Rowe Finance Committee
Joint Meeting with the Board of Selectmen
April 6, 2021
6:00 P.M. via Remote Participation

Finance Committee: Chair Wayne Zavotka, Vice-Chair Loretta Dionne, Paul McLatchy III, Laurie Pike
Absent: Christopher "Selmi" Hyytinen

Board of Selectmen: Chair Charles Sokol, Vice-Chair Joanne Semanie, Selectman Edward Silva (left at 6:38), Executive Secretary Janice Boudreau

Audience of Citizens: Rosemary Gordon

Note: Due to the national COVID-19 pandemic, this meeting was held via remote participation as authorized by executive order of the governor. All votes are taken via roll-call vote.

Call to Order: Chair Zavotka called the Finance Committee meeting to order at 6:03 P.M., a quorum of the committee present.

Minutes: The minutes of March 30th were presented. As not everyone had read them yet, it was agreed to postpone their approval until next week's meeting.

School Budget: The School Committee will be meeting on Thursday to finalize the school's proposed budget. Ms. Pike inquired as to what new funding the school will get from the Federal Government, but no one was able to answer this. The secondary education budget for Mohawk went from an 18% per student increase to a 9% per student increase.

A motion was made by Chair Zavotka and seconded by Vice-Chair Dionne to approve the budget, assuming no changes would be made by the School Committee. Ms. Pike stated that she hopes that the large increases seen in this year's budget are not going to be continuing, especially with the low enrollment of Rowe students. Chair Sokol noted that the secondary education budget was originally concerning, but now appears to be reduced since last reviewed.

The total budget (for primary and secondary) has increased approximately 5%. Some members expressed concern over how high some salaries at the school are, particularly the principal, who is paid approximately $97,000/year for a school of approximately 65 students. Members questioned whether this would be sustainable. Chair Sokol expressed optimism for the school's long-range financial plan, which is being worked on. With no further discussion, the votes were as follows:

Wayne Zavotka	Aye	Loretta Dionne	Aye
Paul McLatchy III	Abstain	Laurie Pike	Aye

Mr. McLatchy abstained as he has two family members that work for the school.

A motion was made by Chair Sokol and seconded by Vice-Chair Semanie to concur with the Finance Committee's vote. The vote was unanimous in favor:

Charles Sokol	Aye	Joanne Semanie	Aye
Edward Silva	Aye		

Road Plan: Chair Sokol reported that the Selectmen would like to pursue creating a stabilization fund for road maintenance. Due to the timing of town meeting and the election, coupled with the high rate of mail-in voting, the Board did not feel now was a good time to propose an override question, as people would not have a chance to discuss and debate the merits of it before voting on it. They are therefore planning on raising an amount through taxation for this coming year, and likely proposing a future ballot question when appropriate to do so.

Fire Vehicle: Chair Zavotka spoke with the fire chief. The vehicle being requested, known as a "first attack multi-use vehicle", is projected to cost $300,000 brand new. No information on a used vehicle or a leased vehicle has been provided at this time. Chair Zavotka will follow up with the chief to get this information before town meeting.

Broadband Payment: A question was raised about how much of the remaining $500,000 in debt the town would like to pay down. Chair Sokol suggested waiting to talk to the assessors first. As Free Cash hasn't been certified yet, it's unknown how much might be able to be used without raising taxes.

Departure: Selectman Silva left the meeting at 6:38 P.M.

OPEB: Mr. McLatchy suggested that the Committee seriously consider establishing an Other Post-Employment Benefits (OPEB) Stabilization Fund to fund future retiree benefits. This has been recommended by numerous audits as this is a liability the town will continue to have even if taxation and staffing is considerably reduced. Ms. Pike asked if having an OPEB Trust would be better financially, but Mr. McLatchy doubted that a group of trustees would be able to be found as the state has strict requirements about who can serve.

A motion was made by Mr. McLatchy and seconded by Ms. Pike to recommend to the Board of Selectmen that they add an article creating an OPEB Stabilization Fund. The vote was unanimous in favor:

Wayne Zavotka	Aye	Loretta Dionne	Aye
Paul McLatchy III	Abstain	Laurie Pike	Aye

Members discussed whether any amount should be funded this year. Mr. McLatchy suggested utilizing half of whatever remaining free cash there is (after special projects), as it would guarantee some funding, even if not a lot. Both Ms. Pike and Chair Zavotka seemed hesitant to start appropriating funding without knowing what goal should be set for a "cap". No decision was made on any funding for FY22.

Adjourn: A motion was made by Chair Sokol and seconded by Vice-Chair Semanie to adjourn the Board of Selectmen meeting at 6:59. The vote was unanimous in favor:

Charles Sokol	Aye	Joanne Semanie	Aye

Selectmen Sokol and Semanie left the meeting, while Executive Secretary Boudreau remained.

Warrant Review: Members reviewed draft language for explanations on articles for the town meeting warrant. It was agreed that the recommendations do not need to be broken down by member, but a general "recommended by the Finance Committee" would suffice. Members also agreed to a new format with proposing elected officials' stipends that would be separate from other departmental budgets.

Next Meeting: The meeting next week will cover the draft town meeting report and the white paper on departmental insurance costs. Chair Zavotka will follow up on the fire vehicle. The Board of Assessors will be invited to discuss the budget's impact on taxes.

