

**TOWN OF ROWLEY
FINANCE COMMITTEE**

**Minutes of Meeting February 14, 2017
Rowley Town Hall**

Members Present: Lawrence White, Chairman, Sharon Emery, Vice Chairman, Janet Bridges, Peter Censullo, Paul Jalbert, Dennis Roy, Jami Snow

1. Call to Order: Larry White, Chairman, called the meeting to order at 7:18 pm.
2. Minutes of Meetings - Emery moved to accept the minutes of the meeting held on October 18, 2016. Roy seconded and the vote was unanimous in favor.

Roy moved to accept the minutes of the meeting held on October 25, 2016. Jalbert seconded and the vote was six in favor and Bridges abstaining due to her absence at the meeting.

Bridges moved to accept the minutes of the meeting held on January 10, 2017. Snow seconded and the vote was unanimous in favor.

3. Write-up for Annual Report – White explained that the presented document was the write-up portion only, that graphs will be added to the annual report. Emery moved to approve the write up for the Annual Report. The FinCom discussed adding FinCom member names to the bottom of the paragraph. Snow moved to approve the write-up as amended, with the addition of member names. Emery seconded and the vote was unanimous in favor.

4. Annual Town Meeting/Special Town Meeting Schedule – The schedule was included in the packet for reference and White noted that the timeframe for budget reviews is very tight.

5. Future Meeting Dates – This item was taken out of order. Members agreed to schedule the next meeting for March 7, 2017 with meetings held weekly thereafter.

6. Review of Budget Report: White noted that the revenue sheet was not included, as was previously requested by members, and that he will follow up to have it included for the next meeting.

The Committee reviewed and discussed the report.

Roy explained that the Adjustment in Wages-Highway Department was for the Cemetery Supervisor, with Emery noting that the position has been filled internally which resulted in a truck driver position vacancy.

White stated that he has next year's Water Department budget and will forward to members. Snow commented on several issues that are affecting the budget and noted that the budget is written using current water rates. Roy suggested that surplus wages due to unfilled positions be looked at more closely given this has been a trend over the past few years. Discussion was held on this subject. Snow suggested that these issues be raised when the Water Department presents the budget to the FinCom.

6. Adjournment: Jalbert moved to adjourn. Emery seconded and the vote was unanimous in favor. The meeting was adjourned at 8:04 pm.

Respectfully submitted,

Theresa Coffey
Recording Secretary

Document Attached:

Meeting Agenda February 14, 2017
Minutes of Meetings held October 18, 2016, October 25, 2016 and January 10, 2017
Finance Committee Write-up for Annual Report
2017 Preliminary Schedule for ATM / STM
Budget Appropriation Report dated February 7, 2017