

TOWN OF WILLIAMSBURG
Annual Town Meeting
June 6, 2011

The warrant was signed on May 19, 2011 and posted on May 23, 2011.

Moderator: Joseph Larkin Town Clerk: Brenda Lessard

Selectmen Present: Denise Banister, Jeffrey Ciuffreda, and David Mathers

Constables: Paul Sanderson and Wilbur Loomis

A quorum (60 registered voters) being present (there was 122 registered voters there); the meeting was called to order at 7:08 p.m. The moderator noted the return of the warrant and that it had been posted.

A motion was made and seconded to adopt a rule that the Moderator be authorized to declare 2/3 vote in the same manner as a majority vote is declared, provided that if a vote so declared is questioned by seven (7) or more members, the Moderator shall verify the vote by taking a count.

Passed Majority

Donna Gibson from the Board of Health made an announcement regarding needing volunteers for the Emergency Dispensing Site and noted the pamphlets that were available.

Denise Banister, Chair of the Selectboard made an announcement about a Breakfast for Veterans that will be held June 14, 2011 at the Council on Aging. She also noted that the Open Space and Recreation Update Plan had been approved. She also noted that she had attended a performance by the local Girl Scout Troop at Town Office auditorium and that the Girl Scouts had donated new flags for the auditorium.

Denise Banister read the dedication in the 2010 Annual Town Report which dedicated it to all the volunteers in town who give their time to be on town boards and committees with little or no compensation. She thanked them for all their time and dedication to the Town.

Article 1

Moved and seconded that the town empower the Board of Selectmen, Board of Water/Sewer Commissioners, Board of Assessors, Board of Health, Board of Appeals, Finance Committee, and the Trustees of Libraries to appoint their own members to town departments at such salaries or wage rates as shall be established by the Board of Selectmen.

Passed Unanimously

Article 2

Moved and seconded that the Town authorize the Moderator to choose a committee to expend the income from the Whiting Street Fund.

Passed Unanimously

Article 3

Moved and seconded that the Town accept the provisions of Chapter 138 Sections 33A and 33B, concerning the hours of operation of liquor license holders.

Passed Unanimously

Article 4

Moved and seconded that the Town adopt a Capital Improvement Budget and Capital Improvement Program, as prepared by the Capital Planning Committee and whose budget has been accepted by the Finance Committee, including recommended capital improvements for the following five fiscal years.

Passed Unanimously

Article 5

Moved and seconded that the Town amend Section Three of the Williamsburg Town Caucus rules adopted at the Annual Town Meeting on March 2, 1964, and amended at the Annual Town Meeting on April 5, 1982, by reducing the number of persons necessary for a quorum from 40 to 25 persons.

Failed 2/3 Majority

Article 6

Moved and seconded that the town appropriate any funds remaining in the Brassworks Recreation Trust Fund to be expended under the direction of the Recreation Commission to enhance recreational facilities in the Town and to terminate this trust fund.

THE BRASSWORKS RECREATION TRUST FUND

This fund shall be established at the level of \$ 100,000 of which \$ 50,000 shall be spent on recreational activities, including but not limited to maintenance of existing facilities, purchase of new structures, and purchases of supplies and materials related to any recreational activities. Those expenditures under \$ 10,000 may be authorized by the Brassworks Reuse Committee. Those expenditures equal to and over \$ 10,000 shall be authorized by a vote of Town Meeting.

Additionally, up to \$ 50,000 of this account can be spent on long range projects, including but not limited to the purchase or lease of land to be used for recreational purposes, the purchase or lease of equipment for recreational purposes, improvements to recreational land. Items up to \$ 10,000 can be authorized by the Brassworks Reuse Committee with expenditures equal to and over \$ 10,000 to be authorized by a vote of Town Meeting;

Passed Unanimously

Town of Williamsburg

Article 7

Moved and seconded that the Town fix a salary and compensation of all elected and appointed officers of the town for the twelve month period ending June 30, 2012, as provided in Section 108, Chapter 41, General Laws 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 period as follows:

(Moved Section by Section)

Article 7

Moved and seconded that the town raise and appropriate the sum of **\$413,986**, the amount recommended by the Finance Committee for the purpose of **General Government**, with each item to be considered a separate appropriation and to raise said sum from taxation.

