

**TOWN OF ROWLEY
FINANCE COMMITTEE**

**Minutes of Meeting April 28, 2020
By Teleconference**

Finance Committee Attendance: Present were Larry White – Chairman, Sharon Emery – Vice Chair, Tom Corben, Dennis Roy, David Zizza and Theresa Coffey - Recording Secretary. Peter Censullo disconnected from the call prior to the Call to Order.

Other Attendees: Town Administrator Debbie Eagan, Council on Aging Director Brienne Walsh, Coordinator of Health Services Frank Marchegiani, Selectman Dave Petersen, and Parks and Recreation Committee member Joe Haley

1. Call to Order – Chairman Larry White called the meeting of the Finance Committee to order at 12:36 pm. Attendance of Finance Committee members and other attendees was taken by roll call and is recorded above. Chairman White read the following announcement:

“Consistent with the Governor’s orders suspending certain provisions of the Open Meeting Law and banning gatherings of more than 10 people, this meeting will be conducted by remote participation to the greatest extent possible. The public may not physically attend this meeting, but every effort will be made to allow the public to view and listen to the meeting in real time. Persons who wish to do so are invited to watch the meeting on Rowley Community Media TV / listen live on the RCM page on the Town’s website at www.townofrowley.net or join the meeting from your computer, tablet or smartphone by using the link or dial-in provided on the agenda. In the event that live transmission proves infeasible, an audio or video recording, transcript or other comprehensive record of the meeting will be made available on the Town’s website as soon as possible.”

2. Review FY21 Budgets

- Parks and Recreation – Joe Haley explained that because of the COVID-19 crisis, the Town has lost user fees paid by programs to use the playing fields. The increased budget request of \$15,000 is to cover this loss and will be used to maintain the fields. Selectman Dave Petersen confirmed that the Board of Selectmen’s support of the Parks and Recreation budget request.

Roy made a motion to accept the FY21 Parks and Recreation budget. Emery seconded the motion and it was approved by roll call vote: White – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.

- Council on Aging – COA Director Brienne Walsh presented the corrected budget. A discussion was held to clarify the calculation for salary and wages. The original budget

submission had a \$200 error in wages and that has been corrected. The final total budget is \$152,013.

Emery made a motion to accept the FY21 Council on Aging budget. Corben seconded the motion and it was approved by roll call vote: White – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.

- Cemetery – Selectman and Cemetery Commissioner Dave Petersen reviewed the FY21 Cemetery budget. The original budget total included the amount of \$1,000 for Overtime costs but did not have a line item to show this expense. Overtime costs are for the supervisor or laborer, typically for Sunday burials.

Roy made a motion to accept the FY21 Cemetery budget in the amount of \$71,643. Zizza seconded the motion and it was approved by roll call vote: White – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.

- Health Department – Coordinator of Health Services Frank Marchegiana presented information on the revised budget request with an increase of weekly hours for the Public Health Nurse from 4 hours to 8 hours. The change in hours is to accommodate an expected increase in needed services related to COVID-19.

Corben made a motion to accept the revised FY21 Health Department budget. Zizza seconded the motion and it was approved by roll call vote: White – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.

3. Discuss Triton Regional School District Budget – *Emery made a motion to re-open voting for the Triton Regional School District budget. Roy seconded the motion and it was approved by roll call vote: White – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.*

Roy made a motion to approve the Triton Regional School District FY21 budget. Emery seconded the motion and it was approved by roll call with a vote of 3 in favor and 2 opposed, as follows: White – yes; Corben – no; Emery – yes; Roy – yes; Zizza – no.

4. Review Draft Annual Town Meeting Warrant – Eagan informed the Committee that the Warrant is not ready for review. The date of Town Meeting has been confirmed for June 22, 2020. The draft warrant will be circulated to the Finance Committee next week.
5. Municipality Vulnerability Plan Stakeholder Participation – *Corben made a motion for Finance Committee Chair Larry White to participate in the district Municipal Vulnerability Plan as stakeholder. Zizza seconded the motion and it was approved by roll call vote: White – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.*
6. Minutes – *Emery made a motion to accept the minutes of the meeting held on April 7, 2020. Roy seconded the motion and it was approved by roll call vote: White – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.*

7. Set Meeting Dates – The next meeting will be held on May 5, 2020 at 12:30 pm.
8. Adjourn – *At 1:14 pm, Corben made a motion to adjourn. Emery seconded the motion and it was approved by roll call vote: White – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.*

Respectfully submitted,

Theresa Coffey
Finance Committee Secretary

Documents used at or for the meeting:

Agenda for April 28, 2020

FY21 Budgets:

Parks and Recreation
Council on Aging
Cemetery
Health Department – Revised

Draft Minutes of the Meeting held on April 7, 2020