

# **The TOWN OF WILLIAMSBURG**

## **Annual Town Meeting**

### **June 29, 2020**

The Annual Town Meeting was held outdoors at the Anne T. Dunphy Schoolyard, 1 Petticoat Hill Rd., Williamsburg, MA due to COVID-19 concerns.

The warrant was signed on June 4, 2020 and posted on June 15, 2020

Moderator: Paul Rudof

Town Clerk: Brenda Lessard

Selectmen Present: Denise Banister, Chair, William Sayre, Clerk and David Mathers

Constable: Paul Sanderson and Robert Lapointe

There were 112 voters present of 1987 registered voters.

Last day to register to vote was June 9, 2020

The Board of Selectmen made the dedication of the 2019 Annual Town Report to William Turner to a round of applause from the town body.

A quorum of twenty-five (25) registered voters being present, there were 112 voters, the town meeting was called to order at 5:10 p.m. by the Moderator. The Moderator noted the return of the warrant and that it had been properly posted.

Motion made and seconded that the Town vote to adopt a rule that the Moderator be authorized to declare a 2/3 or 4/5 vote in the same manner as a majority vote is declared, provided that if a vote so declared is questioned by seven (7) or more members, the Moderator shall verify the vote by taking a count.

**Motion Passed Unanimously**

#### **Article 1**

Moved and seconded that the town vote to transfer from Free Cash the sum of \$17.77, to pay NAPA Auto Parts for items purchased by the Highway Department in Fiscal Year 2019.

**Passed Unanimously**

#### **Article 2**

Moved and seconded that the town vote to transfer from Free Cash the sum of \$528.13, the amount due to the Williamsburg Pharmacy for purchases made by the Highway Department in prior fiscal years.

**Passed Unanimously**

#### **Article 3**

I move that the town vote to transfer from Free Cash the sum of \$33.24, to reimburse Charlene Nardi for an amount paid to Verizon for the Highway Department cell phone, an amount that was owed but not paid in Fiscal Year 2019.

**Passed Majority-2 No**

**Article 4**

Moved and seconded that the town vote pursuant to M.G.L. c.268A, §21A to authorize the Board of Selectmen, Board of Water/Sewer Commissioners, Board of Assessors, Board of Health, Board of Appeals, Finance Committee, and the Trustees of Libraries to appoint their own members to positions under their respective jurisdictions at such salaries or wage rates to be established by the Board of Selectmen.

**Passed Majority-2 No**

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**Article 5**

Moved and seconded that the town vote to authorize the Moderator to choose a committee to expend the income from the Whiting Street Fund.

**Passed Unanimously**

**Article 6**

Moved and seconded that the town vote to approve a Capital Improvement Plan, as prepared by the Capital Planning Committee and approved by the Finance Committee, including recommended capital improvements for the following five fiscal years.

**Passed Unanimously**

**Article 7**

Moved and seconded that the town vote to transfer from free cash the sum of \$6,366.62, an amount equal to one-half of the amount received by the Town as Medicaid reimbursements in FY2019, to the Williamsburg School Department.

**Passed Unanimously**

**Article 8**

Moved and seconded that the town vote to fix the salary and compensation of all elected and appointed officers of the Town for the twelve month period ending June 30, 2021, as provided in M.G.L. c.41, §108, as amended, and to see if the Town will vote to raise and appropriate such sums of money as shall be deemed necessary to defray the expenses of the Town for that same period, with each line being its own appropriation and in the total sum of \$8,290,047, as recommended by the Finance Committee, such sum to be appropriated by transferring \$276,916 from Free Cash and raising \$8,013,131 from taxation.

