

**TOWN OF ROWLEY  
FINANCE COMMITTEE**

**Minutes of Meeting May 12, 2020  
By Video/Teleconference**

**Finance Committee Attendance:** Present were Sharon Emery – Vice Chair, Peter Censullo, Tom Corben, Dennis Roy, David Zizza and Theresa Coffey - Recording Secretary.

**Absent:** Larry White - Chairman

**Other Attendees:** Town Administrator Debbie Eagan and Selectman Dave Petersen

1. Call to Order – Vice Chair Sharon Emery called the meeting of the Finance Committee to order at 12:38 pm. Vice Chair Emery 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. Review Draft Annual Town Meeting Warrant

Article 3 – Roy made a motion to recommend Article 3. *Zizza seconded the motion and it was approved by roll call vote: Emery – yes; Censullo – yes; Roy – yes; Zizza – yes. Corben’s audio could not be heard.*

Article 6 - *Zizza made a motion to recommend Article 6. Roy seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.*

Article 7 - *Zizza made a motion to recommend Article 7. Corben seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.*

Article 8 – *Roy made a motion to recommend Article 8. Zizza seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.*

Article 9 – Corben made a motion to recommend Article 9. Zizza seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.

Article 10 – Roy made a motion to recommend Article 10. Corben seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.

Article 12 – Zizza made a motion to recommend Article 12. Corben seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.

Article 13 - Corben made a motion to recommend Article 13. Zizza seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.

Articles 14 through 17 – Standard annual articles voted under one consent motion. Zizza made a motion to recommend Articles 14, 15, 16 and 17. Corben seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.

Article 18 - Zizza made a motion to recommend Article 18. Corben seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.

Article 19 - Roy made a motion to recommend Article 19. Zizza seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.

Article 20 – Corben made a motion to recommend Article 20. Zizza seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.

Article 23 - Roy made a motion to recommend Article 23. Corben seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.

Article 24 - Roy made a motion to recommend Article 24. Zizza seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Zizza – yes. Roy's audio could not be heard.

Article 25 - Zizza made a motion to recommend Article 25. Censullo seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Zizza – yes. Roy's audio could not be heard.

Article 26 – *Censullo made a motion to recommend Article 26. Corben seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.*

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

Eagan will arrange Finance Committee signatures on the Budget Transfer forms.

Request from Town Administrator to transfer funds from Litigation to Essex Technical High School to pay for a shortfall in the FY 20 line – *Roy made a motion to approve the transfer of \$4,856 from Litigation, Line 40 to Essex Technical High School, Line 102. Corben seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.*

Request from Town Administrator to transfer funds from Litigation to Town Hall Expense to pay for a shortfall in the FY 20 line - *Corben made a motion to approve the transfer of \$1,400 from Litigation, Line 40 to Expenses-Town Hall, Line 63. Zizza seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.*

Request from Town Administrator to transfer funds from Litigation to Town Hall Annex expense to pay for a shortfall in the FY 20 line – *Roy made a motion to approve the transfer of \$3,180 from Litigation, Line 40 to Town Hall Annex, Line 64. Corben seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.*

Request from Cemetery Department/Town Administrator to transfer funds from Unemployment to Cemetery Department Wage line - *Roy made a motion to approve the transfer of \$2,900 from Unemployment, Line 173 to Cemetery Wages, Line 113. Zizza seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.*

4. Minutes – no action.

5. Review Meeting Schedule – The next meetings will be held on May 19, 2020 and May 26, 2020 at 12:30 pm.

6. Adjourn – *At 1:21 pm, Zizza made a motion to adjourn. Roy seconded the motion and it was approved by roll call vote: Censullo – yes; Corben – yes; Emery – yes; Roy – yes; Zizza – yes.*

Respectfully submitted,

Theresa Coffey  
Finance Committee Secretary

Documents used at or for the meeting:

Agenda for May 12, 2020

Draft Annual Town Meeting Warrant

FY 20 Budget Transfers Request Forms:

- Request from Town Administrator to transfer funds from Litigation to Essex Technical High School to pay for a shortfall in the FY 20 line
- Request from Town Administrator to transfer funds from Litigation to Town Hall Expense to pay for a shortfall in the FY 20 line
- Request from Town Administrator to transfer funds from Litigation to Town Hall Annex expense to pay for a shortfall in the FY 20 line
- Request from Cemetery Department/Town Administrator to transfer funds from Unemployment to Cemetery Department Wage line with attachments