

Town of Williamsburg

Finance Committee Minutes

Town Hall

27 April 2023

Finance Committee Members Present: Paul Wetzel, Julia Peters, Melissa Zawadzki, Charles Dudek, Eric Cerreta (arrived 6:40), Gordon Allen, Lisa Sheehy
Finance Committee Members Absent: Gil Loud, Richard Kisloski
Town Administrator, Nick Caccamo
Treasurer, Nathan Rosewarne
William Sayre, Select Board

The meeting was called to order by P. Wetzel at 6:05 p.m.

Treasurer N. Rosewarne reported to the Committee. He tasks are payroll every two weeks, provides human resources services (retirement, insurance, etc.), pays the Town's expenses and organizes finance projects when the Town borrows money. He requested an hourly pay rate increase from \$24.11 to \$30.00.

N. Caccamo reported that Smith Vocational School student rates were set at \$20,076 (plus \$2,500 for students with a special education plan). Eight Williamsburg students will graduate this year, leaving 19 students enrolled. There are 6 new students with 5 students on the wait list. The tentative budget is \$531,000 down from \$600,000 in FY23.

P. Wetzel initiated another discussion about wages. Providing a COLA increase was helpful to employees, but the UMASS wage study pointed out that the Town's wages for many employees, especially those in the middle and lower ranges, were significantly less than the same positions in surrounding similar towns. Also pay rates for similar jobs among departments were not equitable. The wage study done for the Town developed employee categories (E-A) and provided a salary range for each category.

P. Wetzel thought that it was worth taking the time to begin to rectify the disparities among similar job positions and lower pay rates and asked for the Committee's patience in developing and calculating a plan. Other members agreed (LS), however J. Peters had concerns about the wage study. E. Cerreta pointed out that if a Town employee felt that they were not getting paid enough then they would leave. But many people keep working for the Town. He also felt that it would take a few years to change the salary range/pay scales.

P. Wetzel suggested increasing existing pay by calculating a percentage of the difference between the hourly rate that person and the middle of the wage range for a given employee category. N. Caccamo agreed to make a list of employees, the hours that they work, their pay rates, etc. The Committee agreed to act on the topic at the next meeting.

N. Caccamo reported that Free Cash was certified at \$1,256,326; Stabilization at \$645,748. Allowing for a Town reserve of 10% of the operating budget (\$890,251) there was \$1,011,823 of Free Cash available to be spent. The Committee reviewed the FY24 capital requests in the capital plan. Projects requested included—

| Requested Item | Estimated Cost (\$) |
|--------------------------------------|---------------------|
| Cemetery maintenance | 17,880 |
| Chief's vehicle | 70,000 |
| Utility trailer for Fire Dept. | 6,000 |
| HWY—Tractor with loader | 60,000 |
| HWY—Truck F350 with plow | 50,000 |
| HWY—Single axle dump truck w/ sander | 120,000 |
| Haydenville Library repairs | 40,000 |
| Meeting equipment | 2,100 |
| Police cruiser | 66,000 |

E. Cerreta moved to fund the FY24 capital requests for up to \$431,980. G. Allen seconded the motion. The motion passed unanimously.

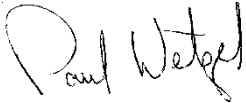
The Committee discussed other uses for the remaining Free Cash. M. Zawadzki suggested putting \$100,000 into the OPEB fund. Accumulating more money in the fund would allow the Treasurer to begin to invest the money. There was not strong support for this action. The Committee decided to apply \$260,000 to the FY24 budget. It was decided that the remaining available Free Cash (\$312,843) would be rolled over.

Minutes from the meeting held 20 April 2023 were reviewed. E. Cerreta moved to approve the minutes with changes; C. Dudek seconded the motion. The motion passed unanimously.

The next Finance Committee meeting will be held 4 May 2023 at 6:00 at the Town offices.

There being no further business before the Committee, C. Dudek moved to adjourn the meeting; the motion was seconded by L. Sheehy. The motion passed unanimously, and the meeting was adjourned at 8:05 p.m.

Respectfully submitted,



Paul R. Wetzel