



**TOWN OF HALIFAX
COMMONWEALTH OF MASSACHUSETTS
REPORT OF THE FINANCE COMMITTEE**

Halifax Finance Committee and the Board of Selectmen held a joint meeting in November to discuss the overall needs of town and the proposed FY15 Town Budget. We agreed to try to maintain the same services provided by the town departments and consider the current economic climate (which has not changed over the previous few years) and the ability for the residents to afford the property tax bills.

This year the Finance Committee spent a lot of time discussing the sustainability of the Town of Halifax's budget. The Finance Committee is not recommending the requested budgets for the Halifax Elementary School, Silver Lake Regional assessment, and requests from a few other departments. The three largest recommended increases from FY14 to FY15 budgets are: Halifax Elementary (an increase of \$145,027); Silver Lake Regional (an increase of \$117,970); and Plymouth County Retirement (an increase of \$60,241).

If the town meeting votes the Finance Committee recommendations as printed in this warrant:

Current Average Single family home (FY14 Numbers) \$268,300 x .01867(18.67/1000) = **\$5009 tax bill on the average single family home**
Estimated Average single family home (FY15) \$268,873 x .1928 (19.28/1000) = \$5185 tax bill on the average single family home
An estimated increase of 3.5% ~ \$176 on a home assessed for \$268,873

If the town meeting chooses to spend to the Fiscal Year 2015 tax levy limit:

Current Average single family home (FY14 Numbers) \$268,300 x .01867 (18.67/1000) = **\$5009 tax bill on the average single family home**
Estimated Average single family home (FY15) \$268,873 x .1949(19.49/1000) = \$5240 tax bill on the average single family home
An estimated increase of 4.6% ~ \$230 on a home assessed for \$268,873

We are still facing a large and growing unfunded liability (OPEB) and we are recommending a small contribution of \$35,000 to that obligation.

The Finance Committee can only *recommend* a budget; the *actual* 2015 budget will be determined by you, the taxpayer and your vote at Town Meeting.

Please exercise your right to vote at the Annual Town Meeting on May 12, 2014 at 7PM.

Respectfully Submitted,

Gordon C Andrews, Chairman
Karen Fava, Vice Chairman
Nikki Newton, Clerk
Margaret Fitzgerald
Stuart Hall
Summer Schmaling

