

Town of Williamsburg

Minutes of the Finance Committee

Williamsburg Town Offices

27 April 2016

Members Present: Paul Wetzel, Eric Cerreta, Jacqueline Dufresne, Charles Dudek, Charlie Heath, Steven Romanowski

Members Absent: Chris Morris, Linda Rowley, Richard Kisloski

Members of the Select Board—William Sayre, Denise Banister, and David Mathers and Joyce Muka (Accountant) and Stacey Mousseau (Accountant in training) attended the first part of the meeting. Charlene Nardi, Town Administrator was also present.

The meeting was called to order by co-chair Paul Wetzel at 5:30 p.m.

Paul Wetzel presented an analysis of the Town budget between 2009 and 2015 (attached). Actual expenditures of the general budget categories—General Government, Protection of Persons & Property, Education, Public Works & Facilities, Human Services, Culture & Recreation, Debt Service, Intergovernmental, and Fixed Miscellaneous (Insurance)—were graphed through time. Details of the individual budget categories were also graphed.

Between 2009 and 2015 the total Town budget increased \$951,000 (18%). Spending in most of the categories was initially level during the time period, but increased noticeably in FY2013. In actual dollar change over the period Education, Debt Service, Insurance, Public Works, and Community Protection increased the most without the inclusion of free cash expenditures. Public Works and Community Protection increases were also large with the inclusion of free cash purchases.

Debt Service expenditures, which are primarily related to the new local school, are structured to be fairly high in the first 8 years and then gradually decline over the following 12 years. The Town is about half way through the period of the highest debt service (see attached) which will decline by about \$125,000 in FY 2021. Paul proposed spending about \$125,000 from free cash or stabilization for the next four years to lessen the impact of the local school debt service on the annual budgets. The Committee will discuss this idea and vote on the proposal at the next meeting.

The salary survey results were also discussed. The general conclusion among all people present was that the survey was done and now the Town needs a plan. It was suggested to start a community wide discussion in September for FY 2018.

Three Reserve Fund transfers were presented to the Committee:

1. The Town Administrator requested that the Committee make a reserve fund transfer of \$432.00 to the Street Lighting account to pay the electric bill. E. Cerreta moved to approve the transfer. J. Dufresne seconded the motion. The motion passed unanimously.
2. The Town Administrator requested that the Committee make a reserve fund transfer of \$1836.86 to the Town Computer Service account to pay for email services. C. Heath moved to approve the transfer. E. Cerreta seconded the motion. The motion passed unanimously.
3. The Town Administrator requested that the Committee make a reserve fund transfer of \$480.00 to Street Lighting account to pay for internet service for Haydenville Library

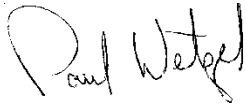
building. E. Cerreta moved to approve the transfer. J. Dufresne seconded the motion. The motion passed unanimously.

Minutes from the meeting held 6 April 2016 were reviewed. Eric Cerreta moved to approve the minutes; Jacqueline Dufresne seconded the motion. The motion passed unanimously.

The next meeting of the Finance Committee was set to be on 4 May 2016 at 6:30 p.m.

There being no further business before the Committee, Charlie Heath moved to adjourn the meeting and the motion was seconded by Charles Dudek. The motion passed unanimously and the meeting was adjourned at 7:05 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



