

TOWN OF ROWLEY
FINANCE COMMITTEE

Minutes of Meeting March 22, 2016
Rowley Town Hall

Members Present: Lawrence White, Chairman, Sharon Emery, Vice Chairman, Janet Bridges, Peter Censullo, Paul Jalbert, Dennis Roy, Jami Snow

Others in Attendance: Frank Marchegiani, Coordinator of Health Services; Brienne Walsh, Director Council on Aging; Mary Bright, Chairperson COA Board; Pamela Jacobson, Library Director

1. Call to Order: Larry White, Chairman, called the meeting to order at 7:18 p.m.
 2. Minutes of March 8, 2016 – Ms. Snow motioned to accept the minutes of March 8, 2016. Mr. Jalbert seconded and the motion was approved 7-0.
 3. Finance Committee Budget – Ms. Bridges motioned to accept the Finance Committee FY17 budget. Ms. Emery seconded and the motion was approved 7-0.
 4. Selectmen – Mr. Roy motioned to accept the Selectmen FY17 budget. Ms. Emery seconded and the motion was approved 6-0. Ms. Snow recused herself from the vote.
 5. Personnel Board – Ms. Emery motioned to accept the Personnel Board FY17 budget. Ms. Snow seconded and the motion was approved 7-0.
 6. Town Hall – Mr. Roy motioned to accept the Town Hall FY17 budget. Ms. Bridges seconded and the motion was approved 7-0.
 7. Annex – Ms. Emery motioned to accept the Annex FY17 budget. Mr. Jalbert seconded and the motion was approved 7-0.
 8. Council on Aging – Brienne Walsh and Mary Bright presented the Council on Aging FY17 budget. Mr. Roy expressed concern about the increased expense for a van driver. He cautioned that depending on the school budget, these new requests may be cut from the budget. Discussion ensued about the value of transportation services provided to seniors and the increasing number of seniors served by the COA. Ms. Walsh reviewed the programs offered by the COA and the extraordinary effort and value of the volunteers that make these programs possible.
- Ms. Emery motioned to accept the Council on Aging FY17 budget. Mr. Jalbert seconded and the motion was approved 7-0.

9. Health Department – Frank Marchegiani, Coordinator of Health Services, presented the Health Department budget. Mr. White explained the increase for the health nurse. This was formerly a stipend position but due to retirement of the nurse, the \$5000 represents the cost of the public health nurse. Mr. Marchegiani explained the rationale of hiring a public health nurse, the hours to be worked (3 hours per week) and the services that will be provided (tracking communicable diseases, a wellness clinic, etc.)

Mr. Censullo questioned the “accessibility funds”. Mr. Marchegiani explained that this refers to the office hours which they are trying to expand to be more accessible. The sanitary health agent hours have been reduced and Administrative/Inspection Assistant hours have increased. Ms. Eagan noted that the health agent’s office oversees the septic loan program and the mosquito control program so an increase in hours is a bonus for the Town. Mr. White added that this change in staff hours was done with mutual agreement of the staff.

Ms. Emery motioned to accept the Health Agent FY17 budget. Ms. Snow seconded and the motion was approved 7-0.

10. Cross Connection Bylaw – Mr. White asked Mr. Marchegiani to explain the bylaw. Mr. Marchegiani distributed an informational sheet that will be included in water bills. The Water Department is putting together this bylaw and will oversee and be the enforcement agency.

Under drinking water regulations, there is a cross connection section that addresses commercial cross connection but not residential. The Health Department has been working on this bylaw to address residential applications. They have modeled the application after the State form. The intent is to make sure private well water does not enter the town water. There is an informational session scheduled on April 19 and a DEP representative will attend.

11. Library – Pamela Jacobson, Library Director, read aloud the FY17 budget request, with an overall increase of 2.5%.

Ms. Snow motioned to accept the Library FY17 budget. Ms. Bridges seconded and the motion was approved 7-0.

12. Town Clerk – Ms. Bridges motioned to accept the Town Clerk FY17 budget. Mr. Roy seconded and the motion was approved 7-0.

13. Elections – Ms. Snow motioned to accept the Elections FY17 budget. Ms. Emery seconded and the motion was approved 7-0.

14. Board of Registrars – Ms. Emery motioned to accept the Board of Registrars FY17 budget. Mr. Roy seconded and the motion was approved 7-0.

15. Constable – Mr. Jalbert motioned to accept the Constable FY17 budget. Ms. Bridges seconded and the motion was approved 7-0.

16. Recycling – Mr. Roy motioned to accept the Recycling FY17 budget. Ms. Emery seconded and the motion was approved 7-0.

17. Streetlights – Ms Emery motioned to accept the Streetlights FY17 budget. Ms. Snow seconded and the motion was approved 7-0.

18. Hydrants – Mr. Roy motioned to table Hydrants pending information on how the rental fee was determined. Ms. Snow seconded and the motion was approved 7-0.

Ms. Eagan noted that she has requested the information for itemized breakdown of costs.

19. Parks and Recreation – Mr. Jalbert motioned to accept the Parks and Recreation FY17 budget. Ms. Snow seconded and the motion was approved 7-0.

20. Memorial & Veterans Day – Ms. Snow motioned to accept the Memorial & Veterans Day FY17 budget. Mr. Jalbert seconded and the motion was approved 7-0.

21. Bradstreet & Dodge – Ms. Snow motioned to accept the Bradstreet & Dodge FY17 budget. Mr. Roy seconded and the motion was approved 7-0

22. Harbormaster – Mr. Jalbert motioned to table the Harbormaster FY17 budget pending completion of the budget forms with more detail on hours to be worked. Ms. Snow seconded and the motion was approved 7-0.

23. Next Meeting – The next meeting will be held March 29 at 7:15 pm, Town Hall. Ms. Bridges noted that she will be absent.

24. Update on Fire Department – Ms. Eagan reported no news on Fire Department expenditures.

25. Adjourn – Ms. Bridges motioned to adjourn, Ms. Emery seconded and the motion was approved at 8:55 pm.

Respectfully submitted,

Theresa Coffey
Finance Committee Secretary

Documents Attached:

- Agenda March 22, 2016
- Minutes of March 8, 2016

FY17 Budget Worksheets:

Finance Committee
Selectmen

Personnel Board
Town Hall
Annex
Council on Aging
Health Department
Cross Connection Bylaw
Library
Town Clerk
Elections
Board of Registrars
Constable
Recycling
Streetlights
Hydrants
Parks and Recreation
Memorial & Veterans Day
Bradstreet & Dodge
Harbormaster