

**TOWN OF ROWLEY  
FINANCE COMMITTEE**

**Minutes of Meeting April 7, 2020  
By Teleconference**

**Finance Committee Attendance:** Present were Larry White – Chairman, Sharon Emery – Vice Chair, Peter Censullo, Tom Corben, Dennis Roy, David Zizza and Theresa Coffey - Recording Secretary.

**Other Attendees:** Town Administrator Debbie Eagan, Water Board Commissioner Bernie Cullen, Water Department Superintendent Robert Gray

1. Call to Order – Chairman Larry White called the meeting of the Finance Committee to order at 1:07 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](http://www.townofrowley.net) or join the meeting from your computer, tablet or smartphone by using the link <https://global.gotomeeting.com/join/8763433413> or you can also dial in using your phone by calling 1-312-757-3121, Access Code: 876-343-413 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. Appointment: Water Commissioner Bernie Cullen and Water Superintendent Robert Gray to discuss FY21 Water Department Budget – Water Commissioner Bernie Cullen and Water Superintendent Robert Gray reviewed the FY21 Water Department budget. They provided explanations to address FinCom questions about repairs, replacement of equipment, revenue, professional services and equipment services.

- Revenue excess for FY19 and FY20 and expected revenue for FY21 were discussed. Roy asked if the Water Board has considered reducing rates. Cullen replied that the revenue numbers for this year are coming in too tight. The stabilization fund could be used to support a reduction but the goal of the stabilization fund is to handle a major replacement or repair. The last reduction in rates was to be held for 3 years so the rates would not go up and down.

- Estimated New Service was included in Committed Services. These will be separated.
- Discrepancy in Overtime estimates in several places was noted. This will be corrected.
- Typos were noted and will be corrected in revised budget.
- Engineering Services and the actual usage over the past few years were discussed. Gray provided an explanation of how they use engineering services and why it is necessary to have available if it is needed during the year. Roy commented that the number should be reduced because there is no plan to use it. Cullen will review and discuss with Gray and the Water Board and adjust as appropriate
- The increase in Waste Solid Removal was discussed. The number in the budget reflects a more thorough cleaning of the tanks than was done in the past and on a more regular basis. This service will go out to bid. The FY22 number is not clear yet.

Emery confirmed that she filed required notice with the State Ethics Commission that will allow her to vote in consideration of a family relationship with a member of the Water Board.

*Roy made a motion to table the FY21 Water Department budget until the items discussed are corrected and addressed. Censullo seconded the motion and it was approved by a roll call vote of 4 in favor and 2 opposed: White – yes; Censullo – yes; Corben – yes; Emery – no; Roy – yes; Zizza – no.*

3. Minutes of March 3, 2020 and March 10, 2020

*Zizza made a motion to approve the minutes of the meeting held on March 3 2020. Emery seconded the motion and it was approved by roll call vote: White – yes; Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.*

*Roy made a motion to approve the minutes of the meeting held on March 10, 2020. Zizza seconded the motion and it was approved by roll call vote: White – yes; Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.*

4. Set Meeting Dates – The next meeting will be held on April 14, 2020.

5. Adjourn – At 2:46 pm, Roy made a motion to adjourn. Censullo seconded the motion and it was approved by roll call vote: White – yes; Censullo – 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 7, 2020

FY21 Water Department Budget

Draft Meetings Minutes of March 3, 2020 and March 10, 2020