Budget Item	FY10 Actual Expenditure	FY11 Town Meeting Approved Budget	FY12 Department Requests	FY12 Finance Committee Recommendation
GENERAL GOVERNMENT				
Moderator	0	288	288	292
Selectboard Salaries	7,924	8,043	8,043	8,164
Selectboard Expenses	2,802	3,750	3,750	3,750
Town Administrator	45,527	46,210	46,210	46,903
Administrative Assistant	12,608	12,796	12,796	12,988
Town Administrator Expenses	1,381	1,500	500	500
Oliver Smith Trustee	0	29	29	30
Town Counsel	11,468	15,000	15,000	15,000
Advertising Expense	652	1,000	1,200	1,200
Constable Salary	284	400	400	400
Constable Elections	0	100	100	100
Finance Committee Salaries	2,785	3,635	3,635	3,690
Finance Committee Chair	0	164	164	166
Finance Committee Secretary	395	633	633	642
Finance Committee Expenses	0	500	500	500
Reserve Fund from Free Cash	0	0	0	0
Reserve Fund from Taxation	0	55,000	55,000	55,000
Capital Planning Labor	0	318	300	305
Capital Planning Expenses	75	75	75	75
Accountant Labor	22,379	21,785	21,779	21,779
Accountant Expense	339	250	300	300
Accounting Software Purchase	1,000	1,000	1,000	1,000
Audit Services	12,500	14,500	16,500	16,500
Assessor's Salaries	7,924	8,043	8,043	8,164
Assessor's Labor	6,609	7,247	7,247	7,356

Town of Williamsburg

Assessor's Expenses	2,050	3,700	3,700	3,700
Assessor's Revaluation	9,650	4,500	5,270	5,270
Treasurer Salary	17,833	18,100	18,100	18,372
Treasurer's Add'l Salary	0	1,000	0	0
Assistant Treasurer	5,100	5,177	5,177	5,255
Treasurer's Expenses	4,045	4,600	4,600	4,600
Treasurer's Software	1,831	1,960	2,099	2,099

Budget Item	FY10 Actual Expenditure	FY11 Town Meeting Approved Budget	FY12 Department Requests	FY12 Finance Committee Recommendation
Collector Salary	25,979	26,369	26,369	26,765
Collector's Add'l Salary	0	0	1,000	1,000
Collector's Expenses	8,365	8,430	8,430	8,430
Deputy Collector's Expenses	0	2,000	2,000	2,000
Clerk Salary	16,238	16,482	16,482	16,729
Clerk's Assistant	2,042	2,073	2,073	2,104
Clerk's Expenses	864	1,300	1,500	1,500
Clerk's Software	500	500	500	500
Elections, Registration, Listing	3,643	7,800	8,000	8,000
Street Listing	1,047	1,100	1,100	1,100
Conservation Comm Labor	0	1,900	1,900	1,929
Conservation Comm Expense	2,012	950	950	950
Energy Committee	0	500	500	500
Planning Board	536	750	750	750
Zoning Board of Appeals	358	600	600	600
Custodian Labor	8,453	10,031	10,031	10,181
Town Buildings & Grounds	33,156	38,300	38,300	38,300
Town Office Expense	2,087	3,400	3,400	3,400
Town Office Telephone	5,509	6,300	6,300	6,300
Town Office Internet	1,991	2,250	2,250	2,250
Copier Maintenance	1,907	2,700	2,700	2,700
Technology Upgrade	0	2,500	6,000	6,000
Town Building Space Utilization	2,000	0	0	0
Town Buildings Repairs	0	0	20,000	20,000
Town Reports	1,800	1,900	1,900	1,900
Building Supervisor	0	0	6,000	6,000
Subtotal General Government	295,648	379,437	411,473	413,986

Passed Unanimously

Town of Williamsburg

Article 7

Moved and seconded that the town raise and appropriate the sum of **\$322,016**, the amount recommended by the Finance Committee for the purpose of **Protection of Persons and Property**, with each item to be considered a separate appropriation and to raise said sum from taxation.

