

**Town of Rowe
Board of Selectmen
Minutes**

<u>Position</u>	<u>Name</u>	<u>P</u>	<u>A</u>
Chair	Joanne Semanie	x	
V-Chair	Edward Silva		x
Selectmen	William Baker	x	

Thursday, February 06, 2025 – 6:00 p.m.

Rowe Town Hall, Meeting Room #1 & Via Remote Participation

FINANCE COMMITTEE: Dan Pallotta, Wayne Zavotka, Absent – Marilyn Wilson & Susan Gleason
IN-PERSON AUDIENCE: Conservation Commission Chair Ramon Sanchez, Planning Board Chair Matt Stine and Kevin Balawick, Board of Health Chair Herb Butzke, Board of Assessors Chair Rick Williams, Park Commissioner Hannah Poplawski, Park Manager Briel Gibson
ZOOM PARTICIPATION: Finance Committee Loretta Dionne, Resident Rosie Gordon
TOWN ADMINISTRATOR: Town Administrator Brooke Shulda

Call to Order: Chair Semanie called the meeting to order at 6:00 p.m.

Announcement of recording devices: NONE

Noteworthy Announcements: NONE

Fiscal Year 2026 Budget Hearings

1. Cemetery Commission

Cemetery Commissioner Joanne Semanie presented the cemetery budget to the Board of Selectmen and the Finance Committee. The cemetery commission has requested to level fund their budget for Fiscal Year 2026

2. Conservation Commission

Conservation Commission Chair Ramon Sanchez could not join the meeting to present the budget. The Conservation Commission has requested to level fund the Fiscal Year 2026 budget.

3. Planning Board

Planning Board Chair Matt Stine presented the Planning Board’s budget to the Board of Selectmen and the Finance Committee. The planning board has requested additional funding within the operations line for training/memberships, office supplies, public hearing mailing costs (revolving fund), SOPs, unexpected legal expenses, and member stipends.

4. Board of Health (BOH)

Board of Health Chair Herb Butzke presented the Board of Health budget to the Board of Selectmen and the Finance Committee. Mr. Butzke stated that the Board of Health (BOH) has requested to maintain level funding for accounts under its control. However, it was necessary to increase funding for accounts such as refuse garden operations, the Franklin County Solid Waste Management Department, and the Franklin Regional Council of Governments (FRCOG), as these accounts are outside their control. The Board of Health (BOH) submitted a capital improvement request for \$36,288 to repave the refuse garden. Rick Williams, the Chair of the Board of Assessors, inquired whether leftover funds from the road paving loan could be used to cover the cost of this project. The Finance Committee Chair also mentioned that Chapter 90 funding could be allocated toward the project's expenses.

5. Board of Assessors (BOA)

Board of Assessors Chair Rick Williams presented the BOA budget to the Board of Selectmen and the Finance Committee. Chair Williams explained that FY26 serves as an interim update year, with the next revaluation scheduled for FY28. He mentioned that the Board of Assessors (BOA) is strategizing to carry over \$4,200 annually from the assessors' operations budget to ensure that funds are available for the upcoming revaluation year, FY28.

Chair Williams informs the BOS and FinCom that there is approximately \$170,000 in overlay. He states some will need to remain reserved for National Grid purposes, but a large sum should be able to be released into free cash.

6. Park Commission

Park Manager Briel Gibson presented the Park Commission budget to the Board of Selectmen and the Finance Committee. Park Manager Gibson explains the decreases in the Manager's salary and the removal of 1 summer youth position within the summer youth decreasing that line. She also briefed on the slight decrease within the operations and maintenance line.

The Finance Committee adjourned their meeting at 6:41 p.m.

The Board of Selectmen remained in session for unforeseen business.

*Please note, all parties aside from the BOS and TA, departed the meeting after the Finance Committee adjournment.

Unforeseen Business:

1. FRCOG – Cooperative Public Health Services Agreement

MOTION TO APPROVE AND SIGN CONTRACT: Chair Semanie motioned to approve and sign the FY26 Cooperative Public Health Services contract between the Town of Rowe and the Franklin Regional Council of Governments (FRCOG) as written. The motion, seconded by Selectmen Baker was approved. (vote: 2-0-0)

Citizen Comments:

NONE

Future Meetings:

Thursday, February 13, 2025, at 6:00 p.m.

Thursday, February 20, 2025, at 6:00 p.m.

Thursday, February 27, 2025, at 6:00 p.m.

Adjournment: 6:xx p.m.

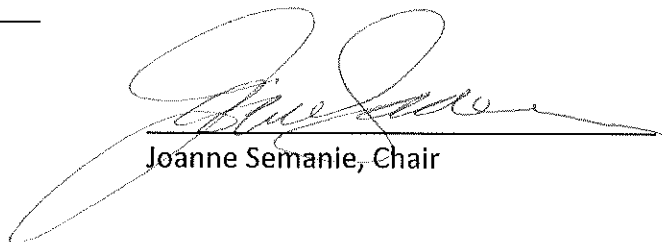
MOTION TO ADJOURN: Chair Semanie motioned to adjourn the meeting at 6:xx p.m. The motion, seconded by Selectmen Baker, was approved. (vote: 2-0-0)

Respectfully Submitted,

Brooke E. Shulda, Town Administrator

Approval Date: February 27, 2025

Approved by:



Joanne Semanie, Chair

Ed Silva, Vice-Chair



Bill Baker, Selectmen

Documents:

1. Agenda for February 06, 2025
2. Cemetery Commission FY26 Budget Submission Documents
3. Conservation Commission FY26 Budget Submission Documents
4. Planning Board FY26 Budget Submission Documents
5. Board of Health FY26 Budget Submission Documents
6. Board of Assessors FY26 Budget Submission Documents
7. Park Commission FY26 Budget Submission Documents