**HALIFAX SCHOOL DEPARTMENT
BUDGET 2014-2015**

| | 2013 - 2014 BUDGET | 2014 - 2015 BUDGET | % INCR/DCR |
|---|-----------------------|-----------------------|---------------|
| REGULAR DAY | | | |
| 1100 SCHOOL COMMITTEE | \$21,325.00 | \$23,875.00 | 11.96% |
| 1200 SUPERINTENDENT'S OFFICE | \$132,769.76 | \$134,426.09 | 1.25% |
| 2200 PRINCIPAL'S OFFICE | \$252,876.24 | \$252,792.03 | -0.03% |
| 2300 TEACHING | \$2,748,375.93 | \$2,837,295.59 | 3.24% |
| 2350 PROFESSIONAL DEVELOPMENT | \$15,000.00 | \$20,000.00 | 33.33% |
| 2400 TEXTBOOKS | \$66,500.00 | \$41,000.00 | -38.35% |
| 2450 INSTR. HARD & SOFTWARE | \$15,535.00 | \$34,663.00 | 123.13% |
| 2500 LIBRARY | \$50,329.00 | \$54,238.95 | 7.77% |
| 2600 AUDIO VISUAL | \$4,185.00 | \$4,185.00 | 0.00% |
| 3100 ATTENDANCE | \$75.00 | \$75.00 | 0.00% |
| 3200 HEALTH | \$53,968.00 | \$56,967.68 | 5.56% |
| 3310 TRANSPORTATION | \$226,275.80 | \$241,800.00 | 6.86% |
| 3440 FOOD SERVICE | \$1.00 | \$1.00 | 0.00% |
| 4110 CUSTODIAL | \$206,779.00 | \$219,568.70 | 6.19% |
| 4120 HEATING | \$76,500.00 | \$66,500.00 | -13.07% |
| 4130 UTILITIES | \$68,050.00 | \$73,050.00 | 7.35% |
| 4210 MAINTENANCE/GROUNDS | \$500.00 | \$500.00 | 0.00% |
| 4220 MAINTENANCE/BUILDINGS | \$108,000.00 | \$132,000.00 | 22.22% |
| 4230 MAINTENANCE/EQUIPMENT | \$1,000.00 | \$1,000.00 | 0.00% |
| 5300 LEASE | \$0.00 | \$0.00 | 0.00% |
| 7300 ACQUISITION/EQUIPMENT | \$0.00 | \$1,440.00 | N/A |
| 7400 REPLACEMENT/EQUIPMENT | \$5,345.00 | \$14,523.00 | 171.71% |
| TOTAL REGULAR DAY | \$4,053,389.73 | \$4,209,901.04 | 3.86% |
| SPECIAL EDUCATION | | | |
| 9221 SUPERVISION | \$47,647.54 | \$48,249.52 | 1.26% |
| 9223 TEACHING | \$604,999.51 | \$621,194.39 | 2.68% |
| 9227 GUIDANCE | \$79,685.00 | \$86,164.28 | 8.13% |
| 9228 PSYCHOLOGICAL SERVICES | \$48,500.00 | \$52,500.00 | 8.25% |
| 9273 ACQUISITION/EQUIPMENT | \$0.00 | \$0.00 | 0.00% |
| TOTAL SPECIAL EDUCATION | \$780,832.05 | \$808,108.19 | 3.49% |
| TOTAL WITHOUT OUT OF DISTRICT SPED | \$4,834,221.78 | \$5,018,009.23 | 3.80% |
| OUT OF DISTRICT SPED EDUCATION | | | |
| 9233 TRANSPORTATION | \$381,930.65 | \$387,886.57 | 1.56% |
| 9290 PROGRAMS WITH OTHERS | \$1,179,120.67 | \$1,107,918.36 | -6.04% |
| TOTAL | \$1,561,051.32 | \$1,495,804.93 | -4.18% |
| GRAND TOTAL | \$6,395,273.10 | \$6,513,814.16 | 1.85% |
| OUT OF DISTRICT VOCATIONAL EDUCATION | \$99,000.00 | \$153,000.00 | 54.55% |

