

**TOWN OF WILLIAMSBURG**  
**BOARD OF TRUSTEES MEETING**

**JANUARY 5, 2021**

**PLEDGE OF ALLEGIANCE:**

**PRESENT:** Forrest Borre, Steve Ricotta, John Purvis, Jerry Farringer, Philip Ott. Alberta Winslow absent. Jerry moved to excuse Alberta second by John and motion carries with 4 yes votes.

**Citizens Attending:**

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**CALL TO ORDER:**

Meeting was called to order at 7:00 p.m by Mayor Forrest

**APPROVAL OF PRIOR MINUTES:** Steve moved to approve minutes second by John , approved with 4 yes votes.

**Swearing in of newly elected offices-** Philip Ott,

Review of Persons and letters of interest for vacancy- Rich Esch, Stephen Harrison, and Joan Borre. Forrest addressed those present in the procedure of selection. Each citizen spoke as to their interest in the board's vacancy. Each applicant addressed questions in the order they spoke by various board members. Ballots were cast by each board member and counted by Philip and Lucinda.

**Swearing in of New Trustee-**Joan Borre was selected by vote and sworn in.

**MAYOR'S REPORT:** Forrest said he put a handout in every file new update release for Sunshine law open records. Things that each member should be aware of for their protection as well as the town's.

**EXECUTIVE SESSION:** N/A

**COMMITTEE REPORTS:**

**MAINTENANCE:** Rick's report submitted (request copy) Jerry read report.

**CODE ENFORCEMENT:** Donna submitted report. Jerry addressed Donna about a car abandoned at the railroad. Donna will send them a letter to inform them of it and a timely removal.

**PLANNING & ZONING COMMITTEE:** Meeting information and minutes submitted for board recommendation. Jerry moved to approve variance for a carport on Quail Run Ct. Jerry gave a description of the situation and stated that there was no objection to it. There is a new chairman for the planning and zoning now- Kevin Borre. Jerry made a motion to approve the variance and John seconded, approved with 6 yes votes.

**WATER: N/A-** next regional meeting is January 26 at 6:30 pm in Florence chambers.

**TREASURE REPORT:** (see report) Read by John. John moved to pay the bills second by Steve, approved 6 yes votes.

**TOWN CLERK REPORT:** Lucinda reported starting annual audits of sorts for the State, (HUTF, CTF, etc.) as well as CIRSA. There were 8 permits for the month of December and 4 with 1 pending so far for January to date. Lucinda added that if there are adjustments to be made for the end of year transactions for payroll splits will be reflected in the February treasurer report, as well as quick book errors caused by 2021 updates.

**OLD & UNFINISHED BUSINESS:**

Insurance Public Adjuster- Contract: Forrest mentioned that the CIRSA claim is still being addressed for the storm damage.

**NEW OR OTHER BUSINESS:**

**Ordinance proposals for February Meeting:** Jerry had compiled several updates provided to the board members as well as the citizens in attendance , He would like to have input in writing before next month's meeting by January 25th, for further review and board consideration.

**CONSENT AGENDA – N/A**

**BOARD OF TRUSTEE COMMENTS:** Jerry old chairs discard second Joan motion carries with 6 yes votes. Jerry wanted the board to consider Rich Esch to assist Rick with part time help. Motion made and rescinded after Forrest stated that Tom Law was still currently in that position and ready to get back to work from medical leave. The board further discussed Rich as a volunteer at the direction of Rick if CIRSA will cover him under the VAMP(volunteer project) as there is no room in the budget for additional part time employees. Lucinda will follow up with CIRSA and inform. Jerry announced that Fremont Public Health is now giving Covid vaccinations for those over 70, so call and make arrangements.

Philip said that the leaning signs within the town doesn't give a very good impression of the town and that there are several that need to be straightened. Forrest asked Philip if he would compile a list to identify those in need of adjusting and then Rick would have something to go by. Lucinda said that Go Daddy would have to give permission to disable the old web page so that Trish could overlay the new website and if anyone was interested in learning how to manage the website Trish will be doing some training remotely the sometime week of the 11th.

Steve mentioned that the last meeting the board had discussed moving the time of the meetings earlier. Forrest said that Jerry was looking into that and had discovered the meetings were supposed to be 6:30 pm all along. The board agreed to stay with 6:30 pm meeting time. Steve said that there needs to be a large calendar for the board meeting put up.

**CITIZENS SUBMISSIONS/COMMENTS:** Rich Esch informed the board that he would continue working on grants as well as volunteering for the town where he can.

**Next Scheduled meeting:** February 2, 2021; 6:30 pm

**Adjournment:** 8:25 pm.