

**TOWN OF ROWLEY  
FINANCE COMMITTEE**

**Minutes of Meeting June 30, 2020  
By Video/Teleconference**

**Finance Committee Attendance:** Present were Larry White – Chairman, Sharon Emery – Vice Chair, Tom Corben, Dennis Roy, David Zizza (joined at 12:48 pm) and Theresa Coffey - Recording Secretary.

**Absent:** Peter Censullo

**Other Attendees:** Town Administrator Debbie Eagan, Harbormaster Bill DiMento, Assessor Sean McFadden

1. Call to Order – Chairman Larry White called the meeting of the Finance Committee to order at 12:30 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. FY 20 MGL Ch. 44 § 33B(b) Budget Transfers

- Request from Harbormaster to transfer funds from Pumpout Boat Wages to Deputy Harbormaster Wages – Harbormaster Bill DiMento confirmed that the current balance of Line 91 was \$2,630.50. The dollar amount changed due to bills that were paid after the balance transfer request form was filed.

*Emery made a motion to approve the balance transfer request in the amount of \$400 from Pumpout Board Wages to Assistant Harbormaster Wages. Roy seconded the motion and it was approved by roll call vote:*

*Corben – yes; Emery – yes; Roy – yes; White – yes*

- Request from Harbormaster to transfer funds from Pumpout Boat Wages to Assistant Harbormaster Wages – It was noted that the current balance in Line 91 was \$2,630.50.

*Emery made a motion to approve the balance transfer request in the amount of \$400 from Pumpout Board Wages to Assistant Harbormaster Wages. Corben seconded the motion and it was approved by roll call vote:*

*Corben – yes; Emery – yes; Roy – yes; White – yes*

- Request from Principal Assessor Sean McFadden to transfer funds from Assessors Expenses to Administrative Assistant Wages – McFadden noted that the current balance of Line 32 is \$275. The dollar amount changed due to spending after the balance transfer form was filed.

*Roy made a motion to approve the balance transfer request in the amount of \$30.20 from Assessors Expenses to Administrative Assistant Wages. Emery seconded the motion and it was approved by roll call vote:*

*Corben – yes; Emery – yes; Roy – yes; White – yes*

- Request from Town Administrator to transfer funds from Litigation to Town Hall Expenses – Eagan confirmed that the balances on the request form are correct.

*Corben made a motion to approve the balance transfer request in the amount of \$800.00 from Litigation to Town Hall Expenses. Roy seconded the motion and it was approved by roll call vote:*

*Corben – yes; Emery – yes; Roy – yes; White – yes*

David Zizza arrived at 12:48 pm.

### 3. Minutes

*April 21, 2020 – Emery made a motion to accept the minutes of the meeting held on April 21, 2020, as amended. Corben seconded the motion and it was approved by roll call vote:*

*Corben – yes; Emery – yes; White – yes; Zizza – yes; Roy – abstain, was not present April 21, 2020*

*April 28, 2020 - Emery made a motion to accept the minutes of the meeting held on April 28, 2020. Corben seconded the motion and it was approved by roll call vote:*

*Corben – yes; Emery – yes; Roy – yes; White – yes; Zizza – yes.*

May 12, 2020 - Zizza made a motion to accept the minutes of the meeting held on May 12, 2020. Corben seconded the motion and it was approved by roll call vote:

Corben – yes; Emery – yes; Roy – yes; Zizza – yes; White – abstain, was not present May 12, 2020

May 19, 2020 - Emery made a motion to accept the minutes of the meeting held on May 19, 2020. Roy seconded the motion and it was approved by roll call vote:

Corben – yes; Emery – yes; Roy – yes; White – yes; Zizza – abstain, was not present May 19, 2020.

June 2, 2020 - Corben made a motion to accept the minutes of the meeting held on June 2, 2020. Emery seconded the motion and it was approved by roll call vote:

Corben – yes; Emery – yes; Roy – yes; White – yes; Zizza – yes.

June 16, 2020 - Zizza made a motion to accept the minutes of the meeting held on June 16, 2020. Corben seconded the motion and it was approved by roll call vote:

Corben – yes; Emery – yes; Roy – yes; White – yes; Zizza – yes.

4. Review Mid-June Accounting Report – This item was tabled until the end-of-year report is available.
5. Set Meeting Dates – The next meeting will be held on July 14, 2020 at 12:30 pm.
6. Adjourn – At 12:58 pm, Zizza made a motion to adjourn. Roy seconded the motion and it was approved by roll call vote:

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 30, 2020

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

- Request from Harbormaster to transfer funds from Pumpout Boat Wages to Assistant Harbormaster Wages
- Request from Harbormaster to transfer funds from Pumpout Boat Wages to Deputy Harbormaster Wages
- Request from Principal Assessor Sean McFadden to transfer funds from Assessors Expenses to Administrative Assistant Wages
- Request from Town Administrator to transfer funds from Litigation to Town Hall Expenses

Draft Minutes of Meetings:

April 21, 2020

April 28, 2020

May 12, 2020

May 19, 2020

June 2, 2020

June 16, 2020