Adjourn: A motion was made by Mr. McLatchy and seconded by Ms. Pike to adjourn the meeting at 7:24 P.M. The roll-call vote was unanimous in favor:

Wayne Zavotka	Aye	Loretta Dionne	Aye
Paul McLatchy III	Aye	Laurie Pike	Aye

Respectfully Submitted,
Paul McLatchy III, Finance Committee Secretary

Approved: April 20, 2021

Paul McLatchy III, Secretary

Unable to be signed by entire committee due to COVID-19 pandemic.

Attachments:

- Agenda
- School Budget
- Draft Warrant

Meeting Notice

Body: **Rowe Finance Committee & Board of Selectmen**

Dates: Tuesday, April 6, 2021 at 5:30 p.m. – Selectmen Only to Discuss Ballot Question

Tuesday, April 6, 2021 at 6:00 p.m.

Tuesday, April 13, 2021 at 6:00 p.m.

Tuesday, April 20, 2021 at 6:00 p.m.

Meetings normally held at the Municipal Offices are being held remotely, with adequate, alternative means of public access and, where required, public participation provided, in accordance with the Governor's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, M.G.L. c.30A § 20.

The public is welcome to participate.

REMOTE PARTICIPATION INFORMATION:
Meeting Host: zoom.us
Meeting ID: 288-065-7034
URL: https://zoom.us/j/2880657034
Telephone: 312-626-6799

Agenda: (Same for All Dates)

1. Call to Order
2. Recognize Online Guests
3. Review Presented Budgets
4. Review Items for Annual Town Meeting Presentation
5. Financial Planning
6. Any Items of Necessary Business Raised in the Last 48 Hours
7. Audience of Citizens
8. Adjourn

Wayne Zavotka, Chair
Rowe Finance Committee

Chuck Sokol, Chair
Rowe Board of Selectmen

Posted: Janice Boudreau – April 1, 2021 at 1:30 pm
Filed: Town Clerk – April 1, 2021

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	A	E	F	G	H	I
		FY21 Budget	FY22 Budget	Increase(decrease)	Notes	
		Gross Budget	Gross Budget			
	NBSU BUDGET					
1	**1210 · Superintendent's Office**					
2	1210111 · Superintendent	21,489.53	22,559.87	1,070.34		
3	1210112 · Clerical Salaries	6,323.41	6,698.00	374.59		
4	1210115 · Office Supplies	425.00	425.00	0.00		
5	1210116 · Other Expense	2,380.00	2,210.00	-170.00		
6	121A116 · Travel Out of District	83.30	83.30	0.00		
7	**Total 1210 · Superintendent's Office**	30,701.24	31,976.17	1,274.93	Updated	4.15
8						
9	**1410 · Business Admin**					
10	1410111 · Business Admin Salary	14,705.00	16,993.20	2,288.20		
11	1410112 · Business Admin Travel	170.00	170.00	0.00		
12	Business Admin Other/ Prof Dev	907.80	907.80	0.00		
13	**Total 1410 · Business Admin**	15,782.80	18,071.00	2,288.20	Updated	14.50
14						
15	**1450 · Administrative Technology**					
16	1450114 · Admin Tech Salary	17,850.00	18,207.00	357.00		
17	1450115 · Supplies	245.00	245.00	0.00		
18	1450116 · Other	331.00	331.00	0.00		
19	**Total 1450 · Administrative Technology**	18,426.00	18,783.00	357.00	Updated	1.94
20						
21	**2110 · Supervisory - Special Education**					
22	2110111 · Admin of Special Education	15,300.00	16,473.00	1,173.00		
23	2110112 · Secretary	6,323.41	6,698.00	374.59		
24	2110114 · ESPED Membership fees	374.00	440.13	66.13		
25	2110115 · Supplies	425.00	255.00	-170.00		
26	2110116 · Other	595.00	595.00	0.00		
27	2110117 · Medicaid Administrative Fees	680.00	340.00	-340.00		
28	211A116 · Travel	204.00	204.00	0.00		
29	**Total 2110 · Supervisory - Special Education**	23,901.41	25,005.13	1,103.72	Updated	4.62
30						
31	**4230 · Maintenance of Equipment**					
32	423A116 · Union	900.00	900.00	0.00		0.00
33						
34	**5200 · Employee Benefits**					
35	5200116 · Medical -Union	31,692.11	33,683.98	1,991.87	Updated	
36	**Total 5200 · Employee Benefits**	31,692.11	33,683.98	1,991.87		6.29

	A	E	F	G	H	I
		FY21 Budget	FY22 Budget	Increase(decrease)	Notes	
		Gross Budget	Gross Budget			
37						
38	**5260 · Insurance**					
39	5260116 · School Building Liability - Union	646.00	680.00	34.00	Updated	
40	**Total 5260 · Insurance**	646.00	680.00	34.00		5.26
41						
42	**5300 · Equipment Leases**					
43	5300112 · Union Copiers	1,020.00	1,020.00	0.00	Updated	0.00
44						
45	**5350 · Rental - Union Office**					
46	5350116 · Appropriation	4,848.40	5,100.00	251.60	Updated	
47	5350 · Rental - Union Office - Other	0.00	0.00	0.00		
48	**Total 5350 · Rental - Union Office**	4,848.40	5,100.00	251.60		5.19
49						
50	**7300 · Improvement of Equipment**					
51	General - Union	366.01	255.00	-111.01		
52	**Total 7300 · Improvement of Equipment**	366.01	255.00	-111.01	Updated	-30.33
53						
54	**7400 · Replacement of Equipment**					
55	740A116 · Appropriation - Union	462.06	255.00	-207.06		
56	**Total 7400 · Replacement of Equipment**	462.06	255.00	-207.06	Updated	-44.81
57						
58	**Total NBSU Expenses**	128,746.03	135,729.28	6,983.25		5.42
59						
60	**PRIMARY PREK-6 BUDGET**					
61	**1110 · School Committee**					
62	Secretary School Com Stipend		1,600.00		Minutes	
63	1110116 · Advert/Bids/Print	2,500.00	2,500.00			
64	**Total 1110 · School Committee**	2,500.00	4,100.00	1,600.00		64.00
65						
66	**1430 · Legal Services**					
67	1430114 · Contracted Services	4,705.00	4,705.00	0.00		
68	**Total 1430 · Legal Services**	4,705.00	4,705.00	0.00		0.00
69						
70	**2200 · School/Building Leadership**					
71	**2210 · School Leadership**					
72	2210111 · Principal	93,328.30	97,128.15	3,799.85	Updated per K	
73	2210112 · Principal's Secretary	40,330.22	42,729.38	2,399.16	Updated per K	5.95

