

*Minutes*  
*Williamsburg Board of Selectmen*  
*July 13, 2023*

The members of the Board of Selectmen met in regular session on Thursday, July 13, 2023, at the town office. The chair called the meeting to order at 3:03 p.m.

Present: William Sayre and Denise Banister

Absent: David Mathers

Also present: Dan Banister (Highway), Nick Caccamo (Town Administrator), Jason Connell (Fire Chief), Ken Taylor (Fire), Eleanor Warnock (Administrative Assistant)

1. Reorganization of the Board – **Motion** was made and seconded (DB/WS) to appoint William Sayre as chair of the Board. **So voted** (2-0). **Motion** was made and seconded (DB/WS) to appoint Denise Banister as Clerk of the Select Board. **So voted** (2-0).

2. Fire Chief – Fire Chief Jason Connell gave his regular report. He said there had been an extraordinary number of incidents since January. Rescue and Emergency Medical Service was 49%. Hoses and ladders have been inspected. Vehicles have had the state inspection. Engine 2 has issues with inadequate power and with the primer pump; they are working on getting it repaired. Two of the engines have exhaust leaks starting. He has signed up for vehicle GPS system and integrated camera system. The new trailer has been purchased for hauling the UTV. He wants to turn the large older trailer back to the Fire Association. The smaller trailer will be transferred to the Highway Department. The Fire Department members continue to be passionate about the department and go above and beyond to help. Administrative position – He would like the Fire Department Administrative Assistant to be paid at at least the same rate as the Police Department's, or more because he has been there longer. Fire is at \$19.86, Police at \$20.36. The Board will plan to look at this at the next meeting. The department is working on finalizing the specs for the new command vehicle. Flooding – During the July 10 flooding event the department did a swift-water rescue on Ashfield Road. A big issue was lack of cell and radio communication during the event. They would like the Select Board to look into getting better cell coverage and support the department's pursuit of better radio coverage. The Governor came and spoke with residents. Farms lost their crops but the town doesn't meet the threshold to get reimbursed. The Board thanked Fire, Highway, Police for their work.

2. Highway – Highway Superintendent Dan Banister would like to give his crew a \$1 an hour raise on top of the cost-of-living increase, because he needs to retain his workers. His budget will cover it. Wages start at \$24.12; MassDOT is paying \$32/hour. Board members were favorable but would like to consider it at the next meeting along with wage rates for all other positions, and make it retroactive.

3. Appointments –

Cultural Council – **Motion** was made and seconded (DB/WS) to appoint Lesley Ham to the Cultural Council, term to expire June 30, 2024. **So voted** (2-0). Another candidate, who might be interested in an Alternate position, will be postponed for two months.

Town Common Committee – Eight people are interested. Further names were discussed.

**Motion** was made and seconded (DB/WS) to appoint the following people to the Town Common Committee for the duration, under the charge previously approved: Denise Banister, Jason Connell, Nick Dines, Mark Girard, Sally Loomis, Dan Nye, Joe Rogers, Dave Weber, plus Bruce Hart if he is interested. **So voted** (2-0).

Conservation Commission – **Motion** was made and seconded (DB/WS) to appoint Marcianna Caplis as Alternate to the Conservation Commission, term to expire June 30, 2024. **So voted** (2-0).

Tax Title Custodian – **Motion** was made and seconded (DB/WS) to appoint Treasurer Sharon Strzegowski as Tax Title Custodian for a period to last to June 30, 2024. **So voted** (2-0).

4. Licenses – The American Legion Riders withdrew their application for a one-day special beer and wine license

5. Public Safety Complex change order – **Motion** was made and seconded (DB/WS) to approve version 2 of change order #5, in the amount of \$150,473.17.

6. FRCOG accounting contract – **Motion** was made and seconded (DB/WS) to authorize the chair to sign the amendment to the Accounting Services agreement with FRCOG by changing the term from the original end date of June 30, 2024, to June 30, 2023. **So voted** (2-0).

7. FY24 wage rates – Town Administrator Nick Caccamo presented the spreadsheet with the current wage rates. Stipend rates are uneven. Since there will probably need to be a special town meeting on other matters, there will be an opportunity to address this. A joint meeting with Finance was suggested. **Motion** was made and seconded (DB/WS) to approve the wage sheet as presented but pending amendment. **So voted** (2-0). This will be put on next meeting's agenda.

8. Personnel – contracts – Town Administrator Nick Caccamo said that there are three contracts to be negotiated or renegotiated this year – Police Chief Denise Wickland and Town Administrator Nick Caccamo, renewing, and Jason Connell, a new three-year contract. (Highway Superintendent Dan Banister is going into the second year of his contract.) Chair William Sayre will have initial conversations with the three. The UMass survey produced job descriptions for the positions from interviews.

9. Town Administrator's report – Town Administrator Nick Caccamo has been on vacation. He has been finishing grant reimbursement for MVP and MassTrails. MassDOT has scheduled the 25% hearing for Bridge Street. Legal expenses are over quite a bit this year.

10. Correspondence – Correspondence included a update on the cannabis industry.

11. Minutes – **Motion** was made to approve the minutes of June 1, 2023, as presented. **So voted** (2-0). **Motion** was made and seconded (DB/WS) to approve the excerpt of the minutes of June 29 regarding appointing Sharon Strzegowski as Treasurer. **So voted** (2-0).

12. Warrant – Chair William Sayre will review and sign the warrants. Payroll warrant WP23-28 for \$103,981.42 and expense warrant W23-28 for \$52,281.78, payable 7/14/23. Payroll warrant WP24-02 for \$46,308.99 and expense warrant W24-02 for \$188,888.32, payable 7/19/23.

13. Next meeting – The July 27 meeting is moved to Wednesday, July 26 at 9 a.m.

Documents used

Agenda and notes

Fire Chief's report

Letters of interest

Change order

FRCOG accounting contract

FY24 wage rates

Minutes

Adjourned at 4:43 p.m.

Approved:

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Clerk