

Tablets for Select Board: The FY 2015 Select Board budget will show a surplus of about \$3,000, and it is proposed that the office buy each Select Board member a tablet to aid in going paperless for meetings. The tablet would remain as Town property.

Currently, the Town pays its copier costs quarterly. Attached is the last four payments made to United Business Machines totaling \$2,497.04. Most of the copies produced in this machine are from the Town Administrator and Select Board offices.

During the fall, the copy machine was set up with department codes and the Town Administrator and Select Board has copied over 40,000 pages. If the Select Board members are equipped with tablets, this would greatly reduce the number of copies produced out of these offices.

The decision today, if the Select Board decides they would like to purchase a tablet, is what type of tablet would the Board like. Below are some options.

Apple iPad Air – 16GB \$379 and 32GB \$429

Samsung Galaxy - 16GB \$449.99

Toshiba Chromebook - \$264.49

Samsung Chromebook - \$249.99

HP Chromebook - \$259.99

Bills Payable Detail - Posted

Vendor: 1067

Subnumber: 1 Vendor Name: UNITED BUSINESS MACHINES INC

Paid to: UNITED BUSINESS MACHINES INC

Invoice: 1029 NORTH RD; WESTFIELD, MA 01085

63701

Warrant: 42

PostDate: 04/04/2014

1099:

Invoice Date: 03/26/2014

Block/Batch: 42/4

Bank: 1056353881

Payment Type: Check

Voucher:

Schedule:

Payment: 12192

Open

Single: Print:

Ledger Account Number

Account Name

Amount

Exp 01-196-5245-000

COPIER MAINTENANCE

617.34

Last Edited by: joan

On: 04/02/2014

Total for Invoice 63701:

617.34

Comments: copier contract 12/28-3/28

Paid to: UNITED BUSINESS MACHINES INC

Invoice: 1029 NORTH RD; WESTFIELD, MA 01085

63892

Warrant: 48

PostDate: 05/16/2014

1099:

Invoice Date: 04/30/2014

Block/Batch: 48/1

Bank: 1056353881

Payment Type: Check

Voucher:

Schedule:

Payment: 12673

Open

Single: Print:

Ledger Account Number

Account Name

Amount

Exp 01-210-5420-000

OFFICE SUPPLIES

105.00

Last Edited by: gail

On: 05/09/2014

Total for Invoice 63892:

105.00

Comments: Toner

Paid to: UNITED BUSINESS MACHINES INC

Invoice: 1029 NORTH RD; WESTFIELD, MA 01085

64039

Warrant: 54

PostDate: 06/27/2014

1099:

Invoice Date: 05/22/2014

Block/Batch: 54/1

Bank: 1056353881

Payment Type: Check

Voucher:

Schedule:

Payment: 13294

Open

Single: Print:

Ledger Account Number

Account Name

Amount

Exp 01-210-5243-000

OFFICE EQUIP. MAINTENANCE/UPDATES

550.00

Last Edited by: gail

On: 06/19/2014

Total for Invoice 64039:

550.00

Comments: Annual Maintenance Agreement

Paid to: UNITED BUSINESS MACHINES INC

Invoice: 1029 NORTH RD; WESTFIELD, MA 01085

64229

Warrant: 56

PostDate: 06/30/2014

1099:

Invoice Date: 06/25/2014

Block/Batch: 56/1

Bank: 1056353881

Payment Type: Check

Voucher:

Schedule:

Payment: 13475

Open

Single: Print:

Ledger Account Number

Account Name

Amount

Exp 01-196-5245-000

COPIER MAINTENANCE

705.27

Last Edited by: gail

On: 07/02/2014

Total for Invoice 64229:

705.27

Comments: Copier Maint 03/28/2014 to 06/28/2014

Paid to: UNITED BUSINESS MACHINES INC

Invoice: 1029 NORTH RD; WESTFIELD, MA 01085

64263

Warrant: 8

PostDate: 08/08/2014

1099:

Invoice Date: 07/01/2014

Block/Batch: 8/1

Bank: 1056353881

Payment Type: Check

Voucher:

Schedule:

Payment: 13849

Open

Single: Print:

Ledger Account Number

Account Name

Amount

Exp 01-192-5850-000

EQUIPMENT

173.86

Last Edited by: gail

On: 08/01/2014

Total for Invoice 64263:

173.86

Comments:

Bills Payable Detail - Posted

Vendor: 1067

Subnumber: 1 Vendor Name: UNITED BUSINESS MACHINES INC

Paid to: UNITED BUSINESS MACHINES INC

Invoice: 1029 NORTH RD; WESTFIELD, MA 01085

64411

Warrant: 10

PostDate: 08/22/2014

1099:

Invoice Date: 08/04/2014

Block/Batch: 10/1

Bank: 1056353881

Payment Type: Check

Voucher:

Schedule:

Payment: 14005

Open

Single: Print: Ledger Account NumberAccount NameAmount

Exp 01-196-5300-000

PURCHASING SERVICES

247.95

Last Edited by: gail

On: 08/14/2014

Total for Invoice 64411:

