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COLCHESTER, CT
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Nancy A. Bray
NANCY A. BRAY
TOWN CLERK

**Board of Selectmen Regular Meeting Minutes
Thursday, November 5, 2009
Colchester Town Hall
Meeting Room 1 – 7:00 p.m.**

MEMBERS PRESENT: First Selectman Linda Hodge, Selectman Rosemary Coyle, Selectman Stan Soby, Selectman John Malsbenden, Selectman Greg Cordova

MEMBERS ABSENT:

OTHERS PRESENT: Gregg Schuster, Leann Hill, Val Geato, Rob Tarlov, Brian Smith, Candace Barnes and community members

1. **Call to Order:** First Selectman L. Hodge called the meeting to order at 7:00 p.m.
2. **Additions to the Agenda:** L. Hodge moved to add a new item #6a "Resignations" Gregg Schuster, Mary Tomasi, Rob Tarlov, Jim Ford and Cathy Pompei and to renumber the remaining items accordingly, seconded by S. Soby. All members present voted in favor. MOTION CARRIED.
3. **Approve Minutes of the October 15, 2009 Board of Selectmen Regular Meeting:** J. Malsbenden moved to approve the minutes of the October 15, 2009 Board of Selectmen Regular Meeting as presented, seconded by R. Coyle. All members present voted in favor. MOTION CARRIED.
4. **Approve Minutes of the October 29, 2009 Board of Selectmen Special Joint Meeting:** R. Coyle moved to approve the minutes of the October 29, 2009 Board of Selectmen Special Joint Meeting as presented, seconded by S. Soby. All members present voted in favor. MOTION CARRIED.
5. **Citizen's Comments:** Merja Lehtinen thanked Linda from her and her mother for Linda's service to the town and service members.
6. **Boards and Commissions – Interviews and/or Possible Appointments and Resignations**
 - a. **Resignations** S. Soby moved to accept the resignations of Gregg Schuster, Mary Tomasi, Rob Tarlov, Jim Ford and Cathy Pompei from their respective Boards and Commissions. Seconded by J. Malsbenden. All members present voted in favor. MOTION CARRIES
 - b. **Historic District Commission (member reappointment; new term to expire on 11/01/14): Ellen Sharon (to be interviewed)** Ellen Sharon was interviewed. G. Cordova moved to reappoint Ellen Sharon. Seconded by S. Soby. All members present voted in favor. MOTION CARRIED

- c. **Ethics Commission (member; new term to expire on 01/01/12) or Commission on Aging (alternate; filling vacancy left by Susan Maikshilo for term to expire on 12/31/11): Susan Mende (to be interviewed)** Susan Mende was interviewed and expressed her preference to serve on the Commission on Aging.
 - d. **Senior Center Study Group (Parent Representative.; new term to expire on 10/15/10): Michele Komoroski (to be interviewed)** Michelle Komoroski was interviewed. Patricia Nardella stepped out of the room while Michelle Komoroski was interviewed. R. Coyle moved to appoint Michele Komoroski to the Parent Representative position. Seconded by S. Soby. All members present voted in favor. MOTION CARRIED
 - e. **Senior Center Study Group (At-Large Representative.; new term to expire on 10/15/10): Patricia Nardella (to be interviewed)** Patricia Nardella was interviewed R. Coyle moved to appoint Patricia Nardella to the At-Large position. Seconded by G. Cordova. All members present voted in favor. MOTION CARRIED
 - f. **Senior Center Study Group (At-Large Representative.; new term to expire on 10/15/10): Winifred Standish (interviewed on 10/15).** R. Coyle moved to appoint Winifred Standish to an At-Large Representative position. Seconded by J. Malsbenden. All members voted in favor. MOTION CARRIED
 - g. **Senior Center Study Group (At-Large Representative.; new term to expire on 10/15/10): Goldie Liverant (interviewed on 10/15)** R. Coyle moved to appoint Goldie Liverant to the At-Large Representative. Seconded by J. Malsbenden. All members present voted in favor. MOTION CARRIED
 - h. **Senior Center Study Group (At-Large Representative.; new term to expire on 10/15/10): Donna Skawinski (interviewed on 10/15)** R. Coyle moved to appoint Donna Skawinski to the At-Large Representative alternate position. Seconded by S. Soby. All members present voted in favor. MOTION CARRIED
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- i. **Fire Department Strategic Planning Committee (member (resident); new term to expire on 06/18/10): John Carroll IV (interviewed on 10/15)** No Action Taken
 - j. **Ethics Commission (member; new term to expire on 01/01/12): Andrea Riley (interviewed on 10/15)** S. Soby moved to appoint Andrea Riley to the Ethic Commission. Seconded by G. Cordova. All members present voted in favor. MOTION CARRIED
 - k. **Planning & Zoning Commission (alternate; filling John Carroll's term to expire on 12/01/11): Jason Tinelle (interviewed on 09/17)** The Board of Selectmen agreed to take no action until such time as additional applications are received
 - l. **Zoning Board of Appeals (alternate; new term to expire on 12/01/14): Bob Setschinsky (interviewed on 09/17)**
 - m. **Zoning Board of Appeals (alternate; new term to expire on 12/01/14): Leslie Curtis (interviewed on 08/20)** G. Cordova moved to appoint Leslie Curtis to the alternate position for the Zoning Board of Appeals. Motion died for lack of a second. R. Coyle suggested that the Town continue to advertise.
 - n. **Reappoint Lynette Dimmock to Parks & Recreation Commission (member, new term to expire 11/01/2013)** G. Cordova moved to reappoint Lynette

Dimmock to the Parks & Recreation Commission. Seconded by S. Soby. All members present voted in favor. MOTION CARRIED

7. **Introduction of new Library Director, Kate Byroade, to Board of Selectmen:** J. Malsbenden moved to add "Discussion and Possible Action Hiring the Library Director" the agenda and to renumber the remaining items accordingly. Seconded by S. Soby. All members present voted in favor. MOTION CARRIED
8. **Discussion and Possible Action on Hiring Library Director.** R. Coyle moved to appoint Kate Byroade to the Library Director position. Seconded by G. Cordova. All members present voted in favor. MOTION CARRIED
9. **Budget Transfers:** Fiscal Year 2008-2009 J. Malsbenden moved the block. Seconded by S. Soby. All members present voted in favor. MOTION CARRIED
10. **Tax Refunds & Rebates:** J. Malsbenden moved the block. Seconded by S. Soby. All members present voted in favor. MOTION CARRIED
11. **Discussion and Possible Action on Authorization of Refunding Bonds:** FY 2008-2009 year-end transfers and additional appropriations were presented for approval.

RESOLUTION OF BOARD OF SELECTMEN AUTHORIZING THE ISSUANCE OF NOT EXCEEDING \$8,215,000 REFUNDING BONDS FOR PAYMENT IN WHOLE OR IN PART OF THE OUTSTANDING PRINCIPAL OF AND INTEREST AND ANY CALL PREMIUM ON THE TOWN OF COLCHESTER'S \$9,460,000 GENERAL OBLIGATION BONDS, ISSUE OF 2001 AND \$5,985,000 GENERAL OBLIGATION BONDS, ISSUE OF 2002, AND COSTS RELATED THERETO

RESOLVED,

(a) That the Town of Colchester issue its refunding bonds, in an amount not to exceed EIGHT MILLION TWO HUNDRED FIFTEEN THOUSAND DOLLARS (\$8,215,000), the proceeds of which are hereby appropriated: (1) to fund one or more escrows, the balance held in such escrows, together with the investment earnings thereon, to be applied by the Town to the payment in whole or in part, as to be determined by the Selectmen, or a majority of them, and the Treasurer, of the outstanding principal of and interest and any call premium on the Town's \$9,460,000 General Obligation Bonds, Issue of 2001 (consisting at original issue of \$4,074,000 General Purpose Bonds, \$3,776,000 School Bonds, and \$1,610,000 General Purpose Refunding Bonds) and \$5,985,000 General Obligation Bonds, Issue of 2002 (consisting at original issue of \$985,000 General Purpose Bonds and \$5,000,000 School Bonds), including the payment of interest accrued on said outstanding bonds to the date of payment, and (2) to pay costs of issuance of the refunding bonds authorized hereby, including legal fees, consultants' fees, trustee or escrow agent fees, underwriters' fees, net interest and other financing costs and other costs related to the payment of the outstanding bonds described above. The refunding bonds shall be issued pursuant to Section 7-370c of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The Treasurer shall keep a record of the bonds and notes. The Selectmen, or a majority of them, and the Treasurer are authorized to determine the amount, date, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate a bank or trust company to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to designate the persons to sign such bonds or notes by their manual or facsimile signatures in the name or on behalf of the Town; to designate a law firm to approve the legality of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.