PROTECTION PERSONS and PROPERTY	FY10 Actual Expenditure	FY11 Town Meeting Approved Budget	FY12 Department Requests	FY12 Finance Committee Recommendation
Police Dept Labor	129,642	164,633	165,184	167,662
Police Dept Expenses	23,882	33,500	33,500	33,500
Regional Records Computers/Software	4,978	5,500	5,500	5,500
Fire Chief Salary	19,436	19,728	19,728	20,024
Fire Dept Labor	27,861	30,391	30,391	30,847
Fire Dept Expenses	17,976	20,320	20,320	20,320
Ambulance Service	27,718	30,233	32,863	32,863
Emergency Management Director	1,020	1,035	1,035	1,051
Emergency management Expense	0	0	3250	3250
Shade Tree Committee Expenses	4,295	5,000	5,000	5,000
Tree Planting	0	1,000	2,000	2,000
Subtotal Protection Persons and Property	256,808	311,340	318,771	322,016

Passed Unanimously

Town of Williamsburg

Article 7

Moved and seconded that the town raise and appropriate the sum of **\$1,463**, the amount recommended by the Finance Committee for the purpose of **School Committee Salaries**, and to raise said sum from taxation.

EDUCATION	FY10 Actual Expenditure	FY11 Town Meeting Approved Budget	FY12 Department Requests	FY12 Finance Committee Recommendation
School Committee Salaries	1,420	1,441	1,441	1,463

Passed Unanimously

Moved and seconded that the town raise and appropriate the sum of **\$1,562,570**, the amount recommended by the Finance Committee for the purpose of **Local School Expenses**, and to raise said sum from taxation.

EDUCATION	FY10 Actual Expenditure	FY11 Town Meeting Approved Budget	FY12 Department Requests	FY12 Finance Committee Recommendation
Local School Expenses	1,510,984	1,540,133	1,562,570	1,562,570

Passed Unanimously

Moved and seconded that the town raise and appropriate the sum of **\$1,174,644**, the amount recommended by the Finance Committee for the purpose of **Hampshire Regional School Assessment**, and to raise said sum from taxation.

Passed Unanimously

EDUCATION	FY10 Actual Expenditure	FY11 Town Meeting Approved Budget	FY12 Department Requests	FY12 Finance Committee Recommendation
Hampshire Regional Assessment	1,270,278	1,211,650	1,174,644	1,174,644

Moved and seconded that the town raise and appropriate the sum of **\$302,145**, the amount recommended by the Finance Committee for the purpose of **Vocational School Assessment**, and to raise said sum from taxation.

EDUCATION	FY10 Actual Expenditure	FY11 Town Meeting Approved Budget	FY12 Department Requests	FY12 Finance Committee Recommendation
Vocational School Assessment	282,758	314,285	302,145	302,145

Passed Unanimously

Town of Williamsburg

Article 7

Moved and seconded that the town raise and appropriate, and transfer from available funds the sum of **\$504,350**, the amount recommended by the Finance Committee for the purpose of **Public Works and Facilities**, with each item to be considered a separate appropriation and to raise said sum from taxation.

PUBLIC WORKS and FACILITIES	FY10 Actual Expenditure	FY11 Town Meeting Approved Budget	FY12 Department Requests	FY12 Finance Committee Recommendation
Highway Labor	153,943	160,712	160,712	163,123
Highway Road Maintenance	86,402	65,463	65,463	65,463
Highway Garage/Equipment Maintenance	41,205	40,721	40,721	40,721
Highway Surplus Equipment	0	2,000	2,000	2,000
Vehicle Fuel	23,317	29,969	35,000	35,000
Invasive Species Eradication	0	0	1000	1000
Cement Sidewalk Construction	2,485	10,000	5,000	5,000
Winter Salaries	7,690	12,940	12,940	13,134
Winter Expenses	66,930	67,500	72,500	72,500
Bridges & Street Lighting	10,304	12,150	12,150	12,150
Transfer Station Labor (Board of Health)	18,691	19,191	19,191	19,479
Transfer Station Expenses (Board of Health)	71,780	71,800	73,780	73,780
Cemetery Commission	650	1,000	1,000	1,000
Subtotal Public Works and Facilities	483,397	493,446	501,457	504,350

Passed Unanimously

Town of Williamsburg

Article 7

Moved and seconded that the town raise and appropriate, and transfer from available funds the sum of **\$96 315**, the amount recommended by the Finance Committee for the purpose of **Human Services**, with each item to be considered a separate appropriation and to raise said sum from taxation.

