

**Town of Rowe
Board of Selectmen
Minutes**

Thursday, September 11, 2025 – 3:00 PM
Rowe Town Hall, Meeting Room #1

Position	Name	P	A
Chair	Joanne Semanie	x	
V-Chair	Marilyn Wilson	x	
Selectmen	William Baker		x

IN-PERSON AUDIENCE: None.

ZOOM PARTICIPATION: Police Officer Francis Noyes

TOWN OFFICIALS: Town Administrator Brooke Shulda

Call to Order: Chair Semanie called the meeting to order at 3:00 PM

Announcement of recording devices: None.

Noteworthy Announcements: None.

New Business:

1. Treasurer/Collector/HR Revised Job Description

Chair Semanie and Vice-Chair Wilson reviewed the job description and both agreed to proceed with approval and signing as written.

MOTION TO APPROVE AND SIGN: Chair Semanie motioned to approve and sign the Treasurer/Collector/HR job description as written. The motion, seconded by Vice-Chair Wilson, was approved. (vote: 2-0-0)

2. Interim Treasurer Appointment – Amy Lane-Carmody

Amy has graciously agreed to serve as the interim Treasurer for the Town, providing essential financial leadership until the Treasurer/Collector/HR position is permanently filled. With approximately 30 years of extensive experience in municipal finance, Amy brings a wealth of knowledge and expertise to this role. She is committed to guiding the town back on a stable financial path and ensuring sound fiscal management during this transitional period.

MOTION TO APPOINT: Chair Semanie motioned to appoint Amy Lane-Carmody as the interim treasurer until the Treasurer/Collector/HR position is permanently filled. The motion, seconded by Vice-Chair Wilson, was approved. (vote: 2-0-0)

3. Interim Tax Collector Appointment – Jodi Hollingsworth

Jodi has graciously agreed to serve as the interim tax collector for the Town, providing essential assistance during the transitional period until the Treasurer/Collector/HR position is permanently filled. She brings to this role nearly 30 years of extensive experience in municipal finance, demonstrating a strong background in fiscal management, compliance, and public service.

MOTION TO APPOINT: Chair Semanie motioned to appoint Jodi Hollingsworth as the interim tax collector until the Treasurer/Collector/HR position is permanently filled. The motion, seconded by Vice-Chair Wilson, was approved. (vote: 2-0-0)

4. Police Detail Pay –

The Town Administrator provided a brief overview of the situation to the Board of Selectmen and requested that they review the research previously emailed over the past week and a half. This preparation is intended for an in-depth discussion at the upcoming meeting scheduled for September 25, 2025.

Unforeseen:

1. The Town Administrator requested that the Board of Selectmen (BOS) carefully consider and make an informed decision regarding the working hours and salary range for the newly designated Treasurer/Collector/HR position. She proposed reducing the weekly hours from 40 to 32, with a proposed salary range between \$52,216.32 and \$59,055.36, which would vary depending on the candidate's experience and qualifications.

Chair Semanie and Vice-Chair Wilson expressed their agreement with the Town Administrator's recommendations. They gave her the okay to move forward with the job posting, requesting that the job be posted on Indeed and on the Massachusetts Treasurer Collector Association (MTCO) website.

2. Interim Treasurer/Interim Collector Offer Letters –

The Town Admin prepared offer letters for both the interim treasurer and interim tax collector for the BOS to approve and sign. Both interim staff will be in the office on Fridays and will answer questions throughout the week via email or phone call. Each will be paid \$500 per week, with hours varying weekly, starting on Friday, September 19, 2025.

MOTION TO APPROVE AND SIGN: Chair Semanie motioned to approve and sign the offer letters as written by the town administrator. The motion, seconded by Vice-Chair Wilson, was approved. (vote: 2-0-0)

Future Meetings:

1. Thursday, September 22, 2025 – 6:00 PM – Joint Meeting with FinCom & School Comm.
2. Thursday, September 25, 2025 – 6:00 PM
3. Thursday, October 09, 2025 – 6:00 PM

Mail

Citizen Comments

Adjournment: 3:30 PM

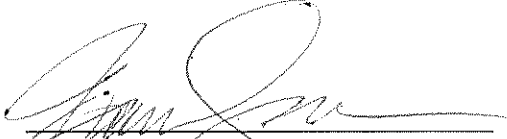
MOTION TO ADJOURN: Chair Semanie motioned to adjourn the meeting at 3:30 PM. The motion, seconded by Vice-Chair Wilson, was approved. (vote: 2-0-0)

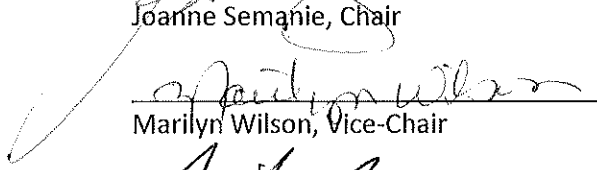
Respectfully Submitted,

Brooke E. Shulda, Town Administrator

Approval Date: _____

Approved by:



Joanne Semanie, Chair

Marilyn Wilson, Vice-Chair

Bill Baker, Selectmen

Documents:

1. Agenda for September 11, 2025
2. Treasurer/Collector/HR Revised Job Description
3. Interim Treasurer/Interim Collector Offer Letters