(b) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that costs of the refunding may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the refunding. The Selectmen, or a majority of them, and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(c) That the Selectmen, or a majority of them, and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds.

(d) That the Selectmen, or a majority of them, and the Treasurer are authorized to take all other action which is necessary or desirable to enable the Town to effectuate the refunding of all or a portion of the \$9,460,000 General Obligation Bonds, Issue of 2001 and \$5,985,000 General Obligation Bonds, Issue of 2002, and to issue refunding bonds authorized hereby for such purposes, including, but not limited to, the entrance into agreements on behalf of the Town with underwriters, trustees, escrow agents and others to facilitate the issuance of the refunding bonds, the escrow of the proceeds thereof and investment earnings thereon, and the payment of the outstanding bonds in whole or in part.

(e) That the First Selectman, the Chief Financial Officer, the Board of Education, the Superintendent of Schools and other proper officers and officials of the Town are each authorized to execute and file all necessary applications, agreements and documents in order to obtain grants and to accept such grants, to the extent available, to defray all or any portion of principal and interest on or to pay issuance costs with respect to the refunding bonds authorized hereby.

(f) That the above authorization to issue refunding bonds shall lapse on June 30, 2010.

BOS moved the entire package as one motion. R. Coyle moved to approve FY 2008-2009 year-end transfers and additional appropriations as presented, and to authorize the First Selectman's signature on all necessary documents, seconded by S. Soby. All members present voted in favor. MOTION CARRIED.

12. **Discussion and Possible Action on Youth Services Staffing:** R. Coyle moved to approve the request for an appropriation to the BOF as presented, and to authorize the First Selectman to sign all necessary documents, seconded by G. Cordova. All members present voted in favor. MOTION CARRIED.
13. **Discussion and Possible Action on Snow and Ice Control Plan:** J. Malsbenden moved to approve the Snow and Ice Plan as presented, and to authorize the First Selectman to sign all necessary documents, seconded by S. Soby. All members present voted in favor. MOTION CARRIED.
14. **Discussion and Possible Action on Job Description Updates:** S. Soby moved to approve the IT Job description with necessary legal changes, and to authorize the First Selectman to sign all necessary documents, seconded by G. Cordova. All remaining

members present voted in favor. MOTION CARRIED. Action on remaining job descriptions was tabled to the next meeting.

15. **Discussion and Possible Action on Term Extension Agreement for Cody Camp Memorial Field:** S. Soby moved to approve the Term Extension Agreement to May 31, 2010 as presented, and to authorize the First Selectman to sign all necessary documents, seconded by G. Cordova. All remaining members present voted in favor. MOTION CARRIED.
16. **Discussion and Possible Action on Sponsorships for 57 Fest and Summer Concerts:** S. Soby moved to approve the Sponsorships for 57 Fest and Summer Concerts as presented, and to authorize the First Selectman to sign all necessary documents, seconded by J. Malsbenden. All remaining members present voted in favor. MOTION CARRIED
17. **Update on Resident State Trooper Services Contract and State Police Services** First Selectman Hodge provided an update on the Resident State Trooper contract.
18. **Citizen's Comments:** Brian Smith commented on timeliness of the "Move to add agenda item "Discussion and Possible Action on Hiring of Library Director" as it pertains to Roberts Rules.
19. **First Selectman's Report:** First Selectman L. Hodge reported on the status of wrapping up.
20. **Liaison Reports:** Selectman J. Malsbenen reported on the Planning and Zoning Commission and congratulated town staff. Selectman S. Soby reported on Police Commission.
21. **Adjourn:** S. Soby moved to adjourn at 8:19 p.m., seconded by J. Malsbenden. All remaining members present voted in favor. MOTION CARRIED.

Attachments

1. Budget Transfer/ Additional Appropriation Forms (78 Forms Attached) Item #9 on Agenda.

Respectfully submitted,

Candace P. Barnes
Clerk

Town of Colchester

General Fund

~~Budget Transfer~~/Additional Appropriation

Department: Fire

Reason for Request: Increase in fees payable to C.A.G. due to increased revenue collections for ambulance billings

Reason for Available Funds: Additional revenue in excess of budget projections for ambulance billings

From:	Account Number	Account Name	Amount
	12202-33704	Revenues - Ambulance Fees	1,120

To:	Account Number	Account Name	Amount
	12202-44208	Professional Services	1,120

11-03-09 Date Requested Walter Cox Department Director or Supervisor - Signature

Print Name Walter Cox, Fire Chief

11/3/09 Date Reviewed [Signature] Chief Financial Officer

11/4/09 Date Approved [Signature] First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

Town of Colchester

General Fund

~~Budget Transfer~~/Additional Appropriation

8

Department: Tax Collector

Reason for Request: Additional part-time position for enforcement of delinquent tax collections, and additional costs for processing and mailing delinquent tax notices

Reason for Available Funds: Increase in revenue for delinquent and current year tax collections

From:	Account Number	Account Name	Amount
	11303-30112	Revenues - Delinquent Tax Collections	7,673
To:	11303-40105	Contractual Temp Occas Payroll	4,992
	11303-41230	FICA & Retirement	841
	11303-44205	Data Processing	810
	11303-44217	Postage	1,030

11/4/09 Date Requested N. Maggie Cosgrove Department Director or Supervisor - Signature

Print Name N. Maggie Cosgrove, CFO

11/4/09 Date Reviewed N. Maggie Cosgrove Chief Financial Officer

11/4/09 Date Approved Steve McHale First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

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Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Increase in unemployment compensation for seasonal employees, reduction of position to part-time, and layoffs from elimination of positions due to budget freeze implemented in January 2009

Reason for Available Funds:

Budget freeze implemented in January 2009 - unexpended salary accounts from reduction in positions in Planning & Code Administration, Social Services and Library.
Staff turnover in position of part-time custodian (position replaced use of outside contractor for Youth Services Center and Senior Center at cost savings to overall budget).
Staff turnover - Fire Dept Administrative Assistant

From:


Account Number	Account Name	Amount
<input type="text" value="11411-40105"/>	<input type="text" value="Plan & Code - Cont, Temp Occas P/R"/>	<input type="text" value="496"/>
<input type="text" value="11411-41230"/>	<input type="text" value="Plan & Code - FICA & Retirement"/>	<input type="text" value="279"/>
<input type="text" value="14101-40105"/>	<input type="text" value="Social Services - Cont, Temp Occas P/R"/>	<input type="text" value="869"/>
<input type="text" value="14101-41230"/>	<input type="text" value="Social Services - FICA & Retirement"/>	<input type="text" value="853"/>
<input type="text" value="14101-41210"/>	<input type="text" value="Social Services - Employee Related Ins"/>	<input type="text" value="95"/>
<input type="text" value="15101-41230"/>	<input type="text" value="Library - FICA & Retirement"/>	<input type="text" value="974"/>

Date Requested


Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

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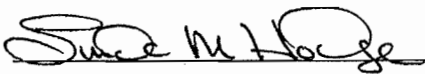
Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Legal & Ins - Unemployment Comp

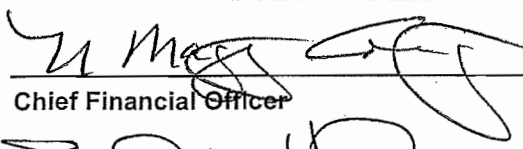
Reason for Request: Increase in unemployment compensation for seasonal employees, reduction of position to part-time, and layoffs from elimination of positions due to budget freeze implemented in January 2009

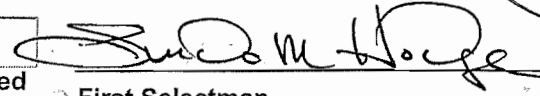
Reason for Available Funds: Budget freeze implemented in January 2009 - unexpended salary accounts from reduction in positions in Planning & Code Administration, Social Services and Library. Staff turnover in position of part-time custodian (position replaced use of outside contractor for Youth Services Center and Senior Center at cost savings to overall budget). Staff turnover - Fire Dept Administrative Assistant

From:	Account Number	Account Name	Amount
	15101-41210	Library - Employee Related Insurance	161
	11901-41230	Facilities - FICA & Retirement	630
	12202-41210	Fire - Employee Related Insurance	18
To:	11701-44243	Unemployment Compensation	4,375

