



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

## Meeting Minutes

**Monday January 8, 2024**

**Committee Members Present (Remotely):** Todd Dargie, Frank Johnston, Cheryll Zarrella Burke, William Smith, Michael Bennett & Jim Walters

**Absent:** Edward Bryan

**Audience:** Cody Haddad, Sandy Nolan & Katie Esposito

**Todd Dargie called the meeting to order at 6:02 pm**

*This meeting is being conducted remotely and being recorded by Area 58.*

**ACCEPTANCE OF FINANCE COMMITTEE MEETING MINUTES FROM December 11, 2023 & Special Town Meeting Minutes for December 14, 2023:** Minutes from Monday December 11, 2023 & Special Town Meeting Minutes for December 14, 2023, have been circulated to the committee members prior to the meeting for review.

**Todd entertained a motion to recommend the meeting minutes from December 11, 2023 & Special Town Meeting Minutes for December 14, 2023**

Motion: Cheryl Zarrella Burke

Second: Michael Bennett

Roll Call: Todd Dargie, Frank Johnston, Cheryll Zarrella Burke, William Smith, Michael Bennett & Jim Walters

*All in Favor 6/0*

**FY25 BUDGET UPDATE AND LIAISON PLANNING:** Cody informs the committee that himself and Sandy have set aside timeslots for committee members and department heads to meet. This meeting will be held at the town hall in the town administrator's office.

- Todd Dargie: Monday January 22<sup>nd</sup> at 12:00 PM
- Frank Johnston: January 11<sup>th</sup> at 9:00 AM
- Jim Walters: January 16<sup>th</sup> @ 1:00 PM
- William Smith: January 18<sup>th</sup> @ 9:00 AM
- Michael Bennett: January 18<sup>th</sup> @ 1:00 PM
- Cheryll Zarrella Burke: January 11<sup>th</sup> at 11:00 AM

Edward Bryan was absent from this meeting. Cody will follow up with him to arrange a time when he is available. Todd asked if Edward could also sit in on the IT budget as he has experience in that department.

**FY25 CAPITAL PLANNING:** Cody informs the committee that he is still waiting on one large department to get their capital budget requests in. He also stated there are many large requests this year so the new process will be very important when granting or denying these requests.

**COMMITTEE LIAISON UPDATES:** None

**CORRESPONDENCE & AS MAY ARISE:** Sandy mentioned she has added the budget sheets to the one drive and updates frequently. The only numbers that are not accurate right now are for the wage and personnel account. They are highlighted on the spreadsheet and will be updated to show new figures next week.

Cody asked if we could add Reserve Fund Transfer Requests to the agenda of the next meeting and for the foreseeable future.

**PUBLIC PARTICIPATION:** None

**NEXT MEETING PLANNING:** January 22<sup>nd</sup> at 6:00 PM. We will be following the 2024 Finance Committee Schedule going forward.

**Todd Dargie entertained a motion to adjourn at 6:21 PM**

Motion: Michael Bennett

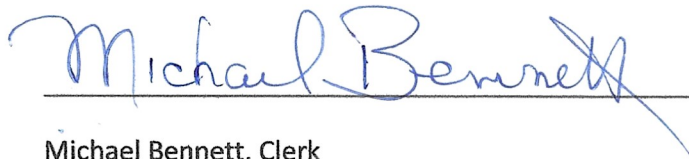
Second: Cheryl Zarrella Burke

Roll Call: Todd Dargie, Frank Johnston, Cheryl Zarrella Burke, William Smith, Michael Bennett & Jim Walters

*All in Favor 6/0*

**EXHIBITS:** 2024 Finance Committee Meeting Schedule, Finance Committee Liaison List

Respectfully submitted,



Michael Bennett, Clerk