

*Minutes*  
*Williamsburg Board of Selectmen*  
*Williamsburg Finance Committee*  
*Town Office Mealsite*  
*January 10, 2018 at 5:30 p.m.*

The members of the Board of Selectmen met in a special joint meeting with the Finance Committee to discuss the FY19 budget letter and process, and priorities for the FY19 budget.

Selectboard Present: William Sayre and David Mathers

Selectboard Absent: Denise Banister

Finance Committee: Paul Wetzel, Charlie Heath, Jacqueline Dufresne, Gil Loud, Eric Cerreta, Dick Kisloski, Linda Rowley , and Charles Dudek

Finance Committee Absent: Steven Romanowski

Others present: Charlene Nardi – Town Administrator.

Meeting was called to order at 5:40 p.m.

The Finance Committee and Board of Selectmen reviewed the draft FY19 budget letter. It was stated that the current 3 to 4% total budget increases of the past years are not sustainable and that the Town departments need to be more creative in increasing efficiencies while reducing overall costs. It was noted that the drivers of the 3 to 4% increase need to be better identified to discuss specific ways to reduce the increases. The letter will reiterate the request for level funded budgets for FY19. Paul Wetzel will redraft the letter based on the conversation and send to the Town Administrator for distribution and a final review of members. It will go out with the budget sheets on Tuesday, January 16, 2018.

It was noted that as part of the process, conversations with each department are necessary to take a hard look at their operations long-term for options of shared services and opportunities of efficiency. The next several years are going to be difficult and tax rate increases are too high for most tax-payers. Priorities and facility projects were discussed with a note that all day balloting should be used to get a broader level of feedback from tax-payers. Concerns about affordability were raised in relation to the three major projects being proposed: Public Safety Complex, Mill River Greenway and possible future use of the James building for Town Office Building Operations / Senior Center.

The school administration will be invited to a meeting to be scheduled the week of January 15, 2018 to discuss the school budget for the purposes of strongly encouraging them to keep increases down. Charles Dudek is participating as the Board of Selectmen's designee in Williamsburg Teachers and Assistant Teachers contract negotiations.

**FY18 Reserve Transfers:**

On a motion by Eric Cerreta, seconded by Linda Rowley, the Finance Committee unanimously voted to approve a reserve transfer of \$1,115.78 to Workers' Comp budget line. The reserve will

cover the invoice which is an increase in insurance based on the Workers' Comp audit. The Workers' Comp budget line will be at zero after the transfer. No further invoices are expected.

The Meekins Library reserve transfer request of \$5,937.84 to the Library Maintenance line was not acted upon. The Town Administrator will ask the Library Director for clarification of the request and a resubmission with more detail / specifics.

On a motion by Charles Dudek, seconded by Jacqueline Dufresne, the Finance Committee unanimously voted to approve a reserve transfer of \$3,192.49 to the Legal Expense budget line. The funds will be used to cover legal expenses already incurred and paid for up to the month of November 2017. The legal expense account will be at zero after the transfer. Further invoices for the next seven months are expected. Personnel and litigation costs have caused the budget to be over expended.

Adjourned at 6:55 p.m.

Approved:

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Clerk