

Town of Williamsburg

Minutes of the Finance Committee Williamsburg Town Offices 4 April 2018

Members Present: Paul Wetzel, Richard Kisloski, Charles Dudek (left at 5:30), Jacqueline Dufresne, Charlie Heath, Eric Cerreta, Steven Romanowski, Gil Loud, Linda Rowley

Member absent: None.

The meeting was called to order by co-chair Paul Wetzel at 5:05 p.m.

Using a projector and computer, the minutes from the April 4th meeting were projected for the entire Committee. C. Heath moved to approve the minutes with corrections. J. Dufresne seconded the motion. All members except E Cerreta voted to approve the motion; E. Cerreta abstained.

The current version of the FY19 budget was projected for the Committee. The Committee reviewed each budget line. The Committee had the following comments/questions:

Recommended to check the stabilization and free cash numbers for accuracy.

Ask Treasurer what the Treasurer's Labor Line money was used for.

Lines recommended for specific reduction by the Finance Committee were indicated and listed below:

ACCT NBR	ACCOUNT NAME	FY 18 EXPENSE	FY 19 EXPENSE	% CHG	\$ CHG	Requested Reductions
	ACCOUNTANT					
135	EXPENSES	1,050	1,050	0.0%	0	(150)
141	ASSESSORS LABOR	14,266	14,266	0.0%	0	(1,306)
145	TREASURER EXPENSES	5,000	5,000	0.0%	0	(280)
146	TAX TITLE EXPENSES	1,549	1,549	0.0%	0	(1,138)
	DEPUTY COLLECTOR					
146	EXPENSES	2,000	2,000	0.0%	0	(300)
	CONSTABLE					
160	ELECTIONS	100	100	0.0%	0	(100)
	CONSERVATION COM					
171	EXPENSES	3,025	3,025	0.0%	0	(200)
	PLANNING BOARD					
175	EXPENSES	750	750	0.0%	0	(231)
	PUBLIC HEALTH					
	EMERGENCY (formerly					
510	Public Nurse)	2,550	2,550	0.0%	0	(1,000)

Lines selected for reduction were based on the results of a study comparing budgeted vs. actual spending for each line from fiscal years 2015 to 2018. The amount of reduction was determined based on historical usage of the funds in each line. If a particular line was consistently over funded, then it was conservatively reduced. J. Dufresne moved that a memo be sent to each department affected by the reduction, allowing that department head to provide a reason not to reduce a particular line. L. Rowley seconded the motion. The motion passed unanimously.

The Committee noted that the total Fire protection budget increased \$8,172 (9.4% over FY18) and expressed concern with increasing expenses.

The local school budget included \$100,000 of school choice funds, resulting in an increase of \$26,781 increase over FY18. The Committee requested information on the amount of the school choice account for the last three years. Perhaps the school could add another \$10,000 of school choice funds to this year's budget.

The Committee wished to learn more about the library funds, which requested \$2,910 over FY18's request. How much of the Library's budget comes from Trust fund earnings? How much comes from donations? Why doesn't the Library spend all of the Trust fund earnings?

Noted that the Town garage principle increased \$5,000 over last year's request. Why?

Noted that the Building Inspector fees increased \$1,325 over last year's request. Why?

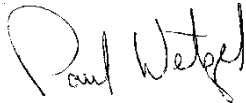
The Committee requested that the Chair determine the increase in the budget if salaries for Town employees were increased various amounts.

The Library requested that the Committee make a reserve fund transfer of \$1,752.80 to pay for custodial services (in *lieu* of HVAC repairs earlier in the fiscal year). J. Dufresne moved to approve the transfer. S. Romanowski seconded the motion. The motion passed unanimously.

The Town Administrator requested that the Committee make a reserve fund transfer of \$487.44 for legal expenses. E. Cerreta moved to approve the transfer. R. Kisloski seconded the motion. The motion passed unanimously.

There being no further business before the Committee, E. Cerreta moved to adjourn the meeting and the motion was seconded by L. Rowley. The motion passed unanimously and the meeting was adjourned at 6:35 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Paul Wetzel". The signature is written in a cursive, flowing style.

Paul R. Wetzel