	A	E	F	G	H	I
		FY21 Budget	FY22 Budget	Increase(decrease)	Notes	
		Gross Budget	Gross Budget			
74	Secretary School Com Stipend	1,600.00	0.00	-1,600.00	move to sch comm	
75	2210114 · Principal PD and Dues	1,000.00	1,500.00	500.00		
76	2210115 · Principal's Supplies/contracts	1,500.00	1,500.00	0.00		
77	2210116 · Principal's Other	1,000.00	1,000.00	0.00		
78	221011A · Principal's Travel	1,000.00	0.00	-1,000.00		
79	**Total 2210 · School Leadership**	139,758.52	143,857.53	4,099.01		2.93
80						
81	**2250 · Principal's Technology**					
82	2250115 · Supplies	1,000.00	1,000.00	0.00		
83	2250116 · Other- Rediker	4,000.00	4,000.00	0.00		
84	**Total 2250 · Principal's Technology**	5,000.00	5,000.00	0.00		0.00
85						
86	**Total 2200 · School/Building Leadership**	144,758.52	148,857.53	4,099.01		2.83
87						
88	**2300 · Instruction - Teaching Services**					
89	**2305 · Teachers - Classroom**					
90	2305111 · Professional Salaries	507,799.90	500,000.00	-7,799.90	Updated	
91	**Total 2305 · Teachers - Classroom**	507,799.90	500,000.00	-7,799.90		-1.54
92						
93	**2310 · Teachers - Special Education**					
94	2310111 · Professional Salaries	69,242.91	72,238.00	2,995.09	Updated	
95	**Total 2310 · Teachers - Special Education**	69,242.91	72,238.00	2,995.09		4.33
96						
97	**2320 · Medical Therapeutic Services**					
98	2320111 · Speech/PT/OT Salaries	41,944.18	64,658.00	22,713.82	Updated	
99	2320114 · Contracted Services	38,062.50	54,393.00	16,330.50	Updated	
100	**Total 2320 · Medical Therapeutic Services**	80,006.68	119,051.00	39,044.32		48.80
101						
102	**2325 · Substitutes**					
103	2325113 · Teacher Sub Salaries	4,000.00	4,000.00	0.00		
104	232511A · Aid Sub Salaries	700.00	700.00	0.00		
105	**Total 2325 · Substitutes**	4,700.00	4,700.00	0.00		0.00
106						
107	**2330 · Teacher Aides**					
108	**2330113 · Salaries**	86,686.00	113,041.00	26,355.00	Updated	
109	**Total 2330 · Teacher Aides**	86,686.00	113,041.00	26,355.00		30.40
110						

	A	E	F	G	H	I
		FY21 Budget	FY22 Budget	Increase(decrease)	Notes	
		Gross Budget	Gross Budget			
111	**Total 2300 · Instruction - Teaching Services**	748,435.49	809,030.00	60,594.51		8.10
112						
113	**2340 · Library**					
114	2340113 · Librarian Salary	7,929.81	8,129.07	199.26	Updated	
115	2340114 · Library Technology	1,000.00	1,000.00	0.00		
116	2340115 · Library Supplies	1,500.00	1,500.00	0.00		
117	**Total 2340 · Library**	10,429.81	10,629.07	199.26		1.91
118						
119	**2350 · Professional Developement**					
120						
121	**2351 · Prof Development Principal**					
122	**2351116 · Other expenses**			0.00		
123	**Total 2351 · Prof Development Principal**			0.00		
124						
125	**Total 2350 · Professional Developement**			0.00		
126						
127	**2357 · Prof Development Expenses**					
128	2357115 · Supplies	300.00	300.00	0.00		
129	2357116 · Other	3,250.00	3,250.00	0.00		
130	**Total 2357 · Prof Development Expenses**	3,550.00	3,550.00	0.00		0.00
131						
132	**2400 · Instructional Materials & Equip**					
133	**2410 · Texts and related materials**	2,500.00	2,500.00	0.00		
134	**2415 · PBL Supplies**	2,000.00	2,000.00	0.00		
135	**2430115 · General Classroom Supplies/ Reg**	6,500.00	6,500.00	0.00		
136	**243011S · Class Room Supplies Sped**	1,000.00	1,000.00	0.00		
137						
138	**2451 · Instructional Tech**					
139	2451112 · Instructional Tech Stipend	0.00	0.00	0.00		
140	245113 Instruction Tech Salary			0.00		
141	2451114 · Internet	2,500.00	1,800.00	-700.00		
142	2451115 · Instruction Tech Supplies	1,000.00	1,000.00	0.00		
143	2451116 · Instructional Tech Other	1,000.00	1,000.00	0.00		
144	Total 2451 · Instructional Tech	4,500.00	3,800.00	-700.00		
145	2400 · Instructional Materials & Equip - Other					
146	**Total 2400 · Instructional Materials & Equip**	16,500.00	15,800.00	-700.00		-4.24
147						