247.95

Comments: Set up Scan and Print for Town Offices

Paid to: UNITED BUSINESS MACHINES INC

Invoice: 1029 NORTH RD; WESTFIELD, MA 01085

64626

Warrant: 14

PostDate: 09/19/2014

1099:

Invoice Date: 09/09/2014

Block/Batch: 14/2

Bank: 1056353881

Payment Type: Check

Voucher:

Schedule:

Payment: 14322

Open

Single: Print: Ledger Account NumberAccount NameAmount

Exp 01-196-5420-000

COPIER SUPPLIES

98.00

Last Edited by: gail

On: 09/15/2014

Total for Invoice 64626:

98.00

Comments: Staples

Paid to: UNITED BUSINESS MACHINES INC

Invoice: 1029 NORTH RD; WESTFIELD, MA 01085

64751

Warrant: 40

PostDate: 03/06/2015

1099:

Invoice Date: 09/22/2014

Block/Batch: 40/3

Bank: 1056353881

Payment Type: Check

Voucher:

Schedule:

Payment: 16897

Open

Single: Print: Ledger Account NumberAccount NameAmount

Exp 01-196-5245-000

COPIER MAINTENANCE

532.58

Last Edited by: joan

On: 03/18/2015

Total for Invoice 64751:

532.58

Comments: Copier Contact for town Hall

Paid to: UNITED BUSINESS MACHINES INC

Invoice: 1029 NORTH RD; WESTFIELD, MA 01085

64810

Warrant: 18

PostDate: 10/17/2014

1099:

Invoice Date: 10/02/2014

Block/Batch: 18/1

Bank: 1056353881

Payment Type: Check

Voucher:

Schedule:

Payment: 14698

Open

Single: Print: Ledger Account NumberAccount NameAmount

Exp 01-196-5245-000

COPIER MAINTENANCE

95.58

Last Edited by: gail

On: 10/09/2014

Total for Invoice 64810:

95.58

Comments: Service 07/04/2014 to 10/04/2014

Paid to: UNITED BUSINESS MACHINES INC

Invoice: 1029 NORTH RD; WESTFIELD, MA 01085

65208

Warrant: 28

PostDate: 12/26/2014

1099:

Invoice Date: 12/15/2014

Block/Batch: 28/2

Bank: 1056353881

Payment Type: Check

Voucher:

Schedule:

Payment: 15696

Open

Single: Print: Ledger Account NumberAccount NameAmount

Exp 01-630-5850-000

EQUIPMENT PURCHASE

148.95

Last Edited by: joan

On: 12/19/2014

Total for Invoice 65208:

148.95

Comments: Service Call for Park & Rec

Bills Payable Detail - Posted

Vendor: 1067

Subnumber: 1 Vendor Name: UNITED BUSINESS MACHINES INC

Paid to: UNITED BUSINESS MACHINES INC

Invoice: 1029 NORTH RD; WESTFIELD, MA 01085

65238

Warrant: 28

PostDate: 12/26/2014

1099:

Invoice Date: 12/17/2014

Block/Batch: 28/3

Bank: 1056353881

Payment Type: Check

Voucher:

Schedule:

Payment: 15696

Open

Single: Print: Ledger Account NumberAccount NameAmount

Exp 01-196-5245-000

COPIER MAINTENANCE

641.85

Last Edited by: jkangas

On: 12/23/2014

Total for Invoice 65238:

641.85

Comments: copy supplies Town Hall

Paid to: UNITED BUSINESS MACHINES INC

Invoice: 1029 NORTH RD; WESTFIELD, MA 01085

65404

Warrant: 34

PostDate: 02/06/2015

1099:

Invoice Date: 01/20/2015

Block/Batch: 34/1

Bank: 1056353881

Payment Type: Check

Voucher:

Schedule:

Payment: 16335

Open

Single: Print: Ledger Account NumberAccount NameAmount

Exp 01-196-5245-000

COPIER MAINTENANCE

93.44

Last Edited by: jlapan

On: 01/30/2015

Total for Invoice 65404:

93.44

Comments: Sharp Copier

Paid to: UNITED BUSINESS MACHINES INC

Invoice: 1029 NORTH RD; WESTFIELD, MA 01085

65857

Warrant: 44

PostDate: 04/17/2015

1099:

Invoice Date: 04/02/2015

Block/Batch: 44/2

Bank: 1056353881

Payment Type: Check

Voucher:

Schedule:

Payment: 17217

Open

Single: Print: Ledger Account NumberAccount NameAmount

Exp 01-196-5245-000

COPIER MAINTENANCE

183.31

Last Edited by: jkangas

On: 04/13/2015

Total for Invoice 65857:

183.31

Comments: coa supplies

13 Invoice(s) for Subnumber 1 totaling:	4,193.13
13 Invoice(s) for 1 Subnumber(s) totaling:	4,193.13