

TOWN OF MILLIS

INTER-FUNCTION TRANSFER

REQUEST TO BE MADE AND TRANSFER VOTED BEFORE ANY EXPENDITURE IN EXCESS OF THE APPROPRIATION IS INCURRED

DATE: May 22, 2014

Request is hereby made for the following inter-function transfer in accordance with the Town of Millis General Bylaw, Article VI (Appropriations) (amended May 12, 2003 Annual Town Meeting, Article #48)

AMOUNT \$ 875.00

FROM ACCOUNT # _____

NAME OF APPROPRIATION General Insurance - Public Officials Liability

TO ACCOUNT # 0117551-510300

NAME OF APPROPRIATION Planning Board Salaries Clerical

REASON: To cover deficit in salaries account.

Crash J. R.
TOWN ADMINISTRATOR

6.17.14
DATE

APPROVED
BOARD OF SELECTMEN

[Signature]
[Signature]
James R. Ruel
DATE 6/16/14

CC: Town Accountant (original)
Finance Committee

PLANNING BOARD
 FY 2014
 EXPENSES

4/29/2014 \$358.08 -\$3,046.78 Gatehouse Media MA

DUES/SUBSCRIPT. \$100.00
 (#0117552-540700)

ADMIN. EXP. \$600.00
 (#0117552-540900)
 11/19/2013 \$50.00 \$550.00 C. MacInnes
 11/19/2013 \$50.00 \$500.00 R. Cantoreggi
 11/19/2013 \$50.00 \$450.00 G. Yered
 11/19/2013 \$50.00 \$400.00 J. McKay
 11/19/2013 \$50.00 \$350.00 N. Riley
 11/19/2013 \$50.00 \$300.00 R. Nichols
 C. MacInnes
 R. Cantoreggi
 G. Yered
 J. McKay
 N. Riley
 R. Nichols

Camille Staudley

SALARY	HRS.		\$16,190.72
(#0117551-510300)			
7/1-7/12/13	25 hrs	\$578.50	\$15,612.22
	3 holiday	\$69.42	\$15,542.80
7/15-7/26/2013	28 hrs.	\$647.92	\$14,894.88
7/29-8/9/2013	28 hrs.	\$647.92	\$14,246.96
8/12-8/23/2013	28 hrs.	\$647.92	\$13,599.04
8/26-9/6/2013	11 hrs.	\$254.54	\$13,344.50
	14 vac.	\$323.96	\$13,020.54
	3 holiday	\$69.42	\$12,951.12
9/9-9/20/2013	28 hrs.	\$647.92	\$12,303.20
9/23-10/4/2013	28 hrs.	\$647.92	\$11,655.28
10/7-10/18/2013	25 hrs	\$578.50	\$11,076.78
	3 holiday	\$69.42	\$11,007.36

PLANNING BOARD
FY 2014
EXPENSES

10/21-11/1/2013: 28 hrs. \$647.92 \$10,359.44

SALARY	HRS.		
11/4-11-15-2013	25 hrs.	\$578.50	\$9,780.94
	3 holiday	\$69.42	\$9,711.52
11/18-11/29/13	22 hrs.	\$509.08	\$9,202.44
	6 holiday	\$138.84	\$9,063.60
12/2-12/13/13	31 hrs.	\$717.34	\$8,346.26
12/16-12/27/13	19 hrs.	\$439.66	\$7,906.60
	6 vac.	\$138.84	\$7,767.76
	3 holiday	\$69.42	\$7,698.34
	Longevity	\$150.00	\$7,548.34
12/30-1/10/14	25 hrs.	\$578.50	\$6,969.84
	3 holiday	\$69.42	\$6,900.42
1/13-1/24/14	25 hrs.	\$578.50	\$6,321.92
	3 holiday	\$69.42	\$6,252.50
1/27-2/7/2014	28 hrs.	\$647.92	\$5,604.58
2/10-2/21/2014	25 hrs.	\$578.50	\$5,026.08
	3 holiday	\$69.42	\$4,956.66
2/24-3/7/2014	28 hrs.	\$647.92	\$4,308.74
3/10-3/21/2014	14 hrs.	\$323.96	\$3,984.78
	14 vac.	\$323.96	\$3,660.82
3/24-4/4/2014	28 hrs.	\$647.92	\$3,012.90
4/7-4/18/2014	28 hrs.	\$647.92	\$2,364.98
4/21-5/2/2014	25 hrs.	\$578.50	\$1,786.48
	3 holiday	\$69.42	\$1,717.06
5/5-5/16/2014	28 hrs.	\$647.92	\$1,069.14
5/19-5/30/2014		\$647.92	\$421.22
6/2-6/13/2014		\$647.92	-\$226.70
6/16-6/27/2014		\$647.92	-\$874.62