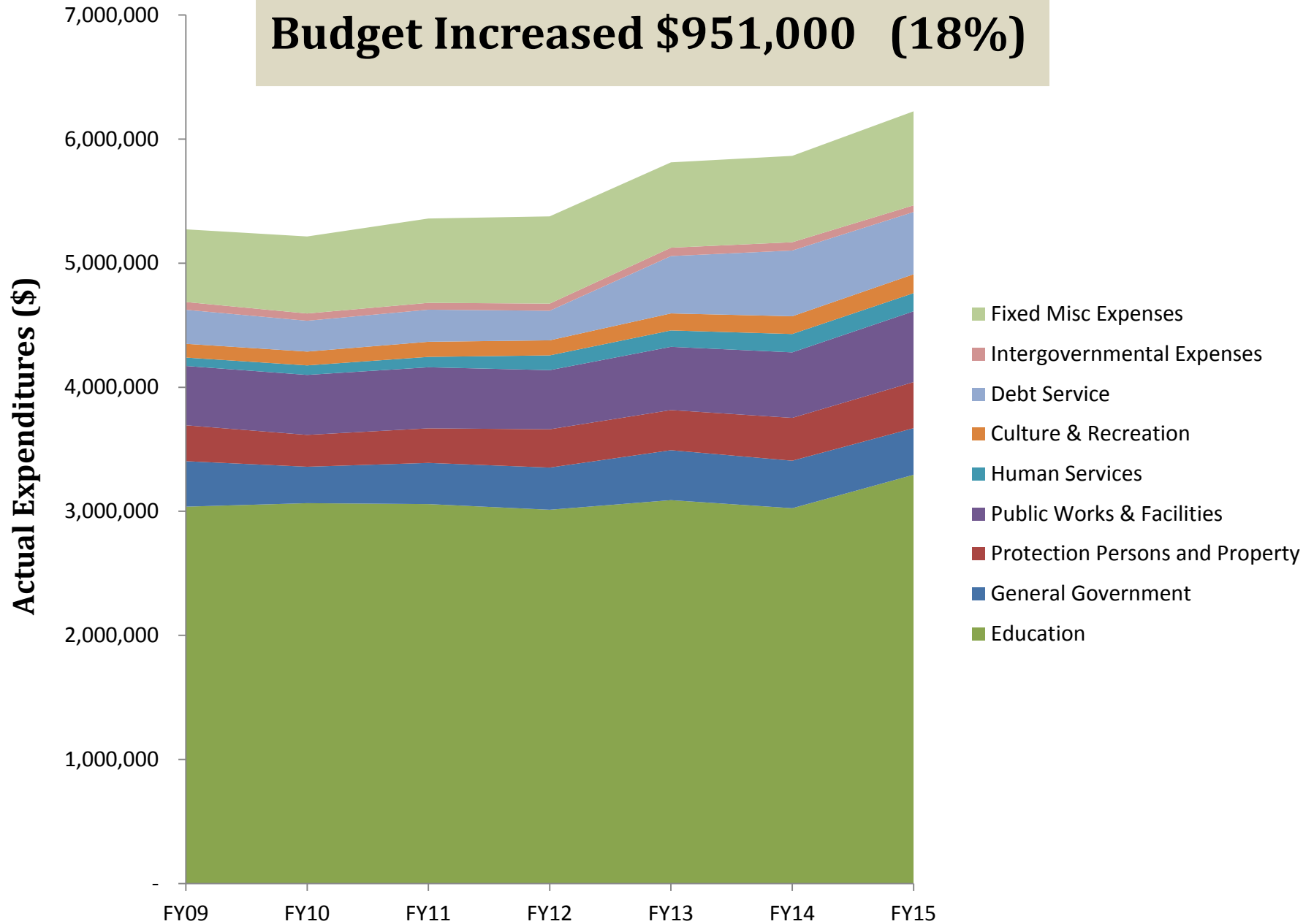
Williamsburg Town Budget Analysis

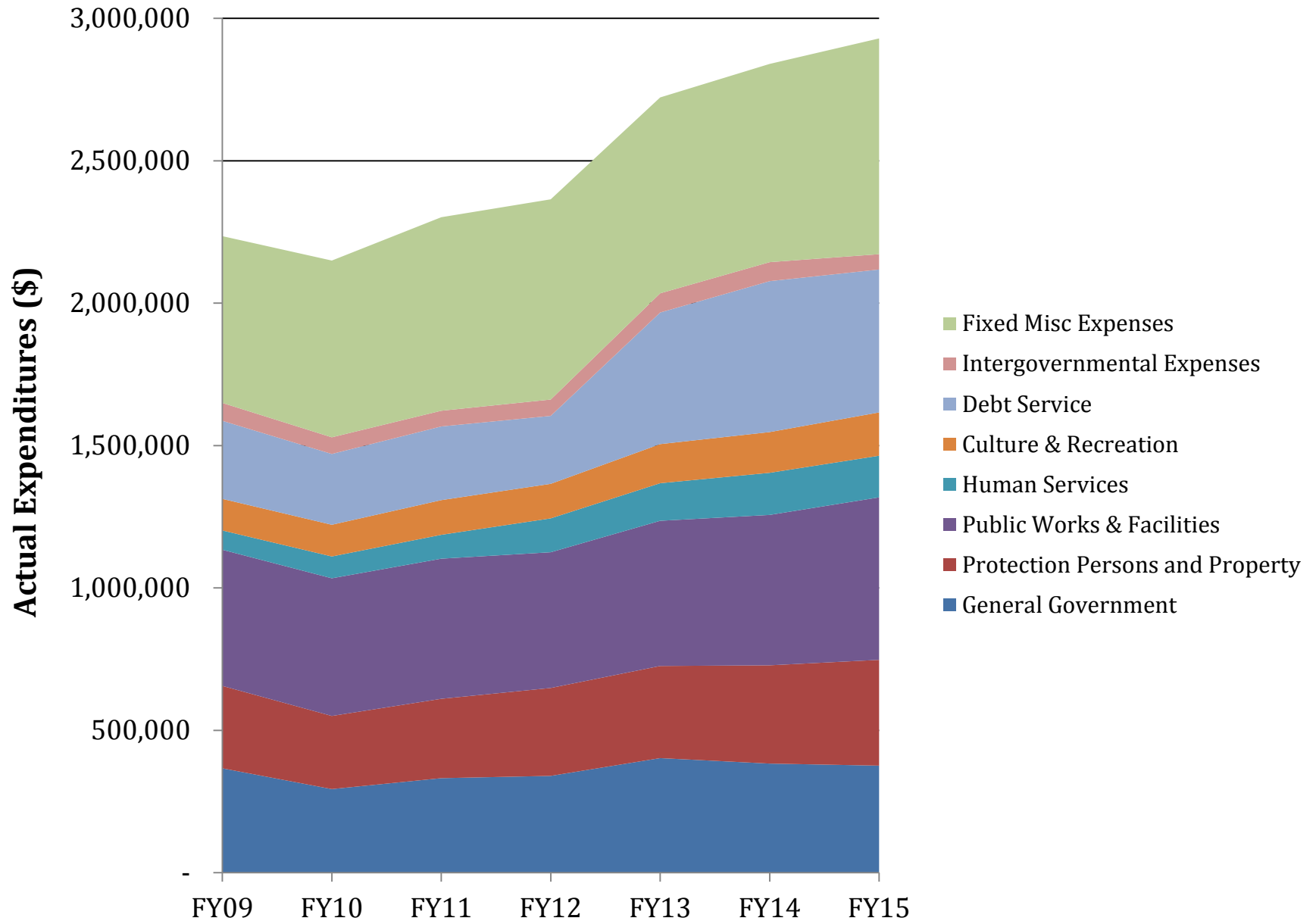
27 April 2016

Draft

Paul Wetzel

Budget Increased \$951,000 (18%)





Percent Change in Seven Years

Greatest

Human Services	116
Debt	83
Culture & Recreation	37
Insurance	29
Community Protection	28

Least

Intergovernmental Expenses	-14
General Government	3
Education	8
Public Works	19

Actual Dollar Change in Seven Years (x1000)

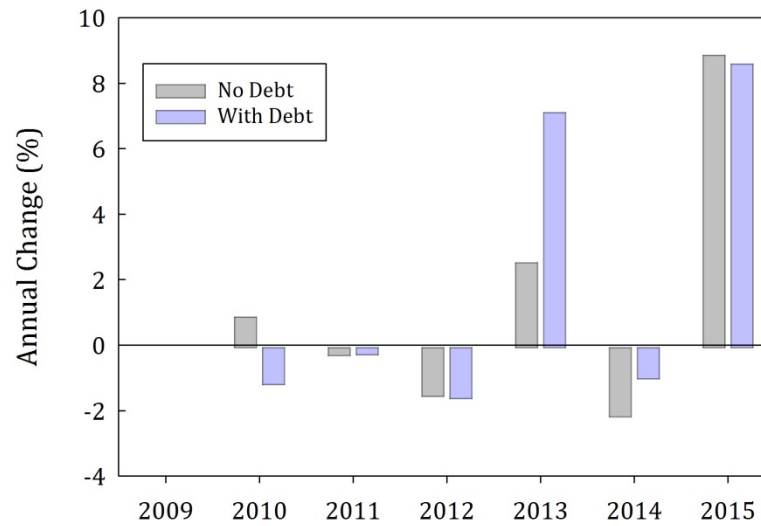
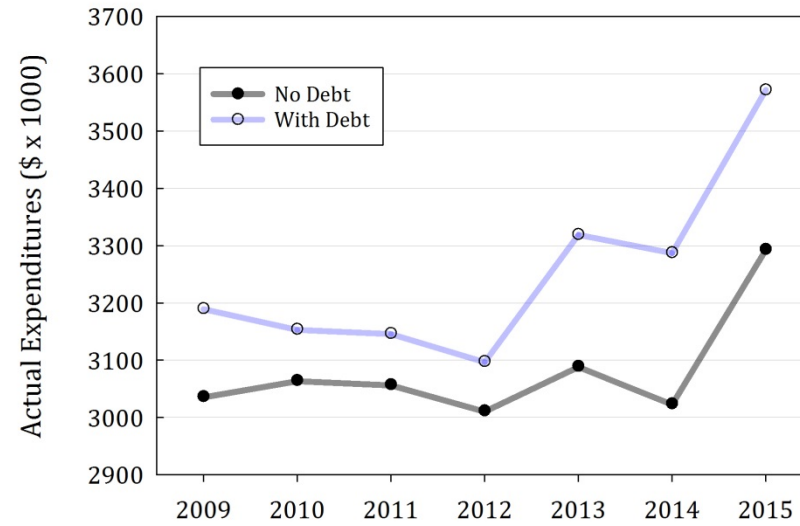
Greatest

