

**TOWN OF ROWLEY  
FINANCE COMMITTEE**

**Minutes of Meeting June 16, 2020  
By Video/Teleconference**

**Finance Committee Attendance:** Present were Larry White – Chairman, Sharon Emery – Vice Chair, Peter Censullo, Tom Corben, Dennis Roy, David Zizza (joined at 12:15 pm) and Theresa Coffey - Recording Secretary.

**Other Attendees:** Town Administrator Debbie Eagan, Moderator Joan Petersen, Selectman Dave Petersen, and Fire Chief James Broderick

1. Call to Order – Chairman Larry White called the meeting of the Finance Committee to order at 12:00 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 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. Budget Transfer Requests

- Request from Town Administrator to transfer funds from Litigation to Town Hall for a heating pipe repair – *Emery made a motion to approve the budget transfer if the amount of \$600 from Litigation to Expenses – Town Hall. Corben seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; White – yes; Zizza – yes.*
- Request from Treasurer/Collector to transfer funds from Public Safety II Principal to Pine Grove School Reno II Principal – *Roy made a motion to approve the budget transfer request in the amount of \$1018.55 Public Safety II Principal to Pine Grove School Reno II Principal. Corben seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; White – yes; Zizza – yes.*

- Request from Treasurer/Collector to transfer funds from Public Safety II Interest to Pine Grove School Reno II Interest - *Roy made a motion to approve the budget transfer request in the amount of \$20,219.34 from Public Safety II Interest to Pine Grove School Reno II Interest. Corben seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; White – yes; Zizza – yes.*

Emery recused herself from discussion and vote for the following two budget transfer requests related to the Call Firefighter Wages.

- Request from Fire Chief to transfer funds from Call Firefighter Wages to Wages Firefighters - *Roy made a motion to approve the budget transfer request in the amount of \$706.00 from Call Firefighter Wages to Wages Firefighters. Censullo seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Roy – yes; White – yes; Zizza – yes. Emery was recused.*
  - Request from Fire Chief to transfer funds from Call Firefighter Wages to Fire Chief Salary – Discussion was held on entry errors on the budget transfer request form. Eagan will correct the entries before circulating to the Finance Committee for signature. *Censullo made a motion to approve the budget transfer request in the amount of \$764.00 from Call Firefighter Wages to Fire Chief Salary, as amended. Zizza seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Roy – yes; White – yes; Zizza – yes. Emery was recused.*
  - Request from Town Administrator to transfer funds from Blanket Insurance to Selectmen's Expense – *Emery made a motion to approve the budget transfer request in the amount of \$6,252.00 from Blanket Insurance to Selectmen's Expense. Corben seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; White – yes; Zizza – yes.*
  - Request from Assessor to transfer funds from Expenses to Administrative Assistant Wages – *Zizza made a motion to approve the budget transfer request in the amount of \$275.00 from Expenses to Administrative Assistant Wages. Corben seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; White – yes; Zizza – yes.*
3. Review June 22, 2020 Town Meeting COVID Procedures – Town Moderator Joan Petersen provided an update on the June 22, 2020 Town Meeting that will be held at Triton Regional High School. Petersen has participated in Town Moderator planning meetings and reviewed safety procedures and guidelines that will be outlined in the Warrant.
  4. Minutes – No action.
  5. Set Meeting Dates – The next meeting will be held on June 30, 2020 at 12:30 pm.

6. Adjourn – At 12:44 pm, Zizza made a motion to adjourn. Emery seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; White – yes; Zizza – yes.

Respectfully submitted,

Theresa Coffey  
Finance Committee Secretary

Documents used at or for the meeting:

Agenda for June 16, 2020

FY 20 MGL Ch. 44 § 33B(b) Budget Transfers:

- Request from Town Administrator to transfer funds from Litigation to Town Hall for a heating pipe repair
- Request from Treasurer/Collector to transfer funds from Public Safety II Principal to Pine Grove School Reno II Principal
- Request from Treasurer/Collector to transfer funds from Public Safety II Interest to Pine Grove School Reno II Interest
- Request from Fire Chief to transfer funds from Call Firefighter Wages to Wages Firefighters
- Request from Fire Chief to transfer funds from Call Firefighter Wages to Fire Chief Salary
- Request from Town Administrator to transfer funds from Blanket Insurance to Selectmen's Expense
- Request from Assessor to transfer funds from Expenses to Administrative Assistant Wages