

Town of Williamsburg

Minutes of the Finance Committee Williamsburg Town Offices 10 February 2016

Members Present: Paul Wetzel, Jacqueline Dufresne, Linda Rowley, Richard Kisloski, Charles Dudek, Steve Romanowski, Charlie Heath, Eric Cerreta
Members Absent: Chris Morris

The meeting was called to order by co-chair Paul Wetzel at 5:38 p.m.

Meeting minutes from the meeting held 7 December 2015 were reviewed. Eric Cerreta moved to approve the minutes; Richard Kisloski seconded the motion. Charlie Heath abstained, all others voted yes; the motion passed.

On behalf of the Highway Superintendent, the Town Administrator requested that the Committee make a reserve fund transfer of \$2226.20 to the Department of Public Works account to be used to repair a truck. Insurance paid for the repair, but the insurance refund was put in the Town's general fund. Eric Cerreta moved to approve the transfer. J. Dufresne seconded the motion. The motion passed unanimously.

The Committee reviewed and verbally approved the letter for the Town Annual Report written by Paul Wetzel. Letter is reproduced below.

A short discussion ensued about the large increase in the Town's contribution to the Hampshire High School this year. It was suggested to check that all the students attributed to living in the Town of Williamsburg actually live in the town.

There being no further business before the Committee, Linda Rowley moved to adjourn the meeting and the motion was seconded by Charlie Heath. The motion passed unanimously and the meeting was adjourned at 6:10 p.m.

Respectfully submitted,



Paul R. Wetzel

Finance Committee

The Town of Williamsburg Finance Committee provides oversight of the Town's budget and approves budget transfers. The Committee works closely with the Town departments to create a budget that is presented to the Town at its annual meeting for discussion and approval. Current members of the Committee include Eric Cerreta, Charles Dudek, Jacqueline Dufresne, Charlie Heath, Richard Kisloski, Christopher Morris, Steven Romanowski, Linda Rowley, and Paul Wetzel.

The total proposed FY 2015 Town operating budget was \$6,628,239. The table below describes the amount of money appropriated to the main budget categories along with the percent of the budget each category represents.

Budget Category	Budgeted Amount (\$)	Percent of Total Budget
Education —all levels	3,394,133	51.2
Fixed Miscellaneous Expenses —Insurance, employee retirement, Medicare	831,083	12.5
Public Works & Facilities	550,625	8.3
Debt Service	536,221	8.1
General Government	561,222	8.5
Protection of Persons & Property —Police, fire, ambulance	378,741	5.7
Human Services —Council on Aging, Veterans	164,063	2.5
Culture & Recreation —Library, Recreation, Athletic Fields	141,589	2.1
Intergovernmental Expenses —Solid waste, county jail, building inspection	70,563	1.1

The Town continues to be in a strong financial position with solid funding of both the Free Cash and Stabilization accounts. The Finance Committee continues to save money in the Stabilization account in anticipation of possible capital improvement requests.

Finance Committee Reserve Fund transfers for Fiscal Year 2015 are listed below:

Opening Balance: \$ 60,000.00

Date	Amount (\$)	Reason
July 14	79.00	Police & Fire Insurance for new fire dept. personnel
July 14	402.00	Animal inspector expenses
July 14	879.00	Fuel for Town vehicles
April 1	15.00	School Committee stipend increase
April 1	2,000.00	Library utilities
April 15	181.39	Library utilities
April 15	2,306.00	Smith Vocational School student tuition
April 15	1,216.38	Utility expenses Helen James School
April 29	8,811.00	Smith Vocational School student tuition
April 29	4,023.74	Utility expenses Helen James School
April 29	1,794.98	Library utilities
12 May	1329.75	Utility expenses Helen James School
June 24	62.01	Library utilities
June 24	1404.21	Custodial and grounds work for Town buildings
June 24	49.99	Highway Department utilities
June 24	8660.05	Mountain Street road repair
Total	33,214.50	
Balance	26,785.50	