

**TOWN OF WILLIAMSBURG
BOARD OF TRUSTEES MEETING
November 2, 2021**

Mayor Vacancy:

The board had four letters of interest for the seat of Mayor: Stephen Harrison(not present), Barbra Cameron(present), Rich Esch(not present), Jerry Farringer(present). Forrest had said that the board would interview each candidate and that they must be present to be selected. Evlynn and Lucinda tabulated the votes and Jerry Farringer will be the new Mayor until the election next November at which time the seat of Mayor will be on the ballot for the remainder of the term, 2 years.

PLEDGE OF ALLEGIANCE

Roll Call

PRESENT: Forrest Borre, Jerry Farringer, Philip Ott, Alberta Winslow, John Purvis, Robin Stinchcomb. Joan Borre sent a text, she had to work.

Citizens Attending: 5

CALL TO ORDER:

Meeting was called to order at 6:30 p.m by Mayor Forrest

APPROVAL OF PRIOR MINUTES: Jerry Moved to approve minutes second by Alberta, motion carried with 6 yes. Forrest moved to excuse Joan as she had to work, seconded by Jerry. Joan is excused with 6 yes votes.

MAYOR'S REPORT:

EXECUTIVE SESSION: C.R.S 24-6-402 4(f) Personnel- to consider applicants for part time maintenance position. Retired at 6:54 pm; back in session at 7:09 pm. There are 6 applicants for the part time position and Alberta and John will do the interviews, and schedule a special meeting for hire if need be.

COMMITTEE REPORTS:

MAINTENANCE: Rick submitted a report and gave his resignation for November 30, 2021.

PARKS: No report

CODE ENFORCEMENT: Jennifer submitted a written report.

PLANNING & ZONING COMMITTEE: Kevin submitted a report read by Jerry, pertaining to variance for a camper at 3 Scutti S. Jerry made a motion to approve the variance until the March meeting 2022.

EVENTS: Alberta said that the committee is preparing for Christmas and anyone interested in decorating a section of the town hall/garage area in any theme would be welcome to do so and that they would most likely be giving a prize for 1st place as well as an outdoor lighting contest will take place.

TREASURE REPORT: (see report) Read by John, and he moved to pay the bills second by Jerry, approved 6 yes votes. Philip had asked why there had been no interest in the grant fund going on 3 or 4 months now. Lucinda responded that she had left a message for the bank with Becky, and was waiting for a response.

TOWN CLERK REPORT: Lucinda said that the board needs to consider 2 properties for tax roll lien: 16 Wilmont Circle N (\$1735.18) and 27 Ironhorse S (\$796.89). There was only one water shut off in the last two months, there are six payment arrangements and they are in good standing.

Two training sessions have been completed with the new ASYST software; the next is scheduled for November 9th. The Usti connect has been installed and the basics covered. General Ledger training was today and started the chart of accounts on two of the six funds. The training will be to start converting the rvs software to the new water billing. They only do training in one hour or one and a half hour increments. I have been scheduling the training according to their schedule and before town hall opens to the public.

How would the board like the energy assistance made available? Jerry thought that a public alert would be worth a try again.

The Town hall will be closed November 11 for Veterans Day and the week of Thanksgiving November 22 - 28th. Lucinda said it is a slower time of the month and she needs to take time before she loses time so Thanksgiving and Christmas seem like a good time to take it. Lucinda said that she may do some training and log that time as comp time, so she can get some done during vacation, it just depends on Central Squares and their schedule.

Jerry moved to add 16 N Wilmont Circle to the tax roll along with 27 Ironhorse for collection next year. Second was made by John and tax rolls were approved with 6 yes votes.

OLD & UNFINISHED BUSINESS:

Personnel Plan - Forrest reiterated that Alberta and John would be doing interviews as soon as possible and there may be a meeting for the board to ask questions and approve a new hire.

Payroll/Budget 2022- Forrest addressed that the most current copies were made available and the only change he had made to the general fund was for legal purposes. According to Dan Slater it would be going up in 2022 by \$100.00/month=\$1,200 increase for legal fees. He had said the \$55,000.00 that was approved for the intersection of Churchill and Quincy didn't get done this year; the board would need to be moved over to the 2022 budget. Everyone should have the final figures ready for December at which time there will be a budget workshop and a budget hearing date set. The budget will be passed in January this year.

CONSENT AGENDA- N/A

NEW OR OTHER BUSINESS:

Sale of Town Property - Robbins Avenue - Jerry moved to accept the offer for the property on Robbins Ave of \$3,250.00 no strings attached, no closing costs and the guarantees. Philip seconded the motion and the sale is approved with 6 yes votes.

Ordinance 14 of 2021- Setting of Fees- Jerry moved to approve and Philip seconded Fees are approved with 6 yes votes.

Variance- 3 Scutti Dr S - Approved earlier for reconsideration at the March 2022 meeting.

Ordinance 15 for Parking in everyone's file for consideration at the December meeting so have thoughts and ideas ready.

BOARD OF TRUSTEE COMMENTS: Forrest said He would like to Thank the Town, the Board members allowing him to work with a great group of people and the people that elected him and voted for him against recall, showing good confidence in his ability to serve the community. Originally appointed as trustee and then elected and then elected for Mayor, being on the board for almost 11 years. Just wanted to say Thank You.

Philip would like to look at the policy on water bills in the rears, and would like to look at updating the code or policies.

OATH of Office - Jerry Farringer was sworn in and assumed the seat of Mayor for the next year at which time it will be on the 2022 ballot.

CITIZENS SUBMISSIONS/COMMENTS:

Next Scheduled meeting: December 7, 2021; 6:30 pm

Adjournment: 8:07 pm