TOWN OF MILLIS

INTER-FUNCTION TRANSFER

REQUEST TO BE MADE AND TRANSFER VOTED BEFORE ANY
EXPENDITURE IN EXCESS OF THE APPROPRIATION IS INCURRED

DATE: 5-19-14

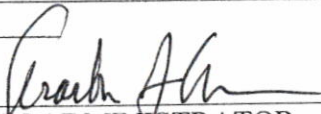
Request is hereby made for the following inter-function transfer in accordance with the Town of Millis General Bylaw, Article VI (Appropriations) (amended May 12, 2003 Annual Town Meeting, Article #48)

AMOUNT \$800.00

FROM ACCOUNT #0117152-540400
NAME OF APPROPRIATION Con Com Expenses

TO ACCOUNT #0117151-510300
NAME OF APPROPRIATION ConCom Salaries Clerical

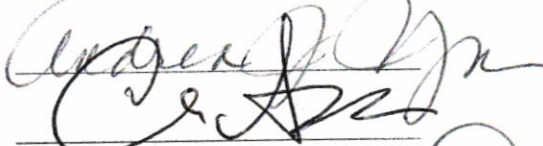
REASON: To cover deficit in Salary Account

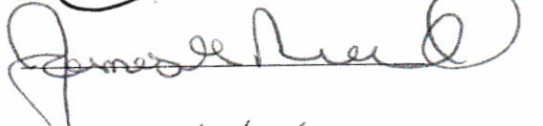


TOWN ADMINISTRATOR

DATE 6.2.14

APPROVED
BOARD OF SELECTMEN





DATE 6/2/14

CC: Town Accountant (original)
Finance Committee

CONSERVATION COMMISSION
FY 2014
PAYROLL/EXPENSES

SALARY			\$11,564.80
(#0117151-510300)			
# HRS			
7/1-7/12/13	17 hrs.	\$393.38	\$11,171.42
	3 hol.	\$69.42	\$11,102.00
7/15-7/26/13	20 hrs.	\$462.80	\$10,639.20
7/29-8/9/13	20 hrs.	\$462.80	\$10,176.40
8/12-8/23/13	20 hrs.	\$462.80	\$9,713.60
8/26-9/6/13	8 hrs.	\$185.12	\$9,528.48
	10 vac.	\$231.40	\$9,297.08
	2 hol.	\$46.28	\$9,250.80
9/9-9/20/13	20 hrs.	\$462.80	\$8,788.00
9/23-10/4/13	20 hrs.	\$462.80	\$8,325.20
10/7-10/18/13	18 hrs.	\$416.52	\$7,908.68
	2 hol.	\$46.28	\$7,862.40
10/21-11/1/13	20 hrs.	\$462.80	\$7,399.60
11/4-11/15/13	18 hrs.	\$416.52	\$6,983.08
	2 hol.	\$46.28	\$6,936.80
11/18-11/29/13	16 hrs.	\$370.24	\$6,566.56
	4 holiday	\$92.56	\$6,474.00
12/2-12/13/13	20 hrs.	\$462.80	\$6,011.20
12/16-12/27/13	14 hrs.	\$323.96	\$5,687.24
	4 vac.	\$92.56	\$5,594.68
	2 hol.	\$46.28	\$5,548.40
	Longevity	\$150.00	\$5,398.40
12/30-1/10/14	18 hrs.	\$416.52	\$4,981.88
	2 hol.	\$46.28	\$4,935.60
1/13-1/24/14	18 hrs.	\$416.52	\$4,519.08
	2 hol.	\$46.28	\$4,472.80
1/27-2/7/2014	20 hrs.	\$462.80	\$4,010.00
2/10-2/21/2014	18 hrs.	\$416.52	\$3,593.48
	2 hol.	\$46.28	\$3,547.20