HUMAN SERVICES	FY10 Actual Expenditure	FY11 Town Meeting Approved Budget	FY12 Department Requests	FY12 Finance Committee Recommendation
Board of Health Salaries	3,497	3,549	3,549	3,602
Board of Health Expenses	116	300	300	300
Public Health Nurse	2,389	2,425	2,425	2,461
Animal Inspector	1,731	1,757	1,757	1,783
COA Director	11,072	11,238	17,576	17,840
COA Office Assistant	15,379	15,610	15,610	15,844
COA Meal Site Staffing	2,574	2,615	3,923	3,982
COA Expenses	2,800	2,800	2,100	2,100
COA HEN Program	3,500	3,500	3,500	3,500
Veterans Agent	0	8,465	8,002	8,002
Veterans Benefits	33,548	28,000	36,500	36,500
Amer With Disabilities Exp	0	400	400	400
Subtotal Human Services	76,606	80,659	95,642	96,315

Passed Unanimously

Town of Williamsburg

Article 7

Moved and seconded that the town raise and appropriate, and transfer from available funds the sum of **\$123,788**, the amount recommended by the Finance Committee for the purpose of **Culture and Recreation**, with each item to be considered a separate appropriation and to raise said sum from taxation.

CULTURE and RECREATION	FY10 Actual Expenditure	FY11 Town Meeting Approved Budget	FY12 Department Requests	FY12 Finance Committee Recommendation
Library Salaries	76,945	83,099	89,869	84,345
Library Expenses	26,635			
Library Exp-Utilities		13,620	13,620	13,620
Library Exp-Maintenance		8,040	12,540	10,730
Library Exp-Books & Supplies		5,014	5,014	5,014
Recreation Labor	3,643	3,624	3,624	3,678
Athletic Fields	4,000	5,000	5,000	5,000
Woodland Trails Committee	0	500	500	500
Open Space Committee	0	2,500	0	0
Historical Commission Exp	0	500	500	500
Veterans Recognition	100	400	400	400
Subtotal Culture and Recreation	111,323	122,297	131,067	123,788

Passed Unanimously

Town of Williamsburg

Article 7

Moved and seconded that the town raise and appropriate, and transfer from available funds the sum of **\$238,548**, the amount recommended by the Finance Committee for the purpose of **Debt Service** with each item to be considered a separate appropriation and to raise said sum from taxation.

DEBT SERVICE	FY10 Actual Expenditure	FY11 Town Meeting Approved Budget	FY12 Department Requests	FY12 Finance Committee Recommendation
Hampshire Regional Debt Service	89,233	89,490	86,129	86,129
Highland Ambulance	0	0	4,468	4,468
Capping Wood Waste Principal	20,000	20,000	0	0
Capping Wood Waste Debt Interest	1,500	800	0	0
Fire Truck Principal	18,000	0	0	0
Fire Truck Debt Interest	630	0	0	0
Fire Truck #2 Principal	23,500	23,500	23,500	23,500
Fire Truck #2 Debt Interest	4,581	2,797	1,617	1,617
Highway Garage Principal	0	25,000	25,000	25,000
Highway Garage Interest	0	4,250	2,581	2,581
Highway Truck 2009-Principal	26,000	26,000	26,000	26,000
Highway Truck 2009-Interest	3,168	1,768	895	895
Highway Loader Principal	20,000	20,000	19,850	19,850
Highway Loader Debt Interest	1,459	678	228	228
Library Principal	41,000	45,000	41,000	41,000
Library Debt Interest	10,515	9,080	7,280	7,280
Police Cruiser Principal	10,000	10,960	0	0
Police Cruiser Debt Interest	511	187	0	0
Subtotal Debt Service	270,097	279,510	238,548	238,548

Passed Unanimously

Town of Williamsburg

Article 7

Moved and seconded that the town raise and appropriate, and transfer from available funds the sum of **\$59,835**, the amount recommended by the Finance Committee for the purpose of **Intergovernmental Expenses**, with each item to be considered a separate appropriation and to raise said sum from taxation.

INTERGOVERNMENTAL EXPENSES	FY10 Actual Expenditure	FY11 Town Meeting Approved Budget	FY12 Department Requests	FY12 Finance Committee Recommendation
Hampshire Council of Governments Assessment	3,338	2,504	2,504	2,504
Hampshire County Regional Lockup	2,239	2,239	2,239	2,239
Hilltown Resource Management (Board of Health)	8,225	7,814	7,423	7,423
Foothills Health District (Board of Health)	21,630	23,078	24,264	24,264
Building Inspection Program	23,055	23,405	23,405	23,405
Subtotal Intergovernmental Expenses	58,487	59,040	59,835	59,835

Passed Unanimously

Article 7

Moved and seconded that the town raise and appropriate, and transfer from available funds the sum of **\$743,940**, the amounts recommended by the Finance Committee for the purpose of **Fixed Miscellaneous Expenses** with each item to be considered a separate appropriation and to raise said sum from taxation.