	A	E	F	G	H	I
		FY21 Budget	FY22 Budget	Increase(decrease)	Notes	
		Gross Budget	Gross Budget			
148	**2440 · Instructional Service, Other**					
149	2440113 · Instructional Field Trip Transp	4,500.00	4,500.00	0.00		
150	2440115 Instructional Summer Tutoring			0.00		
151	2440116 · Instructional Field Trip Other	10,500.00	10,500.00	0.00		
152	**Total 2440 · Instructional Service, Other**	15,000.00	15,000.00	0.00		0.00
153						
154	**2700 · Guidance Counseling and Testing**					
155	**2710 · Guidance**					
156	2710111 · Salaries	16,029.34	16,349.92	320.58	Updated	
157	2710115 · Supplies/2nd Counseling	0.00	12,500.00	12,500.00		
158	Total 2710 · Guidance	16,029.34	28,849.92	12,820.58		
159	**Total 2700 · Guidance Counseling and Testing**	16,029.34	28,849.92	12,820.58		79.98
160						
161	**2800 Physchological Services**					
	Physchological Evaluations		8,400.00			
162	2800114 Contracted Services/Salaries	15,966.61	16,246.00	279.39		1.75
			24,646.00			
163						
164	**3200 · Health Program**					
165	3200111 · School Nurse	46,973.20	59,177.35	12,204.15	FT	
166	3200112 · Contracted Physician	650.00	650.00	0.00		
167	3200115 · Supplies	1,500.00	1,500.00	0.00		
168	3200116 · Health Technology	500.00	500.00	0.00		
169	**Total 3200 · Health Program**	49,623.20	61,827.35	12,204.15		24.59
170						
171	**3300 · TRANSPORTATION**					
172	3300114 · Bus Contracts - Elementary	60,235.00	36,208.00	-24,027.00	no sm bus	
173	**Total 3300 · TRANSPORTATION**	60,235.00	36,208.00	-24,027.00		-39.89
174						
175	**3400 · Food Services**					
176	3400114 · Staff	40,504.00	48,077.93	7,573.93	Updated	
177	3400115 · Food Supplies	8,000.00	4,000.00	-4,000.00	Updated	
178	3400116 · Cafeteria Non-Food Supplies	500.00	500.00	0.00		
179	**Total 3400 · Food Services**	49,004.00	52,577.93	3,573.93		7.29
180						
181	**3520 · Other Student Activities**					
182	**3520111 · Professional Salaries**			0.00		

	A	E	F	G	H	I
		FY21 Budget	FY22 Budget	Increase(decrease)	Notes	
		Gross Budget	Gross Budget			
183	**Total 3520 · Other Student Activities**			0.00		
184						
185	**4000 · Operation and Maint of Plant**			0.00		
186						
187	**4110 · Custodial Services**					
188	4110113 · Salaries	43,706.00	44,793.32	1,087.32	Updated	
189	4110114 · Summer Custodian Salaries	1,500.00	1,500.00	0.00		
190	4110115 · Supplies	3,500.00	3,500.00	0.00		
191	4110116 · Travel	1,000.00	1,000.00	0.00		
192	**Total 4110 · Custodial Services**	49,706.00	50,793.32	1,087.32		2.19
193						
194	**4120 · Fuel**					
195	**4120116 · Appropriation**	15,000.00	20,000.00	5,000.00	Updated	
196	**Total 4120 · Fuel**	15,000.00	20,000.00	5,000.00		33.33
197						
198	**4130 · Utilities**					
199	4130116 · Telephone	6,500.00	6,700.00	200.00	Updated	
200	413A116 · Electricity	18,000.00	20,000.00	2,000.00	Updated	
201	**Total 4130 · Utilities**	24,500.00	26,700.00	2,200.00		8.98
202						
203	**4210 · Maintenance of Grounds**					
204	4210116 · Appropriation	1,000.00	1,000.00	0.00		
205	**Total 4210 · Maintenance of Grounds**	1,000.00	1,000.00	0.00		0.00
206						
207	**4220 · Maintenance of Buildings**					
208	4220115 · HVAC Maintenance Contract	4,500.00	4,500.00	0.00		
209	4220116 · Other/ Furnishings	3,000.00	3,000.00	0.00		
210	4220117 · Maint. of Bldg/Inspections	3,000.00	3,000.00	0.00		
211	**Total 4220 · Maintenance of Buildings**	10,500.00	10,500.00	0.00		0.00
212				0.00		
213	**4225 · Building Security Systems**					
214	4225114 · Contracted Services		3,220.00	3,220.00		
215	**Total 4225 · Building Security Systems**	0.00	3,220.00	3,220.00		
216						
217	**4230 · Maintenance of Equipment**					
218	4230116 · Local	3,000.00	3,000.00	0.00		0.00
219						