EXPENSES		\$4,777.00
(#0117152-540400)		
8/8/2013	\$374.00	\$4,403.00 MACC (Dues)
9/9/2013	\$6.97	\$4,396.03 C. Standley (postage)
9/9/2013	\$406.57	\$3,989.46 Gatehouse Media MA
10/7/2013	\$15.60	\$3,973.86 C. Standley (postage)
10/7/2013	\$70.87	\$3,902.99 Gatehouse Media MA
11/18/2013	\$303.93	\$3,599.06 Staples Advantage
11/18/2013	\$74.60	\$3,524.46 Gatehouse Media MA
12/16/2013	\$70.87	\$3,453.59 Gatehouse Media MA
12/16/2013	\$15.00	\$3,438.59 C. Standley (postage)
3/5/2014	\$379.99	\$3,058.60 Staples Adv. (scanner)
4/28/2014	\$38.64	\$3,019.96 Staples Adv. (supplies)
4/28/2014	\$499.99	\$2,519.97 Staples Adv. (projector)
4/28/2014	\$63.41	\$2,456.56 Gatehouse Media MA
4/28/2014	\$74.60	\$2,381.96 Gatehouse Media MA
5/19/2014	\$74.60	\$2,307.36 Gatehouse Media MA
	\$199.93	\$2,107.43 Staples Adv. (supplies)

Expenses FY14
5/19/2014

CONSERVATION COMMISSION
FY 2014
PAYROLL/EXPENSES

2/24-3/7/2013	20 hrs.	\$462.80	\$3,084.40
3/10-3/21/2014	10 hrs.	\$231.40	\$2,853.00
	10 vac.	\$231.40	\$2,621.60
3/24-4/4/2014	20 hrs.	\$462.80	\$2,158.80
4/7-4/18/2014	20 hrs.	\$462.80	\$1,696.00
4/21-5/2/2014	18 hrs.	\$416.52	\$1,279.48
	2 holiday	\$46.28	\$1,233.20
5/5-5/16/2014	20 hrs.	\$462.80	\$770.40

Expenses FY14
5/19/2014

TOWN OF MILLIS

INTER-FUNCTION TRANSFER

REQUEST TO BE MADE AND TRANSFER VOTED BEFORE ANY EXPENDITURE IN EXCESS OF THE APPROPRIATION IS INCURRED

DATE: 6.23.14

Request is hereby made for the following inter-function transfer in accordance with the Town of Millis General Bylaw, Article VI (Appropriations) (amended May 12, 2003 Annual Town Meeting, Article #48)

AMOUNT \$ 5450.04

FROM ACCOUNT # 0119352.570124
NAME OF APPROPRIATION General Insurance

TO ACCOUNT # ~~011~~ 0112952.540400
NAME OF APPROPRIATION Selectmen / Town Admin Supplies + Expenses

REASON: Physical exams and training cost were unexpectedly high.

Walter J. An
TOWN ADMINISTRATOR DATE 6.23.14

APPROVED
BOARD OF SELECTMEN

[Signature]
[Signature]

DATE 6/23/14

CC: Town Accountant (original)
Finance Committee

6-23-14 Interfunction Transfers - BOS/TA

Postage	498.27
Telephone	1402.19
Copier leases	666.02
Physical Exams	90 -
Telephone Maintenance	579 -
Dues + Subscriptions	102.08
Copy supplies	182.11
Office supplies	200.78
Mileage	67.58
Advertising	140 -
Deficit - Existing	852.01
Mileage - estimate remainder of month	20 -
Stipends	<u>650 -</u>
	5450.04

TOWN OF MILLIS

INTER-FUNCTION TRANSFER

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DATE: 6.23.14

Request is hereby made for the following inter-function transfer in accordance with the Town of Millis General Bylaw, Article VI (Appropriations) (amended May 12, 2003 Annual Town Meeting, Article #48)

AMOUNT \$ 8523.10

FROM ACCOUNT # SEE ATTACHED
NAME OF APPROPRIATION _____

TO ACCOUNT # SEE ATTACHED
NAME OF APPROPRIATION _____

REASON: Overlapping time. incoming/outgoing Treas/coll.
Additional temporary clerical time for
transition.

