

# Town of Williamsburg

## Minutes of the Finance Committee Williamsburg Town Offices 17 May 2017

Members Present: Paul Wetzel, Jacqueline Dufresne, Charles Dudek (left at 6:15), Charlie Heath, Richard Kisloski, Linda Rowley

Members Absent: Chris Morris, Eric Cerreta, Steven Romanowski

William Sayre, Select Board Member, Nick Dynes, member of the Greenway Committee and Charlene Nardi, Town Administrator were also present.

The meeting was called to order by co-chair Paul Wetzel at 5:10 p.m.

R. Kisloski presented the new capital plan and the Committee reviewed each line of the plan. Many questions were asked and answered about future individual requests. One proposed project, the Mill River Greenway estimated to cost \$1,173,000, was discussed by Nick Dynes. N. Dynes described the project and told the Committee that funds to offset the estimated cost of the Greenway were potentially available and will be applied for during the project. Considering all future possible outlays would increase the debt payments as a percentage of the total budget from 7.7% in FY18 to 10 to 14.5% during a period of eight years starting in FY2021. J. Dufresne moved to accept the capital plan (Article 7 on the Town meeting warrant); C. Dudek seconded the motion. P. Wetzel, C. Dudek, C. Heath, R. Kisloski, J. Dufresne voted yes; L. Rowley, Charlie Heath abstained.

The Town FY18 proposed operating Town budget was \$7,327,118 with \$218,000 from Free Cash and \$7,109,118 from taxation. The Committee did not approve these budget figures because of some uncertainty on several salary lines.

The Committee reviewed the Town warrant articles and voted on those articles that concerned spending money. The following decisions were made about the Town warrant.

Article Number	Article	Finance Committee Decision
1	<b>To see if the Town will vote</b> to raise and appropriate or transfer from available funds the sum of \$190 to pay Elm Electric for work performed for the Water Department in <b>Fiscal Year 2016 (FY16)</b> , or take any other action relative thereto.	Recommended by the Finance Committee with funds from Water Retained Earnings. Moved: L. Rowley Seconded: J. Dufresne The motion passed unanimously.
2	<b>To see if the Town will vote</b> to raise and appropriate or transfer from available funds the sum of \$38.16 to pay Florence Savings Bank for deposit booklets bought in <b>Fiscal Year 2016 (FY16)</b> , or take any other action relative thereto.	Recommended by the Finance Committee with funds from Free Cash. Moved: C. Heath Seconded: C. Dudek The motion passed unanimously.
3	<b>To see if the Town will vote</b> to raise and appropriate or transfer from available funds the sum of \$20.00 to pay Kathleen A. McKeown, former Planning Board member, for costs associated with attending the Pioneer Valley Planning Commission Annual Meeting in <b>Fiscal Year 2016 (FY16)</b> , or take any other action relative thereto.	Recommended by the Finance Committee with funds from Free Cash. Moved: C. Dudek Seconded: R. Kisloski The motion passed unanimously.
4	<b>To see if the Town will vote</b> to raise and appropriate or transfer from available funds the sum of \$1,765.92 to pay KP Law for professional services in <b>Fiscal Year 2016 (FY16)</b> , or take any other action relative thereto.	Recommended by the Finance Committee with funds from Free Cash. Moved: C. Heath Seconded: C. Dudek The motion passed unanimously.
7	<b>To see if the Town will vote</b> to raise and appropriate or transfer from available funds the sum of \$13,269.49, an amount equal to one-half of the amount received by the Town as Medicare Part D reimbursements, to the Williamsburg School Department, or take any other action relative thereto.	Recommended by the Finance Committee with funds from Free Cash. Moved: C. Heath Seconded: L. Rowley The motion passed unanimously.