**Passed Unanimously**

ACCOUNT	FY 20	FY 21	FY21	FY21	%	\$
NAME	EXPENSE	REQUEST	FC RECMDS	REQUEST W/ SALARY CHGE	CHG	CHG
MODERATOR	346	346	311	311	-10.1%	(35)
SELECT BOARD SALARIES	9,659	9,659	8,694	8,694	-10.0%	(965)
SELECT BOARD EXPENSES	3,750	3,750	3,750	3,750	0.0%	0
TOWN ADMINISTRATOR SALARY	69,353	69,353	69,353	69,353	0.0%	0
TOWN ADMIN ASSISTANT	16,745	16,745	16,745	16,745	0.0%	0
TOWN ADMIN EXPENSES	750	750	750	750	0.0%	0
CAPITAL PLANNING SALARIES	0	0	0	0	0.0%	0
CAPITAL PLANNING EXPENSES	75	75	75	75	0.0%	0
FINANCE COMMITTEE SALARIES	3,880	4,366	3,929	3,929	1.3%	49
FINANCE COM SECRETARY	0	0	0	0	0.0%	0
FINANCE COMMITTEE EXPENSES	500	500	500	500	0.0%	0
RESERVE FUND	60,000	60,000	60,000	60,000	0.0%	0
ACCOUNTANT LABOR	30,880	35,992	35,992	35,992	16.6%	5,112
ACCOUNTANT EXPENSES	150	150	150	150	0.0%	0
ACCOUNTING SOFTWARE	750	750	750	750	0.0%	0
AUDIT SERVICES	17,000	17,500	17,500	17,500	2.9%	500
ASSESSORS SALARIES	9,659	9,659	9,659	9,659	0.0%	0
ASSESSORS LABOR	13,483	13,483	13,483	13,483	0.0%	0
ASSESSORS EXPENSES	19,200	19,700	19,700	19,700	2.6%	500
ASSESSORS REVALUATION	7,500	7,500	7,500	7,500	0.0%	0
TREASURER SALARY	23,413	23,413	23,413	23,413	0.0%	0
TREASURER ADDITIONAL SALARY	1,000	1,000	1,000	1,000	0.0%	0
TREASURER'S ASSISTANT	6,218	6,218	6,218	6,218	0.0%	0
TREASURER EXPENSES	4,720	4,720	4,720	4,720	0.0%	0
TREASURER SOFTWARE	9,600	5,000	5,000	5,000	-47.9%	(4,600)
OPEB Reval	3,000	1,475	1,475	1,475	-50.8%	(1,525)
OPEB Trust	1,000	1,000	1,000	1,000	0.0%	0
COLLECTOR SALARY	44,902	44,902	44,902	44,902	0.0%	0
COLLECTOR ADD'L SALARY	1,000	1,000	1,000	1,000	0.0%	0
COLLECTOR EXPENSES	7,992	7,992	7,992	7,992	0.0%	0
DEPUTY COLLECTOR EXPENSES	1,700	1,900	1,900	1,900	11.8%	200
TAX TITLE EXPENSES	1,549	1,500	1,500	1,500	-3.2%	(49)
OLIVER SMITH TRUSTEE	38	38	34	34	-10.5%	(4)



TOWN LEGAL COUNSEL	15,000	15,000	15,000	15,000	0.0%	0
ADVERTISING	1,200	1,200	1,200	1,200	0.0%	0
ENERGY COMMITTEE	250	250	250	250	0.0%	0
CONSTABLE SALARY	462	462	462	462	0.0%	0
CONSTABLE ELECTIONS	0	0	0	0	#DIV/0!	0
CLERK SALARY	21,812	21,812	21,812	21,812	0.0%	0
CLERK'S ASSISTANT	2,490	2,490	2,490	2,490	0.0%	0
CLERK'S EXPENSES	1,700	1,700	1,700	1,700	0.0%	0
CLERK'S SOFTWARE	500	500	500	500	0.0%	0
ELECTIONS/REGISTRATION	9,500	9,500	9,500	9,500	0.0%	0
STREET LISTING	1,450	1,450	1,450	1,450	0.0%	0
CONSERVATION COMMISSION	2,070	2,070	1,863	1,863	-10.0%	(207)
CONSERVATION COM EXPENSES	3,025	3,025	2,825	2,825	-6.6%	(200)
PLANNING BOARD EXPENSES	750	750	750	750	0.0%	0
BOARD OF APPEALS EXPENSES	600	600	600	600	0.0%	0
CUSTODIAN LABOR	12,357	12,357	12,357	12,357	0.0%	0
BUILDING SUPERVISOR SALARY	9,543	9,543	9,543	9,543	0.0%	0
TOWN BLDGS & GROUNDS	35,275	35,275	35,275	35,275	0.0%	0
TOWN OFFICE EXPENSE	2,500	2,500	2,500	2,500	0.0%	0
TOWN OFFICE INTERNET SERV.	6,204	10,328	9,045	9,045	45.8%	2,841
TOWN TELEPHONE	8,228	10,620	10,620	10,620	29.1%	2,392
COPIER MAINTENANCE	2,835	2,835	2,400	2,400	-15.3%	(435)
TOWN HEATING FUEL	44,492	44,492	44,492	44,492	0.0%	0
TOWN ELECTRIC	25,500	25,500	25,500	25,500	0.0%	0
TOWN COMPUTER SERVICE	25,895	25,895	25,895	25,895	0.0%	0
TECHNOLOGY UPGRADES	5,000	5,000	5,000	5,000	0.0%	0
TOWN BUILDING REPAIRS	18,000	18,000	18,000	18,000	0.0%	0
DOCUMENT STORAGE CONTRACT	2,100	2,100	2,100	2,100	0.0%	0
TOWN REPORT	1,900	1,900	1,900	1,900	0.0%	0
<b>GENL GOVERNMENT TOTAL</b>	<b>630,450</b>	<b>637,590</b>	<b>634,024</b>	<b>634,024</b>	<b>0.6%</b>	<b>3,574</b>
POLICE CHIEF SALARY	70,126	70,126	70,126	70,126	0.0%	0
POLICE DEPT LABOR	136,792	135,792	135,792	135,792	-0.7%	(1,000)
POLICE DEPT EXPENSES	24,626	25,626	25,626	25,626	4.1%	1,000

