

**TOWN OF ROWLEY
FINANCE COMMITTEE**

**Minutes of Meeting June 6, 2023
6:30 PM**

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

Other Attendees: Town Administrator Debbie Eagan, Police Chief Scott Dumas

1. Call to Order – Chair Larry White called the meeting of the Finance Committee to order at 6:30 PM.
2. FY23 Reserve Fund Transfers
 - Town Accountant Salary – Eagan explained the Town Accountant is retiring and a lump sum payment is due to her under contractual obligations. *Emery made a motion to approve the FY23 Reserve Fund Transfer Request in the amount of \$31,086.75 to Town Accountant Salary. Bowen seconded the motion and the vote was unanimous in favor.*
 - Police Dept. Expense – *Emery made a motion to approve the FY23 Reserve Fund Transfer Request in the amount of \$1,262.30 to Assistant Town Clerk Wages. Corben seconded the motion and the vote was unanimous in favor.*
 - Board of Registrars - *Bowen made a motion to approve the FY23 Reserve Fund Transfer Request in the amount of \$1,044.26 to Board of Registrars. Sheerin seconded the motion and the vote was unanimous in favor.*
 - Snow and Ice – *Emery made a motion to postpone this item to the July meeting. Bowen seconded the motion and the vote was unanimous in favor.*
 - Library – *Bowen made a motion to approve the FY23 Reserve Fund Transfer Request in the amount of \$4,000 to Library Expenses. Corben seconded the motion and the vote was unanimous in favor.*
3. FY23 Budget Transfers – GL c. 44 Section 33B
 - Police Expenses – *Emery made a motion to approve the budget transfer of \$3,316.47 from Academy Tuition to Expenses-Police. Bowen seconded the motion and the vote was unanimous in favor.*
 - Police Dept. Wages – Police Chief Scott Dumas discussed staffing issues that have resulted in full-time police officers filling shifts and higher wage costs. *Corben made a motion to approve the budget transfer of \$41,000 Group Health/Life/Medicare to Police Dept. Wages. Bowen seconded the motion and the vote was unanimous in favor.*

- Asst. Town Accountant Wages - *Emery made a motion to approve the budget transfer of \$600.00 from Accounting Expense to Asst. town Accountant Wages. Bowen seconded the motion and the vote was unanimous in favor.*
- 4. Report by Liaison Members on their Departments – The following liaison roles were confirmed:
Corben - Council on Aging.
Bowen – Police Department
Emery – Library
Roy – Fire and Highway Departments
Sheerin – Water
White – Triton Regional School District
White reported that the May District Communication Committee was canceled and there is little activity related to the budget at this time. White will recommend that Triton leadership start attending Board of Selectmen and Finance Committee meeting to hear the district towns concerns and what budgets can sustain for the Triton assessments.
Censullo – District Communications Committee
- 5. Minutes
 - February 7, 2023 – *Emery made a motion to approve the minutes of the meeting held on February 7, 2023. Corben seconded the motion and it was approved with a vote of 5 in favor and 1 abstain (Bowen)*
 - March 21, 2023 - *Roy made a motion to approve the minutes of the meeting held on March 21, 2023. Sheerin seconded the motion and it was approved with a vote of 4 in favor and 2 abstain (Bowen and Corben).*
 - March 28, 2023 – *Emery made a motion to approve the minutes of the meeting held on March 28, 2023. Bowen seconded the motion and the vote was unanimous in favor.*
 - April 4, 2023 – *Corben made a motion to approve the minutes of the meeting held on April 4, 2023. Bowen seconded the motion and the vote was unanimous in favor.*
 -
- 6. Upcoming Meetings – The next meeting will be held on July 11, 2023 at 6:30 pm.
- 7. Adjourn – *At 7:03 pm Bowen 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:

FY 23 Reserve Fund Transfer Request Forms and Supporting Documents

- Town Accountant Salary
- Assistant Town Clerk Wages

- Board of Registrars
- Snow and Ice
- Library Expenses

FY 23 Budget Transfers Request Forms and Support Documents

- Academy Tuition to Police Department Expenses
- Group Health Insurance to Police Department Wages
- Accounting Expenses to Assistant Town Accountant Wages

Draft Minutes of Meetings held on:

- February 7, 2023
- March 21, 2023
- March 28, 2023
- April 4, 2023