10	<b>To see if the Town will vote</b> to fix the salary and compensation of all elected and appointed officers of the Town for the twelve month period ending June 30, 2018, 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, or take any other action relative thereto.	Recommended by the Finance Committee. Moved: L. Rowley Seconded: J. Dufresne The motion passed unanimously.
11	<b>To see if the Town will vote</b> pursuant to M.G.L. c.44, §54E½, as most recently amended, to (1) authorize revolving funds for certain Town departments for Fiscal Year 2018; (2) further, to amend the Town General Government By-laws by inserting a new By-law entitled "Revolving Funds;" (3) to establish fiscal year spending limits, all as set forth below; and (4) to re-authorize the revolving funds listed below at such annual spending limits for the fiscal year beginning July 1, 2017, or take any other action relative thereto.	Recommended by the Finance Committee. Moved: L. Rowley Seconded: J. Dufresne The motion passed unanimously.
14	<b>To see if the Town will vote</b> to raise and appropriate or transfer from available funds the sum of \$8,604 for the purpose of purchasing and installing a turnout gear washer, and any other incidental and related expenses, or take any other action relative thereto.	Recommended by the Finance Committee with funds from Free Cash. Moved: L. Rowley Seconded: J. Dufresne The motion passed—Yes—L. Rowley, C. Dudek, C. Heath, J. Dufresne, and P. Wetzel No—R. Kisloski
15	<b>To see if the Town will vote</b> to raise and appropriate or transfer from available funds the sum of \$46,000 for the purchase of a 2017 Ford Utility Police Interceptor and any related equipment for the Police Department, or take any other action relative thereto.	Recommended by the Finance Committee with funds from Free Cash. Moved: C. Dudek Seconded: C. Heath The motion passed unanimously.
16	<b>To see if the Town will vote</b> to raise and appropriate or transfer from available funds the sum of \$65,000 to conduct a comprehensive study of topography, parcel data, right of way, wetland boundaries and other crucial site information for ongoing planning efforts by the Mill River Greenway Committee and other committees, or take any other action relative thereto.	Recommended by the Finance Committee with funds from Free Cash. Moved: J. Dufresne Seconded: C. Dudek The motion passed—Yes—C. Dudek, C. Heath, J. Dufresne, and P. Wetzel No—R. Kisloski, L. Rowley.
17	<b>To see if the Town will vote</b> to raise and appropriate or transfer from available funds the sum of \$16,000 to purchase and install a new compactor and box for the Transfer Station, or take any other action relative thereto.	Recommended by the Finance Committee with funds from Free Cash. Moved: C. Heath Seconded: C. Dudek The motion passed unanimously.
18	<b>will vote</b> to raise and appropriate or transfer from available funds the sum of \$500 for setup of the new payroll software for the Treasurer, or take any other action relative thereto.	Recommended by the Finance Committee. Moved: J. Dufresne Seconded: L. Rowley The motion passed unanimously.
19	<b>To see if the Town will vote</b> to raise and appropriate or transfer from available funds the sum of \$11,000 for removal and maintenance of town shade trees, or take any other action relative thereto.	Recommended by the Finance Committee with funds from Free Cash. Moved: L. Rowley Seconded: J. Dufresne The motion passed unanimously.
20	<b>To see if the Town will vote</b> to raise and appropriate or transfer from available funds the sum of \$5,369 for the purchase of three new Taser X26 units and any related equipment necessary for deployment of these units for the police, or take any other action relative thereto.	Recommended by the Finance Committee with funds from Free Cash. Moved: L. Rowley Seconded: J. Dufresne The motion passed unanimously
21	<b>To see if the Town will vote</b> to raise and appropriate or transfer from available funds the sum of \$3,360 for repair of the John Deere backhoe, or take any other action relative thereto.	Recommended by the Finance Committee with funds from Free Cash. Moved: L. Rowley Seconded: C. Heath The motion passed unanimously
22	<b>To see if the Town will vote</b> pursuant to M.G.L. c.41, §1B to make the elected position of Treasurer an appointed position, such appointment to be made by the Board of Selectmen for a term not to exceed three (3) years; provided, however that before such change may take effect, it must be approved by the voters of the Town at the 2018 Annual Town Election, or take any other action relative thereto.	The Finance Committee supports the article. Moved: R. Kisloski Seconded: C. Heath All members voted for the motion except L. Rowley and C. Heath abstained.
23	<b>To see if the Town will vote</b> to amend the vote under Article 16 of the 2013 Annual Town Meeting such that the purpose for which the funds were raised and appropriated shall not be limited to the purchase and installation of insulation in the Meekins Library, but may also include related ventilation and repairs in the attic and dome as well as any necessary design work, or take any other action relative thereto.	The Finance Committee recommends the article. Moved: J. Dufresne Seconded: C. Dudek The motion passed unanimously
24	<b>To see if the Town will vote</b> to authorize the Conservation Commission, under the provisions of Massachusetts General Laws Chapter 40, Section 8C, as it may be amended, and other Massachusetts statutes related to conservation, to acquire, by gift,	The Finance Committee supports the article. Moved: C. Dudek Seconded: J. Dufresne

	<p>purchase, eminent domain or otherwise, for conservation, open space and passive recreation purposes, certain property together with any buildings thereon, known as Horse Mountain, consisting of 34 acres, more or less, as shown on Assessors Map 8H, Parcels 9, 47 and 50, and, further, to raise and appropriate, transfer from available funds, borrow, or otherwise, the sum of \$57,820, for the purpose of acquiring said property, and the Board of Selectmen and the Conservation Commission be authorized to file on behalf of the Town of Williamsburg any and all applications deemed necessary for grants and/or reimbursements from the Commonwealth of Massachusetts deemed necessary under Chapter 132A, Section 11 (the so-called LAND grant) and/or any other applications in any way connected with the scope of this acquisition, and the Board of Selectmen and the Conservation Commission be authorized to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town of Williamsburg to effect said acquisition and apply for, accept and expend said grant funds, or take any other action relative thereto.</p>	<p>The motion passed unanimously</p>
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Minutes from the meeting held 10 May 2017 were reviewed. C. Dudek moved to approve the minutes as corrected; R. Kisloski seconded the motion. L. Rowley abstained; the remaining members voted for the motion.

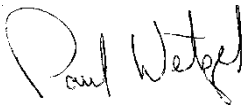
The Town Administrator requested that the Committee make a reserve fund transfer of \$1,001.00 for Paragus computer services, including additional virus security protection. R. Kisloski moved to approve the transfer. C. Dudek seconded the motion. The motion passed unanimously.

The Town Administrator requested that the Committee make a reserve fund transfer of \$1,200.00 to the Select Board to pay for copies of the Town newsletter. L. Rowley moved to approve the transfer. J. Dufresne seconded the motion. The motion passed unanimously.

**The next meeting of the Finance Committee will be held on 23 May 2017 at 7:00 p.m. at the Dunphy school. This meeting will also include a public forum on the budget.**

There being no further business before the Committee, L. Rowley moved to adjourn the meeting and the motion was seconded by C. Dudek. The motion passed unanimously and the meeting was adjourned at 7:45 p.m.

Respectfully submitted,



Paul R. Wetzel