

**TOWN OF ROWLEY  
FINANCE COMMITTEE**

**Minutes of Meeting June 8, 2021**

**Finance Committee Attendance:** Present were Larry White – Chairman; Sharon Emery – Vice Chair, Tom Corben and Dennis Roy. Pamela Bowen and Peter Censullo were not present.

**Other Attendees:**

Deborah Eagan, Town Administrator

1. Call to Order – Chair Larry White called the meeting of the Finance Committee to order at 6:43 pm with attendance by roll call. Chair 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 [using the link and telephone access information provided on the meeting 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. FY21 Budget Transfers

*Emery made a motion to approve the Budget Transfer of \$600 from Accounting Department Expenses to Assistant Town Acct Wages. Corben seconded the motion and it was approved by roll call vote:*

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

*Emery made a motion to approve the Budget Transfer of \$1325.02 from Assistant Town Clerk Wages to Election Wages. Corben seconded the motion and it was approved by roll call vote:*

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

*Corben made a motion to approve the Budget Transfer of \$2459.39 from Assistant Town Clerk to Election Expenses. Roy seconded the motion and it was approved by roll call vote:*

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

*Roy made a motion to approve the Budget Transfer of \$300 from Inspection Department Expenses to Inspection Department Salaries. Emery seconded the motion and it was approved by roll call vote:*

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

3. FY21 Reserve Fund Transfers

*Emery made a motion to postpone Snow and Ice Deficit transfer to the last meeting of FY21 to allow for any unforeseen items. Corben seconded the motion and it was approved by roll call vote:*

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

*Emery made a motion to approve the Reserve Fund transfer to Town Hall Expenses in the amount of \$6710 for cupola repair. Corben seconded the motion and it was approved by roll call vote:*

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

4. Request from Library Director Pam Jacobson to raise the FY21 Library Revolving Fund Expenditure Cap - *Emery made a motion to allow a one-time FY21 increase in the Library revolving fund limit to \$4,000. Corben seconded the motion and it was approved by roll call vote:*

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

5. Personnel Advisory Committee Representative – *Roy made a motion to re-appoint Larry White to the Personnel Advisory Board. Emery seconded the motion and it was approved by roll call vote:*

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

6. Next Meeting – The next meeting will be held on July 13, 2021 at 6:00 pm, Town Hall Annex.

7. Adjourn - At 6:51 pm, Emery 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*

Respectfully submitted,

Theresa Coffey  
Finance Committee Secretary

Documents used at or for the meeting:

Agenda for June 8, 2021

FY21 Budget Transfer Requests:

Accounting Department Expense to Assistant Town Accountant Wages

Assistant Town Clerk Wages to Election Wages

Assistant Town Clerk Wages to Election Expenses

Inspection Department Expenses to Inspection Department Salaries

FY21 Reserve Fund Transfers

Snow and Ice Deficit

Town Hall Expenses for Cupola repair

Request from Library Director re: FY21 Library Revolving Fund