**SILVER LAKE REGIONAL SCHOOL DISTRICT
BUDGET 2014-2015**

| | | 2013 - 2014 | 2014 - 2015 | % |
|--------------------------------|-------------------------|---------------------|---------------------|---------------|
| | | BUDGET | BUDGET | INC/DCR |
| REGULAR DAY | | | | |
| 1101 | SCHOOL COMMITTEE | \$131,325 | \$139,350 | 6.11% |
| 1201 | SUPERINTENDENTS' OFFICE | \$968,218 | \$981,217 | 1.34% |
| 2101 | SUPERVISION | \$605,827 | \$690,498 | 13.98% |
| 2201 | PRINCIPAL'S OFFICE | \$850,172 | \$857,267 | 0.83% |
| 2300 | TEACHING | \$9,190,905 | \$9,506,524 | 3.43% |
| 2350 | PROFESSIONAL DEV. | \$59,900 | \$65,400 | 9.18% |
| 2400 | TEXTBOOKS | \$73,000 | \$69,401 | -4.93% |
| 2450 | INST. HARD & SOFTWARE | \$266,802 | \$473,643 | 77.53% |
| 2500 | LIBRARY | \$231,896 | \$233,851 | 0.84% |
| 2600 | AUDIO VISUAL | \$10,000 | \$10,500 | 5.00% |
| 2700 | GUIDANCE | \$843,985 | \$827,722 | -1.93% |
| 3200 | HEALTH | \$98,979 | \$100,539 | 1.58% |
| 3300 | TRANSPORTATION | \$916,522 | \$924,588 | 0.88% |
| 3500 | ATHLETICS | \$60,800 | \$62,800 | 3.29% |
| 4110 | CUSTODIAL | \$1,017,324 | \$1,030,489 | 1.29% |
| 4130 | UTILITIES | \$944,950 | \$888,860 | -5.94% |
| 4210 | MAINTENANCE/GROUNDS | \$116,500 | \$121,650 | 4.42% |
| 4220 | MAINTENANCE/BUILDINGS | \$381,700 | \$410,225 | 7.47% |
| 4230 | MAINTENANCE/EQUIPMENT | \$120,525 | \$141,750 | 17.61% |
| 5100 | RETIREMENT | \$690,962 | \$799,807 | 15.75% |
| 5200 | INSURANCE | \$2,623,197 | \$2,678,528 | 2.11% |
| 5300 | LEASE | \$5,880 | \$5,880 | 0.00% |
| 5400 | DEBT SERVICE | \$0 | \$0 | 0.00% |
| 7300 | ACQUISITION/EQUIPMENT | \$13,837 | \$10,500 | -24.12% |
| 7400 | REPLACEMENT/EQUIPMENT | \$32,420 | \$66,200 | 104.19% |
| TOTAL REGULAR DAY | | \$20,255,627 | \$21,097,190 | 4.15% |
| SPECIAL EDUCATION | | | | |
| 2210 | SUPERVISION | \$267,382 | \$270,761 | 1.26% |
| 2300 | TEACHING | \$1,143,942 | \$1,131,656 | -1.07% |
| 2280 | PSYCHOLOGICAL SERVICES | \$45,950 | \$50,461 | 9.82% |
| 2330 | TRANSPORTATION | \$52,853 | \$52,853 | 0.00% |
| TOTAL SPECIAL EDUCATION | | \$1,510,128 | \$1,505,731 | -0.29% |
| GRAND TOTAL | | \$21,765,754 | \$22,602,920 | 3.85% |

**TOWN OF HALIFAX
ANNUAL TOWN MEETING WARRANT
MAY 12, 2014**

ARTICLE 1 To hear and act on the reports of the Town Officers and Committees.

Finance Committee Recommends

ARTICLE 2 To see if the Town will vote to appropriate \$1,155,000 for the purpose of financing the purchase of land, buildings, structures, property, and furnishings for a Council on Aging center including but not limited to any associated costs including any architectural, engineering, administrative and legal work associated with this purchase; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise provided; or take any other action relative thereto.

The Finance Committee and the Municipal and School Building Committee may seek to have the appropriation be contingent upon approval of a debt exclusion vote at the Annual Town Election on May 17, 2014. If they choose to move it as a debt exclusion the following wording will be included in the motion: "No amounts shall be borrowed or expended hereunder unless and until the Town shall have voted to exclude the amounts required to repay any borrowing hereunder from the limitations on total property taxes imposed by Chapter 59, Section 21C of the General Laws (Proposition 2 1/2)."

Proposed by the Municipal and School Building Committee
Finance Committee Recommendation at Town Meeting

ARTICLE 3 To see if the Town will vote to amend the Wage and Personnel By-Law as recommended by the Wage and Personnel Board or take any action thereon:

What follows is the list of amendments recommended by the Wage and Personnel Board. A list of other proposed amendments either not voted upon or not recommended is available in the Selectmen's Office, on the Town's website:

http://www.town.halifax.ma.us/Pages/HalifaxMA_Bcomm/Selectmen/townmeetings/town

and at the Town Meeting. The Town's practice is that, in addition to the amendments recommended by the Wage and Personnel Board, these proposals can be brought up at Town Meeting – Charlie Seelig, May 12, 2014.