Nov 4, 2009 
Date Requested Department Director or Supervisor - Signature

Print Name Linda M. Hodge, First Selectman

11/4/09 
Date Reviewed Chief Financial Officer

11/4/09 
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

1.173

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Legal & Insurances

Reason for Request: Legal costs associated with contract negotiations and arbitration

Reason for Available Funds: Budget freeze implemented in January 2009 - reduction in supplies, staff training, library books
Reallocation of costs for GIS mapping system
Change in Resident State Trooper personnel assignments

From:	Account Number	Account Name	Amount
	11304-42301	Assessor - Office Supplies	1,163
	11304-44208	Assessor - Professional Services	4,450
	11304-43213	Assessor - Mileage, Training & Meetings	728
	11411-43213	Plan & Code - Mileage, Training & Mtgs	1,047
	12101-42301	Police - Office Supplies	1,535
	12101-44200	Police - Resident State Trooper	5,373

11/4/09
Date Requested Department Director or Supervisor - Signature

Print Name Linda M. Hodge, First Selectman

11/4/09
Date Reviewed Chief Financial Officer

11/4/09
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

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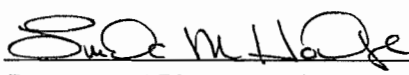
Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Legal & Insurances

Reason for Request: Legal costs associated with contract negotiations and arbitration

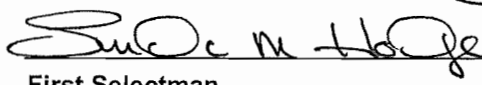
Reason for Available Funds: Budget freeze implemented in January 2009 - reduction in supplies, staff training, library books
Reallocation of costs for GIS mapping system
Change in Resident State Trooper personnel assignments

From:	Account Number	Account Name	Amount
	13202-42331	Fleet Maint - Custodial/Maint Supplies	823
	13202-42341	Fleet Maint - Fleet Rep & Maint Supplies	405
	13303-42301	Engineering - Office Supplies	285
	13303-43213	Engineering - Mileage, Training & Mtgs	928
	14101-42301	Social Services - Office Supplies	323
	14101-43213	Social Services -Mileage, Training & Mtgs	1,100

11/4/09 Date Requested  Department Director or Supervisor - Signature

Print Name Linda M. Hodge, First Selectman

11/4/09 Date Reviewed  Chief Financial Officer

11/4/09 Date Approved  First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

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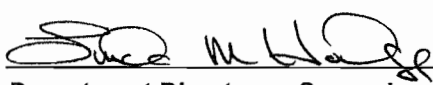
Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Legal & Insurances

Reason for Request: Legal costs associated with contract negotiations and arbitration

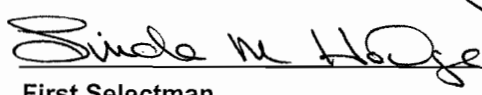
Reason for Available Funds: Budget freeze implemented in January 2009 - reduction in supplies, staff training, library books
Reallocation of costs for GIS mapping system
Change in Resident State Trooper personnel assignments

From:	Account Number	Account Name	Amount
	14102-43213	Youth Services-Mileage, Training & Mtgs	1,176
	15101-42331	Library - Custodial/Maint Supplies	92
	15101-42342	Library - Books, Magazines, Periodicals	3,038
To:	11701-44203	Legal	22,466

Nov 4, 2009
Date Requested 
Department Director or Supervisor - Signature

Print Name Linda M. Hodge, First Selectman

11/4/09
Date Reviewed 
Chief Financial Officer

11/4/09
Date Approved 
First Selectman

Date Approved
Board of Selectmen Clerk

Date Approved
Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Facilities/Parks & Recreation

Reason for Request: Repairs to elevator doors and air conditioning system in Town Hall (Probate, Planning & Code Administration, First Selectman's offices and first floor meeting rooms)

Reason for Available Funds: Budget freeze implemented in January 2009 - reduction in supplies, P&R overtime
Lower than anticipated cost for relocation of server room to 3rd floor in Town Hall.
No repairs to Facilities pickup truck

From:	Account Number	Account Name	Amount
	11901-42331	Facilities - Custodial/Maint Supplies	829
	11901-48417	Facilities - Bldgs & Grounds Impr	472
	11901-46390	Facilities - Vehicle Maint & Fuel	1,000
	15201-42334	Parks & Rec - Grounds Maint Supplies	3,373
	15201-40103	Parks & Rec - Overtime	701
To:	11901-44223	Facilities - Service Contracts	6,375

11/4/09
Date Requested Department Director or Supervisor - Signature

Print Name N. Maggie Cosgrove, CFO

11/4/09
Date Reviewed Chief Financial Officer

11/4/09
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

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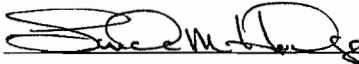
Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Legal & Insurances - Workers Comp


Reason for Request: Increased workers compensation premiums (including WC audit for prior claims year)

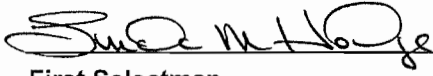
Reason for Available Funds: Budget freeze implemented in January 2009 - reduction in supplies & materials for Health & Safety Committee, reduction in protective clothing & safety equipment, training & supplies for Health Dept., nursing services, custodial & maintenance supplies

From:	Account Number	Account Name	Amount
	14200-42301	Hlth & Sfty - Office Supplies	123
	14200-42340	Hlth & Sfty - Other Purchased Supplies	141
	14200-43213	Hlth & Sfty - Mileage, Training & Mtgs	700
	14200-44232	Hlth & Sfty - Printing & Publications	100
	14200-47282	Hlth & Sfty - Programs	400
	11411-42323	Plan & Code - Protective Clothing/Equip	850

11/4/09 
Date Requested Department Director or Supervisor - Signature

Print Name Linda M. Hodge, First Selectman

11/4/09 
Date Reviewed Chief Financial Officer

11/4/09 
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

11/29/09

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Legal & Insurances

Reason for Request: Increased workers compensation premiums (including WC audit for prior claims year)

Reason for Available Funds: Budget freeze implemented in January 2009 - reduction in supplies & materials for Health & Safety Committee, reduction in protective clothing & safety equipment, training & supplies for Health Dept., nursing services, custodial & maintenance supplies

From:

Account Number	Account Name	Amount
13202-42323	Fleet Maint - Protective Clothing/Equip	391
14201-42301	Health - Office Supplies	685
14201-42323	Health - Protective Clothing/Equip	75
14201-42340	Health - Other Purchased Supplies	226
14201-43213	Health - Mileage, Training & Meetings	759
14201-44208	Health - Professional Services	1,016

11/4/09 Date Requested Linda M. Hodge Department Director or Supervisor - Signature

Print Name Linda M. Hodge, First Selectman

11/4/09 Date Reviewed [Signature] Chief Financial Officer

11/4/09 Date Approved [Signature] First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Legal & Insurances - Workers Comp

Reason for Request: Increased workers compensation premiums (including WC audit for prior claims year)

Reason for Available Funds: Budget freeze implemented in January 2009 - reduction in supplies & materials for Health & Safety Committee, reduction in protective clothing & safety equipment, training & supplies for Health Dept., nursing services, custodial & maintenance supplies

From:	Account Number	Account Name	Amount
	15101-42331	Library - Custodial/Maint Supplies	780
	15201-42323	Park & Rec - Protective Clothing/Equip	744

To:	Account Number	Account Name	Amount
	11701-41260	Workers Comp Insurance	6,990

11/4/09 Date Requested Linda M. Hodge Department Director or Supervisor - Signature

Print Name Linda M. Hodge, First Selectman

11/4/09 Date Reviewed [Signature] Chief Financial Officer

11/4/09 Date Approved [Signature] First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="11304-44208"/>	<input type="text" value="Assessor - Professional Services"/>	<input type="text" value="3,020"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	<input type="text" value="11201-44208"/>	<input type="text" value="First Selectman - Professional Services"/>	<input type="text" value="3,020"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested

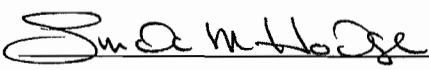

Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

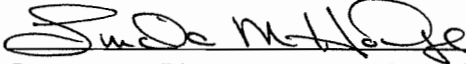
Department:

Reason for Request:

Reason for Available Funds:

