The windows to be replaced are in the front of the building.

#23 Selectmen – ADA Self Evaluation in the amount of 33,000.00. Charlie explained we have to have an engineered ADA plan to apply for funding from the state. We want to get the plan done and then apply for the construction money from the state.

#24 Data Processing – Phone System Upgrade in the amount of \$5,200.00.

#25 Data Processing – Data/Email Backup in the amount of \$5,100.00.

#26 Highway – Kubota in the amount of \$51,000.00. This amount is less than what was previously requested, because two attachments were removed. Len doesn't think this is needed. Bill feels Steve knows what his department needs and that's why he's asking for this. Len stated he believes we can do just as good a job with a smaller piece of equipment and save a large amount of money. Charlie said he remembers Facebook posts from last year with people complaining that the shoulder grass was too high. Kim stated Steve may have a need, but maybe a smaller machine will work. Sandy pointed out that a consideration is the amount of use its going to get. Fred stated we should look at return on investment between machines. The size of the machine needed may be measured by the hours of use. Fred is meeting with Steve on Monday and will get some clarification then.

#27 Highway – Fence for Highway Property in the amount of \$18,000.00. No questions.

Bill stated that the total of the twenty-seven capital articles is \$1,496,900.00 of which \$554,000.00 is Water Department funding and \$20,950.00 is Solid Waste funding for a total of #921,950.00 from free cash and meals tax.

What has been requested but not recommended is:

Middle School Resource Officer in the amount of \$36,000.00. Sandy stated this should be in the operating budget. It is not considered a capital item. Kim thinks it's going to

stay as an article. Sandy stated if this is recommended it should be in next year's budget. Bill asked if the committee can recommend to the town floor that this happens. Len said this issue seems rushed. Perhaps the conversation started too late. Fred said the law states that we have to provide an officer. Bill asked if it has to be a Kingston officer. Fred said no, it could be a state police officer.

Library Computers in the amount of \$2,000.00. Sandy said this article is coming out because it will come from their expense budget.

Highway Sweeper in the amount of \$168,129.00. Bill stated we are waiting for more information on this from Steve.

Highway Basin Cleaning in the amount of \$129,900.00. Sandy stated this is actually the stormwater management account. This amount includes \$32,000.00 for street sweeping. Sandy stated there is a separate line item for stormwater management that has been created.

MSBC - Town Hall 2nd Floor Flooring in the amount of \$19,200.00. Scott is pulling the article.

MSBC - LED Lighting for Library – The funding will possibly come from Green Communities Grant so the article is being removed.

Private Citizen-Paving of Hayward Street in the amount of \$250,000.00. Sandy and Charlie stated this is a rough estimate. Sandy said if this passed, the money should come from Chapter 90 or Road maintenance account. This is Steve Hayward's jurisdiction as an elected official.

Bill stated that the total of the articles not being recommended is \$605,229.90. \$167,900.00 is being moved to the operating budget. \$250,000.00 will be moved to Road Maintenance/Chapter 90.

Sandy pointed out the next section is Miscellaneous Non-Capital Articles, and there are a few articles that she does not have money amounts for yet: Purchase of Street Lights and Land Plan Zoning Map. Charlie stated he did not have enough time to prepare for this year. It is worthwhile for the town to do, but this will be moved to next year. The Land Planning Zoning Map may come out of their budget, so this may not need to be an article. It is just a place holder. Len asked if there was a change in zoning. Charlie stated there is an area of the map that is listed as commercial and it should be industrial.

Conservation – Wetland Secretary and Support in the amount of \$7,500.00 will be coming out of the Wetland Account.

The South Coastal Counties Legal Services, South Shore Women's Center and South Shore Community Action Council are place holders. \$3,500.00 is the requested amount

for each of these. Per Sandy, if these don't come in, we scratch them. We contract with them to help our citizens.