Chris Jar
TOWN ADMINISTRATOR

6.23.14
DATE

APPROVED
BOARD OF SELECTMEN

Andrew J. [Signature]
James [Signature]

DATE 6/23/14

CC: Town Accountant (original)
Finance Committee

TRASURER / COLLECTOR

Needed \$8523.10

Transfer from

1. \$ 300 . TRASURER EXPENSE NOTES
0114552.520101
2. \$2400 . TRASURER EXPENSE PRINTING
0114552.540100
3. \$5823.10 HEALTH INSURANCE
0190051.519150

TRANSFER TO:

1. ~~\$8523.~~ \$4720.00 SALARY DEPT HEAD (TREAS)
0114551.510200
2. \$3803.10 SALARIES CLERICAL
0114551.510300

TOWN OF MILLIS

INTER-FUNCTION TRANSFER

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DATE: 6.23.14

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AMOUNT \$ ~~40,000.00~~ \$5719.85

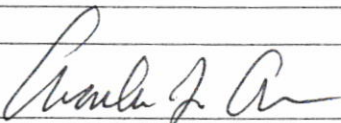
FROM ACCOUNT # 600052.520200

NAME OF APPROPRIATION SEWER MAINTENANCE CONTRACTS

TO ACCOUNT # 600051.510550

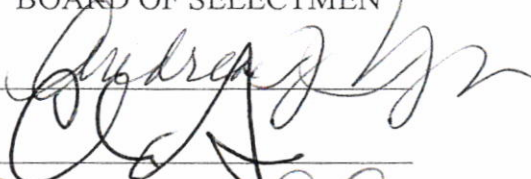
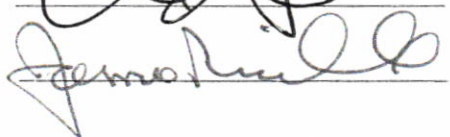
NAME OF APPROPRIATION SEWER OT

REASON: _____


TOWN ADMINISTRATOR

DATE 6.23.14

APPROVED
BOARD OF SELECTMEN

DATE 6/23/14

CC: Town Accountant (original)
Finance Committee

TOWN OF MILLIS

INTER-FUNCTION TRANSFER

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DATE: 6-23-14

Request is hereby made for the following inter-function transfer in accordance with the Town of Millis General Bylaw, Article VI (Appropriations) (amended May 12, 2003 Annual Town Meeting, Article #48)

AMOUNT \$ 33215 \$573.00

FROM ACCOUNT # General Insurance
NAME OF APPROPRIATION 0119352 570 124

TO ACCOUNT # 0113151 510 300
NAME OF APPROPRIATION Finance Committee Salary - Clerical

REASON: More meetings than were budgeted for.

Paul J. A.
TOWN ADMINISTRATOR

DATE 6-23-14

APPROVED
BOARD OF SELECTMEN

Andrew J. ...
James ...

DATE 6/23/14

CC: Town Accountant (original)
Finance Committee

TOWN OF MILLIS

INTER-FUNCTION TRANSFER

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EXPENDITURE IN EXCESS OF THE APPROPRIATION IS INCURRED

DATE: 6.23.14

Request is hereby made for the following inter-function transfer in accordance with the Town of Millis General Bylaw, Article VI (Appropriations) (amended May 12, 2003 Annual Town Meeting, Article #48)

AMOUNT \$ 1051.79

FROM ACCOUNT # 0119352-570124
NAME OF APPROPRIATION General Insurance

TO ACCOUNT # 0113152-540400
NAME OF APPROPRIATION Finance Committee - Supplies + Expenses.

REASON: Printing costs were higher than anticipated.

Archie J. G. 6.23.14
TOWN ADMINISTRATOR DATE

APPROVED
BOARD OF SELECTMEN

Andrea N. G.
James N. G.

