

Essex Finance Committee
January 22, 2015
7:30pm
Essex Elementary School

Members Present: Richard Ross, Ken Riehl, David Gabor, Justin Bourgette and Jeff Soulard

1. Transfers

Approved five transfers by unanimous vote (attached).

2. Discuss FY15 Budget (YTD)

The FY15 budget appears to be on track at this time.

3. Receive FY16 Budget and Start Budget Discussion for Upcoming Year

The FY16 Budget booklets were distributed to the Committee and the initial budget appears to be well over the Proposition 2 ½ Levy Limit. This is driven mainly by proposed capital expenses and increases to the MERSD and Vocational School budgets.

The budget presented is carrying a 3.8% increase for MERSD, but this number may be too low based on discussions with school officials. For several years, the School Committee has used Reserve funds to cover expenses and reduce the assessment to the member towns. However, their Reserves are dwindling and they would like to stop this practice in FY16. Additionally, they are looking to address the enrollment increases over the past few years that have created class size issues in many areas, particularly at the Middle School.

Enrollment at the Vocational School has increased dramatically, with the number of students doubling over the last few years. Based on discussions with school officials this trend is likely to continue.

Over the next few weeks, the Committee will address various ways to reduce the FY16 budget and bring the final amount under the Proposition 2 ½ Levy Limit. There is additional levy capacity available from prior years that may be used to reach this goal.

4. Old Business

None

5. New Business

None

6. Public Comment

None

REQUEST FOR A LINE ITEM TRANSFER

Requests are to be made and transfers voted BEFORE any expenditure is incurred.
Please submit only one copy.

To: FINANCE COMMITTEE, Town of Essex:

REQUEST FOR A LINE ITEM TRANSFER FROM ACCOUNT# 1100.2.491.5532.00

Title Materials

1. Amount Requested \$ 500.00

2. To be transferred to account # 1100.2.491.5245.00

Title Maintenance

3. Purpose the amount requested will be used for: To fund the line item
for the remainder of the year.

4. This expenditure is extraordinary and/or unforeseen for the following reasons: _____
More than normal over time and meal allowances

Date: 12/30/2014

Signed: [Signature]

Department: _____

Date of meeting 1/22/15

Vote: Yes No

Transfer voted in the sum of \$ 500.-

Transfer disapproved _____

FINANCE COMMITTEE

[Signature]
[Signature]
Justin Buyette

[Signature]
Jeffrey Soudard

REQUEST FOR A TRANSFER FROM THE RESERVE FUND

Requests are to be made and transfer voted BEFORE any expenditure is incurred.
Please submit only one copy.

To: Finance Committee – Town of Essex

Request for a Transfer from the **RESERVE FUND**

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, § 6 of M.G.L.

- 1. Amount Requested: **\$15,000.00**
- 2. To be transferred to Account: *1100.2.543.5770.00*
Title: *Veterans Ordinary Benefits*
- 3. The specific purpose the amount requested will be used for:

Providing monthly benefits to veterans.
- 4. This expenditure is extraordinary and/or unforeseen for the following reasons:

The budget for this item was determined last year when there were only 2 veterans receiving benefits. Since the start of this fiscal year, we now have 8 veterans. The number of veterans may increase or decrease at any time, depending on the number becoming eligible and/or moving or leaving Town.

Date: *January 12, 2015*

Signed: 
Jeffrey Jones, Chairman
Board of Selectmen

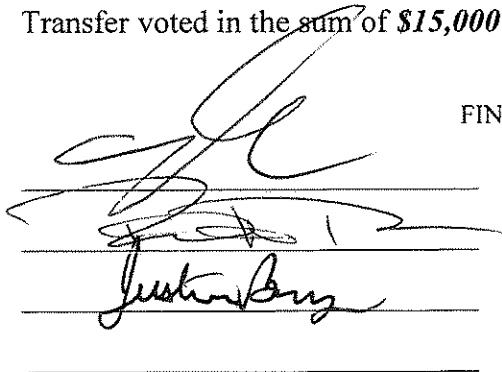
Date of meeting: *1 / 22 / 15*

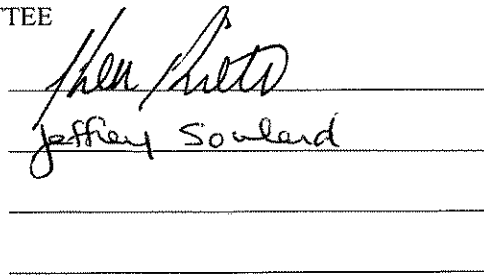
Vote: ✓ Yes No

Transfer voted in the sum of **\$15,000**

Transfer disapproved

FINANCE COMMITTEE


Justin Buz


Jeffrey Sowlard

REQUEST FOR A RESERVE FUND TRANSFER

Requests are to be made and transfers voted BEFORE any expenditure is incurred.
Please submit only one copy.

