

Finance Committee
Town of Halifax
499 Plymouth Street
Halifax, MA 02338

Meeting Minutes

September 26, 2022

Committee Members Present: Cheryll Zarella Burke, Todd Dargie, Jon Schmaling, and Tom Connelly

Tom called the Finance Committee meeting to order at 6:00 p.m.

Tom requested forbearance on minutes as secretary position is still vacant. Vote on two acceptances to be conducted in the next meeting.

Fund transfer in amount of \$10,000 to be transferred to the collector/treasurer's office for training. Training required due to recent turnover to train employees on treasurer duties.

Tom entertained a motion to approve reserve fund transfer for training.

Motion: Cheryll

Second: Todd

AIF

Sandy Nolan, Halifax Town Accountant, advised that additional reserve transfers will be coming due to special town meetings, training and other needs.

Two new hires treasurer/collector administrative assistant and outreach coordinator. Both positions need to set a starting step. Proposal for the treasure/collector administrative assistant is to start Step 2 Grade 6, posted as step 1.

Jonathan Seelig called the Board of selectmen meeting to order at 6:12pm.

Tom entertained a motion to approve hiring of a treasurer/collector administrative at Step 2, Grade 6 at a \$0.80 increase per hour over a step 1.

Motion: Cheryll

Second: Todd

AIF

Jonathan Seelig motioned and second to approve hiring of a treasurer/collector administrative at Step 2, Grade 6 at a \$0.80 increase per hour over a step 1.

Darlene Regan, Director of Council and Aging, advised outreach coordinator position is a very visible position requiring multiple duties. Due to diverse community needs Darlene stated that it is critical to have a strong person in this role to serve the town adequately. Currently the position is a grade 6 step 1, and as a licensed social worker the salary offered is significantly below market value. The Council of Aging receives an annual \$18k grant which Darlene suggested could be leveraged to help fund the outreach position. Sandy advised that the grant cannot be used to supplement the position, instead the grading of the position needs to be reclassified at town meeting. Tom raised the entire wage scale is getting out of sync with inflation as the town has only increased 1% for the past two years. However, there is only so much we can do and suggest that we find a less experienced passionate employee whom is willing to work within the current pay scale with the hope that maybe we could increase wage structure in future.

Jonathan Seelig motioned and second to adjourn the Board of selectmen meeting to order at 6:39pm.

John Bruno came to say hello and spoke about running for an open selectmen seat in November. He spoke about starting on the finance committee and the importance of the role to the town.

Correspondence from school looking for 12-town elected board committee members from the three towns to listen in on executive session and participate on teachers' union contract negotiations. Sandy plans to attend as acting town administrator and Jonathan will attend as liaison to the schools. Oct 4th and Nov 15th 6-8pm at the high school library. Sandy to check if the finance committee is eligible to participate.

No public participation. Next meeting should discuss upcoming budget liaisons. Jonathan to provide Sandy to set up appointments for talent bank resumes for the two open committee openings.

Tom entertained a motion to adjourn the finance committee meeting at 6:50pm.

Motion to adjourn – Cheryll

Second – Todd

AIF with Roll call vote.

Next meeting Monday, October 17, 2022

Respectfully submitted,


Michael Bennett, Clerk