

Town of Williamsburg

Minutes of the Finance Committee Anne T. Dunphy School at the Annual Town Meeting 12 June 2018

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, Charles Dudek

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 line is over 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.

The Committee welcomed Linda Kisloski as the newest member to join the Finance Committee.

Minutes from the meeting held 23 May 2018 and 4 June 2018 were reviewed. EC moved to approve the minutes; DK seconded the motion. Motion passed, PW and DK voted yes; CH, LR, and LK abstained.

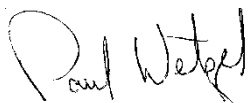
Payment of the dues for the Association of Town Finance Committees of \$160.00 was presented to the Committee by P. Wetzel. After a short discussion of the benefits of belonging to the Association, E. Cerreta moved to pay the dues for FY19. L. Rowley seconded the motion. The motion passed unanimously.

C. Heath suggested that the Committee table elections of officers until September when more members were present. E. Cerreta agreed. The entire Committee agreed to have elections of officers in September.

R. Kisloski suggested that the Committee investigate the use of Town public works labor and equipment for water and sewer system maintenance. Currently, the sewer and water customers pay for a portion of the labor of one Town employee and contribute a portion of the cost of purchasing equipment. RK suggested that the labor and machine time be tracked so that the true cost of operating and maintaining the water system can be determined. That way the Town and the water customers pay the true cost and one group does not subsidize the other. P. Wetzel will ask the Town Administrator and Bill Turner, head of the Town Public Works, to investigate.

There being no further business before the Committee, CH moved to adjourn the meeting and the motion was seconded by LR. The motion passed unanimously and the meeting was adjourned at 6:00 p.m.

Respectfully submitted,



Paul R. Wetzel