



Finance Committee
TOWN OF HALIFAX
499 Plymouth Street
Halifax, MA 02338

Meeting Minutes

Monday June 26, 2023

Committee Members Present (Remotely): Todd Dargie, Michael Bennett, Frank Johnston & Jim Walters

Committee members absent: Cheryl Zarrella Burke & Jonathan Schmaling

Audience: Chief Chaves, Cody Haddad, Sandy Nolan & Katie Esposito

Todd Dargie called the meeting to order at 6:07 pm

Meeting is being record by area 58

Acceptance of Meeting Minutes: Minutes from Monday June 12th have been circulated to the committee for a vote.

Todd entertained a motion to recommend the meeting minutes from Monday June 12, 2023

Motion: Michael Bennett

Second: Frank Johnston

Roll Call: Todd Dargie, Frank Johnston, Jim Walters, & Michael Bennett

Line-Item Transfers Requests: Before reviewing the new requests Todd confirms with Sandy that all signatures have been collected from the previous meeting on June 12th. She agrees and states she received 4 signatures on the previously approved line-item transfer requests.

The first request of the night is to transfer \$1,500 from the Town Administrator Salary Account into the Recruitment Account. This is due to the increase in open positions throughout the town. This transfer will assist with advertising and new hire screenings expenses.

Todd entertained a motion to recommend the transfer of \$1,500 from the Town Administrator Salary Account into the Recruitment account.

Motion: Michael Bennett

Second: Frank Johnston

Roll Call: Todd Dargie, Frank Johnston, Jim Walters, & Michael Bennett

The next requests from the Town Administrators office includes 3 transfers in the amount of \$10,000 each from the Regulatory Clerical Account, Building Inspector Wages Account and the Property Insurance Account to be

transferred into the Legal Expenses Account. This is needed due to unexpected litigations the town is currently involved in.

Todd entertained a motion to recommend the transfer of \$10,000 from the Regulatory Clerical Account, \$10,000 from the Building Inspector Wages Account and \$10,000 from the Property Insurance Account for a total of \$30,000 into the Legal Expense Account.

Motion: Michael Bennett

Second: Frank Johnston

Roll Call: Todd Dargie, Frank Johnston, Jim Walters, & Michael Bennett

Next transfer request is from the Fire Department in the amount of \$5,000 from the Fire Chief Salary Account into the Clerical Wages Account. This is due to overtime accrued by the clerical staff in the absence of hiring a new Fire Department Chief.

Todd entertained a motion to recommend the transfer of \$5,000 from the Fire Chief Salary Account into the Fire Clerical Wages Account.

Motion: Michael Bennett

Second: Frank Johnston

Roll Call: Todd Dargie, Frank Johnston, Jim Walters, & Michael Bennett

The Police Department follows with a request for \$503.73 from the Police Training Account into the Police Wages account. This was an unexpected expense due to the new federal holiday of Juneteenth not being put into the FY23 budget.

Todd entertained a motion to recommend the transfer of \$503.75 from the Police Training Account into the Police Wages Account.

Motion: Michael Bennett

Second: Frank Johnston

Roll Call: Todd Dargie, Frank Johnston, Jim Walters, & Michael Bennett

Police Chief Chaves' next request is in the amount of \$36,000 from the Snow and Ice Account into the Police Wages Account. The request will cover the additional personal day given to the Police Officers during negotiations in exchange for wearing a body camera. This will also cover the wages of two additional officers hired to help reduce the overtime expenses.

Todd entertained a motion to recommend the transfer of \$36,000 from Snow and Ice Account into the Police Wages Account

Motion: Michael Bennett

Second: Frank Johnston

Roll Call: Todd Dargie, Frank Johnston, Jim Walters, & Michael Bennett

The Recycling Department is next with a request for \$475.00 from the Recycle Wages Account into the Recycle Clerical Account. This is due to the unbudgeted federal holiday of Juneteenth and additional overtime preparing for the new upcoming trash program.

Todd entertained a motion to recommend the transfer of \$475.00 from the Recycle Wages Account into the Recycle Clerical Account

Motion: Michael Bennett

Second: Frank Johnston

Roll Call: Todd Dargie, Frank Johnston, Jim Walters, & Michael Bennett

Next request from the Recycling Department is in the amount of \$8,000 from the Recycle Wages Account into the Recycle Expense Account. This was because of the fluctuating program expenses including the single stream.

Todd entertained a motion to recommend the transfer of \$8,000.00 from the Recycle Wages Account into the Recycle Expense Account

Motion: Michael Bennett

Second: Frank Johnston

Roll Call: Todd Dargie, Frank Johnston, Jim Walters, & Michael Bennett

The Water Department followed with a request in the amount of \$1,822.94 from the Water Supply Account into the Water Superintendent Salary Account. This was caused by an oversight on the budget that didn't take into consideration the anniversary date for the Superintendent.

Todd entertained a motion to recommend the transfer of \$1,822.94 from the Water Supply Account into the Water Superintendent Salary Account.

Motion: Michael Bennett

Second: Frank Johnston

Roll Call: Todd Dargie, Frank Johnston, Jim Walters, & Michael Bennett

The last request of the night was from the Town Building Department Wage Full Time Account into the Director of Building Maintenance Salary Account in the amount of \$7.00. This was caused by a minor budget oversight and has been corrected going forward.

Todd entertained a motion to recommend the transfer of \$7.00 from the Town Building Wage Full Time Account into the Town Director of Building Maintenance Salary Account

Motion: Michael Bennett

Second: Frank Johnston

Roll Call: Todd Dargie, Frank Johnston, Jim Walters, & Michael Bennett

This concluded the request for the June 26th finance committee meeting. Todd informed the committee he will send the signature requests electronically for the approved recommendations. This will be available for signatures by tomorrow June 27, 2023.

Correspondence & As May Arise: Nothing new in the mailbox or correspondence as seen by the Chair. Sandy will check the mailbox in the morning to confirm nothing else has been submitted. The Finance Committee did receive an open meeting law complaint via email. It was pertaining to the Meeting from May 23, 2023. The complaint states the chair did not announce members were participating remotely. The committee discussed and agreed the best way to respond to this new complaint would be to have the Town Administrator respond on their behalf. Cody explains to the committee they would need a formal vote granting him permission to do so.

Todd entertained a motion to allow The Town Administrator to respond to the Open Meeting Law Complaint from the May 23, 2023, meeting on behalf of the Finance Committee.

Motion: Michael Bennett

Second: Frank Johnston

Roll Call: Todd Dargie, Frank Johnston, Jim Walters, & Michael Bennett

Next Meeting: Monday July 10, 2023, at 6:00 PM which will take place remotely on Zoom. During this meeting the committee will review any line-item requests if any and interview the new finance committee candidate.

Todd Dargie entertained a motion to adjourn at 6:46 PM

Motion: Jim Walter

Second: Michael Bennett

Roll Call: Todd Dargie, Frank Johnston, Jim Walters, & Michael Bennett

Exabits: Department Line items transfer requests & Open Meeting Law Complaint

Respectfully submitted,

A handwritten signature in black ink that reads "Michael Bennett". The signature is written in a cursive style with a long horizontal line extending from the end of the name.

Michael Bennett, Clerk