FIXED MISCELLANEOUS EXPENSES	FY10 Actual Expenditure	FY11 Town Meeting Approved Budget	FY12 Department Requests	FY12 Finance Committee Recommendation
Hampshire County Retirement	143,602	161,688	183,673	183,673
Worker's Compensation	12,252	13,593	14,706	14,706
Unemployment Insurance	15,000	7,500	7,500	7,500
Group Insurance	371,503	446,250	446,250	446,250
Medicare & Social Security	27,984	29,000	30,000	30,000
Police & Fire Disability Insurance	0	11,222	11,784	11,784
Comprehensive Insurance	50,292	46,640	50,027	50,027
Subtotal Fixed Misc Expenses	620,633	715,893	743,940	743,940

Passed Unanimously

Town of Williamsburg

Article 7

Moved and seconded that the town approve the **entire budget** as moved section by section in the sum of **\$5,543,599**, the amount recommended by the Finance Committee and to raise said sum from taxation.

	FY10 Actual Expenditure	FY11 Town Meeting Approved Budget	FY12 Department Requests	FY12 Finance Committee Recommendation
TOTAL OPERATING BUDGET	5,238,438	5,509,131	5,541,533	5,543,599
FROM FREE CASH			0	0
FROM TAXATION		5,509,131	5,541,533	5,543,599
 STABILIZATION FUND APPROPRIATION				
FROM FREE CASH	133,000	100,000		270,000
FROM TAXATION	17,000			

Passed Unanimously

Article 8

Moved and seconded that the Town accept monies from the Massachusetts Department of Transportation, and expend said monies, including but not limited to Chapter 90 funds, for the maintenance and reconstruction of Town roads and bridges without further appropriation.

Passed Unanimously

Article 9

Moved and seconded that the Town raise and appropriate the sum of money \$270,000 for the Stabilization Fund and to appropriate said sum from Free Cash.

Passed Unanimously

Town of Williamsburg

Article 10

Departmental Revolving Funds Authorization. Moved and seconded that the Town authorize revolving funds for certain town departments under Massachusetts General Laws Chapter 44 §53E1/2 for the fiscal year beginning July 1, 2011, or take any other action relative thereto.

Revolving Fund	Authorized to Spend Fund	Revenue Source	Use of Fund	FY12 Spending Limit
Gas Inspector Revolving Fund	Gas Inspector	Fees charged for inspections required under the permit process	Salary of the Inspector and expenses related to the issuance of permits.	\$ 1,500.00
Electrical Inspector Revolving Fund	Electrical Inspector	Fees charged for inspections required under the permit process	Salary of the Inspector and expenses related to the issuance of permits.	\$ 7,500.00
Plumbing Inspector Revolving Fund	Plumbing Inspector	Fees charged for inspections required under the permit process	Salary of the Inspector and expenses related to the issuance of permits.	\$ 3,500.00
Transfer Station Open Box Revolving Fund	Board of Health	Fees and charges for services related to the Transfer Station and disposal areas.	Disposal costs of the open box and management of the Transfer Station and disposal areas.	\$18,000.00
Planning Board Revolving Fund	Planning Board	Fees charged specific to proposed sub-divisions within Williamsburg and new construction	Expenses associated with proposed sub-divisions within Williamsburg and other related expenses associated with new buildings	\$30,000.00
Dog Control Revolving Fund	Town Clerk	Fees specific to dogs	Expenses associated with licensing and controlling dogs and to pay the Dog Officer salary.	\$ 5,000.00
Recreation Commission Revolving Fund	Recreation Commission	Fees specific to recreation programs	Pay cost of operating recreation programs.	\$30,000.00
Council on Aging Revolving Fund	Council on Aging Executive Director	Fees specific to advertising in the newsletter	Pay for printing and distribution of the Council on Aging newsletter	\$ 2,000.00
Conservation Commission Revolving Fund	Conservation Commission	Fees specific to NOI/WPA Filing fees.	Pay expenses associated with WPA filing fees for administration and Enforcement of Wetlands Protection Act.	\$ 5,000.00
Board of Appeals Revolving Fund	Board of Appeals	Fees specific to applications	Pay expenses associated with processing of applications, purchase of laptop computer and software for record keeping	\$ 6,000.00
Fire Dept Revolving Fund	Fire Chief	Fees specific to inspections (smoke, CO, etc.)	Salary of the Inspector and expenses related to the issuance of permits.	\$ 3,000.00
Total Spending	Limit			\$111,500.00