Education	257
Debt	228
Insurance	172
Public Works	92
Community Protection	82

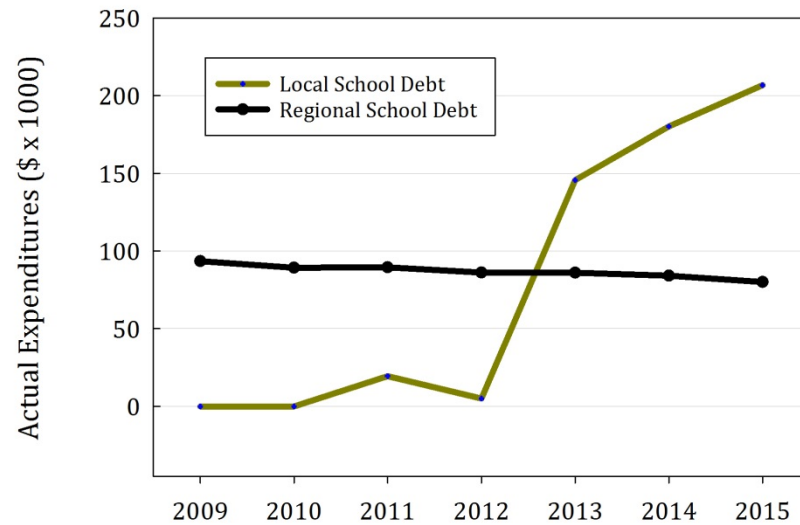
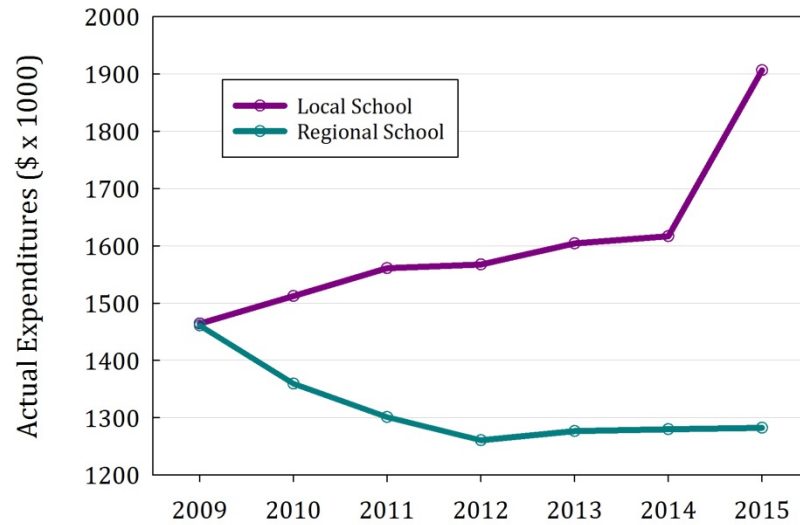
Least

Intergovernmental Expenses	-9
General Government	9
Culture & Recreation	41
Human Services	78