POLICE RECORDS SOFTWARE	8,035	8,035	8,035	8,035	0.0%	0
FIRE DEPT CHIEF SALARY	25,164	25,164	25,164	25,164	0.0%	0
FIRE DEPT LABOR	22,963	22,963	22,963	22,963	0.0%	0
FIRE DEPT ADMIN ASST	5,487	5,487	5,487	5,487	0.0%	0
FIRE DEPT TRAINING	13,268	13,268	13,268	13,268	0.0%	0
FIRE DEPT EXPENSES	33,147	33,147	33,147	33,147	0.0%	0
AMBULANCE SERVICE	101,504	125,132	125,132	125,132	23.3%	23,628
EMER MANAGEMT DIR SALARY	1,242	1,242	1,242	1,242	0.0%	0
EMER MANAGEMT DEPUTY	578	578	578	578	0.0%	0
EMER MANAGEMT EXPENSES	3,750	3,750	3,750	3,750	0.0%	0
EMER COMMUNICATIONS	486	486	486	486	0.0%	0
TREE REMOVAL/PLANTING	7,000	7,000	7,000	7,000	0.0%	0

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<b>PUBLIC SAFETY TOTAL</b>	<b>454,168</b>	<b>477,796</b>	<b>477,796</b>	<b>477,796</b>	<b>5.2%</b>	<b>23,628</b>
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LOCAL SCHOOL COMM SALARIES	1,732	1,732	1,559	1,559	-10.0%	(173)
LOCAL SCHOOL BUDGET (+\$100,000 school choice in FY21)	2,108,679	2,274,388	2,274,388	2,274,388	7.9%	165,709
REGIONAL SCHOOL ASSESSMENT	1,554,453	1,599,012	1,599,012	1,599,012	2.9%	44,559
VOCATIONAL TUITION	572,682	661,275	661,275	661,275	15.5%	88,593
VOCATIONAL TRANSPORT	40,085	40,085	40,085	40,085	0.0%	0