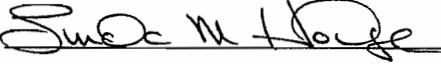
From:	Account Number	Account Name	Amount
	<input type="text" value="11201-44217"/>	<input type="text" value="First Selectman - Postage"/>	<input type="text" value="970"/>
	<input type="text" value="11411-44217"/>	<input type="text" value="Planning & Code Admin - Postage"/>	<input type="text" value="1,638"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="11201-42233"/>	<input type="text" value="First Selectman - Copier"/>	<input type="text" value="2,746"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested  Department Director or Supervisor - Signature

Print Name

Date Reviewed  Chief Financial Officer

Date Approved  First Selectman

Date Approved _____ Board of Selectmen Clerk

Date Approved _____ Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Tax Collector/Accounting

Reason for Request: Increase in salary per union contract - certification of Assistant Tax Collector
Certification training classes for Tax Collector and Assistant Tax Collector

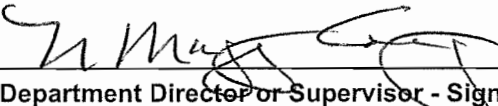
Reason for Available Funds: Budget freeze implemented in January 2009 - reduction in supplies

From:

Account Number	Account Name	Amount
11303-42301	Tax Collector - Office Supplies	356
11301-44205	Accounting - Data Processing	2,370

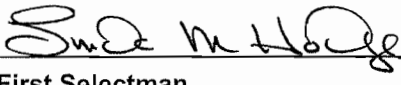
To:

11303-40101	Tax Collector - Regular Payroll	2,686
11303-43213	Tax Collector - Mileage, Training & Mtgs	40

11/4/09 
Date Requested Department Director or Supervisor - Signature

Print Name N. Maggie Cosgrove, CFO

11/4/09 
Date Reviewed Chief Financial Officer

11/4/09 
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Highway/Fleet Maintenance

Reason for Request: Consolidation of Highway and Fleet Maintenance phone system billing - total costs (approx. \$25 per month increase) charged to Fleet Maintenance budget effective February 2009. Overall cost savings to Town of approx. \$40 per month.

Reason for Available Funds: Consolidation of Highway and Fleet Maintenance phone system billing - costs (approx. \$65 per month) no longer charged to Highway effective February 2009. Overall cost savings to Town of approx. \$40 per month.

From:	Account Number	Account Name	Amount
	13201-45216	Highway - Telephone	15

To:	13202-45216	Fleet Maintenance - Telephone	15

11.2.09
Date Requested

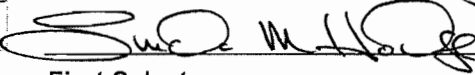

Department Director or Supervisor - Signature

Print Name Mark Decker

11/2/09
Date Reviewed


Chief Financial Officer

11/4/09
Date Approved


First Selectman

Board of Selectmen Clerk

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Assessor/Town Clerk

Reason for Request:

Increase in monthly telephone charges for Town Clerk's office resulting from change in basis for cost allocation of billing for Town Hall phone system. Monthly charges now allocated to each department located in Town Hall based upon the number of phone lines assigned to the department.

Reason for Available Funds:

Decrease in monthly telephone charges for Assessor's office resulting from change in basis for cost allocation of billing for Town Hall phone system. Monthly charges now allocated to each department located in Town Hall based upon the number of phone lines assigned to the department.

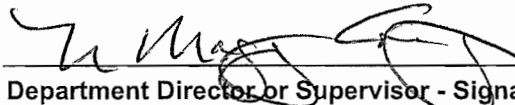
From:

Account Number	Account Name	Amount
11304-45216	Assessor - Telephone	104

To:

11501-45216	Town Clerk - Telephone	104

11/2/09
Date Requested


Department Director or Supervisor - Signature

Print Name Maggie Cosgrove

11/2/09
Date Reviewed


Chief Financial Officer

11/4/09
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:


From:

Account Number	Account Name	Amount
<input type="text" value="13303-42301"/>	<input type="text" value="Office Supplies"/>	<input type="text" value="102"/>
<input type="text" value="11101-50950"/>	<input type="text" value="BOF Contingency-Contract Settlements"/>	<input type="text" value="210"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

To:

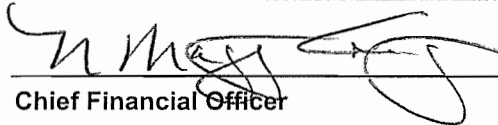
<input type="text" value="13303-41210"/>	<input type="text" value="Employee Related Insurance"/>	<input type="text" value="102"/>
<input type="text" value="13303-41230"/>	<input type="text" value="FICA & Retirement"/>	<input type="text" value="210"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested

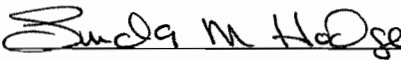

Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

8

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

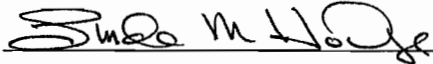
Department: First Selectman

Reason for Request: Reference materials purchased for the office in lieu of attending seminar

Reason for Available Funds: Reference materials purchased for the office in lieu of attending seminar

From:	Account Number	Account Name	Amount
	11201-43213	Mileage, Training & Meetings	109

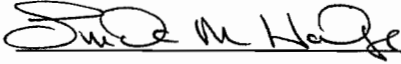
To:	Account Number	Account Name	Amount
	11201-42343	Technical Reference Materials	109

11/4/09
Date Requested

Department Director or Supervisor - Signature

Print Name: Linda M. Hodge, First Selectman

11/4/09
Date Reviewed

Chief Financial Officer

11/4/09
Date Approved

First Selectman

Date Approved
Board of Selectmen Clerk

Date Approved
Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:

Account Number	Account Name	Amount
<input type="text" value="11201-47242"/>	<input type="text" value="Parades & Celebrations"/>	<input type="text" value="1,283"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

To:


<input type="text" value="11201-44231"/>	<input type="text" value="Advertising"/>	<input type="text" value="1,283"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested


Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	11301-42343	Technical Reference Materials	57
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	11301-41210	Employee Related Insurance	57
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested Department Director or Supervisor - Signature

Print Name

Date Reviewed Chief Financial Officer

Date Approved First Selectman

 Date Approved Board of Selectmen Clerk

 Date Approved Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Finance

Reason for Request: Annual fees for banking services not covered by interest earnings due to significant increase in interest rates during the fiscal year


Reason for Available Funds: Budget freeze implemented in January 2009 - reduction in purchase of office supplies and elimination of Munis software training and conference attendance

From:

Account Number	Account Name	Amount
11301-42301	Office Supplies	1,817
11301-43213	Mileage, Training & Meetings	3,158

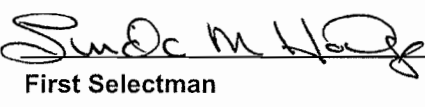
To:

11301-44208	Professional Services	4,975

11/3/09 
Date Requested Department Director or Supervisor - Signature

Print Name N. Maggie Cosgrove, CFO

11/3/09 
Date Reviewed Chief Financial Officer

11/4/09 
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="11304-44208"/>	<input type="text" value="Assessor - Professional Services"/>	<input type="text" value="125"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="11304-44205"/>	<input type="text" value="Assessor - Data Processing"/>	<input type="text" value="125"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested



Department Director or Supervisor - Signature

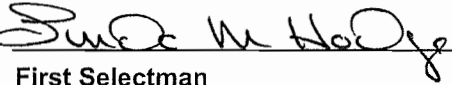
Print Name

Date Reviewed



Chief Financial Officer

Date Approved



First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	11304-42343	Technical Reference Materials	96

To:	11304-41210	Employee Related Insurance	96

Date Requested



Department Director or Supervisor - Signature

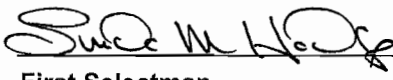
Print Name

Date Reviewed



Chief Financial Officer

Date Approved



First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Board of Assessment Appeals


Reason for Request: Additional overtime costs for services provided as meeting clerk by employee

Reason for Available Funds: Budget freeze implemented in January 2009 - Board members did not attend training class included in budget

From:	Account Number	Account Name	Amount
	11305-43213	Mileage, Training & Meetings	117

To:	Account Number	Account Name	Amount
	11305-40103	Overtime	110
	11305-41230	FICA	7