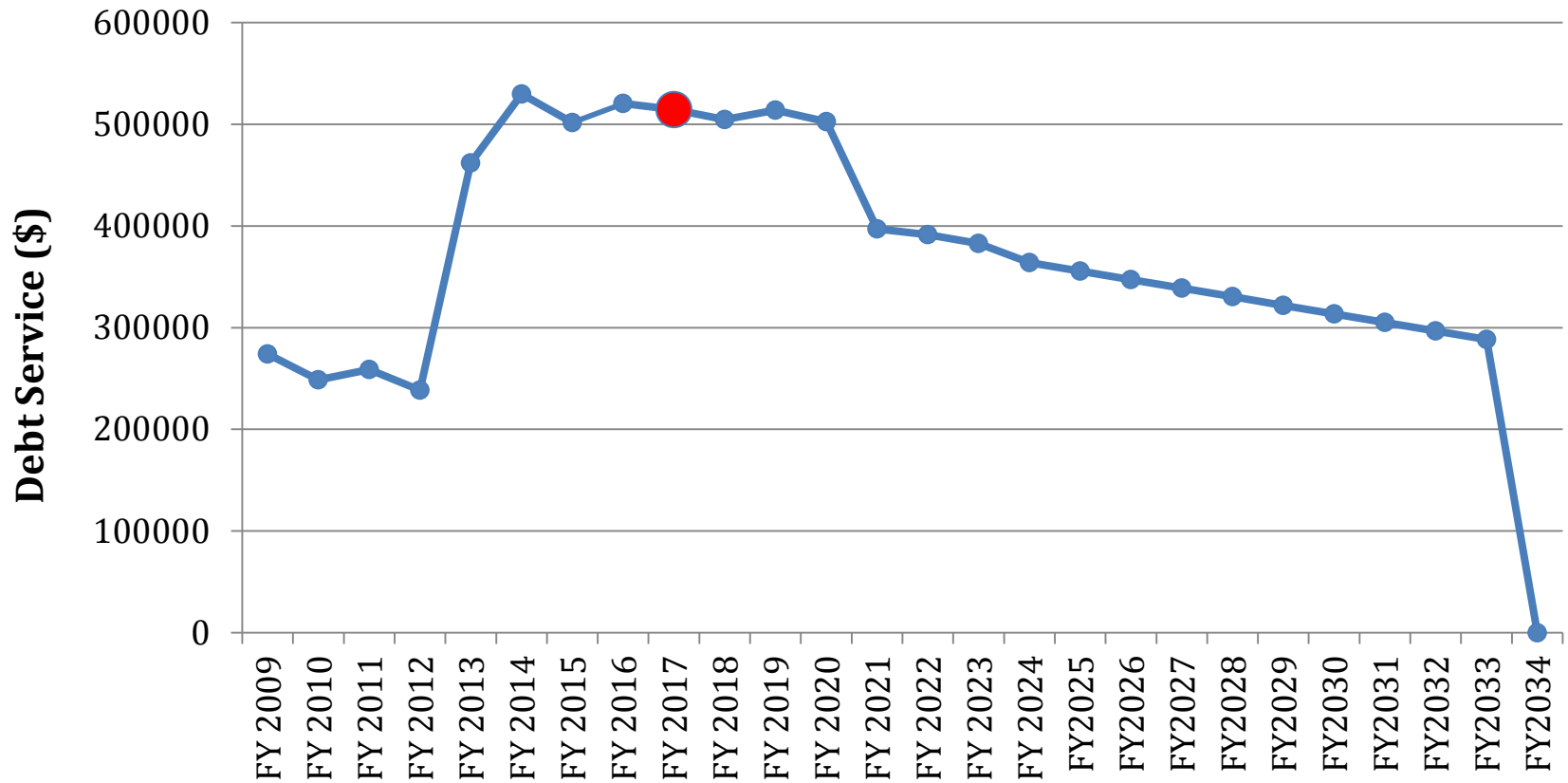
Education



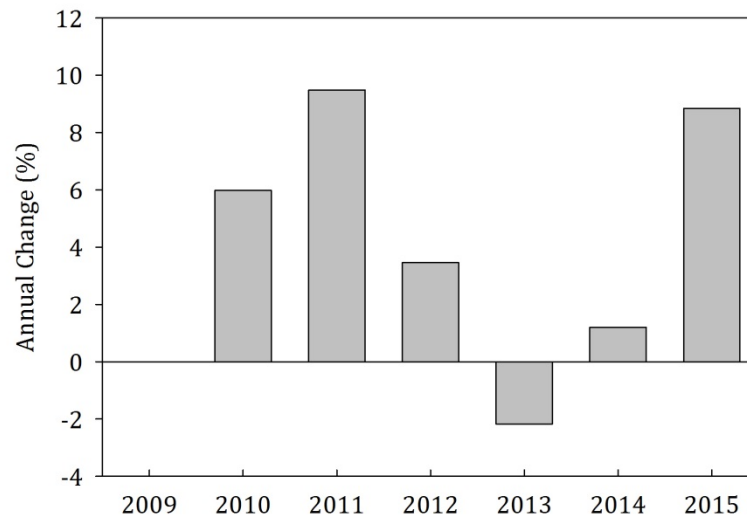
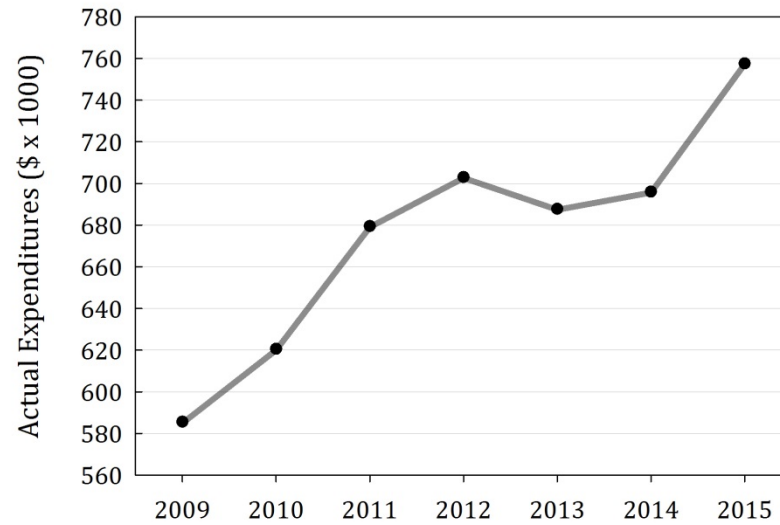
Education-Details



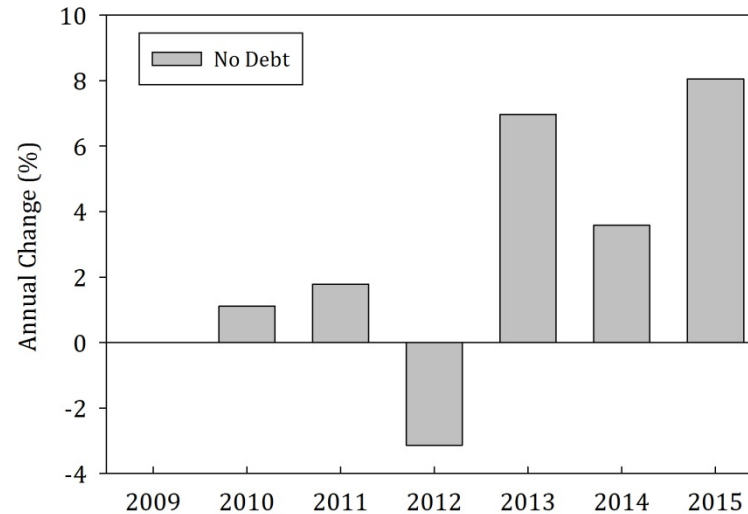
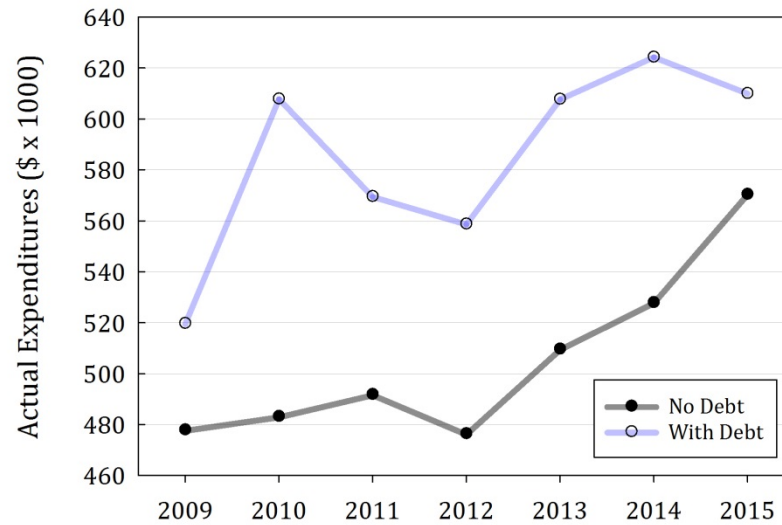
Debt Service Schedule



