

**TOWN OF ROWLEY
FINANCE COMMITTEE**

**Minutes of Meeting March 8, 2022
6:00 PM**

Finance Committee Attendance: Present were Larry White – Chairman, Sharon Emery – Vice Chair, Pamela Bowen, Peter Censullo (arrived at 6:07 pm) Tom Corben, and Dennis Roy. Chip Sheerin was not present.

Other Attendees: Deborah Eagan, Town Administrator; Frank Marchegiani, Health Director; Pamela Jacobson, Library Director

1. Call to Order – Chair Larry White called the meeting of the Finance Committee to order at 6:02 PM.

FY22 Reserve Fund Transfer – Roy made a motion to accept the Reserve Fund Transfer Request of \$8,600.00 to Town Hall Expense. Emery seconded the motion and the vote was unanimous in favor.

Censullo arrived at 6:07 pm.

2. FY23 Library Department Budget* – Library Director Pamela Jacobson reviewed the FY23 Library budget. She noted a correction made in Form 2 calculation. The budget has been approved by the Select Board. She commented that the budget over the past few years has differed based on the use of utilities and services.

Corben made a motion to accept the Library Department FY23 Budget. Bowen seconded the motion and the vote was unanimous in favor.

*Taken out of order at 6:49 pm.

3. FY23 Budgets

Shellfish Constable – Roy commented that expense detail should be included on the budget forms.

Emery made a motion to accept the Shellfish Constable FY23 Budget. Corben seconded the motion and the vote carried by a vote of 5 in favor and 1 opposed (Roy).

Health Department – Emery made a motion to accept the Health Department FY23 Budget. Bowen seconded the motion and the vote was unanimous in favor.

Veterans Affairs – Emery made a motion to accept Veterans FY23 Budget. Censullo seconded the motion and the vote was unanimous in favor.

ADA Compliancy – Roy made a motion to accept the ADA Compliancy FY23 Budget. Emery seconded the motion and the vote was unanimous in favor.

Bradstreet/Dodge Reservation – Eagan explained that money was not spent last year because the property did not have much use and planned work was delayed until the spring.

Emery made a motion to table the Bradstreet/Dodge Reservation FY23 budget. Bowen seconded the motion and the vote was unanimous in favor.

Group Insurance – Emery made a motion to accept the Group Insurance FY23 Budget. Corben seconded the motion and the vote was unanimous in favor.

Essex Regional Retirement – Roy made a motion to accept the Retirement FY23 Budget. Bowen seconded the motion and the vote was unanimous in favor.

Agricultural Commission – Roy commented that the Agricultural budget was tabled March 1, 2022 because the budget forms were incomplete. He reached out to Coordinator Libby Tucker to offer his assistance completing the forms. Roy recommended that the budget stay tabled until the budget is completed.

Shellfish Commissioners – Roy commented that the Shellfish Commissioner budget was tabled March 1, 2022 because the budget forms were not complete and are still incomplete. He recommended that the budget remain tabled. White will reach out to the Shellfish Commission to check on the details of expenses.

4. Minutes

Corben made a motion to accept the minutes of July 13, 2021 as written. Bowen seconded the motion and the vote was unanimous in favor.

Corben made a motion to accept the minutes of October 5, 2021 as written. Emery seconded the motion and the vote was unanimous in favor.

Emery made a motion to accept the minutes of December 14 2021 as written. Roy seconded the motion and the motion carried with a vote of 4 in favor and 2 abstained (Censullo and Bowen were absent).

Corrections were noted to the March 1, 2022: title of Karen Summit and documents listing.

Corben made a motion to accept the minutes of March 1, 2022 as amended. Roy seconded the motion and the motion carried with a vote of 4 in favor and 2 abstained (Bowen and Emery).

5. Adjourn - At 6:54 pm, Emery made a motion to adjourn to March 15, 2022 at 7:00 pm. Censullo 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 8, 2022

FY22 Reserve Fund Transfer Request for Town Hall Expense

FY23 Proposed Budgets for:

- Library Department
- Shellfish Constable
- Health Department
- Veterans Affairs
- ADA Compliancy
- Bradstreet/Dodge Reservation
- Essex Regional Retirements
- Group Health/Life Insurance & FICA
- Agricultural Commission
- Shellfish Commission

Draft Minutes of July 13, 2021; October 5, 2021; December 14, 2021; and March 1, 2022