

**Minutes**  
**Town Hall Subcommittee**  
**January 4, 2023 – 4:00PM**  
**ZOOM**

**Meeting called to order at 4:02 by Chair Evan Kenney**

**FinComm Member Present:** Evan Kenney- Sub Committee Chair, Don Ravenelle – Sub Committee member, Edward Bean Sub Committee member

**Town Hall Department Attendees Present:** Stephen Maio and Kevin Gill

Prior to the presentation of each budget it was noted that:

- a) The Clerical Union Contract expires on June 30, 2024 so these budgets do not include any increases for Cost of Living.
- b) Certain budgets for non-represented personnel contain a longevity amount for those who have been a Wakefield employee for 15 years, 20 years and 25 or more.

1) Town Hall budgets were reviewed with the following noteworthy comments:

**I) Accounting Budget:**

- a) The increase over the 2023 Budget was \$14,168 due to contractual and negotiated longevity) increases as well as an increase in the Audit expense.

**II) Legal Budget:**

- a. The increase over the 2023 Budget was \$7633 for the salary increase for Tom Mullen as well as an increase in Materials and Supplies due to an increase in legal updates for the Law Library.

**III) Tax Collector:**

- a) The increase over the 2023 was \$7,382 for contractual and negotiated increases.

**IV) Assessors**

- a) The Increase over the 2023 Budget was \$8951 for contractual and negotiated increases as well as an increase in professional services for outside appraisals in particular utilities. It was noted that Lynnfield had increased the compensation for the Director of Assessments and Lynnfield was funding the difference in that regard entirely.

**V) Town Clerk:**

- a) The increase over the 2023 Budget WAS \$7386 for negotiated and contractual increases and increases in postage due to the extra election in FY2025.

**VI) Election Expense Budget:**

- a) The increase for 2024 of \$13,000 was due to the additional election for the coming year.

**VII) Election and registration Budget:** The increase of \$1600 for FY2025 is due to the extra election.

**VIII) Finance Committee:** Level Funded

**IX) Planning Board:** Budget decreased by \$2200 as a subscription for Commercial properties is no longer needed as it was not effective.

**X) Board of Appeals Budget:** Level Funded

**XI) Council on Aging Budget:**

- a. The increase of \$29,504 for this budget is for Personal Services for the year due to an increase in hours for the Program and Activities employee due to an increase in programs. R

**XII) Recreation Budget**

- a) The increase of \$5,118 over FY2024 is due to contractual and negotiated increases for the Director

2) Committee Comments

Ed Bean suggested that the Financials created per the Audit be posted on the Web Site

Next Meeting January 18, 2024 @3:30

The meeting was adjourned at 4:53 pm with the knowledge that the remaining budgets still need review and will be available to the subcommittee as they are completed and available.