

**TOWN OF ROWLEY
FINANCE COMMITTEE**

**Minutes of Meeting February 18, 2020
Rowley Town Hall**

Finance Committee Attendance: Present were Lawrence White - Chairman, Sharon Emery – Vice Chair, Peter Censullo, Tom Corben, and Theresa Coffey - Recording Secretary. Dennis Roy and David Zizza were not present.

Others Present: Town Administrator Debbie Eagan, Selectman David Petersen, President of Rowley Youth Baseball Joe Haley and Library Director Pamela Jacobson

1. Call to Order –Larry White, Chairman, called the meeting of the Finance Committee to order at 7:17 pm with a quorum present.
2. Review Reserve Fund Transfer Request filed by Library Director Pamela Jacobson for funds for the Library Building – Library Director Pamela Jacobson reviewed the Reserve Fund transfer request in the amount of \$4,825.00 to Library Expenses to cover unexpected building repairs and maintenance costs.

Emery made a motion to approve the Reserve Fund transfer request to Library Expenses in the amount of \$4,825.00. Corben seconded the motion and the vote was unanimous in favor.

3. Review Reserve Fund Transfer Request filed by the Parks and Recreation Commission – President of Rowley Youth Baseball Joe Haley presented the request for a Reserve Fund transfer in the amount of \$1,532 to Parks and Recreation Expenses to replace two benches at the Minor’s Baseball Field at Eiras Park. Haley commented that the benches are inadequate and in very poor condition.

Emery made a motion to approve the Reserve Fund transfer request to Parks & Recreation Expenses in the amount of \$1532.00. Censullo seconded the motion and the vote was unanimous in favor.

4. Review Reserve Fund Transfer Request filed by Town Administrator Debbie Eagan for funds for the Town Hall Annex – Town Administrator Debbie Eagan discussed the issues with the heating system at the Town Hall Annex and the unforeseen heating system and general maintenance repairs.

Corben made a motion to approve the Reserve Fund transfer request to Annex Operating Expenses in the amount of \$6,600.00. Emery seconded the motion and the vote was unanimous in favor.

5. Review FY21 Budgets:

Town Moderator – *Emery made a motion to accept the FY21 Town Moderator budget. Censullo seconded the motion and the vote was unanimous in favor.*

Town Counsel – Eagan reviewed the FY21 Town Counsel budget for professional and legal services for all town departments.

Emery made a motion to accept the FY21 Town Moderator budget. Censullo seconded the motion and the vote was unanimous in favor.

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

Veterans District Assessment & Veterans Benefits – *Emery made a motion to accept the FY21 Veterans budget. Corben seconded the motion and the vote was unanimous in favor.*

6. Review and Approve Minutes – *Corben made a motion to accept the minutes of the meeting held on February 4, 2020 as written. White seconded the motion and it was approved with a vote of 2 in favor with Emery and Censullo abstained because they were not present at the meeting.*
7. Review Meeting Schedule – The proposed meeting schedule was discussed and approved. The next meeting will be held on Tuesday, February 25, 2020.
8. Adjourn – *At 7:51 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 February 18, 2020

Reserve Fund Transfer Request filed by Library Director Pamela Jacobson for fund for the Library Building

Reserve Fund Transfer Request filed by the Parks and Recreation Commission

Reserve Fund Transfer Request filed by Town Administrator Debbie Eagan for funds for the Town Hall Annex

Review FY21 Budgets:

- Town Moderator
- Town Counsel
- Animal Inspector
- Veterans District Assessment & Veterans Benefits

Draft Minutes of February 4, 2020

Finance Committee Proposed Meeting Schedule for the May 4, 2020 Town Meeting