Finance Committee

TOWN OF HALIFAX

499 Plymouth Street

Halifax, MA 02338

**Meeting Minutes**

**Monday March 15, 2021**

**Committee Members Present**: Cheryll Zarella Burke, Fred McGovern, Drew McGlincy, Tom Connolly, Joe Vetrano and Lauren Carmichael.

Also, in attendance in the audience were: Charlie Seelig, Sandy Nolan, Jean Gallant, Chief Chaves

The meeting was recorded by Zoom

**Fred called the Finance Committee meeting to order at 6:00 pm**

**Fred entertained a motion to accept the meeting minutes from 03/10/2021**

Motion: Cheryll

Second: Tom

**AIF**

There were no Reserve Fund Transfers

Fred asked Charlie if there were any Wage and Personnel amendments to be discussed or if the Selectmen had made any recommendations. Charlie said none right now.

Charlie said he and Sandy have been reviewing the budget. He said that the revenue from the ambulance fund is higher than the number they used when they started the budget in November 2020 and when we set the tax rate. This may leave a little room to increase the expected revenue number. Motor vehicle excise is also trending a little higher than expected but they are waiting to see the end of March numbers on this. Charlie said maybe closer to April the Town would be able to increase that number on the revenue side also. Charlie said the Finance Committee should begin to go through and set a priority list of what they would fund if any money became available like this. He said if they set the list ahead of time, then when it gets close to April and they know a figure they have to work with, then they can start funding things and going down the list.

Charlie said on the expense side of the budget the Board of Selectmen (BOS) are still working on contracts for FY21 and FY22 amounts. He said the Town may need $25,000-$30,000 available to fund the FY21 amounts that would be due. Sandy said she updated the spreadsheet for FY22 to reflect the changes. Charlie said this money would have to be first on a priority list if the contracts are settled. Sandy said she also changed the HES budget lines to reflect the figures she was given for steps at the school as well as changing the transportation line to reflect the contractual increase Christine Healey had told her about. Sandy said the overall increase from the level fund for HES would be about $99,000 right now. Sandy said that puts the Town about $155,000 in the black for now. However, we still have not received an updated Silver Lake budget. Charlie said he had advised Silver Lake in their School Committee meeting that the Town has limited funds to work with and the Town plans on being equitable with things like across the board increases. Fred said he would like Charlie to contact Gordon Andrews to see if there are any updates on school budget changes.

Jean Gallant asked if the $155,000 already figures into account steps from the HES and transportation. She was unclear on what was said. Sandy said it did take them into account already but cautioned that we still haven’t heard from Silver Lake and last we knew they were asking for over $240,000. Jean asked if the contracts are settled on the Town side would the money be retro all the way back to July 1st and where would the money come from. Charlie said if that happens then we would be “scrounging” for money looking for lines where all the money was already spent.

Fred suggested that the Committee begin to vote numbers in the budgets for wages (as printed in 3/15 spreadsheet, see attached).

|  |  |  |  |
| --- | --- | --- | --- |
| Account | Motion | Second | Vote |
| Moderator | Cheryll | Tom | AIF |
| Selectmen salary | Cheryll | Tom | AIF |
| Town Admin salary | Cheryll | Tom | AIF |
| Selectmen clerical | Cheryll | Tom | Aif |
| Fin Com clerical | Cheryll | Tom | AIF |
| Accountant salary | Cheryll | Tom | AIF |
| Accountant clerical | Cheryll | Tom | AIF |
| Assessor salary | Tom | Cheryll | AIF |
| Principal Assessor salary | Tom | Cheryll | AIF |
| Assessor clerical | Tom | Cheryll | AIF |
| Treas/collector salary | Cheryll | Tom | AIF |
| Treas/collector clerical | Cheryll | Tom | AIF |
| Town clerk salary | Cheryll | Tom | AIF |
| Town clerk clerical | Cheryll | Tom | AIF |
| Regulatory clerical | Tom | Cheryll | AIF |
| Building comm clerical | Tom | Cheryll | AIF |
| Town building custodial | Tom | Cheryll | AIF |
| Police chief salary | Tom | Cheryll | AIF |
| Police wages | Tom | Cheryll | AIF |
| Police clerical | Tom | Cheryll | AIF |
| Fire chief salary | Cheryll | Tom | AIF |
| Fire clerical | Cheryll | Tom | AIF |
| Fire wages | Cheryll | Tom | AIF |
| Fire training | Cheryll | Tom | AIF |
| Building inspector wages | Tom | Cheryll | AIF |
| Asst bldg. inspect wages | Tom | Cheryll | AIF |
| Sealer wght msr salary | Tom | Cheryll | AIf |
| Animal control salary | Tom | Cheryll | AIF |
| Highway surveyor salary | Tom | Cheryll | AIF |
| Highway wages | Tom | Cheryll | AIF |
| Highway clerical | Tom | Cheryll | AIF |
| Cemetery Super salary | Tom | Cheryll | AIF |
| Cemetery wages | Tom | Cheryll | AIF |
| Water super salary | Tom | Cheryll | AIf |
| Water wages | Tom | Cheryll | AIF |
| Water clerical | Tom | Cheryll | AIF |
| Recycling clerical | Tom | Cheryll | AIF |
| Recycling wages | Tom | Cheryll | AIF |
| Health clerical | Tom | Cheryll | AIF |
| Health inspections | Tom | Cheryll | AIF |
| Inspector of animals | Tom | Cheryll | AIF |
| COA wages | Tom | Cheryll | AIF |
| Vet agent salary | Tom | Cheryll | AIF |
| Library director salary | Cheryll | Tom | AIF |
| Library wages | Cheryll | Tom | AIF |
| Youth and Rec wages | Cheryll | Tom | AIF |
| Youth and Rec director | Cheryll | Tom | AIF |
| Park wages | Cheryll | Tom | AIF |

Fred asked Sandy if Fin Com would have the recommendations from the Capital Planning Committee prior to 3/17 and Sandy said she believed so.

**6:47 pm Fred entertained a motion to enter executive session to discuss union negotiations and contracts where a public meeting might negatively affect the Town’s position in bargaining. Fred announced the Committee would not return to open session.**

Motion: Cheryll

Second: Tom

**AIF**

Respectfully submitted,

Linda Cole, Secretary \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tom Connolly, Clerk