Except for the following proposed amendments to the Wage and Personnel By-Law, the Wage and Personnel Board recommends that all positions and provisions in the By-Law remain unchanged.

- 1) Add the following to the Wage and Personnel By-law: under Appendix A, Grade “U” Unclassified – Administrative and Clerical – Geriatric Nurse \$18.00 per hour.

Finance Committee Recommends

- 2) Add the following to the Wage and Personnel By-law: under Appendix A, Grade “U” Unclassified, – Administrative and Clerical – Council on Aging Newsletter Writer – hourly rate equivalent to a Grade 2, Step 1 (Currently \$13.40/per hour - Position proposed by Council on Aging Director, Barbara Brenton).

Finance Committee Recommends

- 3) Add the following to the Wage and Personnel By-law: under Appendix A, Grade “U” Unclassified, – Administrative and Clerical – Assistant Outreach Worker \$14.75 per hour.

Finance Committee Recommends

- 4) In Appendix A - Group D Other Public Safety, replace the following:

Dispatcher Trainee Massachusetts minimum wage.

With the following:

Dispatcher Trainee – Equivalent to a Grade 2, Step 1.

Finance Committee Recommends

- 5) In Chapter 35, Section 18 – Promotions, Change of Position, replace the following:

E. Existing reclassified positions do not need reposting due to reclassifications.

With the following:

E. Existing reclassified positions or existing positions reclassified due to changes in the job description that are not substantial shall not be required to be reposted.

Finance Committee Recommends

- 6) To grant all non-union Wage and Personnel employees an across the board wage increase of 1.5%.

Finance Committee Recommendation at Town Meeting

Pay Rate Chart Reflecting 1.5% Increase

| Grades & Steps | | | | | | |
|---------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Grade 2 | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 |
| From: | \$13.40 | \$14.11 | \$14.86 | \$15.65 | \$16.45 | \$16.96 |
| To: | \$13.60 | \$14.32 | \$15.08 | \$15.88 | \$16.70 | \$17.21 |
| Grade 4 | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 |
| From: | \$15.00 | \$15.72 | \$16.47 | \$17.24 | \$18.08 | \$18.62 |
| To: | \$15.23 | \$15.96 | \$16.72 | \$17.50 | \$18.35 | \$18.90 |
| Grade 6 | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 |
| From: | \$16.70 | \$17.42 | \$18.12 | \$18.88 | \$19.65 | \$20.23 |
| To: | \$16.95 | \$17.68 | \$18.39 | \$19.16 | \$19.94 | \$20.53 |
| Grade 7 | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 |
| From: | \$18.26 | \$18.97 | \$19.69 | \$20.45 | \$21.23 | \$21.87 |
| To: | \$18.53 | \$19.25 | \$19.99 | \$20.76 | \$21.55 | \$22.20 |
| Grade 8 | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 |
| From: | \$19.79 | \$20.53 | \$21.24 | \$22.03 | \$22.82 | \$23.51 |
| To: | \$20.09 | \$20.84 | \$21.56 | \$22.36 | \$23.16 | \$23.86 |
| Grade 10 | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 |
| From: | \$55,260 | \$55,795 | \$57,372 | \$58,992 | \$60,661 | \$62,481 |
| To: | \$55,074 | \$56,632 | \$58,233 | \$59,877 | \$61,571 | \$63,419 |
| Grade 11 | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 |
| From: | \$60,735 | \$62,293 | \$63,891 | \$65,527 | \$67,207 | \$69,223 |
| To: | \$61,647 | \$63,228 | \$64,850 | \$66,510 | \$68,216 | \$70,262 |
| Grade 12 | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 |
| From: | \$71,193 | \$72,737 | \$74,315 | \$75,929 | \$77,578 | \$79,905 |
| Holiday | <u>\$3,282</u> | <u>\$3,350</u> | <u>\$3,424</u> | <u>\$3,499</u> | <u>\$3,572</u> | <u>\$3,679</u> |
| Grand Total | \$74,475 | \$76,087 | \$77,739 | \$79,428 | \$81,150 | \$83,584 |
| To: | \$72,261 | \$73,829 | \$75,430 | \$77,068 | \$78,742 | \$81,104 |
| Holiday | <u>\$3,332</u> | <u>\$3,401</u> | <u>\$3,476</u> | <u>\$3,552</u> | <u>\$3,626</u> | <u>\$3,735</u> |
| Grand Total | \$75,593 | \$77,230 | \$78,906 | \$80,620 | \$82,368 | \$84,839 |
| Grade 14 | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 |
| From: | \$77,731 | \$79,317 | \$80,937 | \$82,589 | \$84,273 | \$86,801 |
| To: | \$78,897 | \$80,507 | \$82,152 | \$83,828 | \$85,538 | \$88,104 |