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<b>EDUCATION TOTAL</b>	<b>4,277,631</b>	<b>4,576,492</b>	<b>4,576,319</b>	<b>4,576,319</b>	<b>7.0%</b>	<b>298,688</b>
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HIGHWAY SUPERINTENDENT SAL	65,242	65,242	65,242	65,242	0.0%	0
HIGHWAY LABOR	161,108	161,108	152,608	152,608	-5.3%	(8,500)
HIGHWAY ROAD MAINTENANCE	85,000	85,000	85,000	85,000	0.0%	0
HIGHWAY GARAGE/EQUIP MAINT.	41,641	41,641	41,641	41,641	0.0%	0
VEHICLE FUEL	35,000	35,000	29,000	29,000	-17.1%	(6,000)
HIGHWAY SURPLUS & SAFETY EQUIP	3,000	3,000	3,000	3,000	0.0%	0
INVASIVE SPECIES ERADICATION	1,500	1,500	1,500	1,500	0.0%	0
SIDEWALK CONSTRUCTION	5,000	5,000	0	0	100.0%	(5,000)
WINTER OVERTIME	15,235	15,235	15,235	15,235	0.0%	0
WINTER EXPENSES	72,500	72,500	72,500	72,500	0.0%	0
STREET LIGHTING	13,432	13,432	12,000	12,000	-10.7%	(1,432)
TRANSFER STATION SALARIES	31,575	31,575	31,575	31,575	0.0%	0

TRANSFER STATION EXPENSES	86,200	119,825	99,825	99,825	15.8%	13,625
CEMETERY COMMISSION	1,000	1,100	1,100	1,100	10.0%	100
HAYDENVILLE TOWN CLOCK	0	1,475	1,327	1,327	90.0%	1,327

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<b>PUBLIC WORKS TOTAL</b>	<b>617,433</b>	<b>652,633</b>	<b>611,553</b>	<b>611,553</b>	<b>-1.0%</b>	<b>(5,880)</b>
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ANIMAL INSPECTOR	1,273	1,000	1,000	1,000	-21.4%	(273)
BOARD OF HEALTH SALARIES	4,262	4,262	3,836	3,836	-10.0%	(426)
BOARD OF HEALTH EXPENSES	1,050	1,050	1,050	1,050	0.0%	0
PUBLIC HEALTH EMERGENCY & TRAINING (formerly Public Nurse)	1,550	1,550	1,550	1,550	0.0%	0
COUNCIL ON AGING--DIRECTOR	29,705	29,705	29,705	29,705	0.0%	0
COA--STAFF LABOR	12,729	12,729	12,729	12,729	0.0%	0
COA--MEAL SITE STAFFING	10,057	10,057	10,057	10,057	0.0%	0
COA--ADMIN ASSIST	13,312	13,312	13,312	13,312	0.0%	0
COA--EXPENSES	3,718	3,718	3,718	3,718	0.0%	0
COA--HEN PROGRAM	4,000	4,000	4,000	4,000	0.0%	0
VETERANS EXPENSES	11,222	11,966	11,966	11,966	6.6%	744
VETERANS BENEFITS	42,618	42,618	42,618	42,618	0.0%	0
AMERICAN'S w/DISABILITIES	400	400	400	400	0.0%	0

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<b>HEALTH / HUMAN SERVICES TOTAL</b>	<b>135,896</b>	<b>136,367</b>	<b>135,941</b>	<b>135,941</b>	<b>0.0%</b>	<b>45</b>
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LIBRARY DIRECTOR	49,928	50,000	50,000	50,000	0.1%	72
LIBRARY LABOR	86,462	86,462	93,236	93,236	7.8%	6,774
LIBRARY MAINTENANCE	15,000	15,000	8,226	8,226	-45.2%	(6,774)
LIBRARY BOOKS & SUPPLIES	3,000	3,000	3,000	3,000	0.0%	0
RECREATION LABOR	4,268	4,268	3,841	3,841	-10.0%	(427)
ATHLETIC FIELDS	5,000	5,000	5,000	5,000	0.0%	0
WOODLAND TRAILS COMMITTEE	500	500	500	500	0.0%	0
HISTORICAL COMMISSION	500	500	500	500	0.0%	0
VETERANS RECOGNITION	500	500	500	500	0.0%	0