	A		E	F	G	H	I	
			FY21 Budget	FY22 Budget	Increase(decrease)	Notes		
			Gross Budget	Gross Budget				
220	4230 Other		0.00	0.00	0.00			
221	**Total 4230 · Maintenance of Equipment**		3,000.00	3,000.00	0.00		0.00	
222								
223	**Total 4000 · Operation and Maint of Plant**		103,706.00	115,213.32	11,507.32		11.10	
224								
225	**5150 · Employee Separation Cost**							
226	5150110 · Separation Benefits		10,000.00	10,000.00	0.00			
227	**Total 5150 · Employee Separation Cost**		10,000.00	10,000.00	0.00		0.00	
228								
229	**5250 Employee Servance/Payout**		10,000.00	10,000.00	0.00		0.00	
230								
231	**5300 · Equipment Leases**							
232	5300111 · Copier Leases		6,500.00	6,500.00	0.00			
233	**Total 5300 · Equipment Leases**		6,500.00	6,500.00	0.00		0.00	
234								
235	**SUBTOTAL PRIMARY EDUCATION - GROSS**	##	1,256,942.97	1,347,494.12			7.20	
236								
237	**LESS: School Choice**		-317,000.00	-250,000.00	School Choice	Updated		
238	**LESS: Grant Anticipation**		-48,427.00	-49,633.00	Grant Anticipation - 90%	Updated		
239				-32,500.00	ESSER2	1 TA & Additional SAC		
240	**TOTAL PRIMARY EDUCATION - NET (after grants)**		891,515.97	1,015,361.12	123,845.15		13.89	
241								
242	SECONDARY 7-12 BUDGET							
243	**3300 · TRANSPORTATION**							
244	3300113 · Transportation/ Late Bus		17,981.00	18,520.00	539.00	Updated		
245	330A114 · Bus Contracts - Mohawk/Tech		70,308.00	36,208.00	-34,100.00	Updated		
246	**Total 3300 · TRANSPORTATION**		88,289.00	54,728.00	-33,561.00		-38.01	
247								
248	**9100 · Tuition**							
249	9100.6A · Mohawk Trail Regl		406,791.00	292,155.00	-114,636.00	Budgeted for 14 w 3% Email sent to Mohawk ?SPED tuition		FY21 budgeted fo 21
250	9100.6B · Franklin Tech		57,595.00	138,600.00	81,005.00	Budgeted for 7 ?? New accepts		FY21 budgeted for 2
251	9100.6C Special Education		0.00	0.00	0.00			
252	**Total 9100 · Tuition**		464,386.00	430,755.00	-33,631.00		-7.24	
253	**TOTAL SECONDARY EDUCATION**		552,675.00	485,483.00	-67,192.00		-12.16	
254								
255								

	A	E	F	G	H	I
		FY21 Budget	**FY22 Budget**	**Increase(decrease)**	Notes	
		Gross Budget	Gross Budget			
256	**TOTAL ROWE SCHOOL BUDGET**	1,572,937.00	1,636,573.40	63,636.40	Increase to Town	4.05
257				39,323.43	2.5% Increase over last year	
258				24,312.97	Close the gap??	
259						
260	**FY22 Expense Summary**			Increase (decrease)		
261	**NBSU**	$ 128,746.03	$ 135,729.28	$ 6,983.25		
262	**Primary Education - PreK to 6**	$ 891,515.97	$ 1,015,361.12	$ 123,845.15		
263	**Secondary Education 7-12**	$ 552,675.00	$ 485,483.00	$ (67,192.00)		
264	**Total**	1,572,937.00	$ 1,636,573.40	$ 63,636.40		
265						
266	**Open Items:**					
267	**Tuition**					
268	**5 year plan**					
269						
270						
271						
272						
273						

Annual Town Meeting – FY2022

Town of Rowe

Commonwealth of Massachusetts

Franklin, SS.

To either constable of the Town of Rowe in the County of Franklin,

Greeting:

In the name of the Commonwealth of Massachusetts, you are directed to notify and warn the inhabitants of the Town of Rowe, qualified to vote in the elections and town affairs, to meet at the **ROWE ELEMENTARY SCHOOL** in said **ROWE**, on **SATURDAY**, the **FIFTEENTH** day of **MAY 2021** at **10:00 A.M.** in the morning, with a rain date of **SUNDAY**, the **SIXTEENTH** day of **MAY 2021** at **10:00 A.M.** in the morning, then and there to act on the following articles:

ARTICLE 1: To act on reports of the Town Officers and Committees.

ARTICLE 2: To see if the Town will vote to authorize, pursuant to M.G.L. c.44 §53E½ and the Town of Rowe General Bylaws, the following sums for **REVOLVING FUNDS,** or take any action in relation thereto:

Revolving Fund	**Entity Authorized to Spend from Fund**	**Fees, Charges, or Receipts Credited to Fund**	**Program or Activity Expenses Payable from Fund**	**Restrictions or Conditions on Expenses Payable from Fund**	**Fiscal Years**
Emergency Dispensing Site	Board of Health	Receipts Related to the Emergency Dispensing Site Operations	Dispensing medicines or medical supplies during an emergency	Limit of $1,000.00	Fiscal Year 2021
Recycling Program	Board of Health	Receipts Related to the Recycling Program	Operation of solid waste and recycling programs, membership in and services of the Franklin County Solid Waste Management District, and the purchase of recycled content or environmentally preferable products	Limit of $5,000.00	Fiscal Year 2021
Vaccine Services	Board of Health	Receipts from Insurance Billing	Vaccine Services	Limit of $6,000.00	Fiscal Year 2021
School Programs	School Committee	Fees for School Programs	Offset Department Costs of School Programs	Limit of $10,000.00	Fiscal Year 2021
Old Home Day	Old Home Day Committee	Receipts Generated by Old Home Day Activities and Programs	Expenses of Old Home Day	Limit of $2,000.00	Fiscal Year 2021

