

***Minutes***  
***Williamsburg Board of Selectmen***  
***Williamsburg Finance Committee***  
***Town Office Planning Board and Board of Selectmen's Room***  
***July 12, 2018 at 5:00 p.m.***

The members of the Board of Selectmen met in a special joint meeting with the Finance Committee to close out the FY18 books.

Selectboard Present: William Sayre, Denise Banister and David Mathers

Finance Committee: Paul Wetzel, Charlie Heath, Eric Cerreta, Dick Kisloski, Linda Kisloski, and Linda Rowley

Finance Committee Absent: Gil Loud, Jacqueline Dufresne

Others present: Charlene Nardi – Town Administrator.

Meeting was called to order at 5:03 p.m. in the Planning Board Room.

The Finance Committee and Board of Selectmen voted year-end transfers as follows:

- Finance Committee unanimously approved (EC, DK) the transfer of \$776.20 from Reserve to Treasurer Expenses to cover legal expenses for 125 Old Goshen Road.
- Finance Committee unanimously approved (EC, DK) the transfer of \$6,164.09 from Reserves to Legal Expenses to cover various legal costs over the last several months, which includes review of Town meeting articles, bylaws and ongoing legal issues.
- Board of Selectmen and Finance Committee moved (EC, DB) and unanimously approved a year-end transfer of \$204.88 from the copier budget line to Town Internet line. The Internet line is over budget because Verizon and Comcast accounts increased \$5 to \$10 per month depending on supplier.
- Board of Selectmen and Finance Committee moved (EC, DB) and unanimously approved a year-end transfer of \$9.27 from Building and Grounds account to the Electricity account. Electric rates increased in fall of 2017.
- Board of Selectmen and Finance Committee moved (EC, DB) and unanimously approved a year-end transfer of \$1,927.80 from Building and Grounds to Computer Services. Costs went over because of computer issues that exceeded the 13 hours a month purchased in 6 of 12 months this year. All payments were to Paragus.
- Board of Selectmen and Finance Committee moved (EC, DB) and unanimously approved a year-end transfer of \$684.70 from Highway Salaries and Wages to Highway General Expenses. An extra load of black-top was needed and wasn't included in the Chapter 90 funds allocated.
- Board of Selectmen and Finance Committee moved (EC, DB) and unanimously approved a year-end transfer of \$1,868.93 from Snow and Ice Salaries & Highway Salaries & Wages to Highway Snow Expenses.
- Board of Selectmen and Finance Committee moved (EC, DB) and unanimously approved a year-end transfer of \$418.98 from Town Office Heating to Street Lights. Rates increased in fall of 2017.

- Board of Selectmen and Finance Committee moved (EC, DB) and unanimously approved a year-end transfer of \$199.31 from Council on Aging Salaries & Wages (Director Line) to COA Labor. The retirement of the COA Outreach Coordinator required payout of vacation time causing the line to exceed budget.
- Board of Selectmen and Finance Committee moved (EC, DB) and unanimously approved a year-end transfer of \$392.31 from Council on Aging Salaries & Wages (Director line) to COA Admin Assistant. Extra hours were worked to cover the two vacant positions in the Senior Center.
- Finance Committee moved (EC, CH) and unanimously approved a transfer of \$175.16 from Reserve to Health Insurance. There was a greater than expected response for sign-ups during the open enrollment period.

Board of Selectmen moved into their office to continue their meeting.

**Election of Officers:** Bill Sayre announced that he would not be at the next meeting. Therefore, the Board proceeded with the annual election of officers.

The Board unanimously voted (DB, WS) to elect Dave Mathers as Chair. The Board unanimously voted (DM, WS) to elect Denise Banister as Clerk.

**Letter of Appreciation:** The Board unanimously voted (DB, WS) to sign the letter of appreciation to Sherry Loomis for her extra work in the Senior Center.

**Picnic:** Acknowledged that although the Town Picnic is being coordinated by outside groups, it is still a town event and donations should be made payable to the Town.

**Warrant:** The Board of Selectmen signed the final warrant for FY18 invoices and bills

Adjourned at 5:30 p.m.

Approved:

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Clerk