Passed Unanimously

Town of Williamsburg

Article 11

Moved and seconded that the Town raise and appropriate the sum of \$242,890.00 composed of the amounts listed below, for the purpose of operating and maintaining the town's water system, including the laying of mains for fiscal year 2012, and take said sum from Water Retained Earnings.

Motion made and seconded to amend the motion that the Town raise and appropriate the sum of \$242,890.00 composed of the amounts listed below, for the purpose of operating and maintaining the town's water system, including the laying of mains for fiscal year 2012, and take said sum from Water Enterprise Revenue.

Salaries	\$ 2,800.00
Expenses	\$ 89,370.00
<u>Debt Service</u>	<u>\$ 150,720.00</u>
Total	\$ 242,890.00

Motion to amend the motion Passed Unanimously

Amended Motion Passed Unanimously

Article 12

Moved and seconded that the Town raise and appropriate \$162,095.00 composed of the amounts listed below, for the purpose of operating, maintaining and constructing the town sewer system for fiscal year 2012, and take said sum from Sewer Enterprise Revenue.

Salaries	\$ 2,800.00
Operation & Maintenance	\$ 130,295.00
<u>Debt Service</u>	<u>\$ 29,000.00</u>
Total	\$ 162,095.00

Passed Unanimously

Article 13

Moved and seconded that the Town adopt the “Stretch Energy Code” set forth in the State Building Code at 780 CMR 115.AA (*i.e.*, Appendix 115.AA), as may be amended from time to time, a copy of which is on file with the Town Clerk, and to amend the Town’s General Government By-law by inserting a new provision, entitled “Stretch Energy Code”, as set forth below:

ADD after the Right-to-Farm By-law:

Stretch Energy Code

- Section 1. Adoption. The Town of Williamsburg has adopted the provisions of 780 CMR 115.AA (*i.e.*, Appendix 115.AA of the State Building Code or the “Stretch Energy Code”), as may be amended from time to time, in place of the provisions set forth under 780 CMR 13.00, 34.00 and 51.00. Buildings not included within the scope of the Stretch Energy Code shall comply with the applicable provisions of the State Building Code.
- Section 2. Purpose. The purpose of the Stretch Energy Code shall be to provide the Town with a more energy efficient alternative to the base energy code, otherwise set forth under the State Building Code.

Passed Unanimously

Article 14

Moved and seconded that the Town raise and appropriate or transfer from available funds the sum of \$35,000 for the purchase of a Ford Explorer for the police department to replace cruiser #22, and to appropriate said sum from Free Cash.

Passed Majority

Article 15

Moved and seconded that the Town raise and appropriate the sum of \$25,000 for the purchase and installation of a computer server system and wiring for the Town Offices, and to appropriate said sum from Free Cash.

Passed Majority

Article 16

Moved and seconded that the Town raise and appropriate the sum of \$30,000 for architectural, assessment and cost estimating services and other planning and design services related to the preservation and repair of the Old Town Hall at 8 Main Street, and to appropriate said sum from Free Cash.

Passed Majority

Town of Williamsburg

Article 17

Moved and seconded that the Town raise and appropriate the sum of \$31,000 for the purchase and installation of an air conditioning system for the Meekins Library, and to appropriate said sum from Free Cash.

Passed Unanimously

The meeting adjourned at 9:12 P.M.

Filed: June 7, 2011

A true copy attest: Brenda Lessard, Town Clerk

Brenda Lessard
Williamsburg Town Clerk

Cc: Accountant, Assessors, Brassworks Reuse Committee, Building Inspector, Department of Revenue, Finance Committee, Highway Department, Historical Commission, Kopelman & Paige, Meekins Library, Planning Board, Police Department, Selectboard, Technology Committee, Town Administrator, Treasurer, Water & Sewer Commission