Refuse Garden	Board of Health	Receipts Related to the Refuse Garden Operations	Operation of the town Refuse Garden	Limit of $5,000.00	Fiscal Year 2021 and Subsequent Years
Planning Board Legal/ Consulting	Planning Board	Receipts Related to Fees for Special Permits and Other Work of the Planning Board	Legal consultation and representation	Limit of $50,000.00	Fiscal Year 2021 and Subsequent Years
Park Programs	Park Commission	Receipts Related to Park Programs	Operation of programs run by the Pelham Lake Park	Limit of $2,000.00	Fiscal Year 2021 and Subsequent Years

ARTICLE 3: To see if the Town will vote to **AUTHORIZE** the **BOARD OF SELECTMEN** to apply for, accept, and expend federal and state grants as may be available, or take any action in relation thereto.

ARTICLE 4: To see if the Town will vote to **AUTHORIZE** the **TREASURER** to enter into compensating balance agreements during the 2022 fiscal year, pursuant to M.G.L. c.44 §53F, or take any action in relation thereto.

ARTICLE 5: To see if the Town will vote to **RAISE AND APPROPRIATE** the following sums and to set the stipends/salary compensation for all elected officials of the town as provided by M.G.L. c.41 §108, to be made effective from July 1, 2021, as follows or take any action in relation thereto:

Elected Boards & Committees:

Board of Assessors (3) $5,354
Board of Health (3) $4,938
Board of Selectmen (3) $5,928
School Committee (3) $4,564

Elected Town Officers

Constable $549
Moderator $439
Town Clerk $13,835

TOTAL ELECTED OFFICIALS SALARIES FROM TAXATION $35,607

Recommended by the Finance Committee, Unanimous (one abstention)

ARTICLE 6: To see if the Town will vote to **RAISE AND APPROPRIATE** the sum of **$2,150** for **INTEREST ON INDEBTEDNESS** for the 2022 Fiscal Year or take any action in relation thereto.

Recommended by the Finance Committee, Unanimous

ARTICLE 7: To see if the Town will vote to **RAISE AND APPROPRIATE** the following sums for **THE CONDUCT OF GENERAL GOVERNMENT**, including the charges and expenses of the various town offices, for the 2022 Fiscal Year or take any action in relation thereto:

Administration

General Administration	$135,752
Municipal Audit	$8,000
Executive Secretary	$50,469
Administrative Assistant to the Boards	$43,706
Town Hall Custodian Wages	$19,422
Custodian Expenses	$4,775
Legal	$8,000
Tax Collector Salary	$8,528
Tax Collector Operations	$7,997
Treasurer Salary	$28,397
Treasurer Operations	$10,000
Assistant Town Clerk Stipend	$1,200
Town Clerk Expenses	$2,960
Conservation Commission	$1,180
Council on Aging	$3,800
Goal Post Editor Wages	$6,304
Goal Post Operations	$3,000
Veteran's Services	$4,869
FRCOG Services	$23,044
Town Accountant Salary	$44,373*
Town Accountant Expenses	$3,972
Subtotal Administration	$419,748

Board of Assessors

Assessors' Clerk Wages	$12,000
Assessors' Reval/Annual Updates	$22,600
Assessors' Operations	$9,900
Subtotal Board of Assessors	$44,500

Planning Board

Planning Board Operations	$2,000

TOTAL GENERAL GOVERNMENT FROM TAXATION $466,248

***Explanation:** 40% of the Town Accountant's salary is paid for by the Town of Monroe through a shared services agreement. However, Rowe must budget the entire amount and then be reimbursed. This "jump" will not increase taxes and is only an accounting mechanism.

Recommended by the Finance Committee, Unanimous (one abstention)

ARTICLE 8: To see if the Town will vote to **RAISE AND APPROPRIATE** the sum of **$5,000** to the **PLANNING BOARD LEGAL/CONSULTING REVOLVING FUND** for the 2022 Fiscal Year or take any action in relation thereto.

Recommended by the Finance Committee, Unanimous

ARTICLE 9: To see if the Town will vote to **RAISE AND APPROPRIATE** the sum of **$20,000** to be used as a **RESERVE FUND**, pursuant to M.G.L. c.40, §6 for the extraordinary or unforeseen expenditures for the 2022 Fiscal Year or take any action in relation thereto.

Recommended by the Finance Committee, Unanimous

ARTICLE 10: To see if the Town will vote to **RAISE AND APPROPRIATE** the following sums for the operation and maintenance of **PUBLIC WORKS AND FACILITIES** for the 2022 Fiscal Year or take any action in relation thereto:

Highway Department

DPW Salaries and Wages	$296,033*
Roadside Work	$5,000
DPW Operations	$215,038*
Winter Roads	$68,612
Subtotal Highway Department	$584,683

Other Public Works & Facilities

Street Lighting	$5,500
Municipal Light Plant Operations	$1,000
Municipal Light Plant Manager Stipend	$6,800
Dam Maintenance/Repair	$1,200
Subtotal Other Public Works & Facilities	$14,500

Cemetery Commission

Cemetery Operations	$15,000

TOTAL PUBLIC WORKS & FACILITIES FROM TAXATION $614,183

***Explanation:** $20,000 was removed from the DPW department as the Grasshopper program has been cancelled in 2021 due to the pandemic. This amount is being requested in the Park's budget to enable them to hire additional youth workers from the grasshopper program, with the intent that it will be shifted back for FY23. $1,500 from youth expenses for the grasshopper program will also be shifted to the park, with the intent to return it in FY23.