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<b>CULTURE / RECREATION TOTAL</b>	<b>165,158</b>	<b>165,230</b>	<b>164,803</b>	<b>164,803</b>	<b>-0.2%</b>	<b>(355)</b>
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HIGHLAND AMBULANCE DEBT SER	6,339	6,348	6,348	6,348	100.1%	9
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HRHS DEBT SERVICE - DE1	75,838	0	0	0	100.0%	(75,838)
ATD SCHOOL--PRINCIPAL - DE1	270,000	270,000	270,000	270,000	0.0%	0
ATD SCHOOL--INTEREST - DE1	113,700	105,600	105,600	105,600	-7.1%	(8,100)
FIRE TRUCK--PRINCIPAL - DE1	53,000	53,000	53,000	53,000	0.0%	0
FIRE TRUCK--INTEREST - DE1	3,541	2,109	2,109	2,109	-40.4%	(1,432)
TOWN GARAGE--PRINCIPAL DE1	20,000	20,000	20,000	20,000	0.0%	0
TOWN GARAGE--INTEREST - DE1	2,200	1,600	1,600	1,600	-27.3%	(600)
HIGHWAY TRUCK--PRINCIPAL	27,000	27,000	27,000	27,000	0.0%	0
HIGHWAY TRUCK--INTEREST	602	0	0	0	100.0%	(602)

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<b>DEBT SERVICE TOTAL</b>	<b>572,220</b>	<b>485,657</b>	<b>485,657</b>	<b>485,657</b>	<b>-15.1%</b>	<b>(86,563)</b>
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HIGHLAND AMBULANCE BLDG	14,635	14,657	14,657	14,657	0.2%	22
FRCOG ASSESSMENT		2,750	2,750	2,750	100.0%	2,750
HAMP CO REGIONAL LOCKUP	2,358	2,358	2,358	2,358	0.0%	0
HILLTOWN RESOURCE MANGMT	12,980	13,266	13,266	13,266	2.2%	286
FOOTHILLS HEALTH DISTRICT	30,533	32,074	32,074	32,074	5.0%	1,541
BUILDING INSPECTION PROG	43,000	43,000	42,500	42,500	-1.2%	(500)
PVPC ASSESSMENT	411	411	411	411	0.0%	0
PLUMBING/GAS INSPEC TRAINING	300	300	300	300	0.0%	0

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<b>INTERGOVERNMENTAL TOTAL</b>	<b>104,217</b>	<b>108,816</b>	<b>108,316</b>	<b>108,316</b>	<b>3.9%</b>	<b>4,099</b>
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HAMPSHIRE COUNTY RETIREMENT	286,176	313,382	313,382	313,382	9.5%	27,206
WORKERS COMPENSATION	34,117	34,000	34,000	34,000	-0.3%	(117)
UNEMPLOYMENT INSURANCE	5,000	3,000	3,000	3,000	-40.0%	(2,000)
POLICE & FIRE ACCIDENT INSUR	13,122	13,399	13,697	13,697	4.4%	575
GROUP HEALTH INSURANCE	657,746	610,527	610,527	610,527	-7.2%	(47,219)
MEDICARE/SOCIAL SECURITY TAX	47,147	47,147	47,147	47,147	0.0%	0
TOWN PROPERTY INSURANCE	72,647	73,885	73,885	73,885	1.7%	1,238

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<b>FIXED COSTS TOTAL</b>	<b>1,115,955</b>	<b>1,095,340</b>	<b>1,095,638</b>	<b>1,095,638</b>	<b>-1.8%</b>	<b>(20,317)</b>
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<b>TOTAL OPERATING BUDGET</b>	<b>8,073,131</b>	<b>8,335,921</b>	<b>8,290,047</b>	<b>8,290,047</b>	<b>2.7%</b>	<b>216,916</b>
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## **Article 9**

Moved and seconded that the town vote to accept monies from the Massachusetts Department of Transportation, including but not limited to Chapter 90 funds, for the maintenance and reconstruction of Town roads and bridges, and to authorize expenditure of the same without further appropriation.

**Passed Unanimously**

## **Article 10**

Moved and seconded that the town vote pursuant to M.G.L. c.44, §54E½, as most recently amended, to set Fiscal Year 2021 spending limits for the Revolving Funds as outlined in Article 10 in the warrant.