11/3/09
Date Requested



Department Director or Supervisor - Signature

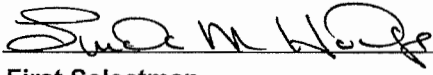
Print Name John Chaponis, Assessor

10/29/09
Date Reviewed



Chief Financial Officer

11/4/09
Date Approved



First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="11404-40105"/>	<input type="text" value="Contractual Temp Occas Payroll"/>	<input type="text" value="91"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="11404-40103"/>	<input type="text" value="Overtime"/>	<input type="text" value="84"/>
	<input type="text" value="11404-41230"/>	<input type="text" value="FICA"/>	<input type="text" value="7"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested

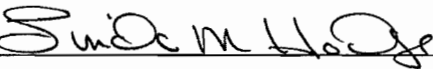

Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:


Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="11405-44231"/>	<input type="text" value="Advertising/"/>	<input type="text" value="50"/>
	<input type="text" value="11405-42301"/>	<input type="text" value="Office Supplies"/>	<input type="text" value="44"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	<input type="text" value="11405-42340"/>	<input type="text" value="Other Purchased Supplies"/>	<input type="text" value="94"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested



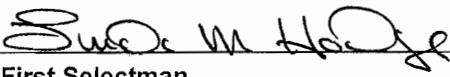
Department Director or Supervisor

Date Reviewed



Chief Financial Officer

Date Approved



First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

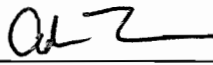
Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="11405-44232"/>	<input type="text" value="Printing & Publications"/>	<input type="text" value="200"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="11405-44208"/>	<input type="text" value="Professional Services"/>	<input type="text" value="200"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested

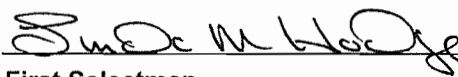

Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

Department: Historic District Commission

Reason for Request: Meeting clerk services provided by Town employee

Reason for Available Funds: Funds budgeted for Contractual Temporary Occasional Payroll for non-employee serving as Clerk for Historic District Commission meetings

From:	Account Number	Account Name	Amount
	11405-40105	Contractual Temp Occas Payroll	458

To:	11405-40103	Overtime	426
	11405-41230	FICA	32

10/29/09
 Date Requested Department Director or Supervisor - Signature

Print Name Adam Turner, Town Planner

10/29/09
 Date Reviewed Chief Financial Officer

11/4/09
 Date Approved First Selectman

 Date Approved Board of Selectmen Clerk

 Date Approved Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

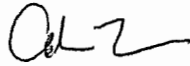
From:

Account Number	Account Name	Amount
<input type="text" value="11405-44231"/>	<input type="text" value="Advertising"/>	<input type="text" value="350"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

To:

<input type="text" value="11405-44230"/>	<input type="text" value="Legal Notices"/>	<input type="text" value="350"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested



Department Director or Supervisor - Signature

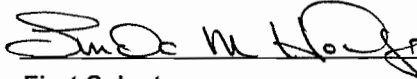
Print Name

Date Reviewed



Chief Financial Officer

Date Approved



First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Planning & Code Administration

Reason for Request: Negotiated vision insurance benefit for Town Administrator's union per contract settlement

Reason for Available Funds: Less than anticipated number of meetings requiring overtime for employee providing Meeting Clerk services to various Zoning Boards and Commissions

From:	Account Number	Account Name	Amount
	11411-40103	Overtime	206
To:			
	11411-41210	Employee Related Insurance	206

11/3/09
 Date Requested Department Director or Supervisor - Signature

Print Name Adam Turner, Town Planner

11/3/09
 Date Reviewed Chief Financial Officer

11/4/09
 Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

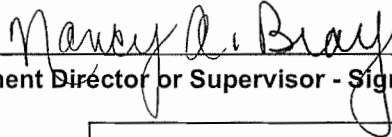
Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="11501-42233"/>	<input type="text" value="Copier"/>	<input type="text" value="605"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="11501-44230"/>	<input type="text" value="Legal Notices"/>	<input type="text" value="605"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>


Date Requested



Department Director or Supervisor - Signature

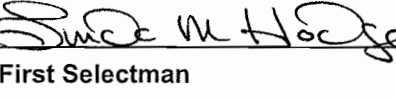
Print Name

Date Reviewed



Chief Financial Officer

Date Approved



First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Elections

Reason for Request: Purchased envelopes necessary for mailings to voters. Not enough money in office supplies.

Reason for Available Funds: Funding in budget includes expectation of possible primary elections. Actual consisted of regular election and one budget referendum. Other purchased supplies includes food for pollworkers MC 10/29/09

From:	Account Number	Account Name	Amount
	<u>42340</u>	<u>Other Purchased Supplies</u>	<u>20.00</u>

To:	Account Number	Account Name	Amount
	<u>42301</u>	<u>office supplies</u>	<u>20.00</u>

6/18/09 Denise A. Mizla Dorothy A. Mrowka
Date Requested Department Director or Supervisor - Signature

Print Name Denise Mizla, Dorothy Mrowka

10/29/09 [Signature]
Date Reviewed Chief Financial Officer

11/4/09 [Signature]
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Elections

Reason for Request: Transfer funds to pay for programming of 3 memory cards to allow for 2 Budget questions and 4 Bonding questions

Reason for Available Funds: Funding in budget includes expectation of possible primary elections. Actual consisted of regular election and one budget referendum. Funds budgeted for printing of ballots me 10/29/09

From:	Account Number	Account Name	Amount
	11601 44232	Printing & Publications	\$ 220.00

To:	Account Number	Account Name	Amount
	11601 44208	Professional Services	\$ 220.00

5/20/09
Date Requested

Dorothy A. Mrowka
Department Director or Supervisor - Signature

Print Name Dorothy A. Mrowka

6/14/09
Date Reviewed

[Signature]
Chief Financial Officer

11/4/09
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Probate Court

Reason for Request: Microfilm Storage Fees

Reason for Available Funds: Budget freeze implemented in January 2009
MC 10/29/09

From:

Account Number	Account Name	Amount
42301	Office Supplies	137

MC 10/29/09

To:

44207	Indexing & Recording	137

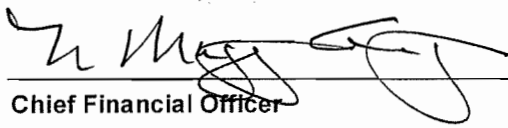
MC 10/29/09

04/07/2009
Date Requested

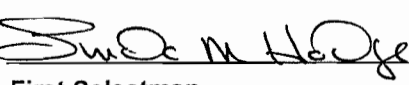

Department Director or Supervisor - Signature

Print Name Jodi M. Thomas

10/29/09
Date Reviewed


Chief Financial Officer

11/4/09
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="11901-45221"/>	<input type="text" value="Facilities - Fuel/Heating"/>	<input type="text" value="1,996"/>
	<input type="text" value="11901-42332"/>	<input type="text" value="Facilities - Paint & Paint Supplies"/>	<input type="text" value="2,000"/>
	<input type="text" value="11901-48417"/>	<input type="text" value="Facilities - Building & Grounds Imp"/>	<input type="text" value="177"/>


To:	Account Number	Account Name	Amount
	<input type="text" value="11901-45622"/>	<input type="text" value="Facilities - Electriciy"/>	<input type="text" value="4,173"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested

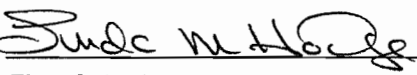

Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

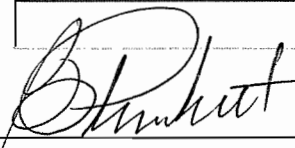
Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="11901-40101"/>	<input type="text" value="Facilities - Regular Payroll"/>	<input type="text" value="1,262"/>
	<input type="text" value="11901-41230"/>	<input type="text" value="Facilities - FICA & Retirement"/>	<input type="text" value="89"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="11901-45216"/>	<input type="text" value="Facilities - Telephone"/>	<input type="text" value="1,351"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested



Department Director or Supervisor - Signature

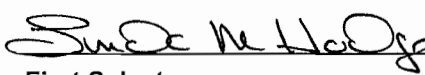
Print Name

Date Reviewed



Chief Financial Officer

Date Approved



First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

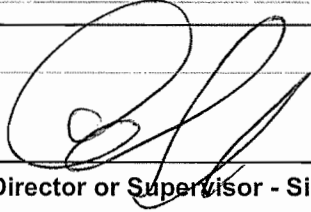
Reason for Available Funds:

From:

Account Number	Account Name	Amount
<input type="text" value="12101-40105"/>	<input type="text" value="Police - Cont., Temp. Occas Payroll"/>	<input type="text" value="1,593"/>
<input type="text" value="12101-42324"/>	<input type="text" value="Police - Uniform Purchases"/>	<input type="text" value="2,797"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

