

Town of Williamsburg

Minutes of the Finance Committee Williamsburg Town Offices 27 February 2019

Members Present: Paul Wetzel, Linda Rowley, Linda Kisloski, Richard Kisloski, Charles Dudek, Gil Loud, Jacqueline Dufresne, Eric Cerreta

Town Administrator, Charlene Nardi was also present.
Member absent: Charlie Heath

The meeting was called to order by co-chair Paul Wetzel at 5:07 p.m.

Minutes from the last meeting were considered. E. Cerreta moved to accept the minutes. C. Dudek seconded the motion. The motion passed unanimously.

E. Cerreta reported to the Committee the results of whether the transfer station revenue covers the cost of the transfer station operations. He was assisted by C. Nardi. The results are listed below.

Revenues	Amount (\$)
Open box	32,214.31
Transfer Station Stickers (goes to general fund)	51,239.00
Recycling Revenue	1,946.86
Total Revenue	85,400.17
Expenses	
Open box	13,265.10
Employee salaries	27,201.72
General Costs	50,376.40
Total Expenses	90,843.22
<i>Difference between Expenses & Revenues</i>	5,443.05

Expenses exceeded revenues in 2018 by \$5,443. The Committee did not think that such a small difference between revenues and expenses required an adjustment. In addition, the Board of Health expects recycling revenue to decline in the next fiscal year and expects to increase the Transfer Station sticker rate to \$100/year with a senior citizen rate of \$75.00/year. Transfer station expenses appear to nearly be covered by revenues.

P. Wetzel, J. Dufresne, and C. Nardi attended a meeting of the Hampshire Regional District Towns a week earlier and informed the Committee of the discussion at that meeting. Members of

the school district discussed a level service budget with representatives of the five district towns. All towns were concerned about the constant increase in the education budget each year. Education expenses range from 45 to 128% of the member towns new funds in FY21 (Williamsburg's is estimated to be 62% which includes local and regional schools). The school representatives agreed that they would review their budget for possible reductions.

P. Wetzel asked the Committee if the Committee's report to the Town Annual Report should be changed from the information given in the past few years. Other than a sentence or two about the budget process, the Committee felt that the report format was fine.

Fire Chief Jason Connell requested that the Committee make a reserve fund transfer of \$6,000 for general expenses. There have been several unforeseen expenses this year including repairs for hydraulic tools, air packs, radios and several truck repairs that have depleted the expense budget line. Chief Connell anticipates the need for future funds. The Committee approved \$2,500 and told the Chief to come back to the Committee in the future as funding needs arise. E. Cerreta moved to approve the transfer. J. Dufresne seconded the motion. The motion passed 6 for and 1 against.

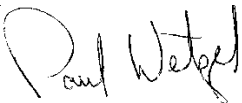
P. Wetzel suggested that the Committee write to the Select Board asking them to request that the Fire Chief assess the risks to the Town of having three trucks instead of four. C. Dudek agreed to write a first draft of this letter.

L. Rowley reported on her investigation of the financial responsibility of the Town for the Greenway project. She stated that the Town is financially responsible for the cost of the design of the project. P. Wetzel asked that she summarize her findings in writing so that they could be entered into the Committee minutes.

The next meeting of the Finance Committee will be held 20 March 2019 at 5:00.

There being no further business before the Committee, L. Rowley moved to adjourn the meeting and the motion was seconded by J. Dufresne. The motion passed unanimously and the meeting was adjourned at 6:15 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Paul Wetzel". The signature is written in a cursive, flowing style.

Paul R. Wetzel