



TOWN OF WAKEFIELD

FINANCE COMMITTEE

Notice of Meeting Minutes: Finance Committee
2024 January 25
7:00 pm Eastern Time
Via Zoom

Meeting called to order at 7: 01 PM by Jim Sullivan

Present by ZOOM Meeting: Doug Butler, Dennis Hogan, Don Ravenelle, Brian Cusack, Dan Sherman, Bill Boodry, Evan Kenney, Stefan Chase, Edward Bean, Jim Sullivan, Tarae Howell, Aimee Forsythe and Ellie Zuccaro

Absent: Lorri Wheeler and Joe Bertrand

Also, in Attendance: Town Administrator Stephen P. Maio, Town Accountant Kevin Gill and

- 1) Public Participation: Bronwyn DellaVolpe asked some budget process questions as well as spoke in favor of increased hours for the Conservation Agent.
- 2) Motion to approve minutes of the minutes for the January 12, 2023 Full Finance Committee meeting by Dan Sherman Seconded by Bill Boodry and so voted.
- 3) Town Hall Budget Subcommittee Chair Evan Kenny presented an overview of the Town Hall Budgets presented. The Subcommittee is comfortable with all budgets presented.
- 4) Town Hall budgets were reviewed with the following noteworthy comments:

I) Treasurer Budget:

- a) The decrease over the 2024 Budget was \$1568 due to the retirement of a long-time employee and replacement of a new employee at a lower step. It was noted that this budget may need a reserve fund transfer in the Spring.

II) Conservation Commission:

- a. The increase over the 2024 Budget was \$1547 due to contractual and negotiated increases. It was noted that the Conservation Commission had requested an increase of 11 hours per week. The Town Administrator's budget does not recommend that increase. Conservation Commission members Peter Miller, Jim Luciani, Bob Romano, Teresa Belmonte and Haley McHatton Ballou all spoke in favor of increasing the hours of the Conservation Agent.



- III) **Fire Alarm:**
 - a) The increase over the 2024 was \$2000 due the to increased cost of parts.
- IV) **Emergency Management**
 - a) The Increase over the 2024 Budget was \$1726 for contractual and negotiated increases.
- V) **Inspectional Services:**
 - a) The increase over the 2024 Budget WAS \$15,195 for negotiated and contractual increases and increases in vehicle allowance. It was noted that this department has received \$1,477,267 in revenue to date in FY2024.
- VI) **Street Lights:**
 - a) Level Funded pursuant to agreement. Budget should decline in FY2027
- VII) **Historical Commission:**
 - a) Level Funded
- VIII) **Unemployment:**
 - a) Level Funded
- IX) **Reserve Fund:**
 - a) Level Funded
- X) **Professional Medical Budget:** Increased by \$2000 due to the rising costs of medical appointments

5) Approval of Minutes

- a. January 4, 2024 Town Hall Subcommittee minutes: Motion to approve by Ed Bean seconded by Evan Kenney and so voted.
- b. January 18, 2024 Town Hall Subcommittee minutes: Motion to approve by Ed Bean seconded by Evan Kenney and so voted.

6) Committee Comments:

Dan Sherman stated that the Library Subcommittee had met with the Trustees on January 24, 2024 to discuss the Library Budget and would forward the minutes to the Finance Committee.

7) Motion to adjourn at 8:19 P.M by Bill Boodry seconded by Evan Kenney and so voted.