To: FINANCE COMMITTEE, Town of Essex:

REQUEST FOR A TRANSFER FROM ACCOUNT #

1100.2.131.5785.00

Title Finance Committee Reserve Fund

1. Amount Requested \$ 9,662.80

2. To be transferred to account # 1100.1.161.5110.00

Title Town Clerk Salary

3. Purpose the amount requested will be used for:

To fund the Town Clerk salary line for office coverage during maternity leave.

\$24.65 x 32 hrs/week for 12 weeks + 8 hrs training = \$9,662.80

4. This expenditure is extraordinary and/or unforeseen for the following reasons:

Date 01/16/2015

Signed Christy Dugdale

Department Town Clerk

Date of meeting 1/22/15

vote: Yes No

Transfer voted in the sum of \$ 9662.80

Transfer disapproved _____

FINANCE COMMITTEE

[Signature]
[Signature]
[Signature]

[Signature]
Jeffrey Souldard

REQUEST FOR A LINE ITEM TRANSFER FROM THE RESERVE FUND

Requests are to be made and transfer voted BEFORE any expenditure is incurred.
Please submit only one copy.

To: Finance Committee – Town of Essex

Request for a Line Item Transfer from the **RESERVE FUND**
Request is hereby made for the following transfer from the Reserve Fund in
accordance with Chapter 40, § 6 of M.G.L.



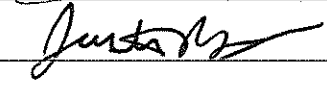
1. Amount Requested \$1106.25
2. To be transferred to Account: 1100.2.210.5245.00
Title: *Trailer Maintenance*
3. The specific purpose the amount requested will be used for:
Pay Wayside Transcorp invoice.

4. This expenditure is extraordinary and/or unforeseen for the following reasons:
Major leak occurred around one of the windows in the trailer. Repairs to the window, roof, exterior and interior walls were needed.


Date: **January 22, 2015** Signed: 
Peter G. Silva, Chief of Police

Date of meeting 1/22/15 Vote: ✓ Yes No

Transfer voted in the sum of \$ 1106.25 Transfer disapproved

FINANCE COMMITTEE


Jeffrey Soubard

REQUEST FOR A LINE ITEM TRANSFER

Requests are to be made and transfer voted BEFORE any expenditure is incurred.
Please submit only one copy.

To: Finance Committee – Town of Essex

1100.2.210.5302.00

Title: *National Crime Information*

1. Amount Requested: *\$389.00*

2. To be transferred to Account: *1100.1.210.5310.00*

Title: *Drug and Alcohol Testing*

3. The specific purpose the amount requested will be used for:

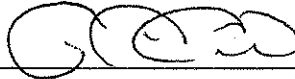
Pay for new hire testing.

4. This expenditure is extraordinary and/or unforeseen for the following reasons:

Increase in cost of examinations.

Date: *1/22/15*

Signed: _____



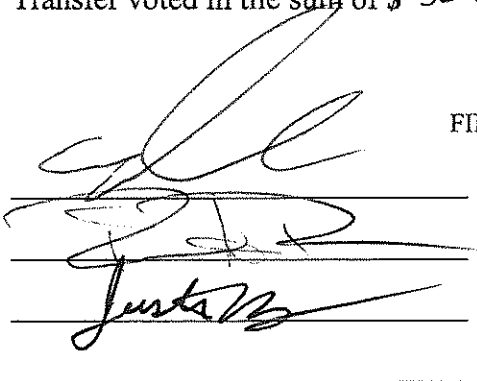
Date of meeting *1/22/15*

Vote: Yes No

Transfer voted in the sum of \$ *389,00*

Transfer disapproved _____

FINANCE COMMITTEE



Jeffrey Soudard