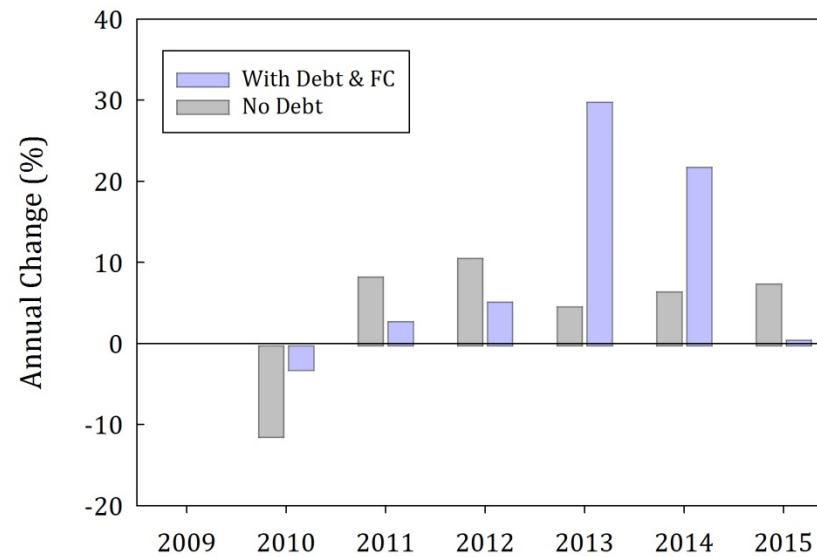
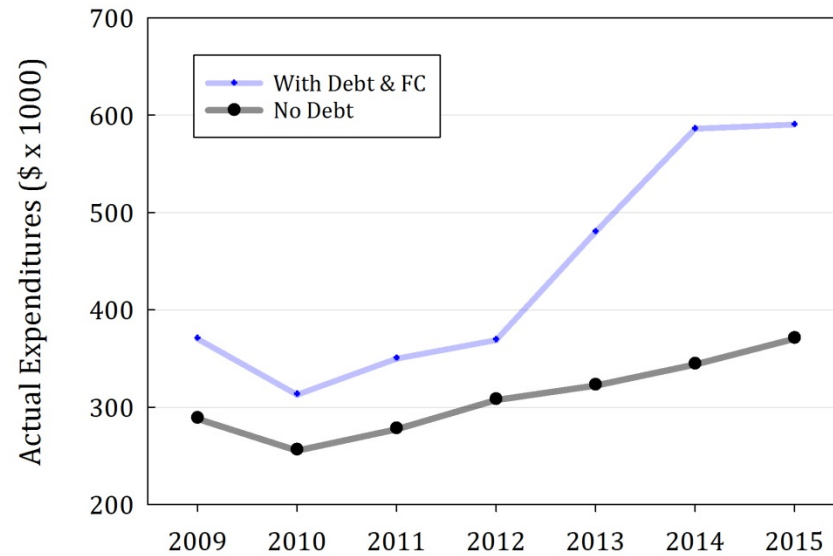
Insurance (Fixed Expenses)