Grade "U" Unclassified**Administrative and Clerical**

| | | | | |
|------------------------------|------|-------------|----|-------------|
| Registrar of Voters | From | \$12.41 | To | \$ 12.60 |
| Election Workers | From | \$11.93 | To | \$ 12.11 |
| Assessing Lister | From | \$11.90 | To | \$ 12.08 |
| Water Inspector | From | \$34.12 | To | \$ 34.63 |
| Veterans' Agent | From | \$13,761.00 | To | \$13,968.00 |
| Veterans' Service Officer | From | \$0.00 | To | \$0.00 |
| Assistant Building Inspector | From | \$1,981.00 | To | \$2,011.00 |

Police Department

| | | | | |
|-----------------------|------|---------|----|----------|
| Special Duty Officers | From | \$22.17 | To | \$ 22.50 |
| Police Matron | From | \$16.25 | To | \$16.49 |

Communications Dept.

| | | | | | |
|-----------------------|---------------|---------------|---------------|---------------|---------------|
| Part Time Dispatchers | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 |
| From | \$16.25 | \$16.86 | \$17.47 | \$18.48 | \$19.04 |
| To | \$16.49 | \$17.11 | \$17.73 | \$18.76 | \$19.33 |

Fire Department

| | | | | | |
|------------------------|------|---------------|---------------|---------------|---------------|
| | | Step 1 | Step 2 | Step 3 | Step 4 |
| Call Firefighter | From | \$16.98 | \$17.49 | \$18.02 | \$18.56 |
| | To | \$17.24 | \$17.75 | \$18.29 | \$18.83 |
| Call Firefighter EMT | From | \$18.34 | \$18.89 | \$19.46 | \$20.04 |
| | To | \$18.61 | \$19.17 | \$19.75 | \$20.34 |
| Call Firefighter EMT-1 | From | \$18.68 | \$19.24 | \$19.82 | \$20.41 |
| | To | \$18.96 | \$19.53 | \$20.11 | \$20.72 |
| Call Firefighter EMT-P | From | \$19.10 | \$19.68 | \$20.27 | \$20.87 |
| | To | \$19.39 | \$19.97 | \$20.57 | \$21.19 |
| | | Step 1 | Step 2 | Step 3 | Step 4 |
| Call Lieutenant | From | \$18.37 | \$18.92 | \$19.49 | \$20.08 |
| | To | \$18.65 | \$19.21 | \$19.78 | \$20.38 |
| Call Lieutenant EMT | From | \$19.84 | \$20.44 | \$21.05 | \$21.68 |
| | To | \$20.14 | \$20.74 | \$21.37 | \$22.01 |
| Call Lieutenant EMT-1 | From | \$20.21 | \$20.81 | \$21.44 | \$22.08 |
| | To | \$20.51 | \$21.13 | \$21.76 | \$22.41 |
| Call Lieutenant EMT-P | From | \$20.67 | \$21.29 | \$21.93 | \$22.58 |
| | To | \$20.98 | \$21.61 | \$22.26 | \$22.92 |