Recommended by the Finance Committee, Unanimous

ARTICLE 11: To see if the Town will vote to **APPROPRIATE** from **ANY AVAILABLE FUND** the sum of **$141,851** for the maintenance, repair, improvement, and construction of town highways, or any other purpose allowed under Chapter 90, which amounts shall be reimbursed by the Commonwealth of Massachusetts through funds made available by Chapter 90 or take any action in relation thereto.

Recommended by the Finance Committee, Unanimous

ARTICLE 12: To see if the Town will vote to **RAISE AND APPROPRIATE** the following sums for **PUBLIC SAFETY** for the 2022 Fiscal Year or take any action in relation thereto:

Police Department

Police Salaries	$57,347
Police Operations	$10,200
Subtotal Police Department	$67,547

Fire Department

Fire Department Stipends & Wages	$35,722
Fire Department Operations	$43,392
Subtotal Fire Department	$79,114

Emergency Management

Emergency Management Stipends	$3,864
Emergency Management Operations	$1,000
Generator Maintenance	$3,500
Subtotal Emergency Management	$8,364

Animal Control and Inspection

Animal Control Stipends	$1,157
Animal Inspector Stipend	$532
Regional Dog Kennel	$350
Subtotal Animal Control	$2,039

TOTAL PUBLIC SAFETY FROM TAXATION $157,064

Recommended by the Finance Committee, Unanimous (one abstention)

ARTICLE X: To see if the Town will vote to **RAISE AND APPROPRIATE** the sum of **$19,000** for **FIRE DEPARTMENT SHIFT WORK** for the 2022 Fiscal Year or take any action in relation thereto.

Explanation: The $19,000 requested by the Fire Chief for shift work was not approved by the Finance Committee during the budgeting process. Therefore, it does not appear as part of their budget proposal and required a separate warrant article proposed by the Board of Selectmen.

ARTICLE X: To see if the Town will vote to **RAISE AND APPROPRIATE** the following sums for **PUBLIC HEALTH** for the 2022 Fiscal Year or take any action in relation thereto:

Public Health

Health Department Stipends and Wages	$77,394
Board of Health Operations	$66,085

TOTAL PUBLIC HEALTH FROM TAXATION $143,479

Recommended by the Finance Committee, Unanimous

ARTICLE X: To see if the Town will vote to **RAISE AND APPROPRIATE** the following sums for **PUBLIC SCHOOLS** for the 2022 Fiscal Year or take any action in relation thereto:

Education

Rowe School PreK-6 Operating Budget	$1,146,527
Rowe School Secondary 7-12	$503,453

TOTAL PUBLIC SCHOOLS FROM TAXATION $1,649,980

Recommended by the Finance Committee, Unanimous (one abstention)

ARTICLE X: To see if the Town will vote to **RAISE AND APPROPRIATE** the following sums for **ROWE TOWN LIBRARY** for the 2022 Fiscal Year or take any action in relation thereto:

Rowe Town Library

Library Wages	$43,975
Library Operations	$28,150

TOTAL ROWE TOWN LIBRARY FROM TAXATION $72,125

Recommended by the Finance Committee, Unanimous

ARTICLE X: To see if the Town will vote to **RAISE AND APPROPRIATE** the following sums for **MANAGEMENT AND OPERATION OF PELHAM LAKE PARK** for the 2022 Fiscal Year or take any action in relation thereto:

Pelham Lake Park

Park Wages	$117,108*
Park Operations	$23,500*

TOTAL PELHAM LAKE PARK FROM TAXATION $140,608

***Explanation:** The $20,000/$1,500 increase in wages/operations is due to the grasshopper program being cancelled, which cannot be safely run due to the Covid-19 Pandemic. These funds have been reappropriated from that program to the Park budget which will allow the Park to hire additional youths from the grasshopper program over the summer. It is planned to return these funds to the DPW's budget in FY2023 and is a one-time increase in wages.

Recommended by the Finance Committee, Unanimous (two abstentions)

ARTICLE X: To see if the Town will vote to **RAISE AND APPROPRIATE** the following sums for **CULTURE AND RECREATION** for the 2022 Fiscal Year or take any action in relation thereto:

Culture and Recreation

Gracy House Operations	$1,000
Beautification	$500

TOTAL CULTURE AND RECREATION FROM TAXATION $1,500

Recommended by the Finance Committee, Not Unanimous

ARTICLE X: To see if the Town will vote to **RAISE AND APPROPRIATE** the following sums for **PENSIONS AND INSURANCE** for the 2022 Fiscal Year or take any action in relation thereto:

Pensions and Insurance

Franklin County Retirement Assessment	$151,240
Unemployment Insurance	$20,000
Group Health/Dental/Life Insurance	$655,000*
Medicare Tax – Town Share	$27,000

TOTAL PENSIONS AND INSURANCE FROM TAXATION $853,240

***Explanation:** Please see the Finance Committee's Annual Town Meeting Report for a more detailed breakdown of the Health/Dental/Life Insurance costs by department.