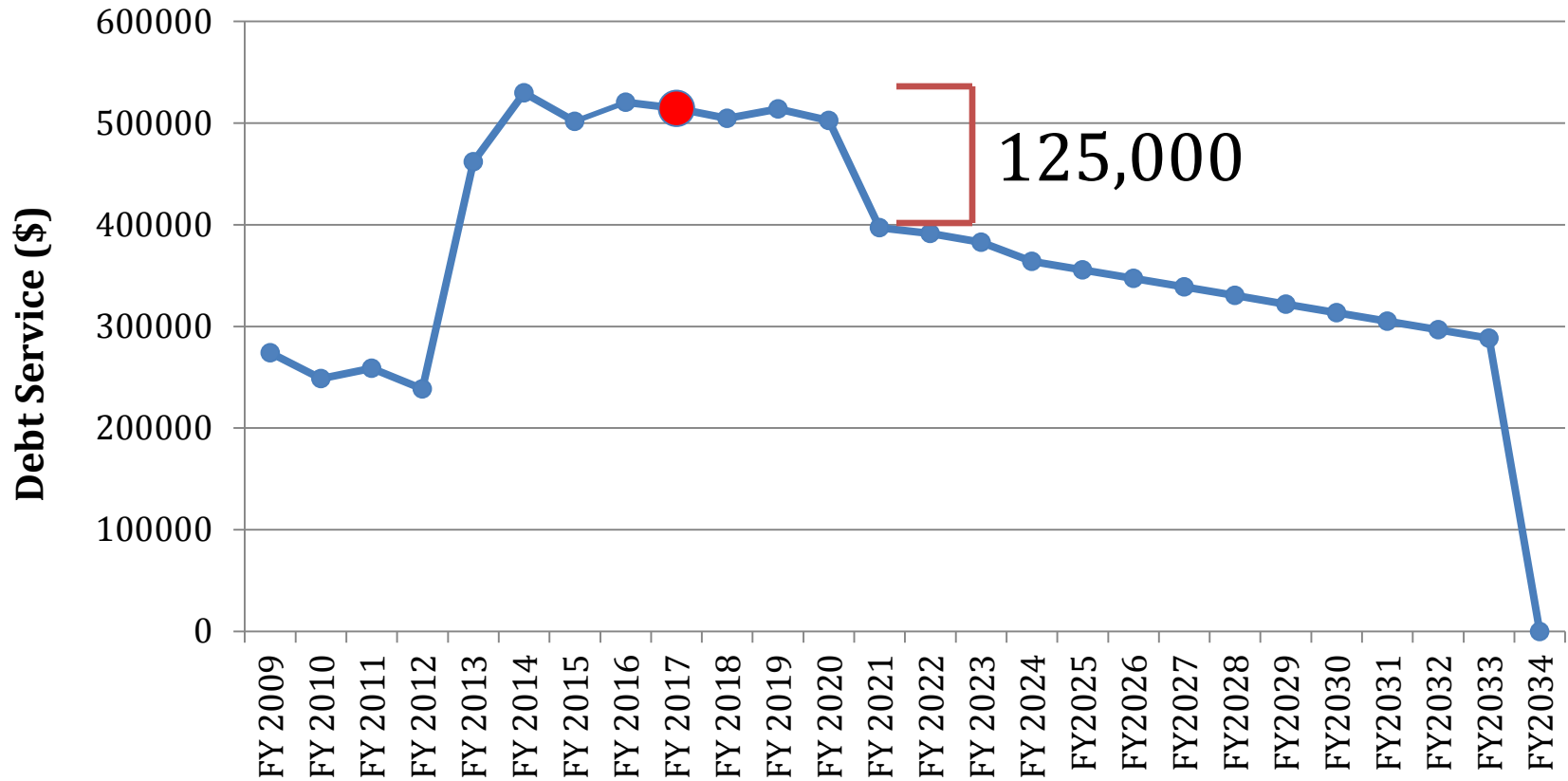
Department of Public Works



Community Protection

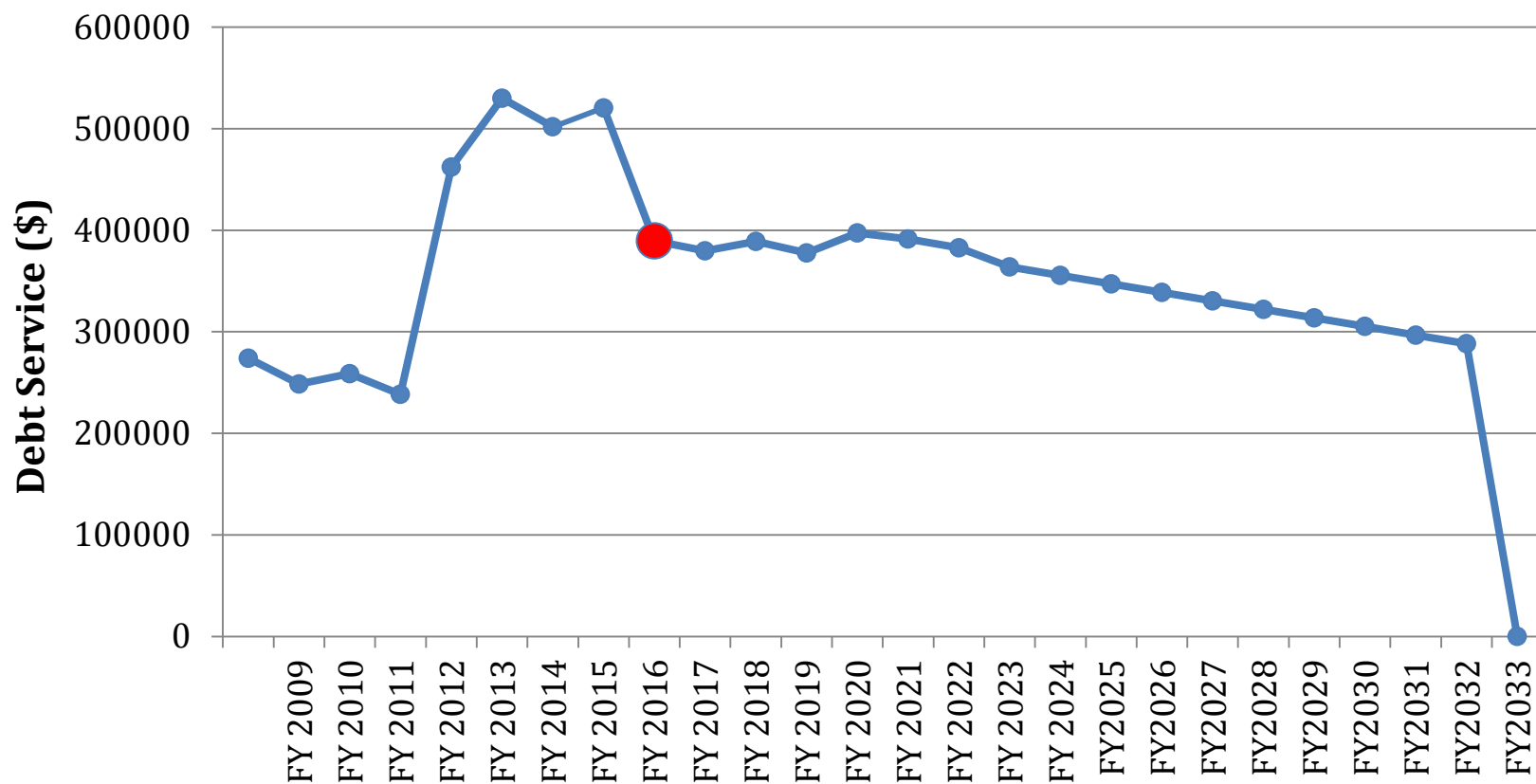


Debt Service Schedule

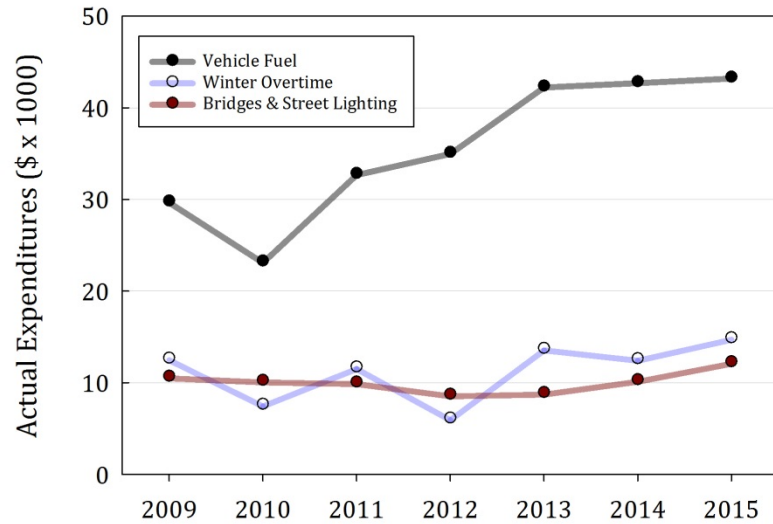
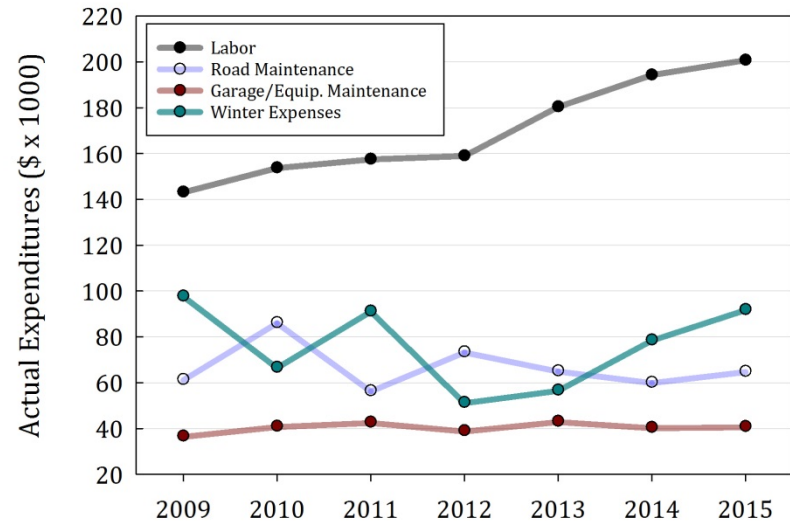