Moved and seconded to amend the motion to increase the spending limit of the Electrical Inspector Revolving Fund from \$7,500 to \$10,000, the Plumbing Inspector Revolving Fund from \$3,500 to \$4,500 and the Fire Department Revolving Fund from \$3,000 to \$4,500, for a total \$131,500 for the FY21 spending limit of all the revolving funds

**Motion to amend article-Passed Majority-1 No  
Amended Article Passed Unanimously**

<b>Revolving Fund</b>	<b>FY21 Spending Limit</b>
Board of Assessor Revolving Fund	\$15,000
Gas Inspector Revolving Fund	\$ 1,500
Electrical Inspector Revolving Fund	\$ 7,500
Plumbing Inspector Revolving Fund	\$ 3,500
Transfer Station Open Box Revolving Fund	\$18,000
Planning Board Revolving Fund	\$30,000
Animal Control Officer Revolving Fund	\$ 5,000
Recreation Commission Revolving Fund	\$30,000
Council on Aging Revolving Fund	\$ 2,000



Conservation Commission Revolving Fund	\$ 5,000
Board of Appeals Revolving Fund	\$ 6,000
Fire Dept. Revolving Fund	\$ 3,000
<b>Total Spending</b>	<b>\$126,500</b>

**As Amended (Passed):**

<b>Revolving Fund</b>	<b>FY21 Spending Limit</b>
Board of Assessor Revolving Fund	\$15,000
Gas Inspector Revolving Fund	\$ 1,500
Electrical Inspector Revolving Fund	\$10,000
Plumbing Inspector Revolving Fund	\$ 4,500
Transfer Station Open Box Revolving Fund	\$18,000
Planning Board Revolving Fund	\$30,000
Animal Control Officer Revolving Fund	\$ 5,000
Recreation Commission Revolving Fund	\$30,000
Council on Aging Revolving Fund	\$ 2,000
Conservation Commission Revolving Fund	\$ 5,000
Board of Appeals Revolving Fund	\$ 6,000
Fire Dept. Revolving Fund	\$ 4,500
<b>Total Spending</b>	<b>\$131,500</b>

### **Article 11**

Moved and seconded that the town vote to raise and appropriate the sum of \$199,600 as set forth in Article 11 of the Warrant, for the purpose of operating and maintaining, and constructing the Town water system, including the laying of mains, for Fiscal Year 2021, and to take said sum from Water Enterprise Revenue.

Stipends	\$ 2,800
Expenses	<u>\$ 196,800</u>
Total	\$ 199,600

**Passed Unanimously**

### **Article 12**

I move that the town vote to raise and appropriate the sum of \$208,500 as set forth in Article 12 of the Warrant, for the purpose of operating, maintaining, and constructing the Town sewer system for Fiscal Year 2021, and to take said sum from Sewer Enterprise Revenue.

Stipends	\$ 2,800
Operation & Maintenance	<u>\$ 205,700</u>
Total	\$ 208,500

**Passed Majority-1 No**

### **Article 13**

Moved and seconded that the town vote to transfer from Free Cash the sum of \$16,640 for the purpose of heating and cooling system repairs at Hampshire Regional High School, and any other incidental and related expenses.

**Passed Unanimously**

### **Article 14**

Moved and seconded that the town vote to transfer from Free Cash the sum of \$18,257 for the purpose of purchasing and installing 12 computers throughout town government departments, and any other incidental and related expenses.

**Passed Unanimously**

### **Article 15**

Moved and seconded that the town vote to borrow the sum of \$51,092.38 for the purpose of purchasing a new Chevrolet Silverado 4WD Double Cab work truck with plow and equipment for the Highway Department, and any other incidental and related expenses.

**Passed Majority-1 No**

#### **Article 16**

Moved and seconded that the town vote to transfer from Free Cash the sum of \$2,628 for the purpose of upgrading the Meekins Library Fire Alarm control system, and any other incidental and related expenses.

**Passed Unanimously**

#### **Article 17**

Moved and seconded that the town vote to accept the provisions of Chapter 40 of the Massachusetts General Laws, Sections 42A-42F, inclusive, for the purposes of establishing a municipal lien for unpaid water bills at the end of each fiscal year.

**Passed Unanimously**

Motion made and seconded to adjourn Town Meeting. Motion passed unanimously. Meeting adjourned at 6:10 P.M.

Filed: June 30, 2020

A True Copy Attest: Brenda Lessard, Town Clerk



Brenda Lessard  
Williamsburg Town Clerk

Cc: Accountant, Capital Planning, Department of Revenue, Finance Committee, Board of Selectmen, Treasurer, Assessors, KP/Law, Highway Department, Secretary of the Commonwealth, Town Administrator, and Water & Sewer Commission