To:

<input type="text" value="12101-46390"/>	<input type="text" value="Police - Vehicle Maintenance & Fuel"/>	<input type="text" value="4,390"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

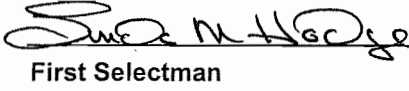


Date Requested Department Director or Supervisor - Signature

Print Name



Date Reviewed Chief Financial Officer



Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

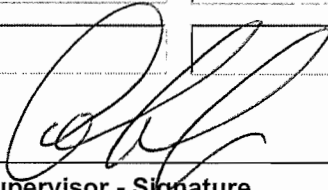
Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="12101-40101"/>	<input type="text" value="Police - Regular Payroll"/>	<input type="text" value="9,266"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

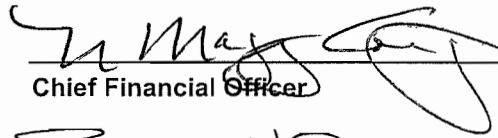
To:	Account Number	Account Name	Amount
	<input type="text" value="12101-44208"/>	<input type="text" value="Police - Professional Services"/>	<input type="text" value="9,266"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested

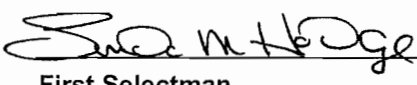

Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="12101-41230"/>	<input type="text" value="Police - FICA & Retirement"/>	<input type="text" value="836"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="12101-45216"/>	<input type="text" value="Police - Telephone"/>	<input type="text" value="836"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested

Department Director or Supervisor - Signature

Print Name

Date Reviewed

Chief Financial Officer

Date Approved

First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="12101-41230"/>	<input type="text" value="Police - FICA & Retirement"/>	<input type="text" value="105"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	<input type="text" value="12101-46224"/>	<input type="text" value="Police - Equipment Repairs"/>	<input type="text" value="105"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested

Department Director or Supervisor - Signature

Print Name

Date Reviewed

Chief Financial Officer

Date Approved

First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="12101-40101"/>	<input type="text" value="Police - Regular Payroll"/>	<input type="text" value="80"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="12101-41210"/>	<input type="text" value="Police - Employee Related Insurance"/>	<input type="text" value="80"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested



Department Director or Supervisor - Signature

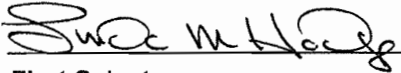
Print Name

Date Reviewed



Chief Financial Officer

Date Approved



First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:

Account Number	Account Name	Amount
<input type="text" value="12101-40101"/>	<input type="text" value="Police - Regular Payroll"/>	<input type="text" value="3,208"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

To:


<input type="text" value="12101-40103"/>	<input type="text" value="Police - Overtime"/>	<input type="text" value="3,208"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested


Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

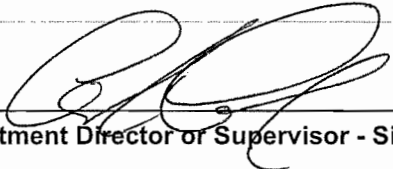
From:

Account Number	Account Name	Amount
12101-42324	Police - Uniform Purchases	926

To:


12101-42338	Police - Police Equipment & Supplies	926

Date Requested

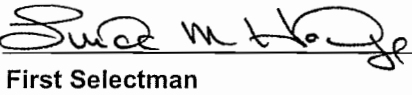

Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

p. 1 of 3

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="12202-40101"/>	<input type="text" value="Regular Salaries"/>	<input type="text" value="1,698"/>
	<input type="text" value="12202-40103"/>	<input type="text" value="Overtime"/>	<input type="text" value="5,853"/>
	<input type="text" value="12202-40105"/>	<input type="text" value="Contractual, Temp, Occas. Payroll"/>	<input type="text" value="2,682"/>
	<input type="text" value="12202-41230"/>	<input type="text" value="FICA & Retirement"/>	<input type="text" value="2,675"/>
	<input type="text" value="12202-42323"/>	<input type="text" value="Protective Clothing & Safety Equip"/>	<input type="text" value="1,057"/>
	<input type="text" value="12202-42331"/>	<input type="text" value="Custodial/Maintenance Supplies"/>	<input type="text" value="2,671"/>

Date Requested

Walter Cox

Department Director or Supervisor - Signature

Print Name

Date Reviewed

[Signature]
 Chief Financial Officer

Date Approved

[Signature]
 First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

p. 2 of 3

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	12202-42345	Emergency Medical Supplies	3,737
	12202-42346	Fire Equipment Supplies	3,985
	12202-43213	Mileage, Training & Meetings	11,994
	12202-44223	Service Contracts	5,524
	12202-45216	Telephone	1,452
	12202-45221	Heating Fuel	3,335

Date Requested

Walter Cox
Department Director or Supervisor - Signature

Print Name

Date Reviewed

[Signature]
Chief Financial Officer

Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

p. 3 of 3

Department: Fire

Reason for Request: Significant vehicle repairs - Fire/EMS Service Vehicle Squad 128, Fire Police Traffic Vehicle Service 328, Tanker 128 (repairs to this vehicle were approx. \$35,000) - aging fleet

Reason for Available Funds: Staff turnover - Administrative Assistant position
SAFER grant funding for per diem costs - firefighter manpower coverage
Budget freeze implemented in January 2009 - reduction in overtime, supplies, staff training
Cost savings for service contracts, telephone, heating fuel
Lower than anticipated need for equipment repairs

From:	Account Number	Account Name	Amount
	12202-46224	Equipment Repairs	3,309
	12202-46327	Other Equipment Repairs	1,358
To:			
	12202-46390	Vehicle Maintenance & Fuel	51,330

11.04.09 *Walter Cox*
Date Requested Department Director or Supervisor - Signature

Print Name Walter Cox, Fire Chief

11/4/09 *[Signature]*
Date Reviewed Chief Financial Officer

11/4/09 *[Signature]*
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="12202-42233"/>	<input type="text" value="Copier"/>	<input type="text" value="60"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
To:	<input type="text" value="12202-44217"/>	<input type="text" value="Postage"/>	<input type="text" value="60"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Walter Cox
Date Requested Department Director or Supervisor - Signature

Print Name

[Signature]
Date Reviewed Chief Financial Officer

[Signature]
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="12202-48404"/>	<input type="text" value="Machinery & Equipment"/>	<input type="text" value="140"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
To:	<input type="text" value="12202-48417"/>	<input type="text" value="Building & Grounds Improvements"/>	<input type="text" value="140"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested

Walter Cox

Department Director or Supervisor - Signature

Print Name

Date Reviewed

[Signature]
Chief Financial Officer

Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	12204-45221	Heating Fuel	144
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
To:	12204-45622	Electricity	144
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested

Walter Cox

Department Director or Supervisor - Signature

Print Name

Date Reviewed

[Signature]

Chief Financial Officer

Date Approved

[Signature]

First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="12202-42343"/>	<input type="text" value="Technical Reference Materials"/>	<input type="text" value="80"/>
	<input type="text" value="12202-44231"/>	<input type="text" value="Advertising"/>	<input type="text" value="150"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
To:			
	<input type="text" value="12202-43258"/>	<input type="text" value="Professional Memberships"/>	<input type="text" value="230"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Walt Cox
 Date Requested Department Director or Supervisor - Signature

Print Name

[Signature]
 Date Reviewed Chief Financial Officer

[Signature]
 Date Approved First Selectman

 Date Approved Board of Selectmen Clerk

 Date Approved Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

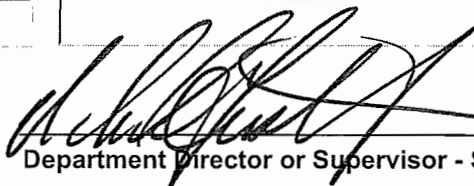
Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="12301-48416"/>	<input type="text" value="Equipment"/>	<input type="text" value="133"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

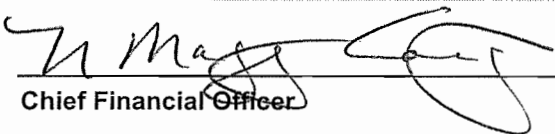
To:	Account Number	Account Name	Amount
	<input type="text" value="12301-45216"/>	<input type="text" value="Telephone"/>	<input type="text" value="133"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested

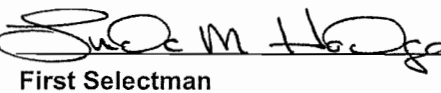

Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Highway

Reason for Request: Increased need for vehicle repairs - aging fleet

Reason for Available Funds: Employees on workers compensation leave - Budget freeze implemented in January 2009 - reduction in overtime, supplies, tree cutting services

From:	Account Number	Account Name	Amount
	13201-40101	Regular Salaries	34,663
	13201-40103	Overtime	4,514
	13201-41230	FICA & Retirement	2,773
	13201-42340	Other Purchased Supplies	11,860
	13201-44208	Professional Services	3,461
To:	13201-46390	Vehicle Maintenance & Fuel	57,271

11/4/09
Date Requested

Mark Decker

Department Director or Supervisor - Signature

Print Name Mark Decker

11/4/09
Date Reviewed

[Signature]

Chief Financial Officer

11/4/09
Date Approved

[Signature]

First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="13201-43213"/>	<input type="text" value="Mileage, Training & Meetings"/>	<input type="text" value="1,342"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="13201-45389"/>	<input type="text" value="Traffic Control Lights"/>	<input type="text" value="1,342"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested


Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Highway

Reason for Request: Replacement of defective safety hats.
Increased cost for rental of equipment.
Increase in postal charges.