Abate highest tax increase with Stabilization funds

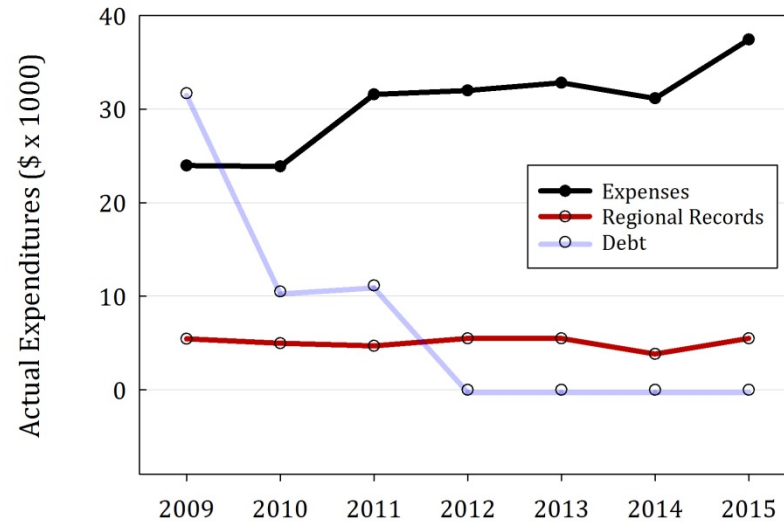
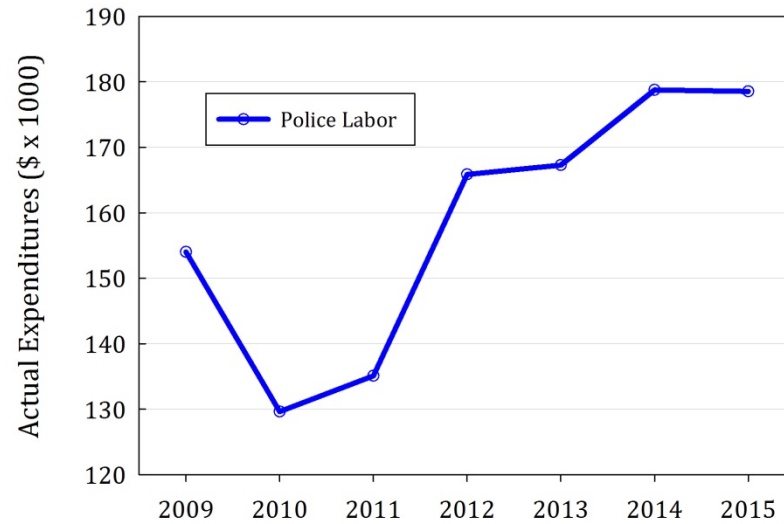
Spend \$500,000 from Stabilization over next 4 years
(\$125,000/year)



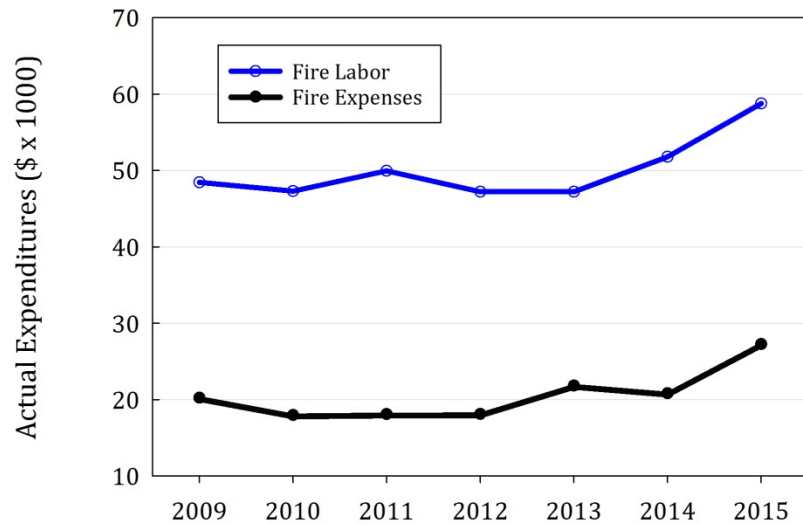
Department of Public Works Details



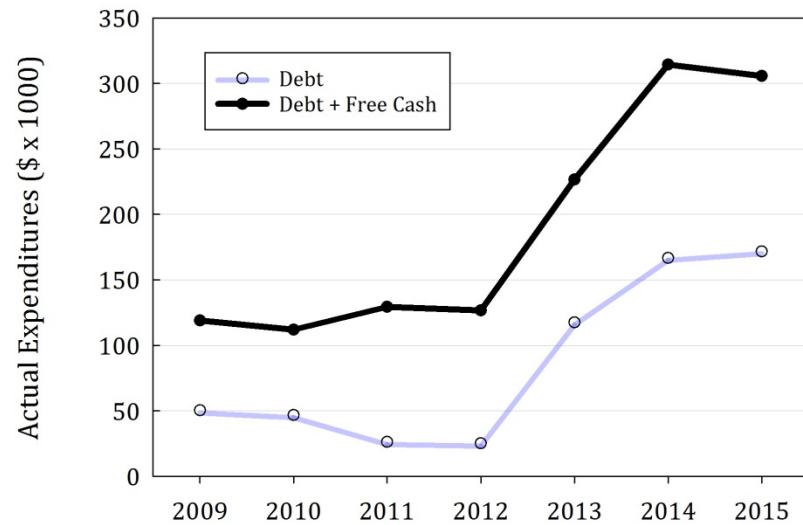
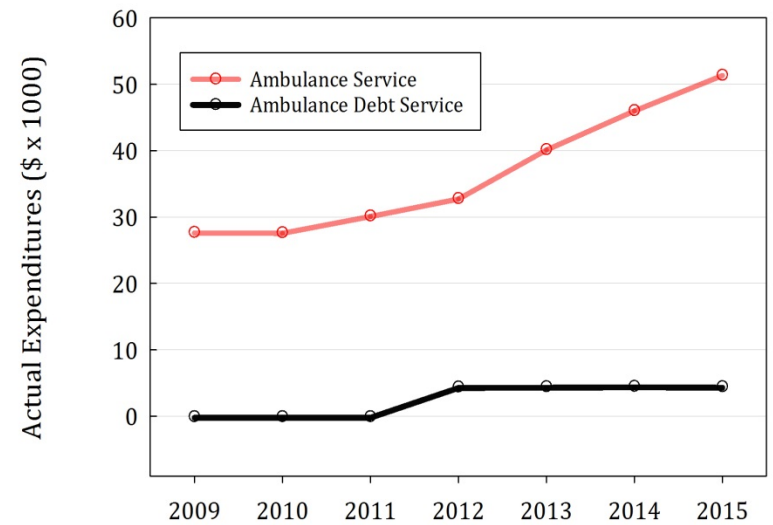
Police-Details