| | | Step 1 | Step 2 | Step 3 | Step 4 |
|-------------------------|------|---------------|---------------|---------------|---------------|
| Call Captain | From | \$19.88 | \$20.48 | \$21.09 | \$21.73 |
| | To | \$20.18 | \$20.79 | \$21.41 | \$22.05 |
| Call Captain EMT | From | \$21.47 | \$22.12 | \$22.78 | \$23.47 |
| | To | \$21.80 | \$22.45 | \$23.12 | \$23.82 |
| Call Captain EMT-1 | From | \$21.87 | \$22.53 | \$23.20 | \$23.90 |
| | To | \$22.20 | \$22.87 | \$23.55 | \$24.26 |
| Call Captain EMT-P | From | \$22.37 | \$23.04 | \$23.73 | \$24.44 |
| | To | \$22.70 | \$23.39 | \$24.09 | \$24.81 |
| | | Step 1 | Step 2 | Step 3 | Step 4 |
| Call Deputy Chief | From | \$21.84 | \$22.49 | \$23.17 | \$23.86 |
| | To | \$22.16 | \$22.83 | \$23.51 | \$24.22 |
| Call Deputy Chief EMT | From | \$23.58 | \$24.29 | \$25.02 | \$25.77 |
| | To | \$23.94 | \$24.66 | \$25.39 | \$26.16 |
| Call Deputy Chief EMT-1 | From | \$24.02 | \$24.74 | \$25.48 | \$26.25 |
| | To | \$24.38 | \$25.11 | \$25.86 | \$26.64 |
| Call Deputy Chief EMT-P | From | \$24.57 | \$25.30 | \$26.06 | \$26.84 |
| | To | \$24.93 | \$25.68 | \$26.45 | \$27.25 |

Parks & Recreation

| | | | | |
|--------------------------------|------|---------|------|---------|
| Director/Instructor - 2 | From | \$19.05 | To | \$19.34 |
| Supervisor | From | \$15.12 | To | \$15.35 |
| Assistant/Instructor 1 | From | \$10.66 | To | \$10.82 |
| Life Guard | From | \$14.01 | To | \$14.22 |
| Aide/Helper | MA | Minimum | Wage | |

Other

| | | | | |
|--|------|-------------|----|-------------|
| Recycling Laborer/ Heavy Equipment Operator | From | \$21.40 | To | \$21.72 |
| Cemetery Superintendent | From | \$10,152.00 | To | \$10,305.00 |
| Inspector of Animals | From | \$2,857.00 | To | \$2,900.00 |
| Sealer of Weights and Measures | From | \$2,405.00 | To | \$2,442.00 |

Proposed by the Wage and Personnel Board
Finance Committee Recommendation at Town Meeting

ARTICLE 4 To see if the Town will vote to determine the salaries of several elective Town Officers, July 1, 2014 to June 30, 2015 or take any action thereon:

| | <u>2011-2012</u> | <u>2012-2013</u> | <u>2013-2014</u> | <u>2014-2015</u> |
|---------------------|------------------|------------------|------------------|------------------|
| Moderator | \$200 | \$200 | \$200 | \$200 |
| Town Clerk | \$36,020 | \$36,741 | \$37,293 | \$37,293 |
| Selectmen (ea) | \$1,500 | \$1,500 | \$1,500 | \$1,500 |
| Treasurer-Collector | \$61,710 | \$62,945 | \$63,890 | \$63,890 |
| Assessors (ea) | \$1,500 | \$1,500 | \$1,500 | \$1,500 |
| Highway Surveyor | \$65,469 | \$66,779 | \$67,781 | \$67,781 |

Proposed by the Finance Committee

Finance Committee Recommendation at Town Meeting

ARTICLE 5 Operating Budget.

To determine what sums of money the Town will raise and appropriate, including appropriations from available funds, to defray charges and expenses to the Town, including debts and interest or take any action thereon.

(SEE NEXT PAGES)

Proposed by the Finance Committee

Finance Committee Recommends