Recommended by the Finance Committee, Unanimous (two abstentions)

ARTICLE X: To see if the Town will vote to **APPROPRIATE** from **FREE CASH** the following sums for **SPECIAL PROJECTS** or take any action in relation thereto:

ADMIN	Oil Tank Removal from School	$20,000
ADMIN	Oil Tank Replacement & Oil Removal	TBD
PARK	Tree Removal	$9,500
PARK	Trail Assessment	$4,420
ASSESSORS	Consultant/Legal Support	$50,000
CEMETERY	North Cemetery Wall Repair	$3,600
FIRE	Equipment Rack	$8,000
FIRE	Wilderness Rescue Equipment	$4,500
OHD	Fireworks- 2022	$5,000

TOTAL SPECIAL PROJECTS FROM FREE CASH $105,020

Recommended by the Finance Committee, Unanimous

ARTICLE X: To see if the Town will vote to **TRANSFER** from **FREE CASH** to the **STABILIZATION FUND** the sum of **$12,500** to replenish funds appropriated from the Stabilization Fund in October 2020 or take any action in relation thereto.

Explanation: As Free Cash had not been certified yet, $12,500 was appropriated from Stabilization for security equipment at the school and for cemetery legal fees, with the intent to replenish these funds when Free Cash was certified.

Recommended by the Finance Committee, Unanimous

ARTICLE X: To see if the Town will vote to **APPROPRIATE** from **FREE CASH** the sum of **$100,000** for the purpose of paying down principal on the Broadband Debt or take any action in relation thereto.

ARTICLE X: To see if the Town will vote to **APPROPRIATE** from the **CAPITAL STABILIZATION FUND** the following sums for **CAPITAL IMPROVEMENTS, REPAIRS, AND PROPERTY** or take any action in relation thereto:

FIRE	Utility Vehicle	$300,000

Note: Appropriations from a stabilization fund require 2/3 majority vote.

Recommended by the Finance Committee, Unanimous

ARTICLE X: To see if the Town will vote to **CREATE AND ESTABLISH** a new **OTHER POST EMPLOYMENT BENEFITS (OPEB) STABILIZATION FUND**, for the purpose of funding retiree benefits, including, but not limited to health insurance, dental insurance, life insurance, and pension assessments, or take any action in relation thereto.

Note: Articles creating new stabilization funds require a 2/3 majority vote. This article does not appropriate any money to this fund and only authorizes the creation of said fund.

Explanation: It has been recommended that the town begin contributing funds to an OPEB fund that can be used to pay for some or all of future retiree benefits. Even in the event of a massive loss in tax revenue, the town is obligated to pay for current and future retiree benefits. Savings in this stabilization fund would be accumulated over years and would be used in the future to help offset some or all expenses in the event that tax revenues are drastically reduced.

ARTICLE X: To see if the Town will vote to **TRANSFER** from **FREE CASH** to the **OPEB STABILIZATION FUND** the sum of **$XXXXX** or take any action in relation thereto.

Note: This vote is contingent upon the creation of the OPEB Stabilization Fund in Article XXX.

Explanation: It has been the practice to appropriate any unappropriated Free Cash to Stabilization at the end of the budgeting process. This represents half of the remaining Free Cash.

ARTICLE X: To see if the Town will vote to **TRANSFER** from **FREE CASH** to the **STABILIZATION FUND** the sum of **$XXXXX** or take any action in relation thereto.

Explanation: It has been the practice to appropriate any unexpended Free Cash to Stabilization at the end of the budgeting process. This represents half of the remaining Free Cash.

Recommended by the Finance Committee, Unanimous

ARTICLE X: To see if the Town will vote to **CREATE AND ESTABLISH** a new **ROAD INFRASTRUCTURE STABILIZATION FUND**, for the purpose of funding infrastructure repairs and improvements, including, but not limited to: paved roads, dirt roads, bridges, culverts, and drains, or take any action in relation thereto.

Note: Articles creating new stabilization funds require a 2/3 majority vote. This article does not appropriate any money to this fund and only authorizes the creation of said fund.

Explanation: The cost of road repairs/improvements has risen drastically in the last twenty years- even accounting for inflation, the cost has more than doubled. Chapter 90 funds are no longer sufficient to adequately maintain our infrastructure, and many project costs are too large to be absorbed into a single budget year. This fund would be used to help save and pay for future large-cost improvements like paving, dirt road rebuilding, bridge replacement, etc.

Recommended by the Finance Committee, Unanimous

ARTICLE X: To see if the Town will vote to **RAISE AND APPROPRIATE** the sum of **$XXX,XXX** to the **ROAD INFRASTRUCTURE STABILIZATION FUND** or take any action in relation thereto.

Recommended by the Finance Committee, Unanimous

ARTICLE X: To transact any other business that may lawfully come before the meeting.

And you are directed to serve this warrant by posting up attested copies thereof at the **ROWE TOWN HALL** and **ROWE TRANSFER STATION** in said Town, fourteen days at least before the time of holding said meeting.

Hereof fail not, and make due return of the warrant, with your doings thereon, to the Town Clerk at the time of said meeting as aforesaid.

Given under our hands this _____ day of _____ in the year **TWO THOUSAND AND TWENTY-ONE.**

_____
Charles Sokol, Chair

_____
Joanne Semanie, Vice-Chair

_____
Edward Silva, Selectman

A true copy, attest: _____
Henry Dandeneau, Constable

Franklin, SS.
Pursuant to the within warrant, I have notified and warned the inhabitants of the Town of Rowe by posting up attested copies of the same at the **ROWE TOWN HALL** and the **ROWE TRANSFER STATION**, fourteen days before the date hereof, as within directed.

_____ _____
Henry Dandeneau, Constable Date