



Town of Rowe  
Joint Meeting  
Finance Committee & Board of Selectmen  
Minutes  
Thursday, February 01, 2024 – 6:00 pm  
Rowe Town Hall, Meeting Room #1

**Board of Selectmen:** Chair Sokol, Vice-Chair Semanie, Selectmen Silva  
**Finance Committee:** Vice-Chair Wilson, Loretta Dione, Susan Gleason, Wayne Zavotka (via zoom)  
**Absent:** Chair Pallotta  
**Departments:** Cemetery Commission – Joanne Semanie, Conservation Commission/Animal Control Officer – Ramon Sanchez, Planning Board – Charles Sokol, Board of Health – Herb Butzke, Parks and Recreation – Sean Loomis and Walt Quist, Board of Assessors – Rick Williams  
**Town Officials:** Town Administrator - Brooke Shulda  
**In-Person Audience:** Donna Butzke  
**Zoom Participation:** Rosie Gordon

**Call to Order:** Chair Sokol called the meeting to order at 6:01pm.

**Announcement of recording devices:** NONE

**Noteworthy Announcements:** NONE

## 6:00pm Budget Hearings

Cemetery Commission –

1. Requesting an additional \$3,000.00 for the surveying of plot lines

Conservation Commission –

1. Level Fund Requested

Animal Control Officer –

1. Requesting \$550.00 for various required trainings and mileage reimbursement
2. Stipends will remain level funded

Planning Board –

1. Level Fund Requested

Board of Health –

1. Town Nurse - salary increase – Selectboard has updated the wage and salary chart to accommodate requested increase
2. CIIRP Request – Transfer Station paving due to sink hole – liability

Parks and Recreation –

1. Overall Level Funded
2. Increase in summer youth positions; Lifeguard, AR1, and AR2
3. CIIRP Requests:
  - Beach Sand
  - Bathroom Siding
  - Pick-up Truck

Board of Assessors –

1. Assessors Consultant/Legal Support is contingency for pending ATB appeals cases (may reduce)
2. Mayflower Reval support estimate for FY28 = \$15K/5 years = 3K/year
3. GE Sansoucy (Yankee ISFSI) appraisal estimate for FY28 = \$10K/5 years = 2K/year
4. Includes full measure and list inspections (due every 10 years) to be conducted FY25, FY26, FY27
5. DOR requiring annual Reval accounts to be moved under Assessors Operations
6. DOR requiring change in the way the Town appropriates reval carry-over accounts (FY24 funds roll to FC)

## Board of Selectmen Business:

### New Business:

1. 2023 Town Report, Board of Selectmen – TA has been requested to write and submit report.

### Old Business:

1. Fire Chief Succession Plan: **no update.**
2. 2022 Audit – **awaiting response from Scanlon & Associates.**
3. Town Line Sign – **received measurements.**
4. Safety Complex – Exterior Paint – **no update.**

### 2024 ATM/STM Articles:

1. Police Chief – Police Chief vs. Police Commissioner – **Briefly Discussed.**
2. Town Clerk – Appointed vs. Elected – **TABLED**
3. Town Administrator – Add job description to Gen. Bylaws – **TABLED**
4. Gracy House Funding – Stabilization of Structure - **TABLED**
5. Fire/EMS District – **TABLED**
6. North Cemetery Donation Compensation – **TABLED**
7. Highway Department – RFP – Roadside Mowing - **TABLED**
8. Library - Feasibility Study - **TABLED**

### Road/Bridge Projects:

Yankee Road: Awaiting response from Lamson Engineering regarding a meeting proposal.

Cyrus Stage Bridge: No discussion.

Ford Hill Bridge: No discussion.

Tunnel Road Bridge: No discussion.

### Warrants/Contracts:

1. Vice-Chair Semanie reviewed, FY2024 Vendor & Payroll Warrants #16

### Unforeseen Business:

None

### Minutes:

1. Board of Selectmen Minutes – January 25, 2024

**MOTION TO APPROVE MINUTES: Chair Sokol made a motion to approve the January 25, 2024, minutes as amended. The motion, seconded by Vice-Chair Semanie was approved. (vote: 3-0-0)**

### Citizen Comments:

None

### Mail:

1. Yankee Atomic – Formal Announcement of Change in ISFSI Manager

**Future Meetings:**

Thursday, February 08, 2024, at 6:00pm – Joint Meeting BOS/Finance  
Thursday, February 15, 2024, at 6:00pm – Joint Meeting BOS/Finance  
Thursday, February 29, 2024, at 6:00pm – Joint Meeting BOS/Finance  
Thursday, March 14, 2024, at 6:00pm – Board of Selectmen

**Adjournment:** 7:47pm

**MOTION TO ADJOURN: Chair Sokol made a motion to adjourn the meeting at 7:47pm. The motion, seconded by Vice-Chair Semanie was approved. (vote: 3-0-0)**

Respectfully Submitted,

Brooke Shulda, Town Administrator

Approval Date: 02/15/2024

Approved:



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Chuck Sokol, Chair

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Ed Silva, Selectman



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Joanne Semanie, Vice-Chair

**Documents:**

1. Agenda for February 01, 2024
2. Budget Hearing Documents
3. Reserve Fund Transfer Request – Finance Committee
4. Board of Selectmen Meeting Minutes from January 25, 2024
5. Mail - Yankee Atomic Letter