Data Processing – Scanners in the amount of \$600.00. This is requested because we have many files and plans that have been deemed a possible fire hazard. The scanners would be used to digitally store these so we can eliminate the paper storage.

Private Citizen – Street Light at the corner of Plymouth and Cranberry Drive (west) in the amount of \$150.00. Residents feel it is too dark on that corner.

Plymouth County Extension Service in the amount of \$150.00. Sandy stated this is 4-H.

Sandy reviewed the amounts. The total of the articles not recommended is \$18,900.00, of which \$7500.00 will come out of the Wetlands Fund for a total of \$11,400.00. The grand total is \$1,127,679.00. The available free cash total is \$1,037,431.00. The Meals Tax total is \$90,000.00. The total money available is \$1,127,431.00. We're taking off the \$19,200.00 and adding back \$50, so we will have about \$25,000.00 left in free cash. There were no further questions regarding the articles, so Bill McAvoy rescinded duties as Chair to Melinda.

Sandy stated the committee can vote articles, but the amounts will change in the warrant.

Melinda entertained motions on the following:

#### Capital Articles in Priority Order

#1 Highway/Road Maintenance Account in the amount of \$150,000.00

Motion: Len

Second: Fred

AIF

#2 Assessors/Revaluation Funding in the amount of \$18,500.00

Motion: Bill

Second: Len

AIF

#3 Treasurer/Collector-GASB OPEB Study in the amount of \$6,550.00

Motion: Bill

Second: Len

AIF

#4 Fire/New Ambulance Purchase and Equip in the amount of \$300,000.00

Motion: Bill

Second: Len  
AIF

#5 Police/One New Cruiser, New Chief's Vehicle-Purchase and Equip in the amount of \$90,000.00

Motion: Bill  
Second: Len  
AIF

#6 Clerk/Replace two voting Machines in the amount of \$21,800.00

Motion: Bill  
Second: Fred  
AIF

#7 Water/Roof and Chemical Dispersion for Both Well Fields in the amount of \$20,000.00 funded by the Water Department

Motion: Bill  
Second: Len  
AIF

#8 Data Processing/Network Cabling Refresh in the amount of \$75,000.00

Motion: Bill  
Second: Fred  
AIF

#9 Data Processing/Server Battery Backup in the amount of \$4,200.00

Motion: Bill  
Second: Len  
AIF

#10 Police/Purchase fifteen new computers with Windows 10 Operating System installed and Office 365 Cloud email in the amount of \$35,000.00

Motion: Bill  
Second: Len  
AIF

#11 Police/Purchase five tasers with a five year replacement plan, cartridges and training in the amount of \$12,000.00

Motion: Bill  
Second: Len  
AIF

#12 Police/Bullet Proof Vests-eligible for reimbursement from State and/or Federal Government in the amount of \$5,000.00

Motion: Bill

Second: Len

AIF

#13 School/Replace the Halifax Elementary School Network Switches in the amount of \$16,000.00

Motion: Bill

Second: Len

AIF

#14 Water/Purchase and Equip Water Department Service Truck in the amount of \$34,000.00 funded by the Water Department

Motion: Bill

Second: Len

AIF

#15 Highway/Highway Surveyor Truck in the amount of \$30,000.00

Motion: Bill

Second: Len

AIF

#16 Animal Control/Equip Animal Control Vehicle in the amount of \$5,000.00

Motion: Bill

Second: Len

AIF

#17 Highway/Traffic Lights Rebuild in the amount of \$19,500.00

Motion: Bill

Second: Len

AIF

#18 Recycling/Cement Slab for Roll-Off Containers in the amount of \$15,000.00 funded by Solid Waste Enterprise

Motion: Bill

Second: Len

AIF

#19 MSBC/Replace Recycling Center Flooring in the amount of \$5,950.00 to be funded by Solid Waste Enterprise

Motion: Bill

Second: Len

AIF

#20 MSBC/Police Station Flooring at Rear Entrance in the amount of \$4,600.00

Motion: Bill

Second: Len

AIF

#21 MSBC/Pope's Tavern First Floor Flooring in the amount of \$4,500.00-possible funding through Pope's Tavern money

Melinda entered a motion to table this article as well as article #22 MSBC/Pope's Tavern Replacement Windows at Pope's Tavern in the amount of \$12,000.00-possible funding through Pope's Tavern money.