DATE 6/23/14

CC: Town Accountant (original)
Finance Committee

TOWN OF MILLIS

INTER-FUNCTION TRANSFER

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EXPENDITURE IN EXCESS OF THE APPROPRIATION IS INCURRED

DATE: 6.23.14

Request is hereby made for the following inter-function transfer in accordance with the Town of Millis General Bylaw, Article VI (Appropriations) (amended May 12, 2003 Annual Town Meeting, Article #48)

AMOUNT \$ 2215.39

FROM ACCOUNT # 0190051.519150
NAME OF APPROPRIATION Insurance - Health

TO ACCOUNT # 0115552.340400
NAME OF APPROPRIATION DATA PROCESSING. Supplies + Expenses

REASON: _____

Charles J. A. _____ DATE 6.23.14
TOWN ADMINISTRATOR

APPROVED
BOARD OF SELECTMEN

Andrew J. K.
James M. N.

DATE 6/23/14

CC: Town Accountant (original)
Finance Committee

TOWN OF MILLIS

INTER-FUNCTION TRANSFER

REQUEST TO BE MADE AND TRANSFER VOTED BEFORE ANY EXPENDITURE IN EXCESS OF THE APPROPRIATION IS INCURRED

DATE: 6-23-14

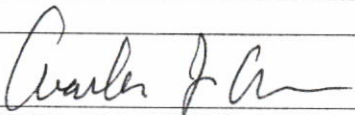
Request is hereby made for the following inter-function transfer in accordance with the Town of Millis General Bylaw, Article VI (Appropriations) (amended May 12, 2003 Annual Town Meeting, Article #48)

AMOUNT \$ 51525.40

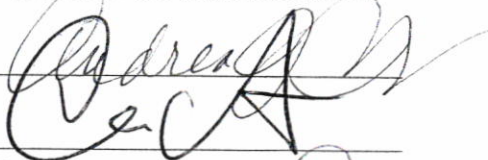
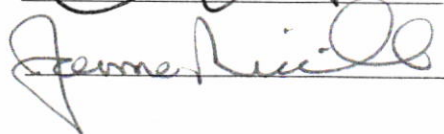
FROM ACCOUNT # 6100052-520180
NAME OF APPROPRIATION ~~SEWER~~ Engineering - WATER

TO ACCOUNT # 6100051-510550
NAME OF APPROPRIATION ~~SEWER~~ OT WATER

REASON: Inordinate amount of water main breaks.

 DATE 6-23-14
TOWN ADMINISTRATOR

APPROVED
BOARD OF SELECTMEN

DATE 6/23/14

CC: Town Accountant (original)
Finance Committee

TOWN OF MILLIS

INTER-FUNCTION TRANSFER

REQUEST TO BE MADE AND TRANSFER VOTED BEFORE ANY
EXPENDITURE IN EXCESS OF THE APPROPRIATION IS INCURRED

DATE: 6.23.14

Request is hereby made for the following inter-function transfer in accordance with the Town of Millis General Bylaw, Article VI (Appropriations) (amended May 12, 2003 Annual Town Meeting, Article #48)

AMOUNT \$ 5410.11

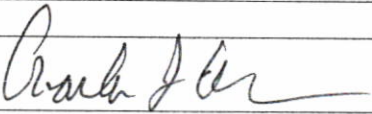
FROM ACCOUNT # 0151052.540435

NAME OF APPROPRIATION BOARD of HEALTH - BEEPER

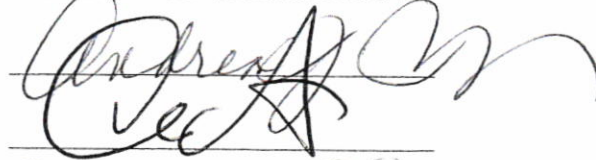
TO ACCOUNT # 0151051.510510

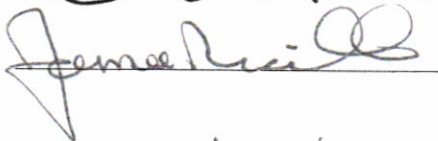
NAME OF APPROPRIATION BOARD of HEALTH - NURSE WAGES

REASON: B Budget was underfunded.