Reason for Available Funds: Repairs not needed for small equipment such as radios.
Budget freeze implemented in January 2009 - reduction in office supplies

From:	Account Number	Account Name	Amount
	13201-46224	Equipment Repairs	200
	13201-42301	Office Supplies	10
To:	13201-42323	Protective Clothing & Safety Equipment	104
	13201-44237	Equipment Rental	103
	13201-44217	Postage	3

11/4/09
Date Requested

Mark Decker

Department Director or Supervisor - Signature

Print Name Mark Decker

11/4/09
Date Reviewed

[Signature]

Chief Financial Officer

11/4/09
Date Approved

[Signature]

First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:


From:

Account Number	Account Name	Amount
<input type="text" value="13201-42301"/>	<input type="text" value="Office Supplies"/>	<input type="text" value="32"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

To:

<input type="text" value="13201-41210"/>	<input type="text" value="Employee Related Insurance"/>	<input type="text" value="32"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested


Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

Department: Fleet Maintenance

Reason for Request: Negotiated vision insurance benefit for Town Administrator's union per contract settlement

Reason for Available Funds: Budget freeze implemented in January 2009

From:	Account Number	Account Name	Amount
	13202-42331	Custodial/Maintenance Supplies	55

To:	13202-41210	Employee Related Insurance	55

11/4/09
 Date Requested

Mark Decker

Department Director or Supervisor - Signature

Print Name Mark Decker

11/4/09
 Date Reviewed

[Signature]

Chief Financial Officer

11/4/09
 Date Approved

[Signature]

First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:


Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="13202-45221"/>	<input type="text" value="Heating Fuel"/>	<input type="text" value="6"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	Account Number	Account Name	Amount
	<input type="text" value="13202-46226"/>	<input type="text" value="Building Repairs"/>	<input type="text" value="6"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

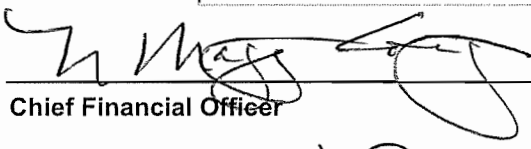
Date Requested



Department Director or Supervisor - Signature

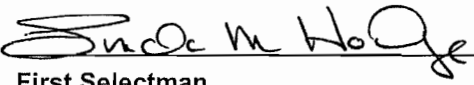
Print Name

Date Reviewed



Chief Financial Officer

Date Approved



First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Fleet Maintenance

Reason for Request: Increase in electricity usage at Town Garage

Reason for Available Funds: Reduction in heating oil resulting from conversion to waste oil furnace

From:	Account Number	Account Name	Amount
	13202-45221	Heating Fuel	761


To:	13202-45622	Electricity	761

11/4/09
Date Requested

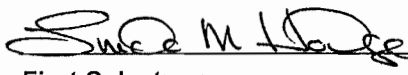

Department Director or Supervisor - Signature

Print Name Mark Decker

11/4/09
Date Reviewed


Chief Financial Officer

11/4/09
Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Fleet Maintenance

Reason for Request: Additional overtime incurred during snow storms to keep snowplows operational (aging fleet)

Reason for Available Funds: Budget freeze implemented in January 2009

From:

Account Number	Account Name	Amount
13202-42341	Fleet Repair & Maintenance Supplies	597

To:

13202-40103	Overtime	597

11/4/09 *Mark Seely*
Date Requested Department Director or Supervisor - Signature

Print Name See above Mark Decker

11/4/09 *[Signature]*
Date Reviewed Chief Financial Officer

11/4/09 *[Signature]*
Date Approved First Selectman

Date Approved Board of Selectmen Clerk

Date Approved Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:

Account Number	Account Name	Amount
<input type="text" value="13601-40103"/>	<input type="text" value="Overtime"/>	<input type="text" value="247"/>
<input type="text" value="13601-41230"/>	<input type="text" value="FICA & Retirement"/>	<input type="text" value="944"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

To:

<input type="text" value="13601-43213"/>	<input type="text" value="Mileage, Training & Meetings"/>	<input type="text" value="247"/>
<input type="text" value="13601-45622"/>	<input type="text" value="Electricity"/>	<input type="text" value="362"/>
<input type="text" value="13601-46390"/>	<input type="text" value="Vehicle Maintenance & Fuel"/>	<input type="text" value="582"/>

Date Requested



Department Director or Supervisor - Signature

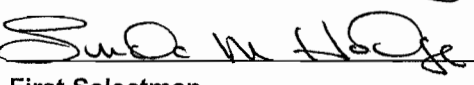
Print Name

Date Reviewed



Chief Financial Officer

Date Approved



First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:


Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="14101-40103"/>	<input type="text" value="Overtime"/>	<input type="text" value="1,060"/>
	<input type="text" value="14101-40105"/>	<input type="text" value="Contractual, Temp, Occas. Payroll"/>	<input type="text" value="1,816"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	<input type="text" value="14101-40101"/>	<input type="text" value="Regular Payroll"/>	<input type="text" value="2,876"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested


Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

Department:

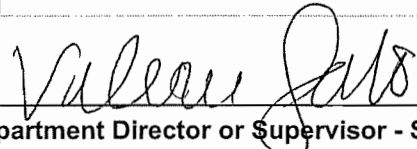
Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="14102-42301"/>	<input type="text" value="Office Supplies"/>	<input type="text" value="107"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	<input type="text" value="14102-44217"/>	<input type="text" value="Postage"/>	<input type="text" value="107"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested

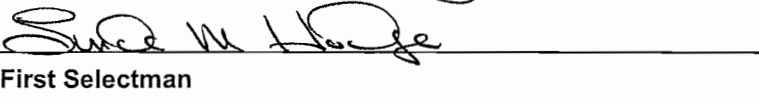

Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:

Account Number	Account Name	Amount
14102-42301	Office Supplies	78
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

To:

14102-41210	Employee Related Insurance	78
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Valerjeto
 Date Requested Department Director or Supervisor - Signature

Print Name

Date Reviewed [Signature]
 Chief Financial Officer

Date Approved [Signature]
 First Selectman

Date Approved _____
 Board of Selectmen Clerk

Date Approved _____
 Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:

Account Number	Account Name	Amount
14201-42301	Office Supplies	197

To:


14201-41210	Employee Related Insurance	197

Date Requested

Department Director or Supervisor - Signature

Print Name

Date Reviewed


 Chief Financial Officer

Date Approved


 First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Library - 15101

Reason for Request: Vacuum cleaner cost 343.61, not \$300. as anticipated. sj

Reason for Available Funds: No equipment repair funds used as yet.

