

**TOWN OF ROWLEY
FINANCE COMMITTEE**

**Minutes of Meeting November 14, 2017
Rowley Town Hall**

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

Others Present: Selectman David Petersen

1. Call to Order - Larry White, Chairman, called the meeting to order at 7:19 pm with a quorum present.
2. Minutes of Meeting Held on October 17, 2017 - *Jalbert moved to accept the minutes of the meeting held on October 17, 2017. Emery seconded. The vote was unanimous in favor.*
3. Live Cable Feed for Town Meeting – White provided a brief overview of the status of the live cable feed for the April 30, 2018 Town Meeting. The meeting will be held in the gym at Pine Grove School. The Selectmen met with Rowley Community Media (RCM) and have determined that it is not feasible or cost effective to have live cable feed for the meeting. Emery noted that the meeting will be recorded, however, and available to review the day after the meeting.
4. Triton Budget Drivers – David Petersen reviewed the October 5, 2017 memo received from the Triton business administrator and provided an overview of the status of the Town of Rowley assessment. Petersen stressed the negative impact the proposed budget will have on the Town of Rowley. The town has used Free Cash in the past to fund the assessment and the continued increases will be a crisis for the Town and will lead to deep cuts to the Town's services. The BOS will continue to try to work with Salisbury and Newbury to present a unified voice to the School Committee on the importance of reducing the school budget.
5. Finance Committee Reps from Salisbury and Newbury – White discussed his outreach efforts with the Salisbury and Newbury Finance Committees. Salisbury has a Warrant Advisory Committee that meets intermittently. Their next meeting is January 2018. Newbury Finance Committee is meeting this evening with their Board of Selectmen to discuss their budget issues. White will continue to keep in touch with the other Finance Committees and try to attend their meetings when he is able to and asked Rowley FinCom members to let him know of any questions or concerns.

6. Reserve Fund Transfer Request – Debbie Eagan presented the Reserve Fund Transfer Request in the amount of \$2,500 to fund a Phase I Site Assessment for property at 395 Main Street owned by Didax. Didax is moving to a larger facility and is offering their building to the Town of Rowley. Due to a ZBA ruling, the company cannot build on adjacent land so will either donate the building to the Town or tear it down. The Town is interested in pursuing this property and has been advised by Town Counsel to conduct this site assessment. The \$2,500 will be presented for transfer at the April 2018 Town Meeting.

Discussion ensued on the possible uses for the building and what departments may move there. Roy asked about the potential for leasing the space to generate revenue. Petersen replied that the property would be used to provide much needed space for town departments. As well, moving offices will negate the need for the very expensive elevator in the Annex to meet handicap accessibility needs. Petersen stated that it is the goal of the BOS to get the project started with the site assessment and reimburse the Finance Committee at the next Town meeting.

Emery moved to approve the Reserve Fund Transfer in the amount of \$2,500. Snow seconded. The vote was unanimous in favor.

7. Review Monthly Appropriation Report – Roy moved to delay this review to the next meeting to allow more time to review the report. Snow seconded. The vote was unanimous in favor.

8. Next Meeting Date: The next meeting date is set for January 9, 2018.

9. Adjournment: Snow moved to adjourn. Emery seconded and the vote was unanimous in favor. The meeting adjourned at 8:00 pm.

Respectfully submitted,

Theresa Coffey
Finance Committee Secretary

Documents Attached:

Agenda for November 14, 2017
Draft Minutes of October 17, 2017
Triton Regional School District Memo dated October 5, 2017 re: FY19 Budget Drivers
Request for Transfer from the Reserve Fund dated November 7, 2017
Monthly Appropriation Report July – October 2017
Adjustments Report July 2016 – June 2017