

Essex Finance Committee
November 16, 2015
6:30pm
Essex Elementary School

Members Present: Justin Bourgette, David Gabor and Richard Ross

1. Transfers FY16 – Police Chief Silva attended to discuss an updated estimate for the police trailer repairs. New estimate given was much cheaper than Wayside for comparable work including gutter installation. Chief Silva suggested we go with the new estimate and the line item transfer was approved. Transfer approved for \$1,500. From Water Vehicle Maintenance to Water Vehicle Fuel
2. Discuss FY16 Budget, Calendar and Fall Town Meeting Warrant – Discuss finalized monetary articles for the fall town meeting.
3. Old Business – Review uses of FY2016 reserve fund.
4. New Business – NA
5. Public Comment - NA
6. Attend Fall Town Meeting – All monetary articles passed at town meeting.

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# 6150.2.000.5480.00

Title Vehicle fuel

1. Amount Requested \$ 1,500.00

2. To be transferred to account # 6150.2.000.5240.00

Title Vehicle Maintenance

3. Purpose the amount requested will be used for: _____
To cover the remainder of the fiscal year bills.

4. This expenditure is extraordinary and/or unforeseen for the following reasons: _____
New line item was under estimated.

Date: 11/12/15

Signed: 

Department: Water

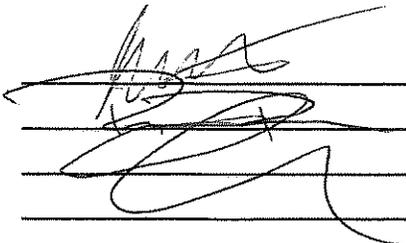
Date of meeting 11/16/2015

Vote: Yes No

Transfer voted in the sum of \$ 1,500.00

Transfer disapproved _____

FINANCE COMMITTEE



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.

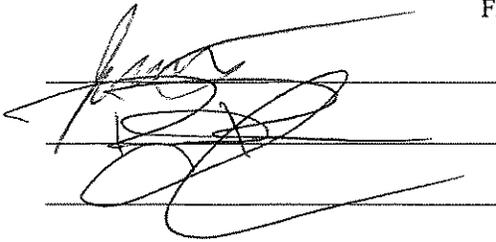
1. Amount Requested ~~\$8,112.06~~ ✓ *5,625.00*
2. To be transferred to Account: 1100.2.210.5245.00
Title: *Trailer Maintenance*
3. The specific purpose the amount requested will be used for:
Pay Wayside invoices.
4. This expenditure is extraordinary and/or unforeseen for the following reasons:
Unexpected leaking problems and identification of further problems in need of repair.

Date: **October 29, 2015** Signed: 
Chief Peter G. Silva

Date of meeting *11/16/2015* Vote: Yes No

Transfer voted in the sum of *\$5,625.00* Transfer disapproved _____

FINANCE COMMITTEE

	_____
_____	_____
_____	_____
_____	_____

RENTAL INVOICE

Wayside Transcorp
58 Pulaski Industrial Park
Peabody, MA 01960
Phone No.: 978-532-3456
Fax No.: 978-532-2360
E-Mail: info@waysidetrailers.com

Invoice Number: RI-160449
Invoice Date: 10/13/15
Page: 1

Bill To: ESSEX POLICE
24 MARTIN STREET
ESSEX, MA 01929

Redate
Ship To: ESSEX POLICE
24 MARTIN STREET
ESSEX, MA 01929

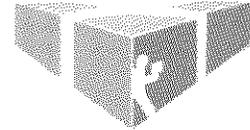
Customer ID ESSEX POLICE STATION
Ship Via Company Truck
Terms Net 30 Days
Due Date 11/12/15

P.O. Number
P.O. Date 01/30/12
Our Order No. RO-10071
SalesPerson Dispatch

Items Sold	Item / Description	Quantity	Sale Date	Unit Price	Total Price
	WORK & REPAIRS	6	10/05/15	95.00	570.00
	DOOR LEAKING/RE-LEVEL OT-650260	Per Hour			
	MISCELLANEOUS	1	10/05/15	200.00	200.00
	MATERIALS	Per Hour			

Current

INVOICES ARE NOT PRORATED
RETURNED CHECK FEE \$35
SALES TAX NOT REFUNDABLE AFTER 90 DAYS



CUBES

Containers Used By Everyone for Storage

58 Pulaski Industrial Park, Peabody, MA 01960 978-532-3456 ph.978-532-2360 fax

Quote

To: Peter
Phone: 978-768-6628 ext.12
Re: Office Trailer Rehab
Email: psilva@essexma.org

Of: Essex Police Department
Pages: 1
Date: 10-6-15

Hello Peter:

Here are the overall costs for Wayside to rehabilitate your office trailer. All work is to be done on the rear of the building only

Please check any options you will need.

Rehab of T-111 Style Office Trailer (Chief's Office) \$7,342.06 Estimated Flat Rate*

- Removal and replacement of top half of exterior T-111
- Removal and replacement of all pine over T-111 and around windows and doors
- Install 27' Gutter on back of fire station
- Install 60' Gutter on back of police station

Gutters

Materials Needed

- Oil Base Primer
- Exterior Wall Paint
- Trim Paint
- Miscellaneous (Nails, Screws, rollers, etc.)

Labor

- Estimated 96 Man Hours

Thank you for providing Wayside Transcorp with the opportunity to quote pricing on your needs. If you have any questions, please do not hesitate to call.

Sincerely,

Don Kelley

978-532-3456 Phone
978-532-2360 Fax

*→ only estimate
→ Warranty of work?*

Please sign and fax back to Wayside

Signature of (print):

Date

***Quote is only valid for 30 days**

November 13, 2015

page one

Thomas W. Berube
Contracting Co, Inc.
15 Stewart Avenue
Beverly Mass, 01915

Telephone: 1-978-852-3501

Town of Essex
24 Martin Street
Essex Mass, 01929

Attention: Peter Silva

Project Description: Fire and police station repairs

Police Building:

Remove the top pine band and the corners that separates the top from the bottom siding sections. This band will be removed from the entire length of the building and will be replaced with P.V. C. material along with the upper corners.

Replace the top section of exterior plywood siding.

Provide flashing over the window and the door.

Apply a flashing over the roof trim along this same side.

Apply a layer of Tremcoat roof sealer to the entire roof and roof edges.

Install a commercial gutter and down spouts the entire length of the building.

Prime and paint all new work to match the existing building.

Fire station:

Install a commercial gutter and downspouts to the rear addition.

Total cost of both projects: \$4,855.00