TOWN ADMINISTRATOR DATE 6.23.14

APPROVED
BOARD OF SELECTMEN





DATE 6/23/14

CC: Town Accountant (original)
Finance Committee

TOWN OF MILLIS

INTER-FUNCTION TRANSFER

REQUEST TO BE MADE AND TRANSFER VOTED BEFORE ANY EXPENDITURE IN EXCESS OF THE APPROPRIATION IS INCURRED

DATE: 6.23.14

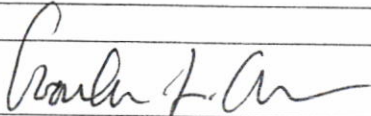
Request is hereby made for the following inter-function transfer in accordance with the Town of Millis General Bylaw, Article VI (Appropriations) (amended May 12, 2003 Annual Town Meeting, Article #48)

AMOUNT \$ 20.72

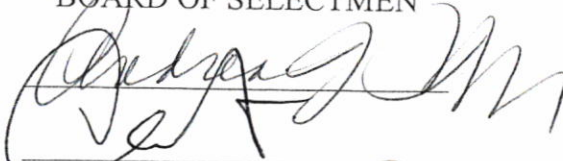
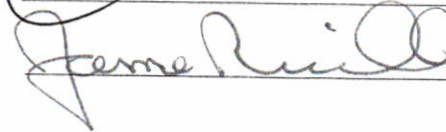
FROM ACCOUNT # 0124151.510580
NAME OF APPROPRIATION Bldg Dept. wages from Fees

TO ACCOUNT # 0124452.540400
NAME OF APPROPRIATION Weights + Measures Expenses

REASON: Increased costs for dues + subscriptions.


TOWN ADMINISTRATOR DATE 6.23.14

APPROVED
BOARD OF SELECTMEN

DATE 6/23/14

CC: Town Accountant (original)
Finance Committee

TOWN OF MILLIS

INTER-FUNCTION TRANSFER

REQUEST TO BE MADE AND TRANSFER VOTED BEFORE ANY
EXPENDITURE IN EXCESS OF THE APPROPRIATION IS INCURRED

DATE: 6-23-14

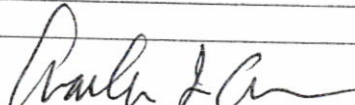
Request is hereby made for the following inter-function transfer in accordance with the Town of Millis General Bylaw, Article VI (Appropriations) (amended May 12, 2003 Annual Town Meeting, Article #48)

AMOUNT \$ ~~737.16~~ \$573.00

FROM ACCOUNT # General Insurance
NAME OF APPROPRIATION 0119352 570 124

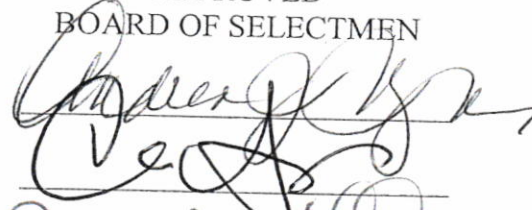
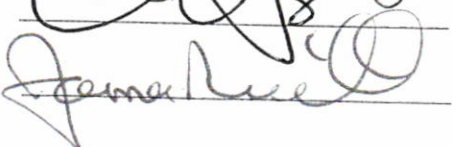
TO ACCOUNT # 0113151 510 300
NAME OF APPROPRIATION Finance Committee Salary - Clerical

REASON: More meetings than were budgeted for.


TOWN ADMINISTRATOR

DATE 6.23.14

APPROVED
BOARD OF SELECTMEN

DATE 6/23/14

CC: Town Accountant (original)
Finance Committee

TOWN OF MILLIS

INTER-FUNCTION TRANSFER

REQUEST TO BE MADE AND TRANSFER VOTED BEFORE ANY
EXPENDITURE IN EXCESS OF THE APPROPRIATION IS INCURRED

DATE: 6.23.14

Request is hereby made for the following inter-function transfer in accordance with the Town of Millis General Bylaw, Article VI (Appropriations) (amended May 12, 2003 Annual Town Meeting, Article #48)

AMOUNT \$ 2532.02

FROM ACCOUNT # 0123552.540480
NAME OF APPROPRIATION Dispatch - Clothing

TO ACCOUNT # 0123551.510550
NAME OF APPROPRIATION Dispatch OT

REASON: TURNOVER, TRAINING OT

Charles J. Am...
TOWN ADMINISTRATOR

DATE 6.23.14

APPROVED
BOARD OF SELECTMEN

[Signature]