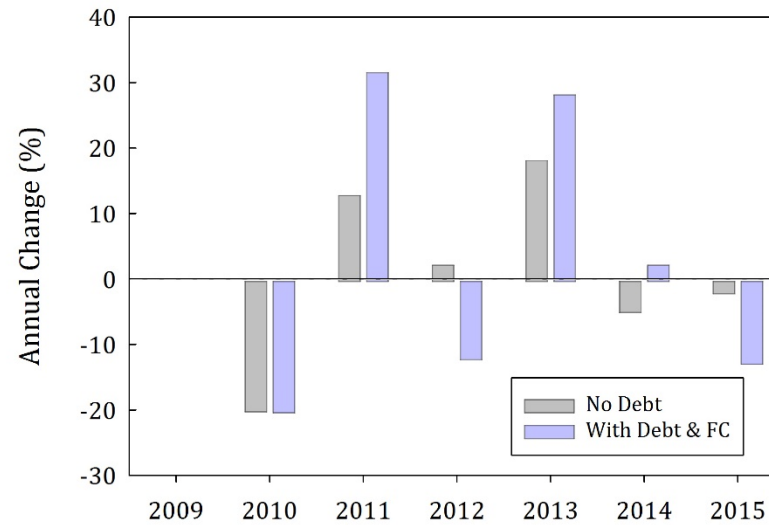
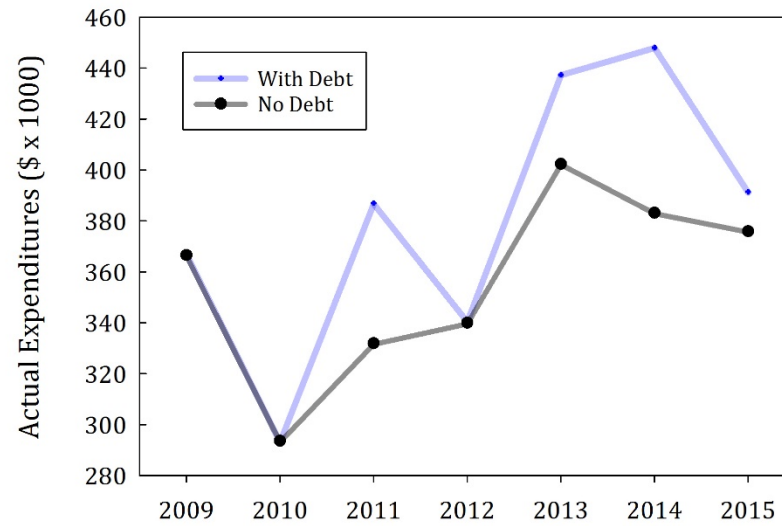
Fire-Details



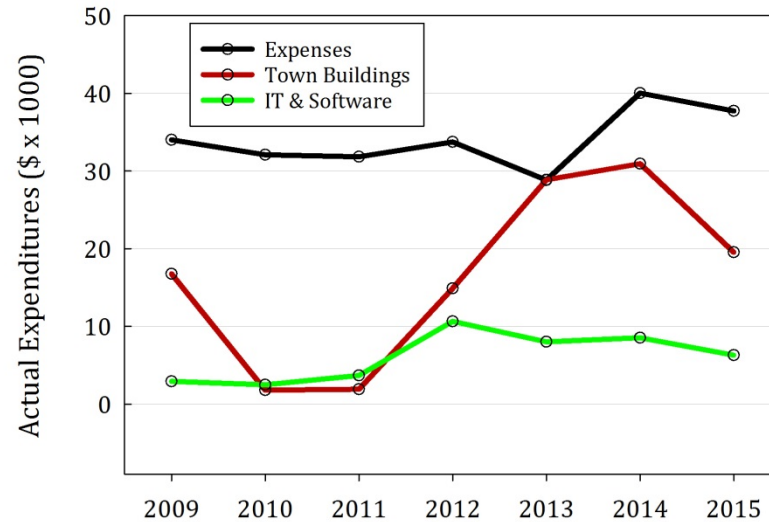
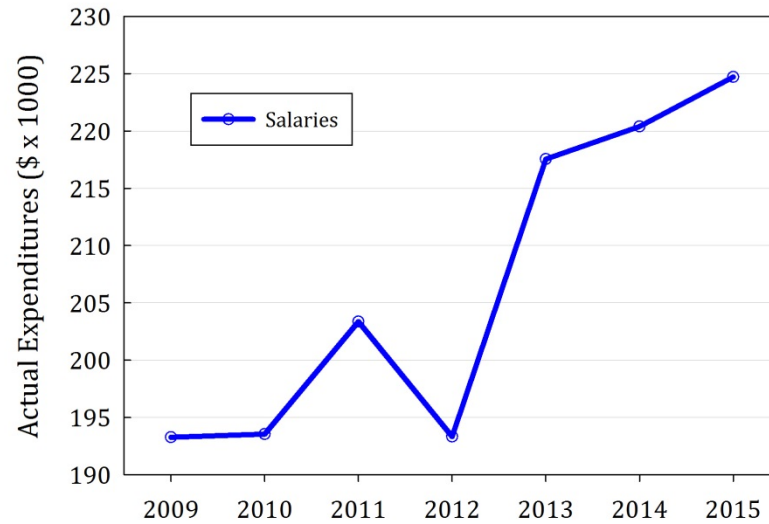
Ambulance-Details



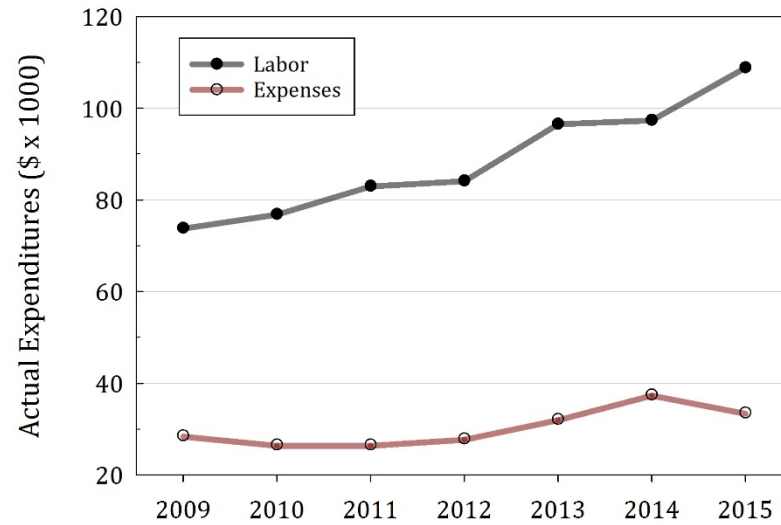
General Government



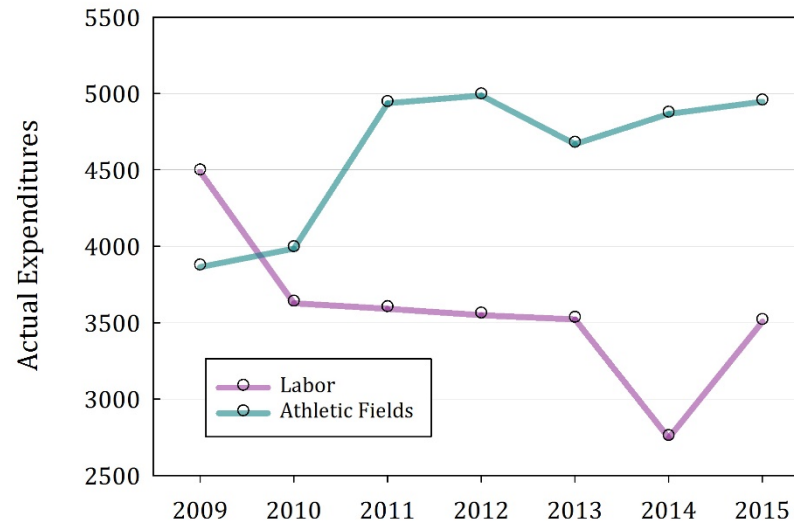
General Government–Details



Library



Recreation



Human Services