From:

Account Number	Account Name	Amount
<u>15101-46224</u>	<u>Equipment repairs</u>	<u>44</u>

MC 10/29/09

To:

<u>15101 - 48404</u>	<u>Machinery + Equip.</u>	<u>44</u>

MC 10/29/09

12/8/08
Date Requested

[Signature]
Department Director or Supervisor - Signature

Print Name Siobhan M. Grogan

10/29/09
Date Reviewed

[Signature]
Chief Financial Officer

11/4/09
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

Department:


Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="15101-40105"/>	<input type="text" value="Contractual, Temp, Occas. Payroll"/>	<input type="text" value="295"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>


To:	<input type="text" value="15101-40101"/>	<input type="text" value="Regular Payroll"/>	<input type="text" value="295"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested

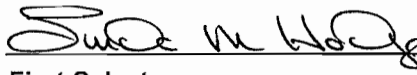

 Department Director or Supervisor - Signature

Print Name

Date Reviewed


 Chief Financial Officer

Date Approved


 First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

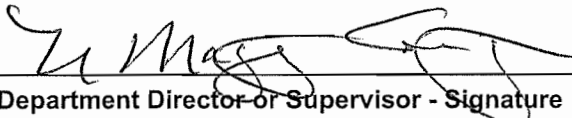
Department:

Reason for Request:

Reason for Available Funds:


From:	Account Number	Account Name	Amount
	<input type="text" value="15101-42301"/>	<input type="text" value="Office Supplies"/>	<input type="text" value="3,180"/>
	<input type="text" value="15101-42331"/>	<input type="text" value="Custodial/Maintenance Supplies"/>	<input type="text" value="434"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
To:			
	<input type="text" value="15101-45222"/>	<input type="text" value="Water & Sewer"/>	<input type="text" value="1,470"/>
	<input type="text" value="15101-45622"/>	<input type="text" value="Electricity"/>	<input type="text" value="2,144"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested

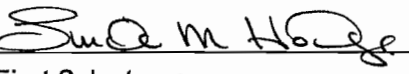

Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

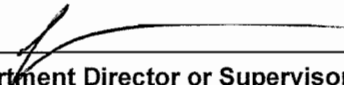
Department: Parks & Recreation

Reason for Request: custodial: Excessive maintenance at park restrooms
 copier: add'l paper needed
 advertising: add'l legal add for bid request


Reason for Available Funds: Unfilled position; budget freeze in January 09

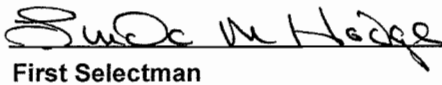
From:	Account Number	Account Name	Amount
	15201 41230	FICA & Retirement	891

To:	15201 42331	Custodial/Maintenance Supplies	694 684 <i>net 11/3/09</i>
	15201 42233	Copier	137
	15201 44231	Advertising	70

Oct 29, 2009
 Date Requested 
 Department Director or Supervisor - Signature

Print Name Jason Cohen

11/3/09
 Date Reviewed 
 Chief Financial Officer

11/4/09
 Date Approved 
 First Selectman

Date Approved _____
 Board of Selectmen Clerk

Date Approved _____
 Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

Department: Parks & Recreation

Reason for Request: fuel: higher prices than anticipated for propane (heating fuel)
 supplies: first year of separated lines (42340, 42334, 42331), so still fine-tuning the amounts in each

Reason for Available Funds: Permanently discontinue cell phone reimbursement to office staff and crew, and provide town phone to crew leader

From:

Account Number	Account Name	Amount
15201 45216	Telephone	2,237

To:


15201 42340	Other Purchased Supplies	1,682
15201 45221	Fuel/Heating	555

Oct 29, 2009
 Date Requested

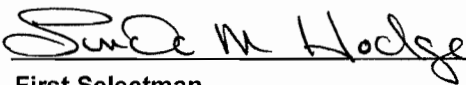

 Department Director or Supervisor - Signature

Print Name Jason Cohen

11/3/09
 Date Reviewed


 Chief Financial Officer

11/4/09
 Date Approved


 First Selectman

 Date Approved

Board of Selectmen Clerk

 Date Approved

Board of Finance Clerk

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	15201 40101	Regular Payroll	3,405
	15201 42301	Office Supplies	1,017
To:	15201 40105	Contract/Temp	4,422

Date Requested

Department Director or Supervisor - Signature

Print Name

Date Reviewed

Chief Financial Officer

Date Approved

First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

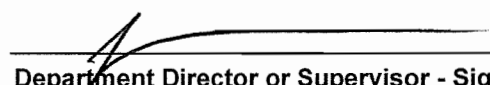
Department: Parks & Recreation

Reason for Request: Aging vehicles; additional fuel for more snow storms


Reason for Available Funds: Decreased electric usage by leagues; budget freeze in January 2009

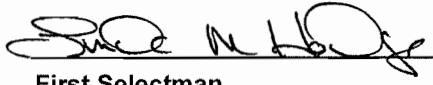
From:	Account Number	Account Name	Amount
	15201 45622	Electric	3,060
	15201 44208	Professional Services	1,051
	15201 44223	Service Contracts	900

To:	15201 46390	Vehicle Maintenance	5,011

Oct 29, 2009
 Date Requested 
 Department Director or Supervisor - Signature

Print Name Jason Cohen

11/3/09
 Date Reviewed 
 Chief Financial Officer

11/4/09
 Date Approved 
 First Selectman

Date Approved _____
 Board of Selectmen Clerk

Date Approved _____
 Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="15401-42301"/>	<input type="text" value="Office Supplies"/>	<input type="text" value="489"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
To:	<input type="text" value="15401-42233"/>	<input type="text" value="Copier"/>	<input type="text" value="489"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Date Requested Department Director or Supervisor - Signature

Print Name

Date Reviewed Chief Financial Officer

Date Approved First Selectman

 Date Approved Board of Selectmen Clerk

 Date Approved Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

Department: Senior Center

Reason for Request: Negotiated vision insurance benefit for Town Administrator's union per contract settlement

Reason for Available Funds: Budget freeze implemented in January 2009 - reduction in office supplies

From:	Account Number	Account Name	Amount
	15401-42301	Office Supplies	13

To:	Account Number	Account Name	Amount
	15401-41210	Employee Related Insurance	13

Date Requested

Department Director or Supervisor - Signature

Print Name Patti White

11/4/09
Date Reviewed

[Signature]
Chief Financial Officer

11/4/09
Date Approved

[Signature]
First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

Town of Colchester
 General Fund
 Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:	Account Number	Account Name	Amount
	<input type="text" value="15401-45622"/>	<input type="text" value="Electricity"/>	<input type="text" value="2,214"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

To:	<input type="text" value="15401-45221"/>	<input type="text" value="Heating Fuel"/>	<input type="text" value="2,214"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

 Date Requested Department Director or Supervisor - Signature

Print Name

 Date Reviewed Chief Financial Officer

 Date Approved First Selectman

 Date Approved Board of Selectmen Clerk

 Date Approved Board of Finance Clerk

p. 1 of 2

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department:

Reason for Request:

Reason for Available Funds:

From:

Account Number	Account Name	Amount
<input type="text" value="15401-40103"/>	<input type="text" value="Overtime"/>	<input type="text" value="2,243"/>
<input type="text" value="15401-42331"/>	<input type="text" value="Custodial/Maintenance Supplies"/>	<input type="text" value="1,907"/>
<input type="text" value="15401-42332"/>	<input type="text" value="Paint & Paint Supplies"/>	<input type="text" value="200"/>
<input type="text" value="15401-42340"/>	<input type="text" value="Other Purchased Supplies"/>	<input type="text" value="128"/>
<input type="text" value="15401-43213"/>	<input type="text" value="Mileage, Training & Meetings"/>	<input type="text" value="646"/>
<input type="text" value="15401-44208"/>	<input type="text" value="Professional Services"/>	<input type="text" value="694"/>

Date Requested

Department Director or Supervisor - Signature

Print Name

Date Reviewed


Chief Financial Officer

Date Approved


First Selectman

Date Approved

Board of Selectmen Clerk

Date Approved

Board of Finance Clerk

P 2 of 2

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Senior Center

Reason for Request: Payout of accrued leave time - unanticipated retirement of Senior Center Director


Reason for Available Funds: Budget freeze implemented in January 2009 - floor waxing not contracted, did not print outreach information.
Less than anticipated repairs to Senior Center vehicles

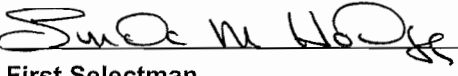
From:	Account Number	Account Name	Amount
	15401-44223	Service contracts	1,207
	15401-44232	Printing & Publications	303
	15401-46390	Vehicle Maintenance & Fuel	5,436

To:	Account Number	Account Name	Amount
	15401-40101	Regular Salaries	12,764

Date Requested _____ Department Director or Supervisor - Signature _____

Print Name Patti White

11/4/09 Date Reviewed _____ Chief Financial Officer 

11/4/09 Date Approved _____ First Selectman 

Date Approved _____ Board of Selectmen Clerk

Date Approved _____ Board of Finance Clerk