Motion: Len

Second: Fred

AIF

#23 Selectmen/ADA Self Evaluation in the amount of \$33,000.00

Motion: Bill

Second: Len

AIF

#24 Data Processing/Phone System Upgrade in the amount of \$5,200.00

Motion: Bill

Second: Len

AIF

#25 Data Processing/Email Backup in the amount of \$5,100.00

Motion: Bill

Second: Len

AIF

#26 Highway/Kubota in the amount of \$51,000.00

Melinda entertained a motion to table the discussion of the Kubota

Motion: Bill

Second: Len

AIF

#27 Highway/Fence for Highway Property in the amount of \$18,000.00

Motion: Bill

Second: Len

AIF

Capital Articles Not Recommended:

School/Middle School Resource Officer in the amount of \$36,000.00

Bill made a motion to recommend with comment that this will be added to the Operating Budget next year. Melinda asked the committee if we should recommend it. Len and Fred both don't want to recommend. Melinda explained that we can speak to it on town floor.

Motion: Bill made a motion to table the discussion until we have a full committee  
Second: Len  
AIF

Highway/Sweeper in the amount of \$168,129.00  
Motion: Bill  
Second: Len  
AIF

Private Citizen/Paving of Hayward St. in the amount of \$250,000.00  
Motion: Bill made a motion to table the discussion until we have a full committee  
Second: Len  
Fred

Miscellaneous Non-Capital Articles:

Conservation/Wetland Secretary and Support in the amount of \$7,500.00 to come out of the Wetlands Fund.

Motion: Bill  
Second: Len

Fred asked for clarification because he was asked by Gordon Andrews about this article. Sandy stated this is always an article and the money comes from the Wetlands Fund, and this money cannot go back into the general fund. The money stays in the article. Kim stated we fund the position from a line item in the budget. We eliminated the Conservation Agent due to budget cuts. Sandy stated with this money, we can hire professionals for delineations, and extra hours for projects that come up.

AIF

Selectmen/Purchase of Street Lights – Article Being Pulled

Assessors/Land Planning Zoning Map – Holding a spot, no amount given.

Private Citizen/Street Light -Corner of Plymouth and Cranberry Drive (west) in the amount of \$200.00

Motion: Bill  
Second: Len  
AIF

Private Citizen/Plymouth County Extension Service in the amount of \$150.00

Motion: Bill  
Second: Len  
AIF

Data Processing/Scanners in the amount of \$600.00

Motion: Bill  
Second: Len

AIF

Bill asked if we need to make a motion to table the Assessors/Land Planning Zoning Map Article. Sandy stated yes.

Charlie informed the committee that the South Shore Women's Center changed their name to South Shore Resource Advocacy Center.

Private Citizen/South Coastal Counties Legal Service in the amount of \$3,500.00

Motion: Bill

Second: Len

AIF

Private Citizen/South Shore Resource Advocacy Service formally known as South Shore Women's Center in the amount of \$3,500.00

Motion: Bill

Second: Len

AIF

Melinda entertained a motion to table the following:

Private Citizen/South Shore Community Action Council in the amount of \$3,500.00

Assessors/Land Planning Zoning Map

Motion: Bill

Second: Len

AIF

Mail:

Melinda read an email from Charlie regarding a gentle reminder about posting on Facebook, Twitter and web pages.

No public participation.

Melinda entertained a motion to adjourn at 8:50p.m.

Motion: Bill

Second: Len

AIF

Respectfully submitted,  
Kathy Clark, Secretary

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Len Teceno, Clerk