

**TOWN OF ROWLEY  
FINANCE COMMITTEE**

**Minutes of Meeting February March 3, 2020  
Rowley Town Hall**

**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, Selectman Dave Petersen, Harbormaster Bill DiMento, Library Director Pamela Jacobson, and Jennifer Patterson and Janet Peabody.

1. Call to Order – Chairman Larry White called the meeting of the Finance Committee to order at 7:17 pm with a quorum present.
2. Appointment: Harbormaster Bill DiMento to discuss FY 21 Harbormaster Budget – Harbormaster Bill DiMento reviewed the FY21 Harbormaster budget. A proposed fee increase will offset the increase shown in the Expense line. Discussion was held on the Harbormaster salary as shown in the budget. The proposed increase in the Harbormaster salary from 5 to 6 hours weekly was entered and calculated incorrectly on the budget form. DiMento will submit a corrected budget form.\*

*\*Attached is a follow-up email from Harbormaster DiMento dated March 4, 2020 with a corrected budget form.*

*Emery made a motion to accept the FY21 Harbormaster FY21 budget. Corben seconded the motion and the vote was unanimous in favor.*

3. Appointment: Library Director Pam Jacobson to discuss FY 21 Library Budget – Library Director Pam Jacobson presented three versions of the FY21 Library budget for consideration. She explained the differences in the three proposed budgets. Proposal A is a baseline level-funded budget, Proposal B includes an increase in hours, as recommended by the Personnel Advisory Committee, which will allow the library to extend operating hours, and Proposal C is considered a compromise budget. Jacobson indicated that Proposal B is the preferred budget.

*Emery made a motion to recommend the Library FY21 Budget, version B, with the provision that if the town must cut the budget, the Library budget will revert to version A. Corben seconded the motion and the vote was unanimous in favor.*

4. Review FY21 Budgets:

Personnel – Roy made a motion to accept the Personnel FY21 budget. Emery seconded the motion and it was approved with a vote of 5 in favor with White abstaining because he is a member of the Personnel Advisory Committee.

Annex – Discussion was held on the needed repairs to the Annex heating system and the utility costs. Eagan confirmed that there is an FY21 appropriation for repairs to heating system and that the utility costs reflect the high use of the building with town departments, the senior center and evening meetings.

Emery made a motion to accept the Annex FY21 budget. Zizza seconded the motion and the vote was unanimous in favor.

Agricultural Commission – Roy made a motion to accept the Agricultural Commission FY21 budget. Emery seconded the motion and the vote was unanimous in favor.

ADA Compliancy – Emery made a motion to accept the ADA Compliancy FY21 budget. Roy seconded the motion and the vote was unanimous in favor.

5. Minutes

Corben made a motion to accept the minutes of the meeting held February 18, 2020 as written. Emery seconded the motion and it was approved with a vote of 4 in favor with Zizza and Roy abstaining because they were absent.

Zizza made a motion to accept the minutes of the meeting held February 25, 2020 as written. Corben seconded the motion and it was approved with a vote of 5 in favor with White abstaining because he was absent.

6. Set Meeting Dates – The next meeting will be held on March 10, 2020.

7. Adjourn – At 8:02 pm, Emery made a motion to adjourn. Corben seconded the motion and the vote was unanimous in favor.

Respectfully submitted,

Theresa Coffey  
Finance Committee Secretary

Documents used at or for the meeting:

Agenda for March 3, 2020

FY21 Budgets:

Harbormaster and E-mail from Harbormaster Bill DiMento dated March 4, 2020 with  
corrected Harbormaster budget form

Library

Personnel

Annex

ADA Compliancy

Draft Minutes of the Meetings held on February 18, 2020 and February 25, 2020