[Signature]

DATE 6/23/14

CC: Town Accountant (original)
Finance Committee

TOWN OF MILLIS

INTER-FUNCTION TRANSFER

REQUEST TO BE MADE AND TRANSFER VOTED BEFORE ANY
EXPENDITURE IN EXCESS OF THE APPROPRIATION IS INCURRED

DATE: 6.23.14

Request is hereby made for the following inter-function transfer in accordance with the Town of Millis General Bylaw, Article VI (Appropriations) (amended May 12, 2003 Annual Town Meeting, Article #48)

AMOUNT \$ 488.63

FROM ACCOUNT # 019 0051. 519150
NAME OF APPROPRIATION HEALTH INSURANCE

TO ACCOUNT # 0112952. 540500
NAME OF APPROPRIATION SELECTMEN. ADVERTISING

REASON: To pay for advertisement of zoning bylaw
NOT sufficiently advertised prior to Town
Meeting

Frank J. Am
TOWN ADMINISTRATOR DATE 6/23/14

APPROVED
BOARD OF SELECTMEN

Andrew J. You
James D. ...
DATE 6/23/14

CC: Town Accountant (original)
Finance Committee

TOWN OF MILLIS

INTER-FUNCTION TRANSFER

REQUEST TO BE MADE AND TRANSFER VOTED BEFORE ANY EXPENDITURE IN EXCESS OF THE APPROPRIATION IS INCURRED

DATE: 6.23.14

Request is hereby made for the following inter-function transfer in accordance with the Town of Millis General Bylaw, Article VI (Appropriations) (amended May 12, 2003 Annual Town Meeting, Article #48)

AMOUNT \$ 1883.27

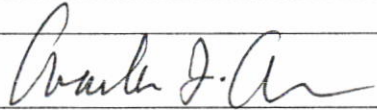
FROM ACCOUNT # 0019852 - 540410

NAME OF APPROPRIATION Town Building Expense

TO ACCOUNT # 0119851 - 510500

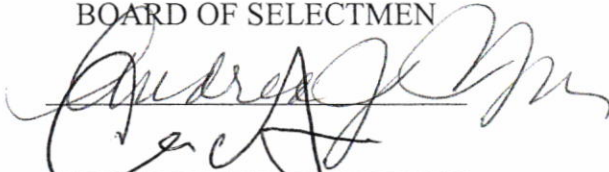
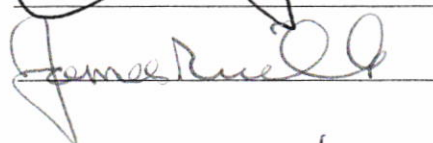
NAME OF APPROPRIATION Town Building Salary

REASON: to cover deficit in salaries
due to snow + ice removal


TOWN ADMINISTRATOR

6/23/14
DATE

APPROVED
BOARD OF SELECTMEN

DATE 6/23/14

CC: Town Accountant (original)
Finance Committee

TOWN OF MILLIS

INTER-FUNCTION TRANSFER

REQUEST TO BE MADE AND TRANSFER VOTED BEFORE ANY
EXPENDITURE IN EXCESS OF THE APPROPRIATION IS INCURRED

DATE: 6/16/14

Request is hereby made for the following inter-function transfer in accordance with the Town of Millis General Bylaw, Article VI (Appropriations) (amended May 12, 2003 Annual Town Meeting, Article #48)

AMOUNT \$ 5,000.00

FROM ACCOUNT # 0142452 / 520420
NAME OF APPROPRIATION General Fund Street lighting

TO ACCOUNT # 0142252 / 540400
NAME OF APPROPRIATION General Fund Supplies & Expenses

REASON: 1- To install a wireless network link between the
field house at Bandstand to the Town Hall Building
2- To Repair DVR at DPW building.
3- MK to install new port at Town Hall

Mark J. R. 6.16.14
TOWN ADMINISTRATOR DATE

APPROVED
BOARD OF SELECTMEN

[Signature]
[Signature]
[Signature]

DATE 6/23/14

CC: Town Accountant (original)
Finance Committee